

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 checked="" 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	City Development		
Contact person:	Matthew Woodrow		Telephone number: 0113 37 81261
Subject²:	Design & Cost Report for S278 Highway Works associated with the redevelopment of Moortown Service Station located at 401 Harrogate Road, Moortown, Leeds, LS17 6DJ		
Decision details³:	<p>The Chief Officer (Highways and Transportation) was requested to:</p> <ul style="list-style-type: none"> a) Note the detail of the highway works described in outline in paragraph 4 of this report and shown on General Arrangement Plan DTP-3711223-D001 attached at Appendix 3. b) Give authority to negotiate the terms of and enter into an agreement with the developer under the provisions of Section 278 of the Highways Act 1980; whereby the works associated with the development are carried out by the developer and overseen by the Council with step in rights. c) Give authority to incur expenditure of 5,000 staff checking and inspection fees to be fully funded by a developer through a Section 278 Agreement. d) Approve construction and alteration of cycle track under powers contained under the provisions of section 65 (1) and (2) of the Highways Act 1980 for use by pedal cyclists. e) Approve with reference to powers contained in Section 66 (1) of the Highways Act construction of new footway as shown on General Arrangement Plan DTP-3711223-D001 attached at Appendix 3. f) Approve with reference to powers contained in Section 96 of the Highways Act construction of new verge with low level planting as shown on General Arrangement Plan DTP-3711223-D001 attached at Appendix 3. <p>The proposals within this report are concerned only with the delivery of the off-site highway works, the principle of these works have been considered and accepted as part of the planning process for planning consent 23/01159/FU. The location of the development site is provided on drawing 4685483 at</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>Appendix 2 of this report. A General Arrangement Plan DTP-3711223-D001 is provided at Appendix 3 of this report. The proposed works comprise:</p> <ul style="list-style-type: none"> • The creation of a new vehicular access into the site to the south of existing access/egress points on A61. • The reinstatement of the redundant vehicular access to footway and cycleway to match existing along A61. • The extension of the footway/cycleway towards the adjacent shops vehicular egress to the south. • The creation of a new verge with low level planting to tie into existing between footway and site boundary. • All associated civils works including (inter alia) signs, lighting, road markings and drainage. • Any Statutory undertakers works resulting from the works described above. <p>To meet the requirements of the planning permission and deliver the highway alterations the applicant has requested that Leeds City Council, as Highway Authority, to enter into a Section 278 Agreement to enable the highway works to be carried out.</p> <p>This report seeks authority to negotiate terms and enter a Minor S278 Agreement for the highway works in order to allow the developer to complete the detailed design and construction of the works, fully-funded by the developer, under the supervision of the Council.</p> <p>The planned highway works will contribute to the Best Council Plan by maintaining and improving the safety of Leeds residents and enabling safe pedestrian, cycle and vehicular access in the local community.</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:	Moortown
Details of consultation undertaken⁴:	<p>Executive Member</p> <hr/> <p>Ward Councillors</p> <p>Moortown ward members were consulted by email dated 10th January 2024. No comments have been received at the time of writing this report.</p> <hr/> <p>The Emergency Services and West Yorkshire Combined Authority (WYCA) were consulted by email dated 10th January 2024, no comments have been received at the time of writing this report.</p> <hr/> <p>Internal consultation has taken place with colleagues in Highways and Transportation Services by email dated 10th January 2024. Minor comments were received from Council officers and have been addressed through a revised plan.</p>

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

Implementation	Officer accountable, and proposed timescales for implementation Matthew Woodrow May 2024 – June 2024	
List of Forthcoming Key Decisions⁵	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 report⁶	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 ⁷ 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 ⁸ Gary Bartlett – Chief Officer, Highways & Transportation	
	Signature 	Date 16 th April 2024

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁷ 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.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.