

## Delegated Decision Notice

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>	Martin Farrington, Director of City Development		
<b>Contact person:</b>	Rebecca Storey, Project Officer, Council Housing Growth Team	Telephone number: 0113 37 81005	
<b>Subject<sup>2</sup>:</b>	Council Housing Growth Programme - Property Acquisitions Batch 80		
<b>Decision details<sup>3</sup>:</b>	The Head of Asset Management has: <ul style="list-style-type: none"> <li>• Granted approval to purchase the properties detailed in Confidential Appendix A, at market value as determined by Land &amp; Property, and authorise their return to council housing stock.</li> <li>• 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.</li> <li>• Noted that Executive Board granted Authority to Spend for the programme on 24<sup>th</sup> July 2019.</li> <li>• Noted that written approval to bring the properties back into council housing stock was provided by the Chief Officer Housing on 18<sup>th</sup> January 2024.</li> </ul>		
	A brief statement of the reasons for the decision:  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.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision N/A		
<b>Affected wards:</b>	Killingbeck & Seacroft – Ramshead Approach Cross Gates & Whinmoor – Hebden Walk Burmantofts & Richmond Hill – Roxby Close and Brignall Croft		

<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>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member: Cllr Lennox	
	The Executive Member for Housing, Cllr Lennox, was consulted on the Property Acquisitions Programme on 11 <sup>th</sup> January 2024 and specifically the Buyback project on 12 <sup>th</sup> December 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 <sup>5</sup>	
	Chief Officer Asset Management & Regeneration Officer <sup>6</sup> The Chief Officer Asset Management & Regeneration is signatory to this decision.	
Others Housing Management, Land & Property, Strategy & Investment and HL Property Management are all consulted prior to agreeing any property purchase.		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation  Project Officers and Project Support Officers in the Council Housing Growth Acquisitions Team 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.	
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- N/A	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision N/A	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature N/A 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: N/A	
	If published late relevant Executive member's approval Signature N/A Date	
<b>Call In</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<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.

	<p><b>If exempt from call-in</b>, the reason why call-in would prejudice the interests of the council or the public: N/A</p>	
<p><b>Approval of Decision</b></p>	<p>Authorised decision maker<sup>10</sup> Martin Farrington, Director of City Development Delegated to and approved by Mark Mills, Head of Asset Management</p>	
	<p>Signature</p> 	<p>Date</p> <p>1/2/24</p>

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