

Leeds City Square - Phase 2 Design Brief – Draft V2.5

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1. Introduction to Leeds

Leeds is the largest city in West Yorkshire. It is a diverse and vibrant city that is looking to the future as an economic centre and capital of the Northern Powerhouse and Leeds City Region. Central to this positioning is the drive to create world class, vibrant and inclusive public realm across Leeds, which responds positively to the city's diverse population, cultural richness and the effects of climate change.

Leeds is a dynamic, attractive city with lots to see and do with a walkable city centre. The true nature of its architecture and spaces are best experienced on foot or by bicycle. Currently areas of the city centre do not cater enough for people seeking space to relax, shop, exercise, cycle and play, with vehicle movement feeling prioritised.

2. Leeds City Square

City Square is a piece of public realm welcoming people to Leeds City Centre. It is often the first 'experience' most people have of Leeds when arriving in the city and a key gateway for most visitors and workers. As such it needs to reflect the ambitions of those coming in and out of the city.

Leeds City Station is the busiest in the North of England and of national importance. Transport for the North forecasts predict passenger numbers will increase by 81% by 2043. By redeveloping the Station (the initial entrance to the city) to accommodate these services, there is an opportunity to create a gateway for pedestrians / passengers that drives the economic growth and regeneration of Leeds City Centre and the Leeds City Region. The development of City Square will form a major part of this welcome to Leeds in line with passengers' experiences on first arrival. As such ensuring we design and deliver improvements to City Square to the highest standards possible, is essential to our city's profile locally, nationally and internationally.

Currently City Square is a small area of public realm (0.3 hectares). It is home to many significant historic and iconic buildings. The Majestic which is now home to Channel 4, has undergone extensive redevelopment; Mill Hill Chapel is a grade 2* listed building and sits on the eastern side of the Square and is a key east – west connection to Trinity and the station. It is also an important community and social facility for many religious and non-religious denominations. Two hotels – The Queens Hotel and Park Plaza which are important for overnight business and visitor stays. Banyan and Restaurant Bar and Grill provide opportunities for external dining within a newly revamped square. A cycle lane curves around its southern edge that is bisected on three sides by up to 4 lanes of traffic on each side that results in the space facing inwards. These 4 lanes of highway need to be crossed by over 40,000 pedestrians every day, whether they are arriving by train, bus, and taxi or walking around the city centre. Linking into City Square from the south is Neville Street (via Bishopgate Street), identified as the most polluted street outside of London by Friends of the Earth. Huge improvements are being made to the surrounding area with traffic being removed and the bus routes changed for a much greater experience and towards the cities wider climate and health ambitions.

The development of City Square is unique in that it will significantly impact a number of our city-wide ambitions in a way that other projects across the city would not be able to achieve at such scale. The wider piece in transforming the traffic flow and the transport network is pivotal in changing how people will move around the city via bus routes and active travel. As a public realm piece, it will provide an iconic welcome to the city of which is currently lacking to represent how much our city has grown thus far and for all our future ambitions yet to come.

The development of City Square and surrounding transport links also plays a crucial role of wider progression towards lowering carbon emissions and tackling the climate emergency as well as bringing the city into the 21st century for all audiences. The positioning of City Square itself is negatively affected by the presence of traffic and associated noise levels and air pollution. Therefore, currently, navigating around this piece of public space is quite difficult and thus has a number of challenges to address during its development.

Despite being the city where Henry Moore, Barbara Hepworth and Damien Hirst learnt their trade, public art in Leeds is unremarkable and the city lacks iconic spaces or artworks. Public statuary is mainly limited to bronze Victorian representations. City Square offers the opportunity to address this through contemporary design, architecture or art works. Leeds is hosting an international cultural festival in 2023 (Leeds 2023) and it is proposed that the Square will be used as a canvas during that year for contemporary artwork and activity. In response to the Black Lives Matter movement, an independent review of figurative public art works in Leeds will be completed in Autumn 2020 which may further influence the direction of public art in the city.

IMAGES OF CITY SQUARE

3. Future development plans in proximity of City Square

Leeds Station – Sustainable Travel Gateway

<https://news.leeds.gov.uk/news/leeds-station-sustainable-travel-gateway-have-your-say>

Development of a multi-modal transport interchange.

The station will accommodate multiple modes of transport, creating a single space where people can easily, safely and swiftly transfer between different methods of travel, such as taxis, buses, bicycles and on foot.

The pedestrianisation of New Station Street.

This will accommodate the expected growth in passenger numbers at Leeds Station by removing the health and safety constraints caused by the close proximity of pedestrians and vehicle movement, allowing easy and uninterrupted access into the city centre and South Bank areas.

Major improvements to the Leeds Station.

Enhancing the image of the station and creating a gateway to the city leading onto the new welcome from City Square. The station will become a key feature of the city landscape and provide a statement entrance as people enter the city.

Complete re-design and re-building of the station entrance.

Connecting Bishopgate and key pedestrian access routes to the east and south of the city centre. This will provide greater connectivity and fluid movement to strategic areas of the city such as the South Bank.

Installation of new pedestrian lifts connecting Bishopgate and the station entrance.

Provide significant improvements to the accessibility of the station and create step-free access for passengers, resulting in a more direct route into the station and shortened journey times for passengers (currently, disabled passengers have to use the rear and side entrances at significant additional journey distance).

Pedestrian and cycle routes.

Enhanced pedestrian and cycle friendly routes through Neville Street, Dark Neville Street and Victoria Road to actively promote sustainable forms of transport. Additionally, the lighting and visibility in these spaces will be improved which help make journeys both more direct and efficient and also pleasant and safe, thus promoting an increase in pedestrian and cyclist activity.

Improving connectivity across the city centre.

Installing high quality cycle lanes on key strategic gaps in the city centre.

Installation of the 700-storage cycle hub.

Including supporting infrastructure for electric cycles will help transform Leeds station into a major transport hub. This modal shift will help encourage and drive behavior change as all major forms of transport will be accessible from the station providing easy and direct routes across the city and wider Leeds City Region.

Infrastructure improvements.

To help support the Climate Emergency agenda by encouraging uptake of sustainable forms of transport. The delivery of the Bishopgate project alongside the redevelopment of City Square and other key Highways schemes will dramatically reduce the flow of traffic on Bishopgate and City Square and priorities pedestrian and cycle routes as the main method of transport.

4. The Client

Leeds City Council are the overall Client for the scheme. Balfour Beatty are working for the Council via the Scape National Civil Engineering Framework. Scape is a public sector organisation specialising in the procurement and delivery of projects.

The competition is being managed by RIBA Competitions on behalf of Balfour Beatty who will be the employer for the selected team.

Through the Scape framework, Balfour Beatty have committed to exemplar added value, social value, performance, quality, cost and programme management. Where applicable there will be a

requirement for the selected team to contribute to the objectives throughout the project lifecycle.

5. Design Outcomes

To create a reimagined City Square which is central to City's identity and welcome. It should be a place which welcomes people, an approachable space which resonates with the citizens of Leeds and supports healthy lifestyles.

From its inception as a public space to celebrate Leeds receiving city status, City Square's iconic status was set.

It is now recognised that 20th century interventions have led to the loss of some of this original intention. We want City Square once again to rediscover its civic prominence and pivotal position. In particular, as the city expands southwards, City Square will be at the heart of stitching together the established north with the new south.

Our vision for a new City Square should respond to Leeds aspirations to create a world class public realm space that puts people first, incorporates tactical urbanism and addresses climate change.

City Square is to be our 'front door' to visitors, businesses and residents.

It sets the tone of our city's profile locally, nationally and internationally.

It is a key gateway into the city.

It will complement the surrounding landmark and listed buildings and will be central to reinforcing the city's identity.

It will be central to the desire to stitch the city centre and the South Bank together.

We are committed to delivering best practice in terms of inclusive design and expect the design to meet and exceed where appropriate BS8300:2-2018 (Design of an accessible and inclusive built environment. Buildings - code of practice). Meaningful consultation with all protected groups under the Equality Act will form part of the design process post competition.

6. Design Principals

6.1 People First

Designed for everyone. The Square will be comfortable, stimulating, relaxing, healthy and safe.

- a. Create an inclusive space feels and is safe and welcoming
- b. Accounts for the peak pedestrian periods of pedestrians accessing and egressing the train station and Infirmary Street
- c. Account for the vibrant nightlife in adjacent streets and areas
- d. Create a space which is appropriate and caters for the planned residential communities in the locality
- e. Places to rest for everyone. Seating (conforming to current accessibility standards with a range of heights, back rests and lateral transfer opportunities)(BS8300)

- f. Circulation space for everyone including those using walking aids, wheelchair and pushchairs.
- g. Create a space which is useable 24hrs a day
- h. Create a sensory space which works well across all seasons which accounts for display and diversity but also the impact of leaf litter and petals
- i. Explore a design which creates a range of space types to cater for all
- j. Thought through approach to designing out crime and counter terrorism

6.2 This is Leeds

Celebrate Leeds's built and natural assets, from the edge of the River Aire to the magnificent architecture of the city centre;

- a. Sense of pride
- b. Consider the existing listed buildings and statues within the square and how these can be celebrated appropriately
- c. Consider how public art can create an identity within the space
- d. Create a sense of place which is innovative creating a standard bearer for design quality
- e. Maintain and take opportunity for sightlines to the buildings of interest in the area
- f. Sense of difference and place whilst within the space
- g. Consider how the space will be viewed from a far and its role as a navigation landmark particularly from City Square
- h. Materials which are sympathetic and respond to the buildings of note whilst being robust and appropriate for a busy city centre
- i. Takes account of and actively promotes a positive setting for the existing buildings facing on to the square, including Mill Hill Chapel, the Majestic, Queens and Park Plaza Hotel.

