

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 checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input checked="" type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> Over £1,000,000	<input 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:	Clare Wiggins		Telephone number: 0113 535 1237
Subject²:	Request for commuted sums for use at Festival House, Osmondthorpe Lane, to assist in the delivery of 58 affordable Extra Care units		
Decision details³:	<p>What decision has been taken?</p> <p>The Chief Officer Asset Management & Regeneration has:</p> <ul style="list-style-type: none"> a) Approved in principle, the use of commuted sums for the development of a proposed Extra Care scheme at Festival House, Osmondthorpe Lane as set out in Exempt Appendix 2, subject to verification of scheme costs. b) Authorised that a commuted sum grant agreement be entered into between Housing 21 and Leeds City Council, reflecting the Heads of Terms set out in Exempt Appendix 3, subject to confirmation of final scheme costs within the parameters set out in Exempt Appendix 2 and cost verification as set out in paragraphs 25 and 26. <p>A brief statement of the reasons for the decision</p> <p>The decision to approve commuted sums grant funding has been taken to allow a 100% affordable 58 home Extra Care scheme to proceed on the site of Festival House, Osmondthorpe Lane.</p> <p>The attached report sets out the need for affordable Extra Care housing across the city and specifically in this area to meet unmet demand.</p> <p>The use of commuted sums for such a scheme is appropriate under planning regulations.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>No alternative options have been considered as no alternative schemes have been submitted. The alternative is not to progress but that means this much needed scheme does not proceed and the site remains in its current under</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.

	utilised state.
Affected wards:	Burmantofts & Richmond Hill
Details of consultation undertaken⁴:	Executive Member: Cllr Hayden; Executive Member Infrastructure and Climate (7 th June 2021)
	Ward Councillors: Cllr D Ragan, Cllr A Khan, Cllr R Grahame (14 th April 2021)
	Others: (ongoing) Adults & Health Planning Housing 21 Landowner Finance Services Legal Services
Implementation	Officer accountable, and proposed timescales for implementation: Clare Wiggins; Principal Regeneration Officer Anticipated timescales set out in section 35 of attached report.
List of Forthcoming Key Decisions⁵	Date Added to List:- 17 th December 2021
	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 _____

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

Call In	Is the decision available ⁷ for call-in?	<input checked="" type="checkbox"/> Yes	<input 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 Angela Barnicle, Chief Officer Asset Management & Regeneration		
	Signature 	Date 11/07/2022	

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.