

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 type="checkbox"/> below £25,000 <input checked="" 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:	Jonathan Waters Senior Traffic Engineer Traffic Engineering	Telephone number: 3787492	
Subject²:	Local Centres Programme – Upper Town Street Parade, Bramley		
Decision details³:	<p>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.)</p> <ul style="list-style-type: none"> • Approve the detailed design and subsequent implementation of a project to introduce forecourt improvements on Upper Town Street, Bramley as shown on the associated drawing 918-LCC-06-XX-DR-TM-01-01b. • Note the required expenditure of £50,000, comprising £45,000 works and £5,000 staff fees, to be funded from Regeneration’s Local Centres Programme, to be approved separately by the Chief Officer Asset Management & Regeneration. 		
	<p>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) To allow the consultation, detailed design and subsequent implementation of a project to provide highway environment uplift, to support local businesses through the Local Centres Programme project.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p>		
Affected wards:	Bramley & Stanningley		

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.

Details of consultation undertaken⁴:	Executive Member –		
	Ward Councillors – The scheme has been formulated through dialogue with Ward Members, who gave their approval in November 2022 towards the design.		
	Chief Digital and Information Officer ⁵ N/A		
	Chief Asset Management and Regeneration Officer ⁶ N/A		
	Others – Emergency Services, WYCA have been consulted as part of the proposals in November 2022 with no adverse comments. Wider resident and business consultation will take place upon approval of this report.		
Implementation	Officer accountable, and proposed timescales for implementation Jonathan Waters – Senior Traffic Engineer – Traffic Engineering All works to be delivered within 2023/24 financial year.		
List of Forthcoming Key Decisions⁷	Date Added to List:-		
	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 _____		
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:		
	Authorised decision maker ¹⁰		

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

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.

Approval of Decision	Gary Bartlett – Chief Officer Highways & Transportation	
	Signature	Date 22/3/2022