

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 type="checkbox"/> £100,000 to £500,000 <input checked="" 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:	Naomi Fenwick-Goldthorpe	Telephone number: 0113 535 0869	
Subject²:	Kirkstall Accommodation – Children and Families and Housing Services Use		
Decision details³:	<p>What decision has been taken?</p> <p>Further to the key decision taken on 14 March 2024 to agree the principle of leasing accommodation at the Kirkstall Brewery site, The Director of City Development has approved the leasing of four blocks of currently vacant student accommodation to provide temporary accommodation for two cohorts:</p> <p>a) Young Adult Care Leavers in two blocks supported by the Children and Families Directorate, and</p> <p>b) Individuals and families in two blocks supported by Housing Services within the Communities, Housing and Environment Directorate.</p>		
	<p>A brief statement of the reasons for the decision</p> <p>To provide a high standard of accommodation to young people and people with a housing need and deliver significant financial savings to the Council.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The alternative option of continuing with the current arrangements was discounted given the need to ensure improved levels of accommodation are provided for the cohorts in scope and the need to realise financial savings.</p>		
Affected wards:	Kirkstall		
	<p>Executive Member: Executive Member for Children’s Social Care and Health Partnerships Executive Member for Housing Deputy Leader and Executive Member for Resources</p>		

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.

Details of consultation undertaken⁴:	Ward Councillors for the wards of: Armley Kirkstall Bramley and Stanningley		
	Chief Digital and Information Officer ⁵ NA		
	Chief Asset Management and Regeneration Officer ⁶ Chief Officer Asset Management & Regeneration is signatory to this decision.		
	Others:		
Implementation	Officer accountable, and proposed timescales for implementation Naomi Fenwick-Goldthorpe – immediate upon approval		
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 NA		
	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 Martin Farrington - Director of City Development		

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

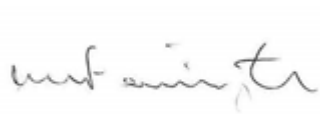
⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

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.

	<p>Signature</p> 	<p>Date</p> <p>2 May 2024</p>
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