Note:

- a. If a water feature is an element in any design submissions then designers will need to consider wind patterns, strength, noise and acoustics and prevailing characteristics. Water features are considered within BS8300:2-2018 (Design of an accessible and inclusive built environment. Buildings - code of practice).
- b. City Square contains a number of listed statues. The Leader of the Council, Councillor Judith Blake has commissioned an independent review into the statues in Leeds. The review will:
 - look at the way the city has celebrated individuals through statues
 - review all statues or representations of individuals in public places (including any plaques or information boards)
 - consult with a range of individuals and organisations on their views
 - prepare a report with recommendations for future actions (published in October 2020)
 - The review is independent from Leeds City Council and will be led by Honorary Alderwoman, Alison Lowe. Alison will be supported by a number of historical experts to inform the review.

The review itself will make recommendations only and is not able to make any decisions about removing statues. The recommendations of the report will need to be considered when published and incorporated into the design where appropriate but will be constrained by budget and planning requirements.

6.3 Everyone Welcome

Be inclusive, designed for all ages, abilities and reflect Leeds's diverse communities.

- a. Create an accessible space BS8300:2-2018 (Design of an accessible and inclusive built environment. Buildings - code of practice).
- b. Provide a choice between shaded and open areas
- c. Create gathering spaces
- d. Create a multi-generational space
- e. A place which welcomes and encourages informal play (under 5's) as much as quiet reflection
- f. Reflects Leeds' diverse communities particularly from adjacent neighbourhoods

6.4 Better Connected

Highly connected, considering pedestrians first, clearly legible and easy to navigate.

- a. Easy to orientate and begin/end journey here

Take account of revised road layout and linking up of crossing points both east-west through Wellington Street, the Station and Mill Hill Chapel

- b. Link with the access and egress routes for Leeds Train Station and other key destinations
- c. Support excellent walking and active travel routes in and out of the space
- d. Ensure the space is integrated into existing wayfinding system
- e. Ensure the space accounts for the pedestrian routes to/from bus stops and supports active travel connections to onward destinations
- f. Take account of the cycle traffic reaching the edge of the space and crossing the space
- g. The space can be considered a landmark and positively contribute to orientation and legibility

Note:

'There is a cycle route to the perimeter of the space and temporary separated cycle routes through city square. The design must consider a permanent scheme for directing cyclist through the space.'

6.5 Greener Future

Resilient to climate change, with green environments cooling the air, sustainably managing surface water and absorbing carbon.

- a. Responds to the Leeds Climate Emergency (declared April 2019)
<https://www.leedsclimate.org.uk/leeds-climate-emergency>

- b. Efficient and cost-effective management of surface water (including run-off from adjacent areas)
- c. Significant portion of site to be green infrastructure
- d. Inclusion of rain gardens
- e. Assist in mitigating air quality issues
- f. Assess the condition of existing trees and where practicable seek to retain
- g. Includes species for carbon capture and combatting air pollutants
- h. Includes species to support biodiversity taking account of the proximity to other green spaces and green corridors
- i. Range of species to mitigate changing climate conditions and reduce exposure to pestilence
- j. Inclusion of sensory planting

Note:

- a. No information is held on the condition of existing trees
- b. Tree pit design should be modular and prevent soil compression

6.6 Bring it to Life

A place for cultural activity, from small interactions to major events.

- a. A space which is interesting and engaging without planned or formal events (not 'waiting' to be animated)
- b. Consider how lighting and projection can enhance the space
- c. Inclusion of sensory planting
- d. Contribute to Child Friendly Leeds and a playful city
- e. Ensure construction of the events areas can support the weight of vehicles and infrastructure with suitable access and egress route
- f. Explore fragrance and sound in the space
- g. The design must accommodate for the annual installation of a large Christmas tree.

6.7 Economic Sense

Valuable economic infrastructure that supports businesses and provides a canvas for new investment.

- a. Maintains the commercial viability and future let-ability of the location
- b. Sensitive to adjacent commercial uses and maintain or enhance their setting
- c. Give due consideration for future maintenance obligation, including supply chain, cost and availability of materials
- d. Fosters and supports street café culture
- e. Consider space for small scale pop-up events (with vehicles) and activities including discreet power access

Note:

- a. Particular consideration should be given to the affordability and maintenance at this site however there is an expectation for quality materials. A guide to our expectations are provided in Appendix A City Square Material Palette v1.0.

7. Constraints and Opportunities

7.1 City Square Site Constraints

Existing Urban Heritage

It is not assumed that all existing statues and K6 phone boxes will need to be retained. Their relocation, if that forms part of the final proposals, will need to be agreed with conservation and heritage authorities. Their future arrangement and locations are therefore not fixed. All but the Black Prince have been repositioned twice already, once in the 1950's and once in 2003. The Leader of the Council, has commissioned an independent review into the statues in Leeds. The review will make recommendations only and is not able to make any decisions about removing statues. The recommendations of the report will need to be considered when published and incorporated into the design where appropriate but will be constrained by budget and planning requirements.

Environmental

An initial environmental analysis of summer and winter sun path tracking (Appendix B City Square sun tracking v1.0) has indicated that winter shading is a particular issue on the southern eastern sides of the square. Detailed analysis will be required to ensure appropriate selection and positioning of landscape furniture and the designation of gathering spaces to maximise user enjoyment.

