

MEMO

Date:
To: Procurement Services and Legal Services
Cc: Committee and Governance Services
From: Director of Housing and Commercial Partnerships Directorate
Re: Delegated authority for TA Acquisition Programme

Further to the Cabinet Member Report dated XXX, ref: XXXX, the following recommendations were approved;

- 1.
- 2.

By means of this memo, the Strategic Director for Housing and Commercial Partnerships Directorate sub-delegate the above approvals to the officers below, to take the above decisions, as though the Director of Housing and Commercial Partnerships Directorate were taking them.

Named Officers:

1. Director of Housing Services – Neil Wightman
2. Head of Property Planning and Asset Management – Kamran Tyler-Hussain

The sign off for any manual forms regarding the payment of completion funds in respect of any approvals to proceed as per recommendations approved above will be as follows:

Value of property	Officer Approval
> £1m	Strategic Director for Housing and Commercial Partnerships
> £750k	Director of Housing Needs
< £750k	Head of Property Planning and Asset Management

- This authority shall be effective from the date of this memo and shall run until I revoke it
- The authority delegated in this document shall not be sub-delegated without my prior written approval.

Signature:

Name:

Title: Strategic Director of
Housing and
Commercial
Partnerships
Directorate

Date: