

## 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 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
<b>Director<sup>1</sup></b>	Director of City Development		
<b>Contact person:</b>	Kelly Bligh	Telephone number: 0113 378 2000	
<b>Subject<sup>2</sup>:</b>	Osmondthorpe Resource Centre, Osmondthorpe Lane, , Leeds, LS9 9EF		
<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 Officer Asset Management and Regeneration has approved the disposal of Osmondthorpe Resource Centre on the open market by way of auction.</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 property became vacant in 2020 due to Covid-19 restrictions and is surplus to Council requirements. The proposal, therefore, represents good estate management by generating a capital receipt and obviating ongoing and future maintenance costs and liabilities.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>(a) Option 1: Not to sell the property. Rejected as the property is surplus to requirements and if it was to be repurposed a high level of investment would be required to bring it back into use.</p> <p>(b) Option 2: To sell the property on the open market by informal tender on a conditional basis. Rejected as this is a time consuming method that does not offer the same level of certainty of completion that an auction sale offers.</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.

<b>Affected wards:</b>	Burmatofts and Richmond Hill.		
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member N/A		
	Ward Councillors Cllr Luke Farley, Cllr Asghar Khan, Cllr Nkele Manaka on 25.07.2023		
	Chief Digital and Information Officer <sup>5</sup> Not considered appropriate		
	Chief Officer Asset Management and Regeneration <sup>6</sup> Chief Officer Asset Management & Regeneration is signatory to this decision		
	Others n/a		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Kelly Bligh as soon as possible.		
<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 report<sup>8</sup></b>	If not published for 5 clear working days prior to decision being taken the reason 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> Angela Barnicle, Chief Officer, Asset Management & Regeneration		
	Signature 	Date 19/092023	

<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

<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.

