

Notice of the Making of an Urgent Decision

Para 1 of the second sub-section of section 3 in Part 3 of Chichester District Council's *Constitution* provides for any senior officer to make urgent decisions following consultation with the Leader or Deputy Leader of the Council and the Chairman of the Overview and Scrutiny Committee on any matters where it is not practicable to refer these to a meeting of the Council, the Cabinet or other committee provided that a full report on any decisions taken shall subsequently be made.

A decision of this nature has been made as set out below:

Decision title	To approve the release of £20k towards the feasibility survey for the Energy, Efficiency and Thermal Comfort works at Westward House
Decision taker	Kerry Standing
Decision consultees	Eileen Lintill – Leader Clare Apel - Chairman of the Overview and Scrutiny Committee Alan Sutton – Cabinet Member for Housing, Communications, Licensing and Events
Decision date	8 February 2022
Decision details	In the absence of a Cabinet meeting officers be authorised to proceed with the Westward House Energy, Efficiency and Thermal Comfort feasibility survey and approve the release of £20k from capital reserves. A further report will be presented to Cabinet and Council for approval of full implementation of the project and release of funding estimated to be £100k against a total estimated cost of £300k.
Reason for urgency	Funding timeline deadline
Name and date of the meeting to receive a full report	A full report is not required but the decision will be reported to the next available Cabinet and/or Council meeting.

Louise Rudziak
Director of Housing and Communities
1 March 2022