

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 checked="" type="checkbox"/> Significant Operational Decision	<input 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 checked="" 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:	Sam Vickers	Telephone number: 0113 378 6126	
Subject²:	Design & Cost Report for S278 Highway Works Associated with the Construction of a new industrial unit, off Queen Street, Stourton, Leeds, LS10 1SB		
Decision details³:	What decision has been taken? The Chief Officer (Highways and Transportation) has: <ol style="list-style-type: none"> a. Noted the details of the highway works described in paragraph 4 of the design and cost report and as shown on plan ref: 7235-HJCE-00-XX-DR-C-4200 P05 attached at Appendix 2 b. Given authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980; whereby the works associated with the development are carried out by the developer and overseen by the Council; c. Given authority to incur expenditure of £5000 staff checking and inspection fees which is to be fully covered by the developer through the Section 278 Agreement; and d. Approved the adoption of new highway as shown on the land shaded red on plan ref: 7235-HJCE-00-XX-DR-C-4600 P02 attached at Appendix 2 so that it can be added to the Council's maintenance regime. 		
	A brief statement of the reasons for the decision To give authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980; whereby the works associated with the development are carried out by the developer and overseen by the Council. The decision has also given authority to incur expenditure of £5000 to check the design of the highway works and inspect the highway works on-site.		

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>The decision has also allowed for a strip of land to be dedicated to highways as shown in red on plan ref: 7235-HJCE-00-XX-DR-C-4600 P02 so that it can be added to the Council's maintenance regime.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None.</p>
Affected wards:	Hunslet & Riverside
Details of consultation undertaken⁴:	<p>Executive Member Councillor Helen Hayden</p>
	<p>Ward Councillors Hunslet & Riverside Ward Members were consulted by email dated 13th November 2023, no comments have been received at the time of writing this report.</p>
	<p>Chief Digital and Information Officer⁵ N/A</p>
	<p>Chief Asset Management and Regeneration Officer⁶ N/A</p>
	<p>Others Internal consultation has taken place with colleagues in Highways and Transportation Services by email dated 13th November 2023. The Detailed Design comments have been forwarded to the developer for inclusion in a revised plan.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation: Trevor Browyer Works for the proposed development are expected to commence Summer 2024. The proposed highway works are expected to be fully implemented by Winter 2024.</p>
List of Forthcoming Key Decisions⁷	<p>Date Added to List:-</p> <p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</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

	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:	
	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 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	Date
		22 nd April 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.