

Delegated Decision Notice

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 checked="" 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 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:	David Ellis	Telephone number: 0113 336 7859	
Subject²:	CRSTS – Leeds City Links scheme		
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 Highways and Transportation has:</p> <ol style="list-style-type: none"> a. Noted the contents of the Report to the Chief Officer (Highways and Transportation) (“the Report”); b. Noted that full Council (21.2.2024) within the Capital Programme Update for 2023-28 has injected £5,404,000 of City Region Sustainable Transport Funding and £511,488 of Section 106 funding to deliver the scheme; c. Noted and approved the proposed layout as per the drawings attached to the Report; d. Given authority to advertise a Traffic Regulation Order and, subject to objections, request the City Solicitor to make, seal and implement the Order; e. Given authority to display notices on site under the provision of Section 23 of the Road Traffic Regulation Act 1984 to inform the public of the proposed formal pedestrian crossings; f. Approved the construction of cycle tracks under the powers contained under the provisions of Section 65(1) of the Highways Act 1980 for segregated or shared use by pedal cyclists and pedestrians; g. Approved the construction of traffic calming measures under the powers contained under the provisions of Section 90 of the Highways Act 1980; and h. Given authority to tender for a contractor to deliver the scheme utilising the Intermediate Works Contractor Framework. 		

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>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>Decision is required to allow a highways scheme to progress and be implemented.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>N/A</p>
Affected wards:	<p>Little London & Woodhouse Hunslet & Riverside</p>
Details of consultation undertaken⁴:	Executive Member – Consulted throughout the development of the scheme
	Ward Councillors – Consulted in March and October 2023.
	Chief Digital and Information Officer ⁵ – N/A
	Chief Asset Management and Regeneration Officer ⁶ – N/A
	Others
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Subject to the approval of the decision, it is anticipated that the scheme will be start on site in summer 2024 and be completed by summer 025.</p>
List of Forthcoming Key Decisions⁷	Date Added to List:- 14 February 2024
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	If Special Urgency Relevant Scrutiny Chair(s) approval
	<p>Signature _____ Date _____</p>

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

Publication of report⁸	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 _____		
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 (Highways and Transportation) – Gary Bartlett		
	Signature G J Bartlett.	Date 25 March 2024	

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

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.