

Delegated Decision Notice

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

Decision type	<input checked="" type="checkbox"/> Key Decision	<input 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 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
Director¹	Director of City Development		
Contact person:	Richard Hobson	Telephone number: 0113 378 7318	
Subject²:	Highways Infrastructure Maintenance Programmes (Roads) 2023/24		
Decision details³:	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.) The Chief Officer (Highways and Transportation); a) gave authority to incur expenditure of £24,937,778 (£21,133,710 works costs and £3,804,068 internal staff) funded from the 2023/24 City Region Sustainable Transport Settlement (£11,937,778) and Leeds City Council Capital Resources (£13,000,000); b) approved the addition of the schemes listed in appendix B to this report into the Highways Infrastructure Maintenance Programmes 2023/24;		
	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) This report presents the highways infrastructure maintenance works programme for 2023/24 and seeks authority to incur expenditure, add schemes into the capital programme, and note the highways infrastructure maintenance revenue programme.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision		

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.

Affected wards:	All Wards
Details of consultation undertaken⁴:	Executive Member: Cllr Helen Hayden - Executive Member for Infrastructure and Climate, 28 July 2022
	Ward Councillors: This year the consultation was carried out between 7 July and 16 August 2022. Confirmation on the results of the consultation and any changes to the programmes were sent out on the January 2023.
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others: All Parish and Town Councils. This year the consultation was carried out alongside the Ward Councillors consultation between 7 July and 16 August 2022. Confirmation on the results of the consultation and any changes to the programmes were sent out on the January 2023.
Implementation	Officer accountable, and proposed timescales for implementation Simon Swift is the officer accountable Appendix B - Highways Infrastructure Maintenance (Roads), and The works contained within the Appendix B are be fully undertaken within the 2023/24 financial year.
List of Forthcoming Key Decisions⁷	Date Added to List:- 01/02/23
	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:
	If published late relevant Executive member's approval Signature _____ Date _____


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

Call In	Is the decision available ⁹ 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:		
Approval of Decision	Authorised decision maker ¹⁰ Gary Bartlett, Chief Officer Highways & Transportation		
	Signature	Date: 22/02/23	
			

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.