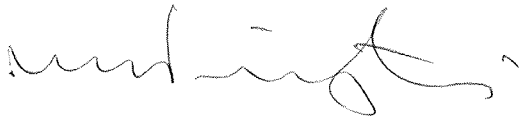


## Delegated Decision Notification (DDN)

This form is used both to give notice of an officer's intention to make a key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended to be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

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| <b>Lead director<sup>i</sup>:</b>                             | Director of City Development  |
| <b>Subject<sup>ii</sup>:</b>                                  | High Streets Heritage Action Zone Expression of Interest  |
| <b>Decision details<sup>iii</sup>:</b>                        | <p>The Director of City Development:</p> <p>i. Endorsed the approach to the assessment and shortlisting of high streets in Conservation Areas as outlined in Table 1, Appendix 2 and paras 3.5 – 3.12.</p> <p>ii. Approved for submission an Expression of Interest to the High Street Heritage Action Zone for New Briggate on or before 12 July 2019.</p> <p>iii. Exempted the resolutions arising from this report from the 'Call-In' process, on the grounds of urgency, as detailed within sections 4.5.1 and 4.5.2 of this report.</p>  |
| <b>Type of decision:</b>                                      | <input checked="" type="checkbox"/> Key decision (executive)<br>Is the decision eligible for call-in? <sup>iv</sup> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Is the decision exempt from call-in? <sup>v</sup> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> Significant operational decision (council or executive <sup>vi</sup> – not subject to call-in)<br><input type="checkbox"/> Administrative decision (council or executive <sup>vii</sup> – not subject to publication or call-in)   |
| <b>Notice<sup>viii</sup> or call-in (key decisions only):</b> | <p>Date the decision was published in the list of forthcoming key decisions:<br/>4 July 2019</p> <p>If not on the list of forthcoming key decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision:</p> <p>The High Streets Heritage Action Zone (HAZ) Programme was launched by Historic England on 17th May 2019. £40m has been allocated to support the programme nationwide. In order to seek support from Historic England for any particular scheme, an Expression of Interest (EOI) needs to be submitted to them by noon on 12th July. 8 weeks has been given for the whole process of deciding whether to proceed at all, identifying a suitable scheme and preparing an EOI.</p> <p>The High Streets HAZ is a new programme, therefore, before the guidance for the scheme was issued on the launch date the Council was not in a position to</p> |

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|                               | <p>begin work on considering whether to submit an EOI as it was not understood under which criteria schemes would be eligible or assessed. Once this information was known an assessment of potentially suitable areas began, which required an assessment of the 79 conservation areas in the City to see whether it would be appropriate to submit an EOI. Once this was ascertained further work to narrow down to a preferred option took place. Following this assessment work on preparation of the EOI began as is currently still ongoing. Discussions with Historic England regarding the most appropriate focus of an EOI were also undertaken during this time. As the work to identify whether to submit an EOI and to identify the preferred location took a significant proportion of the 8 weeks available, it was not possible to take the proposal to a suitable Executive Board or to place the item on the Forward Plan</p>  |
|                               | <p>If not published for 5 clear working days prior to decision being taken the reason why not possible:</p> <p>Due to the short timescales presented for the consideration of potential projects and submission of EOI to the HAZ programme, it has not been possible to place this decision on the Forward Plan of Key Decisions with the requisite 28 clear calendar days' notice. In accordance with the General Exception provisions of the constitution the Chair of the Infrastructure, Investment and Inclusive Growth Scrutiny Committee has been advised of the intended decision with 5 clear days' notice. It is further requested that this report is exempted from the Call In process due to the short timescales provided by this bidding process and the need to continue the development of the bid right up to the 12 July 2019 submission date.</p> <p>Should the decisions, referred to within this report, be delayed by the operation of the call-in mechanism, the council would lose the opportunity to bid for up to £750k in funding for the Street Fund Heritage Action Zone scheme. There are no current legal implications arising from this paper, with further detailed matters to be considered should expressions of interest meet with success and the Council is invited to proceed to Stage 2 of the process.</p> <p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public: See paragraphs above.</p> |
| <p><b>Affected wards:</b></p> | <p>Little London &amp; Woodhouse</p>  |

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| <b>Details of consultation undertaken:</b>                    | Executive Member   | Date consulted:<br>04/07/2019                        | Interest disclosed? <sup>x</sup><br><input type="checkbox"/> Yes Date of dispensation:<br><input checked="" type="checkbox"/> No |
|   | Ward Councillor  | Date consulted:<br>08/07/2019                        | Interest disclosed?<br><input type="checkbox"/> Yes Date of dispensation:<br><input checked="" type="checkbox"/> No              |
|   | Others <sup>x</sup> please specify:  | Date consulted:                                      | Interest disclosed?<br><input type="checkbox"/> Yes Date of dispensation:<br><input type="checkbox"/> No                         |
| <b>Capital injection approval required:</b>                   | Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>(If yes, you must complete the Approval box below) |  |  |
| <b>Capital Injection approval</b>                             | Name:<br>Title:  | Capital scheme number:<br>XXXXX / XXX / XXX<br>Date: |  |
| <b>Contract details (procurement decisions only)</b>          | Contract reference number  |  | Contract title:  |
|   |  |  | Supplier:  |
| <b>Implementation (key decisions only)</b>                    | Officer accountable for implementation: Neall Bower<br><br>Timescales for implementation <sup>xi</sup> April 2020 - 2023                               |  |  |
| <b>Contact person:</b>  | Neall Bower  |  | Telephone number <sup>xii</sup> : 0113 37 87724  |
| <b>Decision maker or authorised signatory<sup>xiii</sup>:</b> | <br>Name: Martin Farrington   |  | Date: 12/07/2019   |

<sup>i</sup> The leader of the council may also make executive decisions and should be specified as the lead director where appropriate.

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- ii A brief title should be inserted here. 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.
- iii Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.
- iv See the executive and decision making procedure rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant scrutiny board. This includes a decision which has been modified by the decision maker following a recommendation by a scrutiny board after call-in of the earlier decision.
- v If the decision is exempt from call-in a reason must be provided in the 'notice or call-in' box and in the report. The call-in period expires at 5pm on the 5<sup>th</sup> working day after publication. Scrutiny support will notify decision makers of matters called-in no later than 12 noon on the 6<sup>th</sup> working day.
- vi If the decision would have been a key decision but for an exception set out in article 13.4(b), please refer to the connected key decision in the decision details (either by the title or the reference number).
- vii Administrative decisions do not need to be published on the council's website but this form may be used for internal recording of the decision.
- viii All key decisions should appear on the list of forthcoming key decisions for 28 clear days before the decision can be taken. If 28 clear days' notice has not been provided, a reason must be provided here.
- ix No member having a disclosable pecuniary interest or officer having an interest in any matter (whether pecuniary or otherwise required to be declared) should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here. Any dispensation in place in relation to the matter should also be recorded here.
- x This may include other elected members, officers, stakeholders and the local community.
- xi Please include proposed timescales for commencement and / or completion of implementation as appropriate.
- xii Please insert a complete telephone number whether land line or mobile, rather than an extension number so that you can be contacted from outside the council.
- xiii The signatory must be duly authorised by the lead director to make a decision in accordance with the relevant sub-delegation scheme. It is not acceptable for the signature to be 'pp' for the authorised signatory. For key decisions only, the date of the authorised signature signifies that, at the time, the officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have on the final decision.