


## Delegated Decision Notification

LEAD DIRECTOR <sup>i</sup> :	The Director of Environment and Housing
SUBJECT <sup>ii</sup> :	SCIP Community Fund – Back Cautley Road / Copperfield Mount Environmental Improvement Scheme
DECISION DETAILS <sup>iii</sup> :	Back Cautley Road and Copperfield Mount have been in a state of disrepair for many years. As part of the initial SCIP resident consultation, the local community identified environmental improvements to this area as their top priority. A scheme has been developed by Parks & Countryside, with the input of local residents, to transform the overgrown areas into useable garden plots, demolish unsafe garages and install fencing to improve community safety and reduce levels of environmental crime.  Scheme costs are £81,536.00, spend is expected in Oct/Nov 2014
TYPE OF DECISION:	<input type="checkbox"/> Key Decision (Executive) Is the decision eligible for call-in? <sup>iv</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? <sup>v</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Significant Operational Decision (Council or Executive <sup>vi</sup> – not subject to call-in) <input type="checkbox"/> Administrative Decision (Council or Executive <sup>vii</sup> – not subject to publication or call-in)
NOTICE <sup>viii</sup> / CALL- IN (KEY DECISIONS ONLY):	Date the decision was published in the List of Forthcoming Key Decisions:  If not on the List of Forthcoming Key Decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision:-  If exempt from call-in, the reason why call-in would prejudice the interests of the Council or the public:-
AFFECTED WARDS:	Burmantofts and Richmond Hill
DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member    Date consulted:    Interest disclosed? <sup>ix</sup> <input type="checkbox"/> Yes (Date of dispensation: ) <input type="checkbox"/> No

	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation: ) <input type="checkbox"/> No
	Others <sup>x</sup> (please specify: ) Cross Green Community Group	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation: ) No
CAPITAL INJECTION APPROVAL REQUIRED:	Injection approval required? <input type="checkbox"/> Yes x No (If yes, you must complete the Approval box below)		
CAPITAL INJECTION APPROVAL	NA  (Name: ) (Title: )	Capital Scheme Number: Parent scheme 16500/BEI/000 Date:	
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number		Contract Title
	Supplier		
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation  Timescales for implementation <sup>xi</sup>		
CONTACT PERSON:	Sarah May, Burmantofts and Richmond Hill neighbourhood Manager	Telephone number <sup>xii</sup> : 0113) 3367681 or 07891 272359 sarah.may@leeds.gov.uk	
DECISION MAKER / AUTHORISED SIGNATORY <sup>xiii</sup> :	Neil Evans Director of Environment and Housing  	Date: 03/10/14	

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<sup>i</sup> The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.

<sup>ii</sup> A brief title should be inserted here. 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.

<sup>iii</sup> Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.

<sup>iv</sup> See the Executive and Decision Making Procedure Rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant Scrutiny Board. This includes a decision which has been modified by the decision maker following a recommendation by a Scrutiny Board after call-in of the earlier decision.

<sup>v</sup> If the decision is exempt from call-in a reason must be provided in the 'Notice / Call-In' box and in the report. The call-in period expires at 5pm on the 5<sup>th</sup> working day after publication. Scrutiny Support will notify decision makers of matters called-in no later than 12 noon on the 6<sup>th</sup> working day.

<sup>vi</sup> If the decision would have been a Key decision but for an exception set out in Article 13.6.1, please refer to the connected Key decision in the decision details (either by the title or the reference number).

<sup>vii</sup> Administrative Decisions do not need to be published on the Council's website but this form may be used for internal recording of the decision.

<sup>viii</sup> All Key decisions should appear on the List of Forthcoming Key Decisions for 28 clear days before the decision can be taken. If 28 clear days' notice has not been provided, a reason must be provided here.

<sup>ix</sup> No Member having a disclosable pecuniary interest or officer having an interest in any matter (whether pecuniary or otherwise required to be declared) should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here. Any dispensation in place in relation to the matter should also be recorded here.

<sup>x</sup> This may include other elected Members, officers, stakeholders and the local community.

<sup>xi</sup> Please include proposed timescales for commencement and / or completion of implementation as appropriate.

<sup>xii</sup> Please insert a complete telephone number whether land line or mobile, rather than an extension number so that you can be contacted from outside the Council.

<sup>xiii</sup> The signatory must be duly authorised by the Lead Director to make a decision in accordance with the relevant sub-delegation scheme. It is not acceptable for the signature to be 'pp' for the authorised signatory. For Key decisions only, the date of the authorised signature signifies that, at the time, the officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have on the final decision.