

Delegated Decision Notice

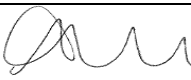
This form is the written record of a key, significant operational or administrative decision taken by an officer.

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 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:	Edward Rowland		Telephone number: 0113 378 7674
Subject²:	Otley Civic Centre, Cross Green, Otley, LS21 1HD		
Decision details³:	What decision has been taken? The Chief Officer Asset Management and Regeneration has approved that Otley Civic Centre be sold by auction.		
	A brief statement of the reasons for the decision A previous sale did not conclude and a sale by auction is now considered appropriate. The capital receipt realised from the sale will contribute to the Council's medium term financial strategy.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision The property could alternatively be sold on a conditional basis, however, timescales would be extend in which the property would remain in the Council's ownership. Unconditional offers could be invited, with associated time implications. A sale by auction is conducted in accordance with strict timescales to complete the sale.		
Affected wards:	Otley and Yeadon		

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:	Executive Member Cllr James Lewis		
	Ward Councillors Cllr C Campbell, Cllr R Downes, Cllr S Lay		
	Others		
Implementation	Officer accountable, and proposed timescales for implementation Immediate, the Civic Centre to be entered in an auction December 2020.		
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		
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
Publication of report⁶	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 ⁷ for call-in?	<input type="checkbox"/> Yes	<input 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 Angela Barnicle, Chief Officer Asset Management and Regeneration		
	Signature		Date 18/11/2020

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

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.