Prevailing south westerlies funnel through corridors and around corners impacting upon peoples use and enjoyment of the space. Further detailed analysis of wind effects will be required to inform the selection and location of trees and built landscape elements to ensure user comfort. If a water feature is an element in any design submissions then designers will need to consider wind patterns, strength, noise/acoustics and prevailing characteristics.

Neville Street and the tunnel that forms part of it has been identified as the most polluted street outside of London. According to environmental charity Friends of the Earth, in 2019, the stretch of city centre carriageway exceed recommended levels of nitrogen dioxide. Bishopgate Street was also placed in the top ten of most polluted streets outside of London.

Central to an environmental analysis of City Square is a clear understanding of city's sloping topography.

Below Ground Infrastructure

Above and below City Square there are an array of existing services. The services are required to be further investigated and explored as designs emerge for the site. There are notably services and existing subterranean structures that were installed during the Victorian era that are understood to have been excavated during post war works. However, this should be validated as part of a further detailed survey. Although services imply constraints there are opportunities to relocate these if it is to the overall benefit of the new public realm space.

Aspirational Constraints

The Our Spaces Strategy identifies a number of specific interventions which will form an integral component of, and have a direct impact upon, an emerging integrated masterplan for City Square. Proposals and opportunities identified as part of this conversation have been consulted on widely and must become part of the defining context of the design process.

Integral to the realisation of an expanded City Square is the once in a lifetime opportunity provided by the delivery of wider highway improvements. City Square will eventually become larger than Trafalgar Square. The success of the future public realm will be based on how it responds to its massively increased civic status.

We recognise the primacy of climate adaptability and resilience. We have identified that open spaces will be green environments that create cool micro-climates, sustainably manage surface water and absorb carbon. City Square, together with the future City Park are hailed as 'Urban Sponges'. Both will integrate ambitious and landscape-led surface water management approaches including sustainable drainage systems and tree planting. Furthermore, they must utilise the city's sloping topography and create inter-connected systems.

Quote page 53 'Our Spaces Strategy' 2019

City Square will be a redefined and much improved multi-functional place that facilitates every day urban culture, enabled by a dramatic reduction in traffic flows through the square. The square will reflect one of Leeds' greatest assets: its arrival into the heart of the city centre, its connection to Leeds as a key tourist and business destination.

City Square will provide an ambitious, world-class cultural environment. A down-grading of vehicle routes through the square, will create a much more positive pedestrian environment....and offer better orientational qualities upon entering the city.

Leeds 2023 – International Festival of Culture

Prior to the full implementation of the new Leeds City Square Proposal by January 2023, City Square needs to offer increased opportunities to be inhabited by a variety of programmable and incidental public activities through "tactical urbanism" to support the delivery of Leeds 2023.

Tactical urbanism may be defined as the animation of the public realm and the 'deliberate', usually temporary employment of festivals, events, art installations, programmed activities or pop-up leisure activities to transform, enliven and alter public spaces and stage public life.

Highways

Highway alignment and kerb alignment of the new road layout is fixed.

7.2 Opportunities

Although City Square occupies a pivotal position in the heart of the City Centre, close to a number of important and prominent buildings the space lacks a 'sense of place'. Our aspirations are well documented in the 'Our Spaces' strategy. Central to the overarching vision is the

importance of the City Square site both as a destination gateway that will create an arrival point for visitors and a place that demands an elevated status.

By placing City Square as a clearly defined renewed heart linking to existing quarters of the City and connecting to new spaces there are new opportunities to:

- Maximise the existing urban heritage and architecture
- Creating a new sense of identity by spatial variation
- Exploring the spatial benefits of infrastructure decluttering and rationalisation
- Highlight prominent links to important city landmarks
- Propose new activities that promote the site as a re-energised destination

Functionality

By its geographical placement and proposed elevated status as an important representative of Leeds, City Square is required to operate on a number of functional levels. The criteria in determining its functionality is multi-faceted and complex. The space must operate to allow day to day movement to be unimpeded, however at times City Square will have a level of activity different to the norm.

The most prevalent example of this exalted status will be during Leeds 2023 whereby the space must be capable of hosting events. In comparison there is a requirement to provide a space or series of spaces that are more intimate and that respond to a smaller scale. In addition to the duality that the uses described infers a 21st Century square must provide a suitable response to the commercial aspirations and practical needs of its neighbours as well as being fully Inclusive and technologically flexible.

An approach to the functional role of City Square could include:

- Clearly defining links and access as a key 'pivotal point'
- An inclusive child friendly space
- Tech ready infrastructure that responds to current and future requirements
- Inherent flexibility
- The seamless integration of well-designed security measures
- Promoting Leeds and local businesses economic aspirations

Climate Resilience

Leeds City Council is committed to making Leeds carbon neutral by 2030 and is addressing this through the employment of several strategies to address climate change. The governance and accountability framework in which change is being debated and instigated includes the Council plan as well as schemes such as Connecting Leeds and Leeds by Example. A cross party Climate Emergency Advisory Committee makes recommendations on climate change and sustainability to ensure climate change considerations in all new Council policies.

