

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 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 Environment		
Contact person:	Simon Pickering	Telephone number: 0113 378 7854	
Subject²:	Single Homelessness Accommodation Programme (SHAP) (2024 -27) acceptance of grant from Department for Levelling Up Housing and Communities (DLUHC) and Homes England		
Decision details³:	<p>What decision has been taken?</p> <p>The Director of Communities, Housing and Environment gave approval to</p> <ol style="list-style-type: none"> a. Accept a total of £2,265,000 capital grant funding for the period 1st April 2024 to 31st March 2027 towards the purchase and refurbishment of properties, comprising £2,040,000 for acquisition of up to 25 self-contained one-bedroom properties and up to £225,000 Section 31 funding towards refurbishment of an existing property. b. Accept £4,279,976 revenue grant funding for the period 1st April 2024 to 30th June 2028 towards support delivery costs. c. Approve recommendations within Confidential Appendix 1 regarding HRA Council Housing Growth capital programme and details of the capital grand funding breakdown d. It is noted that subsequent decisions will be made as a consequence of this report to award grant funding to third sector organisations within the city for delivery of accommodation and support services. 		

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>A brief statement of the reasons for the decision</p> <p>The Council has been successful in receiving grant funding as part of the Government SHAP November 2023 bid round.</p> <p>This decision is required to outline the background to this bid and funding, the next steps in the process, and approve acceptance of this funding.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>No alternative options available in order to progress the approval of the SHAP funding and enable mobilisation of the scheme to proceed.</p>
Affected wards:	
Details of consultation undertaken⁴:	<p>Executive Member for Housing.</p> <p>Consultation has taken place with the Executive Member for Housing since June 2023 about the opportunity for SHAP funding, the proposed content of bids and outcomes. Regular updates will be provided to the Executive Member during mobilisation and delivery of the project.</p> <p>Ward Councillors</p> <p>Local Ward Members are updated on any acquisitions in their ward areas, as they progress.</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>Officers within Adults and Health Commissioning Team and City Development will oversee implementation commencing February 2024 onwards in order to mobilise the services. Delivery on site to start from Q3 of 2024/25</p>
List of	Date Added to List:- 20/11/23

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 Director of Communities, Housing and Environment- James Rogers	
	Signature 	Date 21/2/24

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.