

Delegated Decision Notice (DDN)

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, Communities, Housing and Environment		
Contact person:	Alison Gilliland		Telephone number: 0113 3761693
Subject²:	Approval of Public Spaces Protection Order 2021 – Dog Related Restrictions and Restrictions Relating to Smoking in Children’s Play Areas		
Decision details³:	What decision has been taken? a) The Chief Officer, Safer Stronger Communities approved the implementation of the Public Spaces Protection Order– Dog Related Restrictions and Restrictions Relating to Smoking in Children’s Play Areas and the associated schedules on 9th August 2021. b) That the Fixed Penalty Notice remains set at £100, reduced to £80 if paid within 10 days.		
	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) The decision has been made in full consultation with legal services in order to ensure that necessary and proportionate city wide and site specific dog controls are enforceable as well as restrictions around smoking in children’s play areas.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision The only alternative options available would have been to not have dogs controls in Leeds, but the necessity for dog controls in Leeds has long since been established and		

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.

	so this would not have been a long terms option. As part of the review further additional sites were considered for restrictions, but after consideration were not deemed to meet the threshold for site specific controls at this time.
Affected wards:	All wards
Details of consultation undertaken⁴:	Executive Member Cllr Rafique Executive Member, Environment and Housing has been fully briefed throughout the process, including the methods and outcome of the consultation
	Ward Councillors All Ward Councillors were issued with a briefing note and invited to provide into the consultation.
	Others A full 4 week online public consultation was undertaken. All Town and Parish Councils in Leeds, the Police Chief Superintendent for Leeds and West Yorkshire Mayor were also consulted.
Implementation	Alison Gilliland is accountable officer, PSPO to be implemented on 9 th August 2021
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	If not published for 5 clear working days prior to decision being taken the reason

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

report⁶	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 Chief Officer, Safer Stronger Communities, Housing and Environment	
	Signature 	Date: 05/08/2021

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.