The wide range of measures includes building sustainable infrastructure, improving air quality, reducing pollution and noise, reducing the level of greenhouse gas emissions from council properties, promoting a less wasteful, low carbon economy and reducing flooding and other risks from future climate change. The changes proposed for City Square, which have been initiated by the LPTIP programme that will rationalise and reduce road use, should be an

exemplar for how to create a healthy, bio diverse and sustainable environment that reflect the Council's Climate change aspirations.

A response to Climate change could include:

- A methodology of providing resilience
- Respect for existing heritage
- Maximising sustainable materials and drainage systems
- Measuring resourcing efficiency and reducing embodied energy
- Ensuring an optimum level of green and blue infrastructure
- Increasing the quality and diversity of habitat
- Significantly increasing the tree cover on the site

Collaboration

Leeds is the UK's fastest growing city and is the main driver of a city region with a £64.6 billion economy, a combined population of 3 million and a workforce of 1.37 million. In the next decade, the economy is forecast to increase by 21% with financial and business services set to generate over half of GVA growth over that period.

City Square's location and importance is well placed to support the predicted expanding financial success whilst not forgetting that it is vital that people are placed at the heart of economic aspiration. New inhabitants to City Square, such as Channel 4, have placed faith in the Council's ability to regenerate the City and be sensitive to business needs.

The new public realm should be able to respond to immediate and new neighbours in a philanthropic role that that is both financially successful and collaborative.

- An ability to create economic success and collaboration could include:
- Putting people first
- Incorporating local business needs
- Establishing dialogue with existing groups such as the Leeds Citizens Panel
- Utilising the space for cultural and artistic endeavours to generate income
- Encouraging neighbours to invest in their businesses
- Promoting the regional, national and international prominence of City Square

7.3 Leeds City Challenges

There are a number of challenges for the City, which are applicable to City Square, considering the identity of Leeds, the experience of Leeds, crossing Leeds and Leeds in green and blue.

The identity of Leeds

The identity of the city is currently broken up into individual areas or zones, yet these often lack character and distinctiveness.

Challenges

- a. The transport hubs in Leeds such as the rail and bus station do not offer a sense of arrival or welcome into the city centre.
- b. Key landmark buildings such as the Corn Exchange, Town Hall, Tetley's Brewery and Tower Works have poor quality spaces as their setting which do not celebrate the heritage of the locality and the city centre.
- c. The design of principal streets, such as the Loop Road and The Headrow, assist in dividing rather than connecting a number of character areas throughout Leeds, including the Innovation District, Civic Quarter and the central Retail and Leisure Core, creating a sense of severance and disconnection.

Crossing Leeds

Physical barriers such as the River Aire and the railway pass through Leeds city centre providing connections to the wider city region and the rest of the UK. In addition, several transport corridors come into Leeds city centre, encouraging people to use these to pass through the city centre instead of using alternative road infrastructure. To people on foot or cyclists, these can often be difficult to cross or create barriers to the flow of movement within Leeds.

Challenges

- a. Bridges over the River Aire offer unique views of the city and opportunity to experience the river. However, the experience of crossing some bridges, including along Crown Point Road and Neville Street is influenced by traffic and noise.
- b. Pedestrian crossings within the city often have large quantities of street furniture associated with vehicle infrastructure and restrictive measures such as guard rails, signposts and signals.

Leeds in Green and Blue

Leeds city centre offers a variety of parks and squares with seating, public art and cafés, yet there is insufficient provision of green spaces within the city centre, particularly south of the river, which are poorly connected to each other and which in some cases people are completely unaware of. Leeds also does not take advantage of its riverside location, and access to landscaping and nature within the city is limited and dispersed.

Challenges

- a. Leeds city centre includes a relatively low quantity and quality of green spaces in relation to the size of the city centre, the vast majority of which are situated to the north of the river. Overall there is a notable lack of nature in the city centre such as birds, bees and butterflies and limited biodiversity corridors between the city centre and surrounding communities.
- b. The city offers limited variety of green space typologies, primarily comprising lawns, trees or planting and some pathways and seating. There is little provision for children's play, physical activity, relaxation and habitat diversity.
- c. Leeds has only 6% tree cover within the city centre, which is significantly less than the European average of 23%.

A Resilient Leeds

Leeds has declared a climate emergency. To that end there is a commitment to become carbon neutral by 2030. Leeds over the last 10 years in particular, as a result of development, has seen the tree canopy cover in the city centre reduce. This is a challenge for the city centre because of the role green infrastructure plays in absorbing carbon and harmful particulate matter, surface water management and in reducing the urban heat island effect.

Challenges

- a. Air quality in Leeds city centre is poor in areas that have a lot of traffic – Neville Street is identified as the second most polluted street outside of London.
- b. The city centre is dominated by hard surfaces with limited natural drainage. The provision of green infrastructure in the city centre is challenging due to the below-ground services that exist under many sites, roads and footpaths, which cannot be planted over, requiring diversion of services or, more likely, tree planting is removed.
- c. Tree pits in the city centre generally are built too small with an insufficient soil supply to successfully establish the tree to its natural lifecycle.
- d. Maintenance and establishment of street trees requires additional revenue to ensure trees successfully grow beyond the early planting seasons.
- e. Tree pits, when they are interconnected, have the ability to act as ‘rain gardens’, but these are rarely used as part of a resilient/healthy-street approach.

