

Delegated Decision Notice

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

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| 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 type="checkbox"/> £500,000 to £1,000,000 <input checked="" 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 of Communities, Housing and Environments | | |
| Contact person: | Piers Donno-Fuller | Telephone number: 0113 3789563 | |
| Subject²: | Approval to accept the Homelessness Prevention Grant 2023/24 & 2024/25 and associated top ups. | | |
| 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 Director of Communities, Housing and Environment gave approval for</p> <p>a) acceptance of the Homelessness Prevention Grant 2023/2024 and 2024/25.</p> <p>b) the budget allocation of the Homelessness Prevention Grant 2023/2024 as set out in Appendix 1, with the same approach to be applied to the Homelessness Prevent Grant 2024/2025.</p> <p>c) acceptance of the Homes for Ukraine top-up to the Homelessness Prevention Fund and the breakdown of its allocation as set out in Appendix 2.</p> <p>d) acceptance of any future funding from Department of Levelling Up, Housing and Communities that is paid in the form of a top up to the Homelessness Prevention Grant within 2023-2025 with its allocation set by Leeds Housing Options in a way that meets service demand and pressures, and achieves key objectives at that time.</p> <p>e) the creation of 3x C1 Housing Adviser posts on the Leeds Housing Options structure, recruited to on a fixed term contract basis for two years.</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.

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| | <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> <p>The Homelessness Prevention Grant is an annual grant given by the Government to all Local Authorities to run their homelessness services. The distribution of the grant to Local Authorities reflects relative homelessness pressures. The allocation for Leeds in 2023/24 is £2,528,524 and in 2024/25 is £2,660,341. The use of the grant is ringfenced to prevention and relief of homelessness. The Department of Levelling Up, Housing and Communities has also announced funding to help local authorities support Ukrainian guests as they move into their second year, and to reduce the risk of homelessness. The funding is allocated in the form of a top-up to the existing Homelessness Prevention Grant, and the same conditions apply to the top up. Leeds has been allocated £873,958.</p> <p>This decision accepts the Homelessness Prevention Grants and all current & future top-ups over 2023/24 and 2024/25 financial years, and the allocation of these funds.</p> |
| | <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>There are no alternative options available due to the grant and associated top ups being ringfenced to the delivery of a homelessness prevention service.</p> |
| <p>Affected wards:</p> | <p>All</p> |
| <p>Details of consultation undertaken⁴:</p> | <p>Executive Member</p> <hr/> <p>Ward Councillors</p> <hr/> <p>Chief Digital and Information Officer⁵</p> <hr/> <p>Chief Asset Management and Regeneration Officer⁶</p> <hr/> <p>Others</p> |

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.

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| Implementation | Officer accountable, and proposed timescales for implementation Head of Homelessness, within the relevant financial years. | | |
| List of Forthcoming Key Decisions⁷ | Date Added to List:- 10 August 2023 | | |
| | 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 Director of Communities, Housing and Environment – James Rogers | | |
| | Signature  | Date 30/8/23 | |

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.