

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 checked="" 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:	Diane McPhee		Telephone number: 0113 378 7687
Subject²:	Privately owned properties to be acquired by the Council and added to Council Housing Stock for the purpose of the Next Step Accommodation Programme. Capital Scheme number 33103		
Decision details³:	The Head of Asset Management has approved the purchase of a property (Holtdale Road) on the terms detailed in the confidential appendix for Resources and Housing to return to Council stock for the purpose of the Next Step Accommodation Programme.		
	A brief statement of the reasons for the decision To support Housing provision.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision N/A		
Affected wards:	Adel & Wharfedale		
Details of consultation undertaken⁴:	Executive Member Cllr Coupar receives regular briefings and updates on the programme via the Council Housing Growth Team. Report also presented to and approved by July 2019 Executive Board.		
	Ward Councillors Cllr B Anderson, Cllr C Anderson, Cllr B Flynn– consulted 26 April 2021		

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.

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

	Others Housing Management; Housing Finance (Capital & Revenue); Land & Property; Property & Contracts; Legal; Programme Board Regular engagement & updates		
Implementation	Officer accountable, and proposed timescales for implementation		
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 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 Mark Mills – Head of Asset Management		
	Signature 	Date 30 th April 2021	

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.