

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	Director of City Development		
Contact person:	James Kilroy	Telephone number: 0113 3787714	
Subject²:	Acquisition of Properties at Kingsdale Court, Seacroft, Leeds, LS14		
Decision details³:	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.)		
	Director of City Development has approved terms for the acquisition of property at Kingsdale Court, Leeds.		
	Director of Housing Communities & Environment has approved expenditure for the acquisition from the Housing Revenue Account and that the property be added to the Council's social housing stock.		
	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)		
Executive Board on 21 February 2021 approved the purchase of properties at Kingsdale Court and delegated authority to the Director of City Development, and Director of Housing, Communities & Environment to approve terms for the acquisition of further properties by negotiation.			
Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision			
Executive Board at its meeting on 21 February 2021 approved a report which detailed all options and considerations for Kingsdale Court. The favoured option was to acquire properties by negotiation.			

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.



Affected wards:	Killingbeck and Seacroft		
Details of consultation undertaken⁴:	Executive Member – Consultation undertaken as part of the February 2021 Executive Board Report. Member for Communities was fully supportive of the recommendation to acquire properties.		
	Ward Councillors - Consultation undertaken as part of the February 2021 Executive Board Report. Members were fully supportive of the recommendation to acquire properties.		
	Others None		
Implementation	Officer accountable, and proposed timescales for implementation James Kilroy , immediate (ref u8eHKC)		
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:		

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

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.

Approval of Decision	Authorised decision maker ⁸ James Rogers (Director of Housing, Communities & Environment)	
	Signatures 	Dates 7/9/21
	Mark Mills (Head of Asset Management)	
	Signature 	Date 7 th September 2021

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