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# Chelmsford City Council Overview and Scrutiny Committee

**17<sup>th</sup> November 2025**

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## **Report on Decisions Taken Under Delegation to the Chief Executive**

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### Report by:

Director of Connected Chelmsford

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### Officer Contact:

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### Purpose

To report on the decisions taken under delegation to the Chief Executive for the period 1 September 2025 to 31 October 2025.

### Recommendations

That the report be noted.

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## **1. Background**

- 1.1. The Constitution of the Council includes, at Part 3 (Responsibility for Functions), details of matters on which the officers of the Council are authorised to take decisions. These are known as delegations to officers and among them is the following, which is delegated to the Chief Executive:

“Deal with any matter on grounds of urgency, following consultation with the Leader of the Council or the Chair and Vice Chair of the appropriate Committee in respect of non-executive matters.

- 1.2. The decisions taken by the Chief Executive under this delegation are recorded and notified to the public and members of the Council by publication on the

Council's website. On 8 February 2010, the Overview and Scrutiny Committee agreed that a list of those decisions should also be brought to the Committee for information in June and November each year.

## 2. Latest Decisions

2.1. One decision was taken under delegation to the Chief Executive during the period 1 September 2025 to 31 October 2025. The summary of the decision is attached as appendix 1 to this report.

2.2. Members are asked to note the content of the report.

### List of appendices:

Appendix 1 – Decisions taken under delegation to the Chief Executive for the period 1 November 2023 to 31 January 2025.

Background papers: Nil

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## Corporate Implications

Legal/Constitutional: The Committee are required to be notified of urgent decisions.

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

Health and Safety: None

Digital: None

Other: None

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### Consultees:

Director of Connected Chelmsford

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### Relevant Policies and Strategies:

None relevant

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**Subject:**

Property Purchases

**Date of Decision:**

31<sup>st</sup> October 2025

**Decision Number:**

4/2025

**Background:**

At the Cabinet meeting held on 10 September 2025, Members agreed to support the purchase of two properties located within the City Centre. Cabinet also resolved that Officers should seek the necessary budget allocations through the Chief Executive's Urgency Powers.

The first property is a block of flats and purchase will boost the Council's temporary and supported accommodation capacity and requires a budget allocation of £7.65m. This is to be supplemented by a grant of £2.25m from Homes England toward funding this purchase, receivable early next financial year, reducing the net cost to the Council. The condition of the grant funding award was that the Council make a contribution of £825k towards the purchase from the S106 contributions collected. The remaining funding will be reviewed as part of the budget setting process, including review of the existing capital budget of £4.51m for housing initiatives, with savings to be sought to partially offset the cost of the proposal.

The second Purchase is a centrally located Car Park that gives the Council control of a strategic asset in the City Centre and requires a budget allocation of £4.035m. The Council is required to pay a deposit of £25k, but the completion of this purchase will be delayed until the current management agreement expiry, to May 2026.

**Supporting Information:**

The Leader of the Council and the Mayor were consulted before making this decision and had no objection to it.