

Delegated Decision Notice

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 checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input 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:	Edward Rowland		Telephone number: 0113 378 7674
Subject²:	Proposal to amend the schedule of sites governed by the Council's Byelaws for Pleasure Grounds, Public Walks and Open Spaces		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Director of City Development has approved the statutory assessment undertaken by officers in relation to comments received from a period of public consultation, and has authorised officers to submit an application to the Secretary of State for the proposed amendments to the Byelaws.</p>		
	<p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>It is appropriate to initiate a process to amend the Council's Byelaws as a number of sites on the schedule of sites to the Byelaws are out of date and no longer accurate. The amendments are necessary to ensure the Byelaws are up to date and relevant to the future use of each site. The process to amend the Byelaws should now be moved to the next stage with an application being submitted to the Secretary of State.</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.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.</p> <p>There are no alternative options. The proposal is a statutory process to seek amendments to the Council's Byelaws.</p>
Affected wards:	Chapel Allerton, Killingbeck & Seacroft, Middleton Park, Temple Newsam, Crossgates & Whinmoor, Gipton & Harehills, Burmantofts & Richmond Hill, Otley & Yeadon
Details of consultation undertaken⁴:	<p>Executive Members</p> <p>Cllr James Lewis 30.09.20</p> <p>Cllr Debra Coupar 30.09.20</p>
	<p>Ward Councillors</p> <p>Ward Members were advised of the first public consultation commencing on 09.10.20</p>
	<p>Others</p> <p>None</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Edward Rowland</p> <p>Immediate</p>
List of Forthcoming Key Decisions⁵	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	<p>If published late relevant Executive member's approval</p> <p>Signature _____ Date _____</p>

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

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

Call In	Is the decision available ⁷ 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 ⁸ Martin Farrington, Director of City Development		
	Signature	Date 28 October 2020	
			

⁷ 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.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.