A Growing Leeds

Leeds is constantly evolving and expanding, particularly within South Bank, potentially delivering up to 8,000 new homes, providing more opportunities for people to live, work and learn within Leeds.

Challenges

- a. The connectivity between the city centre and neighbouring communities needs strengthening to support better access to jobs and skills and leisure opportunities. Ensuring that proposed development areas are well connected to the city core for pedestrians and cyclists is important to their future success.

8. Sustainability Requirements

Like all cities Leeds is affected by Climate Emergency. Leeds has identified that the most common severe weather events in the city include strong winds and flooding of the River Aire. It is imperative that Leeds delivers through City Square, measures to mitigate the impacts of climate change through greening and tree planting, uses sustainable urban drainage systems such as rain gardens and planting schemes to make the city more resilient and be an environmental benefactor by addressing species extinction through increased biodiversity.

The design for City Square will contribute to our sustainability requirements as detailed in our Best Council Plan 2020-2025. <https://www.leeds.gov.uk/docs/BCP%202020-2025.PDF>

Sustainable Infrastructure

- Improving transport connections, safety, reliability and affordability

- Improving air quality, reducing pollution and noise
- Improving the resilience of the city's infrastructure and the natural environment, reducing flooding and other risks from future climate change
- Promoting a more competitive, less wasteful, more resource efficient, low carbon economy
- Strengthening digital and data 'Smart City' infrastructure and increasing digital inclusion

9. Anticipated Project Programme

The post competition programme is to be developed, but the guiding principles are that any preparatory or temporary works must be complete to facilitate the use of the space for Leeds 2023 which starts in January 2023 and that the construction of the scheme will start early 2024.

10. Budget and Fee Requirements/Expectations

The client has identified a direct construction cost (excluding contractors prelims) for the area covered within the competition brief of £3.5m.

The overall budget for the City Square redevelopment project is £7m– £9.5m, which includes enabling / interface works, prelims, fees and delivery costs.

Participants should note that the client has identified a fee cap for professional services to RIBA stage 2 of £100k and that any shortlisted team who proposed a fee in excess of the maximum identified fee cap may be excluded from further consideration. This fee covers the scope of work defined and any additional work would be agreed by both Parties in advance of the work being carried out.

11. Phase 2 Appendices

- Appendix A City Square Material Palette v1.0.
 - Appendix B City Square Sun Tracking v1.0.
 - MBARC_B-LCC-XSU-CS-M2-CH-000001.dwg (City Square Stats)
 - MBARC_B-LCC-XLV-XX-M2-CH-000001.dwg (Topographical survey)
 - 20470 City Square Red line boundary.pdf
 - 994766 Leeds City Sq DS - FINAL.pdf
 - Post Office Tunnel?????
 - City Square adjusted 3d.dwg???????
 - MBARC_B-LCC-XGA-CS-M2-CH-000001.dwg (Master GA)
 - Temporary highways scheme?
-
- BT
 - BIT03592Z.PNG
 - HRT01244A.PNG
 - JCQ03576D.PNG
 - YJT03533P.PNG

- catelecom (Colt)
C2 Enquiry - Bishopgate Street Leeds.msg
RE C2 Enquiry - Bishopgate Street Leeds.msg

- City Fibre
CityFibre Plant Enquiry issued on 5 12 20 8 25 AM Reference fa55710d-8216-4f42-a024-11ac2e1c3520 .msg
emap.pdf

- Energetics (Last Mile)
C2 Enquiry - Bishopgate Street Leeds.msg
RE C2 Enquiry - Bishopgate Street Leeds.msg

- Engie
C2 Enquiry - Bishopgate Street Leeds.msg

- Gamma
281210483_Gamma.pd
Gamma_Plant_Affected Guidance Notes.pdf
Gamma Plant Affected Notice LSBUD Ref 18347725.msg

- GTC
GTC Plant Enquiry - Ref- 1349679.msg

- GTT
18347725_Gtt.pdf
GTT Plant Affected Letter.pdf
GTT Plant Affected Letter.pdf

- Instalcom
C2 Enquiry - Bishopgate Street Leeds.msg
RE E05-20-2247 C2 Enquiry - Bishopgate Street Leeds.msg

- KPN Instalcom
C2 Enquiry - Bishopgate Street Leeds.msg
RE K05-20- 1126 C2 Enquiry - Bishopgate Stree

- Line Search Before
LSBUD-200512-18347725.msg
LSBUD-200512-18347725.PD

- MBNL
C2 Enquiry - Bishopgate Street Leeds.msg
RE C2 Enquiry - Bishopgate Street Leeds.msg

- Northern Gas
C2 Enquiry - Bishopgate Street Leeds.msg
RE 140002517 - EXT C2 Enquiry - Bishopgate Street Leeds.msg

- Northern Rail
RE 60760 - C2 Enquiry - Bishopgate Street Leeds.msg

- NPG
NPG.pdf

- Sky
Bishopgate Street.pdf
C2 Enquiry - Bishopgate Street Leeds.msg
PEA-20-05-0041 ~ SKY Affected Enquiry C2 Enquiry - Bishopgate Street Leeds.msg

