



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 an additional £35,000 for the Energy Efficiency and Thermal Comfort works at Westward House
Decision taker	Louise Rudziak
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	3 August 2022
Decision details	In the absence of a Cabinet meeting, and the requirement to commission and complete these works by the end of September 2022, officers be authorised to proceed with the Westward House Energy Efficiency and Thermal Comfort works and approve the release of an additional £35,000 from capital reserves. Cabinet and Council have previously approved funding of up to £100,000 towards this project. The total cost of the project is £340,000 with a Government funded contribution via the South East Energy Hub of £205,000 making the Council's contribution £135,000.
Reason for urgency	Funding and project delivery 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
3 August 2022