

## Delegated Decision Notice (DDN)

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input checked="" 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
<b>Director<sup>1</sup></b>	Chief Planning Officer		
<b>Contact person:</b>	Joanne Harrison Policy & Plans Team	Telephone number: (0113) 378 3846	
<b>Subject<sup>2</sup>:</b>	Designation of the Harehills Neighbourhood Forum and the Harehills Neighbourhood Area.		
<b>Decision details<sup>3</sup>:</b>	<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.)</p> <p>The Chief Planning Officer has designated the Harehills Neighbourhood Forum and the Harehills Neighbourhood Area.</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 Council has received an application for the designation of the Harehills Neighbourhood Forum and the Harehills Neighbourhood Area. The designation of the Forum lasts for 5 years and will allow the Harehills Neighbourhood Forum to undertake neighbourhood planning activities in the Neighbourhood Area. This includes taking part in a national neighbourhood planning pilot aimed at simplifying neighbourhood planning and may include the preparation of a neighbourhood plan.</p> <p>Sections 61F and 61G of the Town and Country Planning Act 1990 and Parts 2 and 3(8) of The Neighbourhood Planning (General) Regulations 2012 establish the process for the re-designation of a neighbourhood forum.</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.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>As both the neighbourhood forum and neighbourhood area designations meet the relevant legal requirements there is little scope for the Council to refuse the designation. The undertaking of neighbourhood planning activity is desirable for both the Harehills area and the Council, and the neighbourhood forum designation is a critical requirement of the neighbourhood planning process and allows the group to continue public engagement and start drafting the issues, opportunities and potential priorities for the Harehills area, which will be drafted into a Community Priorities Statement initially, and maybe later a full Neighbourhood Plan.</p>
<b>Affected wards:</b>	Gipton & Harehills, Burmantofts & Richmond Hill, Little London & Woodhouse and Rounday Wards.
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member for Infrastructure and Climate (19/4/23) Cllr H. Hayden
	Ward Councillors (30/3/23) Cllr A. Hussain, Cllr S. Arif, Cllr K. Masqood Cllr L. Farley, Cllr A. Khan, Cllr D. Ragan Cllr J. Akhtar, Cllr K. Brooks, Cllr A. Marshall Katung Cllr J. Bowden, Cllr Z. Hussain, Cllr L. Martin
	Chief Digital and Information Officer <sup>5</sup>
	Chief Asset Management and Regeneration Officer <sup>6</sup>
	Others
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Chief Planning Officer
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:-
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____
<b>Publication of</b>	If not published for 5 clear working days prior to decision being taken the reason

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

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

<sup>6</sup> See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

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

<b>report<sup>8</sup></b>	why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
<b>Call-in</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" 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:	
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup> Chief Planning Officer, David Feeney	
	Signature <i>David Feeney</i>	Date 26 April 2023

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

<sup>9</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>10</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.