

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 checked="" 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	Martin Farrington, Director of City Development		
Contact person:	Rebecca Storey, Project Officer, Council Housing Growth Team		Telephone number: 0113 3781005
Subject²:	Council Housing Growth Programme Property Acquisitions (Tranche 38)		
Decision details³:	<p>The Director of City Development:</p> <ol style="list-style-type: none"> 1. Authorised the required expenditure to enable the programme to progress the property acquisition(s) detailed in Confidential Appendix A. These acquisitions will be funded from the Council Housing Growth Programme budget, via a combination of Housing Revenue Account (HRA) borrowing and Right to Buy receipts. 2. Noted that Executive Board granted Authority to Spend for the programme on 24th July 2019. 3. Noted that a report has been submitted in parallel to the Director of City Development to request approval to acquire the property for Housing & Resources so that it can be returned to Council Housing Stock. <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>These properties are being acquired to add to council housing stock.</p> <p>Housing is one of the Best City priorities as set out in the Best Council Plan, and this programme will directly support the following priorities by delivering additional social housing stock:</p> <ul style="list-style-type: none"> • Housing of the right quality, type, tenure and affordability in the right 		


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>places</p> <ul style="list-style-type: none"> Minimising homelessness through a greater focus on prevention <p>The programme will also directly contribute to ensuring that “everyone in Leeds Live(s) in good quality, affordable homes, in clean and well cared for places” which is one of the target outcomes set out in the Best Council Plan.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision N/A</p>
Affected wards:	Kirkstall, Otley & Yeadon, Killingbeck & Seacroft.
Details of consultation undertaken⁴:	<p>Executive Member: Cllr Hayden – Executive Member for Infrastructure and Climate</p> <p>Ward Councillors: Relevant Members have been informed of the proposed acquisitions by email.</p> <p>Others Housing Management, Land & Property, Strategy & Investment, HL Property Management Team are all consulted prior to agreeing any property purchase.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Rebecca Storey, Project Officer will oversee the purchase of each property listed in confidential appendix A. At the point of legal completion, the property will be transferred to the HL Voids Service to undergo refurbishment works. Housing Management will then administer the letting of the property.</p> <p>The Right of First Refusal regulations stipulate the following timeframes for completion of purchases which fall within the regulations:</p> <ul style="list-style-type: none"> A person who accepts an offer [LCC] must enter into a binding contract with the owner for the purchase of the property not later than 12 weeks after the date on which the acceptance notice is served on the owner; Or not later than 4 weeks after the date of receipt of written notification from the owner that he is ready to complete; whichever is later. <p>For other properties which do not fall within the Right of First Refusal regulations the Council will endeavour to progress the transaction as promptly as reasonably practicable.</p>
List of	<p>Date Added to List:- N/A</p>

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

Forthcoming Key Decisions⁵	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision N/A	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature N/A Date	
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible: N/A	
	If published late relevant Executive member's approval Signature N/A 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: N/A	
Approval of Decision	Authorised decision maker ⁸ Martin Farrington, Director of City Development	
	Signature 	Date 18 June 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.