

Delegated Decision Notice (DDN)

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input checked="" type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director Communities, Housing and Environment		
Contact person:	Jo Rowlands	Telephone number: 0113 3789219	
Subject²:	Mayoral Cost of Living Emergency Fund		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call-in etc.)</p> <p>The Chief Officer Community Hubs, Welfare and Business Support gave his approval to:-</p> <p>Accept the allocation of £647,900 from West Yorkshire Combined Authorities (WYCA), Mayor's Cost of Living Emergency Fund- Tranche 2 to be used between July 2023 and May 2024.</p> <p>Accept any further extension of funding from WYCA for the Mayor's Cost of Living Emergency Fund.</p> <p>Accept the proposals outlined in this report in line with the grant conditions to provide additional funding to the Leeds Advice Contract and to Voluntary Action Leeds to support the Warm/ Welcoming Spaces network.</p> <p>Agree that the Chief Officer Community Hubs, Welfare and Business Support will be responsible for the implementation.</p>		
	<p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list


³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>Leeds City Council will be accepting funding from the West Yorkshire Combined Authorities Mayor’s Cost of Living Emergency Fund. The Fund must be wholly passed on to the Voluntary and Community Sector within Leeds. In order to meet the criteria of the scheme the Fund will be used in the following ways;</p> <p>Firstly; Additional funding for the Leeds Advice Contract. £550,000 will be allocated to address the inflationary pressures that the agencies are facing and secondly to offer an enhanced provision across the agencies targeting areas of concern due to the cost-of-living crisis.</p> <p>Secondly; Continuation of the Warm/ Welcoming Spaces network over the winter months. A total of £97,900 will be managed by Voluntary Action Leeds to support charities and third sector organisations maintain warm/ welcome spaces for those most in need.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>Executive Member for Communities- Briefing June 2023</p> <p>Ward Councillors</p> <p>Chief Digital and Information Officer⁵</p> <p>Chief Asset Management and Regeneration Officer⁶</p> <p>Others</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Chief Officer Community Hub, Welfare and Business Support, implementation from July 2023 to May 2024</p>
List of	Date Added to List:- 18 th May 2023

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council’s use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council’s land and buildings.

Forthcoming Key Decisions⁷	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
Call-in	Is the decision available ⁹ for call-in?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
Approval of Decision	Authorised decision maker ¹⁰ The Chief Officer Community Hubs, Welfare and Business Support- Lee Hemsworth.	
	Signature 	Date 26/07/2023

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call-in. Key decisions are always available for call-in unless they have been exempted from call-in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.