**DECISIONS DELEGATED TO OFFICERS**

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| **Decision title:** | Purchase of 23B Westlands Drive, Northway, Oxford, OX3 8QR |
| **Decision date:** | 28 May 2024 |
| **Source of delegation:** | Cabinet, [on 17 April 2024](https://mycouncil.oxford.gov.uk/ieListDocuments.aspx?CId=527&MId=7525&Ver=4) (‘[Use of Retained Right to Buy Receipts to increase the provision of more affordable housing](https://mycouncil.oxford.gov.uk/documents/s78613/Use%20of%20Retained%20Right%20to%20Buy%20Receipts%20to%20increase%20the%20provision%20of%20more%20affordable%20housing.pdf)’) resolved to:  Delegate authority to the Executive Director (Communities and People) in consultation with the Cabinet Member for Housing; the Head of Financial Services; and the Head of Law and Governance to agree sites and enter into agreements and contracts relating to the spend of Retained Right to Buy Receipts for the provision of additional affordable housing into the Housing Revenue Account within this project approval. |
| **What decision was made?** | To purchase a one-bedroomed flat at 23B Westlands Drive, Northway, Oxford for the sum of £225,000 from the open market for the purpose of adding to the Council’s HRA stock in order to let as an affordable housing property. |
| **Purpose:** | Agreement to purchase the unit into the HRA as social rent to provide an affordable housing opportunity. The purchase enables the use of Retained Right To Buy Receipts to provide additional affordable housing. |
| **Reasons:** | The purchase enables the use of remaining Retained Right To Buy Receipts to provide additional affordable housing within the financial year 2024-25. |
| **Decision made by:** | Peter Matthew, Interim Executive Director (Communities and People) |
| **Other options considered:** | To not make the purchase. This option was rejected as it would not allow the affordable housing to be delivered. |
| **Documents considered:** | None |
| **Key or Not Key:** | Not Key |
| **Wards significantly affected:** | None |
| **Declared conflict of interest:** | None |
| **This form was completed by:**  **Name & title:**  **Date:** | Andrew Dorrington  Affordable Housing Development Officer  28 May 2024 |

**Approval checklist**

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| ***Approver*** | ***Name and job title*** | ***Date*** |
| **Decision maker** | Peter Matthew, Interim Executive Director (Communities and People) | 28 May 2024 |

**Consultee checklist**

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| ***Approver*** | ***Name and job title*** | ***Date*** |
| **Senior officer** | Dave Scholes, Affordable Housing Supply Corporate Lead | 23 May 2024 |
| **Head of Financial Services** | Nigel Kennedy, Head of Financial Services | 28 May 2024 |
| **Head of Law and Governance** | Emma Jackman, Head of Law & Governance | 24 May 2024 |
| **Cabinet Member** | Councillor Linda Smith, Cabinet Member for Housing | 23 May 2024 |