

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 type="checkbox"/> Key Decision	<input checked="" 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 type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" 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 City Development		
Contact person:	Mary Stockton	Telephone number: 0113 378 7684	
Subject²:	Woodland north of Barwick Road, East Leeds Extension		
Decision details³:	What decision has been taken? The Chief Officer Asset Management & Regeneration has approved the terms for the transfer of the subject site in accordance with the Equalisation Agreement that the Council is bound; the terms are set out in a confidential appendix that accompanies this report.		
	A brief statement of the reasons for the decision The principle of the sale of the subject site was included and documented in an Equalisation Agreement between the council and third parties. This was subject to agreeing the final terms of the transfer and seeking approval to them. Acceptable terms have been agreed and this report seeks that required approval to conclude matters.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision No other reasonable alternative. The principal of the sale has already been determined, agreed and approved. The terms are acceptable and can be recommended to accept.		
Affected wards:	Crossgates & Whinmoor.		
Details of consultation undertaken⁴:	Executive Member: N/A		
	Ward Councillors: Cllr J Gibson, Cllr P Grahame & Cllr J Lennox – 21.02.2024; no objections raised.		

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.

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

	Chief Digital and Information Officer ⁵ N/A	
	Chief Asset Management and Regeneration Officer ⁶ Chief Officer Asset Management & Regeneration is signatory to this decision.	
	Others: Legal Services	
Implementation	Officer accountable, and proposed timescales for implementation Mary Stockton - ASAP	
List of Forthcoming Key Decisions⁷	Date Added to List:-	
	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 type="checkbox"/> Yes <input checked="" 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 Angela Barnicle – Chief Officer Asset Management & Regeneration	
	Signature 	Date 18/04/2024

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.

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.