

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:	Ahmad Huneidi	Telephone number: 0113 336 8651	
Subject²:	Section 278 highway works associated with development of 110 apartments with associated infrastructure, parking and access at land formerly occupied by Burley Community Sports and Social Burley Club, Willow Road, Burley, Leeds		
Decision details³:	<p>What decision has been taken? The Chief Officer (Highways and Transportation);</p> <ul style="list-style-type: none"> a) Noted the detail of the highway works as set out in paragraphs 6-8 in the Design and Cost report and as shown on the plan included at Appendix 3; b) Gave authority to negotiate the terms of and enter into an agreement with the developers under the provisions of minor Section 278 of the Highways Act 1980; whereby the works associated with the development are carried out by the developers under the City Council's supervision and inspection; c) Authorised the City Solicitor to advertise a Draft Traffic Regulation Order for the works and signage; and if no valid objections are received, to make, seal and implement the Orders as advertised; and d) Gave authority to incur capital expenditure of £18,000 checking and inspection fees, TRO fees, street light fees, legal fees and TDS engineer's fees, all to be fully covered by the developers as part of the Section 278 agreement. <p>A brief statement of the reasons for the decision:</p> <p>To provide a physical central island, with kerbed radius for facilitate left-in / left-out manoeuvres. The central island and the kerb radius will entirely be dedicated to highways.</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.

	<p>To provide dropped kerb crossings and tactile paving, suitable for wheelchair users and the visually impaired.</p> <p>To include associated road markings, Traffic Regulation Order and signage in accordance with TSRGD and the Traffic Signs Manual.</p> <p>To removal all redudnat dropped kerbs along the site frontage on Willow Road.</p> <p>To install a lighting column at the central island, following detailed analysis by street lights officers.</p> <p>Relocation of the street arrows on Willow Road to the south of the junction.</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:	Little London & Woodhouse, Kirkstall and Headingley & Hyde Park.
Details of consultation undertaken⁴:	<p>Executive Member, Councillor Helen Hayden</p> <p>08.09.2022</p>
	<p>Ward Councillors:</p> <p>All affected wards members were consulted by email on Wednesday 18th May 2022. No comments have been received.</p>
	<p>Chief Digital and Information Officer⁵:</p> <p>N/A. The scheme does not relate to or affect the Council's use of digital technology.</p>
	<p>Chief Asset Management and Regeneration Officer⁶:</p> <p>N/A. The scheme does not relate to or affect the Council's land and buildings. However, it should be noted that the site was previously vested with Environment and Housing. The site was sold in 2014, generating a capital receipt for the Council. The report to the Chief Asset Management and Regeneration Officer and decision details are available online:</p> <p>https://democracy.leeds.gov.uk/ieDecisionDetails.aspx?ID=41615</p>
	<p>Others:</p> <p>The Emergency Services and West Yorkshire Combined Authority (WYCA) were consulted by email on Wednesday 18th May 2022. Internal consultation has also</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.

	been undertaken with colleagues in Highways and Transportation Services by email on on Wednesday 18 th May 2022.	
Implementation	Officer accountable, and proposed timescales for implementation: Trevor Bowyer – the works must be implemented prior to occupation of the development.	
List of Forthcoming Key Decisions⁷	Date Added to List:-	
	If Special Urgency or General Exception N/A	
	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 checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public: The works are exempt from call in being a consequence of and in pursuance of a regulatory decision. The works contained in this report are estimated at £18,000, but the impact on the Council's budget and financial risks associated with it are not of this value as the works are fully developer funded. In addition, the works may have an impact on the public, however the scope of the works was confirmed during the planning determination stage, giving the public the opportunity to provide comments. For these reasons, the works contained in this report do not constitute a key decision.	
Approval of Decision	Authorised decision maker ¹⁰ Gary Bartlett, Chief Officer, Highways & Transportation	
	Signature 	Date 07.09.2022

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

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.