- SOTA
C2 Enquiry - Bishopgate Street Leeds.msg
RE S05-20- 0548 C2 Enquiry - Bishopgate Street Leeds.msg

- SSE Telecoms
18347725_SSE_Telecoms.pdf
LSBUD Job No 18347725.msg
SSE_Telecoms Plant Affected Letter.pdf

- Telentelia
C2 Enquiry - Bishopgate Street Leeds.msg
RE C2 Enquiry - Bishopgate Street Leeds.msg

- Utility Assets
C2 Enquiry - Bishopgate Street Leeds.msg

- Virgin Media
Virgin Media Map 1.pdf
Virgin Media Map 2.pdf

- Yorkshire Water Mains
Yorkshire Water Mains Map 1.pdf
Yorkshire Water Mains Map 2.pdf
Yorkshire Water Mains Map 3.pdf
Yorkshire Water Mains Map 4.pdf

- Yorkshire Water Sewers
Yorkshire Water Sewer Map 1.pdf
Yorkshire Water Sewer Map 2.pdf
Yorkshire Water Sewer Map 3.pdf
Yorkshire Water Sewer Map 4.pdf

- ZAYO
281210489_Zayo Group UK Ltd.pdf
Guide to Excavation within the Vicinity of Zayo Apparatus.pdf
LSBUD Job No 18347725.msg
Zayo Plant Affected Letter.pdf
- Draft Contract

12. Competition Timetable*

Activity	Date
Issue of Phase 2 Brief and ITT documents	Mon 07 Dec 2020
Site Visit and Briefing Session	Fri 11 Dec 2020
Latest dates for general clarification queries relating to the Phase 2 Brief	Wed 23 Dec 2020
Issue of Memorandum in response to general clarification queries	Fri 15 Jan 2021
Workshop/Presentation of Ideas to Panel	Mon 15 Feb 2021
Phase 2 Submission Deadline	14:00 Thurs 18 Mar 2021
Clarification Interviews	20-21 Apr 2021
Executive Board Winning Design Approval	Thurs 17 June 2021
Notification Issued	TBC
Publicity Announcement	TBC

*The above Timetable is indicative only and the Client reserves the right to amend the Timetable or extend any period at its discretion. Applicants will be notified of any changes made to the Timetable.

13. Phase 2 Evaluation Panel

Name	Title	Organisation
Gary Bartlett	Chief Officer, Highways and Transportation	Leeds City Council, City Development
A representative from the Culture Service	TBC	Leeds City Council, City Development
Jane Walne	Head of Projects and Programme Asset Management and Regeneration	Leeds City Council, City Development
Graham Dewe	Contracts Manager	Balfour Beatty
Dean Backhouse	Procurement Manager	Leeds City Council, Procurement and Commercial Services
A representative from the Environment and Design Group, Planning and Sustainable Development	TBC	Leeds City Council, City Development
Daljit Singh	City Centre Team Leader (Planning)	Leeds City Council, City Development
Roger Hawkins	RIBA Architect Advisor (Non-voting member)	Founding Partner, Hawkins/Brown

*Hannah Raithby and David O'Connor will be in attendance to provide support to the panel.

14. Workshop/Presentation of Ideas

Prior to the final submission shortlisted teams will be invited to present their ideas to the panel at a mid-term workshop. This will provide teams with the opportunity to present their ideas to date and seek feedback from the Evaluation Panel.

15. Submission Requirements

Teams invited to participate in phase 2 of the competition will be required to submit the material outlined below. The submission should outline the team's approach including its understanding of the Client's requirements and how it would work with Client representatives and other stakeholders to realise the Client's aspirations for the Leeds City Square Project. All bidders will be issued with a list of stakeholders and consultees who they will be expected to liaise with when considering their response to the design brief – which will for reference include the Civic Trust as a statutory consultee and the Quality and Spaces Group. The submission should respond to and provide sufficient detail for the Criteria outlined in this document to be evaluated.

The individual elements of the submission are outlined below:

15.1 A1 Design Sheets and Contents

The design concept for the development should be presented on up to 2x No. A1 sheets which should be contained within single PDF files of <15Mb each.

The sheets should be illustrated in a clear and succinct manner to enable Evaluation Panel members to readily understand the essence, design narrative and drivers behind the proposals to ensure delivery of an architecturally distinguished viable scheme.

Your URN# as supplied by RIBA Competitions and lead organisation name should be prominently displayed in the top right-hand corner of each sheet, together with display order (1 of 2 etc.).

The A1 design sheets must be submitted in **landscape** format. The sheets should be composed as follows:

1. Vision

- The overall vision for the site
- Diagrams, sketches and supporting text to outline the approach and design drivers behind the proposals.

2. Overall site plan

- Contextual site plan depicting main features and organisation of the scheme including its relationship to the city centre, and Leeds Train Station.
- Supporting diagrams and sketches

3. Open space, landscaping and site movements

- Proposed open space detailing flexibility of use and more formal landscaped areas – including integration with wider site and any materials proposed.
- Demonstration of the re-provision of the afore mentioned assets if applicable.
- Site plan / diagrams illustrating expected pedestrian and cycling movements.

