

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 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	Martin Farrington, Director of City Development		
Contact person:	Tia Nicholson Johnson, Project Support Officer, Council Housing Growth Team	Telephone number: 0113 37 84154	
Subject²:	Council Housing Growth Programme - Property Acquisitions (Scott Hall Avenue, Leafield Drive, The Close)		
Decision details³:	<p>What decision has been taken?</p> <p>The Chief Officer Asset Management & Regeneration has:</p> <p>Granted approval to purchase the properties, detailed in the Confidential Appendix A, at market value, as determined by Land & Property, and authorise return to Council housing stock.</p> <p>Authorised the required expenditure to enable the programme to progress the property acquisitions detailed in Confidential Appendix A. These property acquisitions will be funded from the Council Housing Growth Programme budget, via a combination of Housing Revenue Account (HRA) borrowing and Right to Buy receipts.</p> <p>Noted that Executive Board granted Authority to Spend for the programme on 24th July 2019.</p> <p>Noted that written approval to bring the properties back into council housing stock was provided by the Chief Officer (Housing) of Communities, Housing & Environment on the 27 February 2023.</p> <p>A brief statement of the reasons for the decision:</p> <p>The purchase of these properties will help to achieve our aim to deliver a linear average of 300 new council homes each year across the 5-year programme. Acquisition of these new council homes also directly contributes to delivering the Leeds Best City Ambition pillars of Health & Wellbeing and Zero Carbon.</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.


	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision N/A
Affected wards:	Chapel Allerton Moortown Burmantofts & Richmond Hill
Details of consultation undertaken⁴:	Executive Member: Cllr Hayden The Executive Member for Communities was consulted on the Property Acquisitions project on 16 January 2023 and is supportive of the programme.
	Ward Councillors: Relevant Members have been informed of the proposed acquisitions by email.
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others Housing Management, Land & Property, Strategy & Investment and HL Property Management are all consulted prior to agreeing any property purchase.
Implementation	Officer accountable, and proposed timescales for implementation Tia Nicholson Johnson (Project Support Officer) will oversee the purchase of each property listed in confidential appendix A. At the point of legal completion, the property will be transferred to the HL Voids Service to undergo refurbishment works. Housing Management will then administer the letting of the property. The Right of First Refusal regulations stipulate the timeframes for the completion of properties which fall within these regulations. For other properties which do not fall within the Right of First Refusal regulations the Council will endeavour to progress the transaction as promptly as reasonably practicable.
List of Forthcoming Key Decisions⁷	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 N/A Date

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 Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

Publication of report⁸	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 N/A Date	
Call In	Is the decision available ⁹ 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: N/A	
Approval of Decision	Authorised decision maker ¹⁰ Martin Farrington, Director of City Development Delegated to and approved by Angela Barnicle	
	Signature 	Date 07/03/23

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ 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.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.