

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 type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input checked="" 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 Child	Telephone number: 0113 378 7683	
Subject²:	16-22 Burley Street, Woodhouse, Leeds, LS3 1LB		
Decision details³:	What decision has been taken		
	<p>The Chief Officer Asset Management and Regeneration has given approval to select one of the shortlisted bidders for the sale of 16-22 Burley Street, as named and on terms detailed in the confidential appendix.</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 site is surplus to Council requirements and no operational reason has been identified to justify its retention. The sale will generate a capital receipt and contribute to the Council's capital receipt programme.</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 only alternative option considered at this time was to select one of the other shortlisted bidders, but for the reasons set out in the confidential appendix this is not recommended.</p>		
Affected wards:	Little London & Woodhouse		

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.

Details of consultation undertaken⁴:	Executive Member Cllr James Lewis (Jan 2020 & Feb 2021) & Cllr Debra Coupar (27.01.22 & 25.02.22).		
	Ward Councillors Cllrs Javaid Akhtar, Kayleigh Brooks & Abigail Marshall Katung (14.05.21 & 03.02.22).		
	Chief Digital and Information Officer ⁵ Not considered appropriate.		
	Chief Officer Asset Management and Regeneration The Chief Officer Asset Management & Regeneration is signatory to this decision.		
	Others n/a		
Implementation	Officer accountable, and proposed timescales for implementation James Child; completion of sale scheduled for financial year 2023/24.		
List of Forthcoming Key Decisions⁶	Date Added to List:-		
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision Not applicable		
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
Publication of report⁷	If not published for 5 clear working days prior to decision being taken the reason why not possible: Not applicable		
	If published late relevant Executive member's approval Signature _____ Date _____		
Call In	Is the decision available ⁸ 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: Not applicable		
Approval of Decision	Authorised decision maker ⁹ Angela Barnicle, Chief Officer Asset Management and Regeneration		

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


⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁷ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁸ 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.

⁹ Give the post title and name of the officer with appropriate delegated authority to take the decision.

	<p>Signature</p> 	<p>Date 29/09/22</p>
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