

Delegated Decision Notice (DDN)

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

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| 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: | Nick Lawrence | | Telephone number: 0113 37 86369 |
| Subject²: | Approval for a Variation to the Burmantofts' Public Spaces Protection Order (PSPO) to include Household Waste Requirements (bins left on the street and side waste) | | |
| Decision details³: | <p>What decision has been taken?</p> <p>The Chief Officer for Safer Stronger Communities has approved the implementation of the Approval for a Variation to the Burmantofts' Public Spaces Protection Order to include Bins Left on the Street and Side Waste with an implementation date of 31st January 2022 and an associated Fixed Penalty Notice (FPN) of £75, (or £60 if paid within 10 days).</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 decision has been made in full consultation with legal services in order to ensure that necessary and proportionate waste controls are implemented within the area.</p> | | |
| | <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The current approach is to provide a programme of interventions like education through leaflets, door-step conversations and actions days including numbering and stickering bins. However, Burmantofts has a large proportion of privately rented dwellings with a transient population that has meant these activities have time-limited success. The context of this transient community requires a range of tools for behaviour change that covers education, the right infrastructure of bins/ signage and enforcement to help social norm positive waste behaviours and set expectations of behaviour at the outset.</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.


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| Affected wards: | Burmantofts and Richmond Hill ward | |
| Details of consultation undertaken⁴: | Executive Member Cllr Rafique Executive Member for Environment and Housing has been fully briefed throughout the process, including the methods and outcome of the consultation. | |
| | Ward Councillors The three ward councillors, Denise Ragan, Asghar Khan and Ronald Grahame have been briefed throughout the consultation. | |
| | Others A four-week public consultation between Tuesday 14 th September 2021 and Friday 8 th October including all people who residents, landowners, community groups and people who work or visit live, work, the Police Chief Superintendent for Leeds and West Yorkshire Mayor were also consulted. | |
| Implementation | Nick Lawrence is the accountable officer, PSPO to be implemented on 31 st January 2022. | |
| List of Forthcoming Key Decisions⁵ | Date Added to List:- N/A | |
| | 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 _____ Date _____ N/A | |
| 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 _____ Date _____ N/A | |
| Call In | Is the decision available ⁷ for call-in? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

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.

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| | <p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public: N/A</p> | |
| <p>Approval of Decision</p> | <p>Authorised decision maker⁸ Paul Money, Chief Officer for Safer Stronger Communities</p> | |
| | <p>Signature</p>  | <p>Date 01/12/21</p> |

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