

## Delegated Decision Notice

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>	Robert Ingall	Telephone number:	0113 3787353
<b>Subject<sup>2</sup>:</b>	Highways Infrastructure Maintenance Programmes (Structures) 2024/25		
<b>Decision details<sup>3</sup>:</b>	<p>What decision has been taken?</p> <p>(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 Officer (Highways and Transportation);</p> <ul style="list-style-type: none"> <li>a) gave authority to incur expenditure of £7,105,188 (£5,606,000 works costs, £1,231,600 staff, and £267,588 engineering partner fees) funded from the 2024/25 City Region Sustainable Transport Settlement (£5,955,088) and Leeds City Council Capital Resources (£1,150,100); and,</li> <li>b) approved the addition of the schemes listed in appendix B to this report into the Highways Infrastructure Maintenance Programmes (Structures) for 2024/25.</li> <li>c) gave authority to engage with the City Development's Land and Property team to purchase approximately 9m2 of private land at two properties adjacent to Town Hill, Bramham.</li> </ul>		
	<p>A brief statement of the reasons for the decision</p> <p>(Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>This report presents the Highways Infrastructure Maintenance Works (Structures) Programme for 2024/25 and seeks authority to incur expenditure and add schemes into the capital programme.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>N/A</p>		

<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.

<b>Affected wards:</b>	All Wards		
<b>Details of consultation undertaken<sup>4</sup>:</b>	Cllr Helen Hayden – Executive Member for Climate Change, Transport and Sustainable Development		
	Oliver Priestley – Head of Engineering and Infrastructure		
	Chief Digital and Information Officer <sup>5</sup>		
	Other The Executive Member and Ward Members will be informed of arrangements regarding programming and traffic management for each project prior to the work commencing. Further scheme specific consultation will be undertaken as required.		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Robert Ingall is the officer accountable. Appendix B – Highways Infrastructure Maintenance (Structures) The works contained within Appendix B are to be undertaken within the financial year 2024/25.		
<b>List of Forthcoming Key Decisions<sup>6</sup></b>	Date Added to List: 12/01/2024		
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision		
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval		
	Signature	Date	
<b>Publication of report<sup>7</sup></b>	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	
<b>Call In</b>	Is the decision available <sup>8</sup> for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public: N/A		
<b>Approval of Decision</b>	Authorised decision maker <sup>9</sup> Gary Bartlett, Chief Officer Highways and Transportation		

<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 Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

<sup>6</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>7</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>8</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>9</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.

	<p>Signature</p> <p><i>G. J. Bartlett.</i></p>	<p>Date</p> <p>2 April 2024</p>
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