

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 type="checkbox"/> £25,000 to £100,000 <input checked="" 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, Martin Farrington		
Contact person:	Liam Brook Project Manager	Telephone number: 0113 378 0009	
Subject²:	Council Housing Growth Programme: Approval to place orders with statutory utilities providers for the diversions of existing utilities and the installation of new utility services at the Hough Top Court site in order to secure infrastructure timescales		
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> <p>The Chief Asset Management and Regeneration Officer has:</p> <p style="margin-left: 40px;">a) Approved the placing of early orders with statutory utilities providers for the diversions of existing utilities and the installation of new utility services at the Hough Top Court site in order to secure infrastructure timescales, to the value of £438,567.80 inclusive of contractors management fees as set out by the Scape Framework and LCC contingency.</p> <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)</p> <p>The significant operational decision taken in March 2023 to approve entering into a Pre-Construction Services Delivery Agreement with Willmott Dixon Construction Ltd (WDCL) to deliver new housing at Hough Top Court was a direct consequence of the Key Decision in September 2022 and therefore was not subject to call in.</p> <p>This proposal will mitigate against delays associated with utility providers within the construction period and has been identified following lessons</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>learned from previous CHG schemes where delays have been experienced and increased costs have been associated with the diversions of existing utilities and the installation of new utility services.</p> <p>Despite the planning application only been submitted on 30th October 2023 it is recommended to approve the value of these works early in the planning stage as there is a risk to programme of c18-20 weeks if these orders are placed after the planning application to be determined</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Waiting until later in Stage 4 or once the planning application has been determined to place orders with statutory utilities providers for the diversions of existing utilities and the installation of new utility services is likely to cause significant delays to the construction programme which will result in increased costs, as experienced on previous CHG schemes.</p>
Affected wards:	Pudsey
Details of consultation undertaken⁴:	<p>Executive Member – last consulted in August 2023</p> <p>Cllr Lennox, Executive Member for Housing</p>
	<p>Ward Councillors – last consulted in September 2023</p> <p>Cllr Dawn Seary</p> <p>Cllr Simon Seary</p> <p>Cllr Trish Smith</p>
	<p>Chief Digital and Information Officer⁵</p> <p>N/A</p>
	<p>Chief Asset Management and Regeneration Officer⁶</p> <p>Angela Barnicle - November 2023</p>
	<p>Others</p> <p>Housing Management – Last consulted October 2023</p> <p>Property Management – Last consulted November 2023</p> <p>Procurement & Commercial Services (PACS) – Last consulted September 2023</p> <p>Legal – October 2023</p> <p>Finance – November 2023</p> <p>Asset Management & Regen (Land & Property Panel) – March 2023</p> <p>Affordable Housing Delivery Board – January 2022 (regular CHG highlight reports are also submitted to the Board)</p> <p>Corporate Estate Management Board – May 2022</p>
Implementation	Officer accountable, and proposed timescales for implementation

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.

	Instruction will be provided to WDCL to place orders with statutory utilities providers as soon as this decision is made.	
List of Forthcoming Key Decisions ⁷	Date Added to List:- N/A	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision N/A	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report ⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible: N/A	
	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:	
Approval of Decision	Authorised decision maker ¹⁰ Chief Officer Asset Management & Regeneration, Angela Barnicle	
	Signature 	Date 13/11/2023

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.