

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input checked="" type="checkbox"/> Administrative Decision
Approximate value	<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 type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of City Development		
Contact person:	Rebecca Dickson	Telephone number: 0113 37 87516	
Subject²:	North-West Leeds Growth Hub Connectivity - Amendment to existing Funding Agreement with WYCA		
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:</p> <p style="padding-left: 40px;">a) gave approval to enter into a Deed of Variation (DoV), to amend the existing funding agreement with WYCA, and instructed the City Solicitor to negotiate and agree this DoV.</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 draw down of additional funding is required to enable further work to progress on the NW Leeds Growth Hub Connectivity Project, specifically to conclude the Outline Business Case tasks. The Deed of Variation requires signing and sealing to amend the existing funding agreement with WYCA, to ensure future grant claims can be processed.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p>		

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.

	If this decision was not approved, then future grant funding claims cannot be progressed. The project would be unable to progress as no alternative funding source is available.
Affected wards:	Otley & Yeadon; Horsforth
Details of consultation undertaken⁴:	Executive Member Executive Member for Sustainable Development and Infrastructure: November 2022
	Ward Councillors Public consultation and stakeholder engagement took place in November 2022-January 2023 Further briefing of Otley & Yeadon Members 02/10/23
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others
Implementation	Officer accountable, and proposed timescales for implementation Senior Responsible Officer – Head of Transport Planning Full Business Case Submission – August 2024
List of Forthcoming Key Decisions⁷	Date Added to List:- published 18/08/23
	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 Signature _____ Date _____
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:

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

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

	If published late relevant Executive member's approval	
	Signature	Date
Call In	Is the decision available ⁹ for call-in?	<input type="checkbox"/> Yes <input checked="" 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 Gary Bartlett, Chief Officer – Highways & Transportation	
	Signature G J Bartlett.	Date 26 th March 2024

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.