

## Delegated Decision Notice

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

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|--------------------------------------|---|---|--|
| <b>Decision type</b>                 | <input checked="" type="checkbox"/> Key Decision  | <input type="checkbox"/> Significant Operational Decision   | <input type="checkbox"/> Administrative Decision                                       |
| <b>Approximate value</b>             | <input type="checkbox"/> Below £500,000<br><input type="checkbox"/> £500,000 to £1,000,000<br><input checked="" type="checkbox"/> over £1,000,000   | <input type="checkbox"/> below £25,000<br><input type="checkbox"/> £25,000 to £100,000<br><input type="checkbox"/> £100,000 to £500,000<br><input type="checkbox"/> Over £500,000 | <input type="checkbox"/> below £25,000<br><input type="checkbox"/> £25,000 to £100,000 |
| <b>Director<sup>1</sup></b>          | Martin Farrington, Director of City Development   |   |  |
| <b>Contact person:</b>               | Ian Frobisher   | Telephone number:<br>07891 276531   |  |
| <b>Subject<sup>2</sup>:</b>          | Council Housing Growth Programme - Off the Shelf New Build Property Acquisitions  |   |  |
| <b>Decision details<sup>3</sup>:</b> | <p>The Chief Officer of Asset Management and Regeneration:</p> <p>a) Granted authority to Purchase and to Spend, in relation to a number of new build property acquisitions in Killingbeck and Seacroft ward. Breakdown of costs and the terms of the acquisitions detailed in <b>confidential Appendix A</b>.</p> <p>b) Supported the use of the Housing Revenue Account (HRA) funding blended with Right to Buy receipts to fund the acquisitions.</p> <p>c) Noted that approval was granted for the establishment &amp; funding of a new programme of <i>off the shelf</i>, new build acquisitions in March 2020; and that a report was submitted to Executive Board March 2020, however, Board was cancelled so the decision was subsequently taken by the Director of Resources and Housing. The report included delegation to acquire future batches of properties to the Director of City Development.</p> <p>d) Noted that delegations for Council Housing Growth programme activities were added into the Director of City Development's scheme as of the 1<sup>st</sup> April 2021 which includes delegation of acquisition and spend to the Chief Officer of Asset Management and Regeneration.</p> <p>e) The Chief Officer (Housing) of Communities, Housing &amp; Environment has been consulted and agreed acquisition and taking into the Housing Leeds portfolio on 17<sup>th</sup> September 2021.</p> |   |  |

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

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|  | <p><b>A brief statement of the reasons for the decision</b><br/> (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>The “off the shelf” initiative provides a further opportunity for the Council Housing Growth Programme to support the Council’s best city aspirations and to deliver regeneration objectives and much needed affordable housing, including in areas where there may be no land available for new build.</p> <p>The property acquisitions shall directly support &amp; contribute to the following priorities: Housing of the right quality, type, tenure and affordability in the right places; Minimising homelessness through a greater focus on prevention; Tackling fuel poverty; and ensuring that “everyone in Leeds Live(s) in good quality, affordable homes, in clean and well cared for places”</p> <p>It is considered that the proposals have only a positive impact in terms of Equality, Diversity, Cohesion and Integration (EDCI) in that they will contribute to delivering an increase in supply of genuinely affordable homes to meet current and predicted localised gaps in affordable housing provision across the city’s neighbourhoods.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision<br/> <b>N / A</b></p> |
| <b>Affected wards:</b>                                 | Killingbeck & Seacroft   |
| <b>Details of consultation undertaken<sup>4</sup>:</b> | <p>Executive Member:<br/> The Executive Member for Communities was consulted on the “off the shelf” acquisitions on 16th August 2021, with an update provided on 10<sup>th</sup> September 2021 and is supportive.</p> <p>Ward Councillors:<br/> Local Ward Members have been updated and consulted; last communications 24<sup>th</sup> – 29<sup>th</sup> September 2021. Two of the three members responded and were very supportive of the proposed acquisitions.</p>   |


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

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|  | <p>Others include:</p> <p>The Chief Officer (Housing) of Communities, Housing &amp; Environment has been consulted and agreed acquisition and taking into the Housing Leeds portfolio support on 17<sup>th</sup> September 2021.</p> <p>As part of the established process for this programme the Council Housing Growth Programme engaged with Housing Management, Housing Finance, Legal services, Procurement &amp; Commercial, Land &amp; Property and other internal stakeholders prior to making an offer of purchase for these potential acquisitions.</p> <p>Regular updates on progress across the whole programme are provided to the Council Housing Growth Programme Board; last update provided September 2021.</p>                                  |
| <b>Implementation</b>                                | <p>Officer accountable, and proposed timescales for implementation</p> <p>Ian Frobisher shall provide management &amp; oversight of the project.</p> <p>Project management, site level activities, interface and communications shall be lead by Rebecca Storey until each property has been formally handed over the Council.</p> <p>The draft contract has been reviewed by legal services and is now ready to be executed.</p> <p>The properties are expected to be complete and ready for occupation from quarter 4 / 2021 - quarter 2 / 2022.</p> <p>Properties shall be handed over to Housing Management for letting on the day of practical completion &amp; in accordance with the Council's handover requirements – expected from quarter 4 / 2021.</p> |
| <b>List of Forthcoming Key Decisions<sup>5</sup></b> | <b>Date Added to List:</b> 2 <sup>nd</sup> November 2021 (Decision date not before 1 December 2021)   |
|  | <b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision<br>N/A   |
|  | <b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval<br>Signature _____ Date _____   |
| <b>Publication of report<sup>6</sup></b>             | 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<br>Signature _____ Date _____  |

<sup>5</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>6</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

|                             |   |   |                             |
|-----------------------------|---|---|-----------------------------|
| <b>Call In</b>              | Is the decision available <sup>7</sup> for call-in?   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
|                             | <b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:<br>N/A |   |                             |
| <b>Approval of Decision</b> | Authorised decision maker <sup>8</sup><br><b>Angela Barnicle</b><br>Chief Officer of Asset Management and Regeneration    |   |                             |
|                             | Signature<br>                            | Date<br>2 December 2021                 |                             |

<sup>7</sup> 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.

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