

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 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	Chief Planning Officer		
Contact person:	Abbie Miladinovic, Senior Planner, Policy and Plans Group	Telephone number: 0113 37 87260	
Subject²:	Re-designation of Little Woodhouse Neighbourhood Forum		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Chief Planning Officer has re-designated the Little Woodhouse Neighbourhood Forum for the Little Woodhouse Neighbourhood Area, pursuant to Section 61F(5) of the Town and Country Planning Act 1990 (as amended) and the Neighbourhood Planning (General) Regulations 2012 (as amended).</p>		
	<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>The Council has received an application for the re-designation of Little Woodhouse Neighbourhood Forum. A designation lasts for 5 years and the original designation, made in 2016, has lapsed. The re-designation will allow the forum to complete their draft plan and progress to examination and referendum. Regulations 8, 9 and 10 of the Neighbourhood Planning (General) Regulations 2012 establish the process for the re-designation of a neighbourhood forum.</p>		

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>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>As the neighbourhood forum re-designation application meets the relevant legal requirements there is little scope for the Council to refuse the designation. The completion of the draft neighbourhood plan is a desirable outcome for both Little Woodhouse Neighbourhood Forum and the Council. The neighbourhood forum re-designation is a critical requirement of the neighbourhood planning process as it allows the group to proceed towards the final stages of neighbourhood plan preparation.</p>
Affected wards:	Little London and Woodhouse
Details of consultation undertaken⁴:	Executive Member: Cllr Helen Hayden, Executive Member for Infrastructure and Climate, 04/08/2021
	Ward Councillors: Cllrs K. Brooks, J. Akhtar and A. Marshall-Katung, 27/07/2021
	Others: The application was subject to public consultation between 7 th June 2021 and 19 th July 2021.
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:

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

	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
	<p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:</p> <p>The Neighbourhood Planning (General) Regulations 2012 (as amended) establish a 13 week time frame for the designation of a neighbourhood forum, commencing with the first date that the application is publicised (7th June 2021).</p>	
Approval of Decision	Authorised decision maker ⁸	
	David Feeney, Chief Planning Officer	
	Signature	Date
		31 August 2021

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.