

# Delegated Decision Notice

## PART A<sup>1</sup>

Use this form to record the fact that an officer or the Leader is going to take or has taken a key decision<sup>2</sup> or a publishable administrative decision.

(See Article 13 for definitions of categories of decision, and the Executive and Decision-Making Procedure Rules for requirements in relation to publication.)

|  |  |  |
|--|--|--|
| <b>Decision type</b>                       | <input checked="" type="checkbox"/> Key Decision   | <input type="checkbox"/> Publishable Administrative Decision   |
| <b>Reason for publication</b>              | <input checked="" type="checkbox"/> In excess of £500,000<br><input type="checkbox"/> Significant Impact in an area the size of one ward or more   | <input type="checkbox"/> Over £250,000<br><input type="checkbox"/> Below £250,000 and other reason for publication |
| <b>Decision timetable</b>                  | Date added to List of Forthcoming Key Decisions: n/a   |  |
|  | Decision date<br>20/1/25   | Date call-in will close<br>27/1/25   |
| <b>Director<sup>3</sup></b>                | The Director of Adults and Health  |  |
| <b>Contact person:</b>                     | Nyoka Fothergill   | Telephone number: 07891278038  |
| <b>Subject<sup>4</sup>:</b>                | <b>Early Intervention Team – Invest to Save Proposal</b>   |  |
| <b>Decision details:</b>                   | Set out in report attached. <input checked="" type="checkbox"/>  |  |
| <b>EDCI</b>                                | Screening attached <input checked="" type="checkbox"/>   | Assessment (EIA) attached <input type="checkbox"/>   |
| <b>Approval of publication of Decision</b> | <p>The decision maker has approved the recommendations <b>set out in the report</b> attached with effect from the decision date.</p> <p>The Director of Adults &amp; Health has:-</p> <ul style="list-style-type: none"> <li>a) Approved Option 2 recommended in the EIT Business Case at Appendix 2.</li> <li>b) Approved £625,131 costs for the additional 12 posts to support the Early Intervention model implementation citywide and the £130.000 equipment costs.</li> <li>c) Noted that this decision is being made in accordance with section 5.2 of the Executive and Decision-Making Procedure Rules, and is being made under the General Exception provisions.</li> </ul> |  |


<sup>1</sup> Complete for ALL publishable decisions (key and administrative)

<sup>2</sup> The DDN should be completed, signed and published together with the supporting report **five clear days in advance** of a key decision being taken and made available for call in, unless special urgency applies. For publishable administrative decisions the DDN and report should be published as soon as practicable after the decision has been taken.

<sup>3</sup> Director with delegated responsibility set out in Constitution for function to which decision relates.

<sup>4</sup> 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

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|  | d) Noted that Appendix 2 is exempt in accordance with Access to Information Procedure Rule 10.4(3) because it is commercially sensitive information. |   |
|  | Authorised decision maker <sup>5</sup><br>The Director of Adults and Health  | Signature<br> |

|                                      |                                   |  |                    |
|--------------------------------------|-----------------------------------|--|--------------------|
| <b>Approximate value<sup>6</sup></b> | Proposed Expenditure<br>£755.131. | Anticipated Saving<br>Net £4,052,041 (for 26-27) | Anticipated Income |
|--------------------------------------|-----------------------------------|--|--------------------|

### PART B URGENT KEY DECISIONS AND APPROVALS ONLY

Complete Part B for key decisions only where urgency provisions have been used.

|  |   |
|--|---|
| <b>List of Forthcoming Key Decisions<sup>7</sup></b> | <p><b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision</p> <p>The new model is expected to be in place by April 2025 and any delay to this timeframe will have an impact on any assumed savings for 2025/26, due to the three-month lead in required for recruitment. This decision has therefore been taken in accordance with section 5.2 of the Executive and Decision-Making Procedure Rules as it is impracticable to defer the decision until the decision has been included in the List of Forthcoming Decisions for 28 clear calendar days. The Scrutiny Chair has been made aware.</p> <p>If the decision was added to the LOFKD the earliest date the decision could be taken is 7/2/25 and this would impact the timetable as per point 14 of the report.</p> |
|  | <p><b>If Special Urgency</b> agreement of Scrutiny Chair that decision is urgent and cannot reasonably be deferred.</p> <p>Relevant Scrutiny Chair:</p> <p>Signature _____ Date _____</p>   |

|  |   |
|--|---|
| <b>Publication of report<sup>8</sup></b> | If not General Exception or Special Urgency but published at short notice, the reason why not possible to give five clear working days' notice of the report prior to decision being taken: |
|--|---|

<sup>5</sup> Give the post title and name of the officer with appropriate delegated authority set out in Director's sub-delegation scheme.

<sup>6</sup> Over lifetime of decision (or one year if decision open-ended)

<sup>7</sup> See Rule 5.1 to 5.3 of the Executive and Decision Making Procedure Rules for further detail.

<sup>8</sup> See Rule 5.4 of the Executive and Decision Making Procedure Rules for further detail

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|  |  |  |
|--|--|--|
|  | <p><b>If report published at short notice</b> relevant Executive member's approval.</p> <p>Relevant Executive Member:</p> <p>Signature <span style="float: right;">Date</span></p> |  |
|--|--|--|

|                            |  |   |                             |
|----------------------------|--|---|-----------------------------|
| <b>Call In<sup>9</sup></b> | Is the decision available for call-in?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|                            | <p><b>If exempt from call-in<sup>10</sup></b>, the reason why decision is urgent (i.e. that any delay would prejudice the interests of the council or the public):</p> |   |                             |

|                                       |   |  |      |
|---------------------------------------|---|--|------|
| <b>Following Call In<sup>11</sup></b> | <p><b>If decision confirmed by Director following call-in</b>, the reason why the decision is urgent and cannot reasonably be deferred until considered by Executive Board:</p> |  |      |
|                                       | <p>Agreement of relevant Executive Member that decision is urgent and cannot be deferred:</p> <p>Relevant Executive Member:</p>   |  |      |
|                                       | Signature   |  | Date |

<sup>9</sup> See Rule 8 of the Executive and Decision Making Procedure Rules for further detail.

<sup>10</sup> Remember to add a decision in Part A so that decision maker determines that decision is exempt from call-in.

<sup>11</sup> See Rule 8.2.6.a of the Executive and Decision Making Procedure Rules for further detail.