

Delegated Decision Notification (DDN)

This form is used both to give notice of an officer's intention to make a key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended to be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

Lead directorⁱ:	Director of Communities & Environment		
Subjectⁱⁱ:	Public Space Protection Order for the 'Nowells area' of Harehills, Leeds		
Decision detailsⁱⁱⁱ:	<p>The Director of Communities and Environments to approved this request for this PSPO's as part of his delegated decision authority.</p> <p>The Director of Communities and Environments noted that it is anticipated that PSPOs will come into force not before 6th September 2018.</p> <p>That the Head of Operational Delivery ASB, Hate Crime & Security Services is the Officer responsible for implementation.</p>		
Type of decision:	<input checked="" type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? ^{iv} <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Significant operational decision (council or executive ^{vi} – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive ^{vii} – not subject to publication or call-in)		
Notice^{viii} or 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:	Burmontofts and Richmond Hill		
Details of consultation undertaken:	Executive Member Cllr Coupar	Date consulted: 19 July 2018	Interest disclosed? ^{ix} <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No

	Ward Councillor Cllr Grahame Cllr Khan	Date consulted: 25.06.18 25.06.18	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
	Others ^x please specify:	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No

Safer Leeds carried out extensive consultation including that required by statute.

Guidelines re consultation are as follows:

1. *'Before making a PSPO, the council must consult with the local police. This should be done formally through the chief officer of police and the Police and Crime Commissioner, but details could be agreed by working level leads. This is an opportunity for the police and council to share information about the area and the problems being caused as well as discuss the practicalities of enforcement. In addition, the owner or occupier of the land should be consulted. This should include the County Council (if the PSPO application is not being led by them) where they are the Highway Authority'.*
2. *'The council must also consult whatever community representatives they think appropriate. This could relate to a specific group, for instance the residents association, or an individual or group of individuals, for instance, regular users of a park or specific activities such as busking or other types of street entertainment.*

Extensive consultation work has been carried out that meets the requirements as set out below.

Residents and the community.

A letter drop was carried out in the 1st instance to every single property located in the zone (583 in total).

The letter gave a brief explanation about the proposed order and gave a number of lines of communication for residents to feedback on the proposals.

Email and written responses – Eighteen written responses were received via email and post. All eighteen supported the proposals and no objections were raised. Some extracts from the responses are detailed below.

- *I am a resident in the Nowells, and I wholeheartedly support this proposed PSPO. It can't come soon enough*
- *It is sad that you are having to consider this action because some people choose to not play by the rules and make people feel uncomfortable in their homes or scared to go out but as I say I fully support your efforts. Thank you again for notifying me of your plans and thank you for your efforts to try and sort out the people who do not wish to support this community.*
- *I am writing in response to a proposal to issue a Public Spaces Protection Order (PSPO) on Nowells estate. I aware that the intent of the proposal is to tackle high levels of reported anti-social behaviour in the area. Therefore, I absolutely support it.*
- *I am a resident in the Nowells, and I wholeheartedly support this proposed PSPO. It can't come soon enough, the vast majority of residents who live here deserve the right to do so without fear and intimidation.*
- *It's long overdue that something should be done about the ongoing problems in the area.*
- *I'm hopeful that having this order will put a stop to the anti-social behaviour that so many of us have to endure.*
- *I think the PSPO seems like the perfect way of trying to deal with the issues initially as they are often caused by groups of people*

Telephone – Three residents contacted the department supporting the proposals

Community drop in session – Nineteen residents attended the session and all supported the proposals. The summary of the feedback from the session was that the community supported the proposal and felt reassured that it was being considered..

Local government and elected members- Councillor Khan and Councillor Graham were consulted on the Monday 25th June 2018. They fully support the order.


Local Police – Chief Superintendent Money was consulted as head of Leeds District Police and supported the order in principle. The Local Neighbourhood Policing Team (NPT) officers for the area were also consulted. Sgt McNiff and PC Wilson support the order, and have committed to extra resources in the area in the initial implementation stage whilst the order beds in.

Police and Crime Commissioner – Commissioner Mark Burns-Williamson was consulted on Monday the 9th July 2018 and supports the order.

Youth Offending Team – The local Youth Offending Team were consulted and have agreed to the enforcement policy detailed in Section 4, where Youth Offending Team referrals will be made for 2nd stage breaches where youths are involved.

Other Consultation – The proposal was raised at the local area tasking meeting which is attended by stakeholders and agencies working in the area. No objections were raised.

Capital injection approval required:	Injection approval required? <input type="checkbox"/> Yes <input type="checkbox"/> x No (If yes, you must complete the Approval box below)	
Capital Injection approval	Name: Title:	Capital scheme number: XXXXX / XXX / XXX Date:
Contract details (procurement decisions only)	Contract reference number	Contract title Supplier
Implementation (key decisions only)	Officer accountable for implementation Timescales for implementation ^{xi}	
Contact person:	Harvinder Saimbhi Head of Operational Delivery – ASB, Hate Crime & Security Services	Telephone number ^{xii} : 0113 3789662

Decision maker or authorised signatory^{xiii}:	 James Rogers, Director of Communities & Environment	Date: 20 th August 2018
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ⁱ The leader of the council may also make executive decisions and should be specified as the lead director where appropriate.

ⁱⁱ 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.

ⁱⁱⁱ 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.

^{iv} 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.

^v If the decision is exempt from call-in a reason must be provided in the 'notice or call-in' box and in the report. The call-in period expires at 5pm on the 5th working day after publication. Scrutiny support will notify decision makers of matters called-in no later than 12 noon on the 6th working day.

^{vi} If the decision would have been a key decision but for an exception set out in article 13.4(b), please refer to the connected key decision in the decision details (either by the title or the reference number).

^{vii} 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.

^{viii} 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.

^{ix} 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.

^x This may include other elected members, officers, stakeholders and the local community.

^{xi} Please include proposed timescales for commencement and / or completion of implementation as appropriate.

^{xii} 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.

^{xiii} 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.