

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 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 type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" 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:	Sarbjit Kaur		Telephone number: 0113 3787801
Subject²:	Right to Buy Replacement Programme: Leeds Action to Create Homes (LATCH) – Acquisition and Refurbishment of Six Properties		
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.) The Chief Officer, Asset Management and Regeneration has approved and granted authority to:</p> <p style="margin-left: 40px;">a) the spend of Right to Buy Replacement Programme funds up to the amount set out in the Exempt Appendix to support LATCH's proposal to acquire upto 6 properties and to refurbish them into affordable homes for vulnerable and homeless people; and</p> <p style="margin-left: 40px;">b) for the Council to enter into a grant agreement and nominations agreement with LATCH to facilitate the above spend, on the terms set out in this report.</p> <p>The information contained in the exempt appendix 1 to this report relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through Expressions of Interest then it is not in the public interest to disclose this information at this point in time. Also it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of consideration which may prove acceptable to the Council. It is therefore considered that this element of the report should be treated as exempt under Access to Information Procedure Rule 10.4 (3).</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>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 from LATCH for RtB grant funding for a 18 month programme to acquire and repair up to 6 empty, dilapidated properties to provide affordable homes for people who are homeless or in housing need. The project will create a mixture of one and two/three bedroom homes. To meet the anticipated need LATCH are looking to develop 3 x two/three bedroom family homes for their clients and will also create 3 x one bed homes for single homeless people. This profile may however change during the project in response to property availability and client need.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p>
Affected wards:	Chapel Allerton, Gipton and Harehills and Richmond Hill and Burmantofts
Details of consultation undertaken⁴:	<p>Executive Member Councillor Helen Hayden 7th April 2022</p> <p>Ward Councillors Councillor Salma Arif - 25th April 2022 Councillor Arif Hussain - 25th April 2022 Councillor Kamila Maqsood - 25th April 2022 Councillor Jane Dowson - 25th April 2022 Councillor Eileen Taylor - 25th April 2022 Councillor Denise Ragan - 25th April 2022 Councillor Asghar Khan - 25th April 2022 Councillor Debra Coupar - 25th April 2022 Councillor Luke Farley – 20th May 2022</p>

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

	<p>Others</p> <p>Finance – Kevin Mulvaney – 20th May 2022</p> <p>Legal Services – Sarah Blenkin – 22nd April 2022</p> <p>Housing Leeds – 1st July 2022 support and agree the nominations.</p>	
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Sarbjit Kaur</p> <p>Once the decision has been approved Legal Services will prepare the RtB grant funding agreement which will allow LATCH to make their first acquisition.</p>	
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	
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>	
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	<p>If published late relevant Executive member's approval</p> <p>Signature _____ Date _____</p>	
Call In	Is the decision available ⁷ for call-in?	<input 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	<p>Authorised decision maker⁸</p> <p>Angela Barnicle, Chief Officer Asset Management & Regeneration</p>	
	Signature	Date 12/07/2022

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.

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

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