

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 type="checkbox"/> £500,000 to £1,000,000 <input checked="" 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 Sarah Parry		Telephone number: 0113 535 1237 0113 37 80097
Subject²:	Use of Affordable Housing Commuted Sums to support property acquisitions in the Council Housing Growth Programme		
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.)</p> <p>The Chief Officer of Asset Management and Regeneration has approved the use of Affordable Housing Commuted Sums to support 68 property acquisitions within the Council Housing Growth programme up to the end of 2023/24. This funding will support the delivery of much needed affordable housing across the city.</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 decision has been approved to enable the Council Housing Growth Acquisitions Programme to deliver much needed affordable housing which would otherwise not be delivered due to the Government cap on the use of Right to Buy receipts. It is an appropriate use of Commuted Sums funding in increasing the provision of affordable homes in the City.</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>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 are available for this scheme, other than increased Council borrowing.</p>
Affected wards:	City wide
Details of consultation undertaken⁴:	Executive Member Cllr Hayden; Executive Member Infrastructure and Climate 13/03/23
	Consultation will take place with ward members as appropriate.
	Chief Digital and Information Officer ⁵ N/A
	Chief Asset Management and Regeneration Officer ⁶ CAMRO chairs the Affordable Housing Delivery Board which has confirmed its support for this decision.
	Others N/A
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Clare Wiggins: Principle Regeneration Officer</p> <p>Anticipated timescales for implementation</p> <p>The acquisitions will be part of an ongoing programme until the end of 2023/24.</p>
List of Forthcoming Key Decisions⁷	Date Added to List:- 30 th March 2023
	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 _____ Date _____
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 _____ 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

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

Call-in	Is the decision available ⁹ 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 ¹⁰ Chief Officer Asset Management & Regeneration		
	Signature	Date 11/07/2023	
			

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.