

## Delegated Decision Notice

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


<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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
<b>Director<sup>1</sup></b>	Director of City Development		
<b>Contact person:</b>	Diane McPhee		Telephone number: 0113 378 7687
<b>Subject<sup>2</sup>:</b>	Ex-council property at Harley Green, Swinnow to be acquired by the Council and returned to council housing stock. Capital Scheme number 33103		
<b>Decision details<sup>3</sup>:</b>	The Head of Asset Management has approved the purchase of a property on the terms detailed in the confidential appendix for Resources and Housing to return to Council stock.		
	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		
<b>Affected wards:</b>	Pudsey		
<b>Details of consultation undertaken<sup>4</sup>:</b>	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 M Harrison, Cllr S Seary, Cllr T Smith – consulted 5 May 2021		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

<sup>4</sup> 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		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation		
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:-		
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision		
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
<b>Publication of report<sup>6</sup></b>	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 _____		
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:		
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Mark Mills – Head of Asset Management		
	Signature 	Date 20/05/21	

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

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

<sup>7</sup> 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.

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