

## Delegated Decision Notice (DDN)

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

<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input checked="" 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
<b>Director<sup>1</sup></b>	Director of City Development		
<b>Contact person:</b>	Chris Coulson	Telephone number: 0113 3787738	
<b>Subject<sup>2</sup>:</b>	Proposed Authority to Spend £3.25m for the delivery of the Meadow Lane green space works		
<b>Decision details<sup>3</sup>:</b>	What decision has been taken?  The Director of City Development has agreed to authorise £3.25m of expenditure from Capital Scheme No. 33401/MEA/000 for the delivery of the proposed Meadow Lane green space works which is funded through government's 'Getting Building Fund' (GBF).		
	A brief statement of the reasons for the decision  Meadow Lane green space construction supports the Council's ongoing commitment to the development of green infrastructure in the city centre to support the implementation of the Our Spaces Strategy and the South Bank Regeneration Framework Supplementary Planning Document. Approval for Authority to Spend is required before the contractor can be instructed to proceed with the delivery of the works		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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

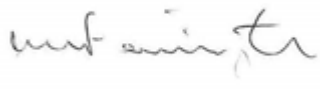
<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.</p> <p>No other option has been considered. Authority to Spend is required before the contract can be awarded and works start on site. .</p>
<b>Affected wards:</b>	Hunslet & Riverside
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member
	The Executive Member for Infrastructure and Climate has been consulted on the proposal contained in the report.
	Ward Councillors have been consulted on the scheme proposals
	Others
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Chris Coulson</p> <p>It is proposed that the contractor commences work on site on 5 July 2020, with works to be complete by 31 March 2022.</p>
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:- 15 <sup>th</sup> March 2021.
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<p><b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
<b>Publication of report<sup>6</sup></b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	<p>If published late relevant Executive member's approval</p> <p>Signature _____ Date _____</p>

<sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

<sup>5</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>6</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<b>Call In</b>	Is the decision available <sup>7</sup> 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:		
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Mr Martin Farrington, Director of City Development		
	Signature 	Date 14 June 2021	

<sup>7</sup> 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.

<sup>8</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.