Whilst it will **not** be permissible to bring physical architectural models to the clarification interviews, images of physical models or 3D computer visualisations used to develop the proposals may be included as part of the submission/presentation material.

15.2 A4 Design Report and Contents

A short accompanying design report (maximum 15 single sides of A4, or double-side equivalent) including any explanatory sketches and drawings should be prepared to summarise/expand on the material presented on the A1 design sheets. To be contained within a single PDF file of <20Mb. The report should be collated and laid out to address the points below in the order indicated:

- a) Description of the design proposal** outlining how the proposed design approach address the outline brief and aspirations for City Square
- b) Sustainability**
Outline the sustainability attributes of the scheme such as:
 - A methodology of providing resilience
 - Respect for existing heritage
 - Maximising sustainable materials and drainage systems
 - Measuring resourcing efficiency and reducing embodied energy
 - Ensuring an optimum level of green and blue infrastructure
 - Increasing the quality and diversity of habitat
 - Significantly increasing the tree cover on the site
- c) Proposed team structure** respective roles, responsibilities and key personnel (including consultants from other design disciplines) that would be involved in developing the design proposals, together with method of proposed working and engagement with Balfour Beatty, the Council and its stakeholders.
- d)** The final design submissions have the formal assessment process to be worked through as previously set out in the MOU which was published at the commencement of the Design Competition in September. In addition we will also be seeking an informal review/feedback from the QPS group (which again includes members of the Civic Trust) to act as an independent check and challenge point (for note any company which have members submitting a bid that also sit on the QPS group will be excluded from this process) to support the assessment teams considerations before a preferred designer is selected.

15.3 Statement on Costs and Outline Specification of Materials

It is each team's responsibility to demonstrate that their proposals are capable of being delivered within the maximum construction budget of GBP £3.5m. Teams are expected to

explain strategic design choices and how they would develop the proposals to meet the Clients aspirations for the project and ensure the delivery of a high-quality scheme at an affordable cost and to programme.

Teams should explicitly state if any elements of the proposals presented are NOT included within the stated construction budget.

15.4 Schedule of Fees

The estimated value of the project proposals (excluding VAT) developed by the architect within the £3.5m Construction Budget			
RIBA Stage	Stages 1 to 2	Stage 3-4	Total
	Fixed lump sum (Exc. VAT)	Indicative fee % based on proposed scheme construction cost envelope (Exc. VAT)	
Core Design Team			
Architect			
Structural Engineer			
Civil Engineer			
Landscape Architect			
Transport Consultant			
Lighting Designer			
Other Consultants			
Totals			
Equivalent GBP amount			
Total Fee (excluding VAT)			£

15.5 Representative Publicity Images

Up to two images should be provided for potential future media use. The images should be representative of the ideas proposed and be readily identifiable as such, but applicants should bear in mind that whole scheme images do not necessarily reproduce well in the printed media

and/or on-line. Each image should be submitted in JPEG format with high (300dpi) and low (72dpi) resolution versions of each image.

15.6 Completed Tender Forms

Form of Tender

Certificate of Non-Canvassing and Certificate of Non-Collusion

Declaration of Authorship

Confirmation of Insurance

16. Evaluation Criteria

	Criteria	As Evidenced by	Weightings
16.1	- Quality & architectural distinction of the overall design concept, including enhancing the public realm experience, relationship to the immediate surroundings and creating an identity for the site.	Section 15.1 and 15.3- A1 Design Sheets & A4 Report	30%
16.2	Appropriateness of the proposal in response to the design outcomes, opportunities and constraints set out within the brief, including but not limited to materiality, sustainability, functionality and strengthening the green character of the area.	Section 15.1 and 15.2- A1 Design Sheets & A4 Report	30%
16.3	Proposed team structure, understanding of expectations and ability to work in partnership with the Client.	Section 15.2, Workshop and Clarification Interview Presentation	10%
16.4	Understanding of and ability to manage and deliver the project and design services required within the stated £3.5m budget.	Section 15.3	20%
16.5	Submission of a competitive fee proposal (broken down per RIBA stage1 and 2) to deliver the quality and include the demonstration of a sufficient level of resourcing to deliver the quality and scope of design services required	Section 15.4	10%

17. Submission Instructions

Details of the electric return are as summarised in the table below and the instructions given in **Sections 15.1 to Section 15.6**. For a return to be valid, the submission must be received via the RIBASubmit portal by the **14.00hrs deadline on Thurs 18 March 2021**.

Summary of Submission Requirements	
Item	Electronic versions to be submitted via RIBA Competitions' digital submission portal
A1 Design Sheets	Up to 2 A1 sheets in PDF Format
A4 Design Report	PDF format, Max 15 sides (single file of entire report, of <20Mb size)
Statement on Costs and Outline Specification of Materials	As per requested format with supporting notes (PDF)
Schedule of Fees	As per requested table provided
Publicity images	2x representative scheme images, JPEG format at 72dpi and 300dpi
Completed Tender Forms	Form of Tender Certificate of Non-Collusion Declaration of Authorship Confirmation of Insurance held (PDF version of each document)

Submission are in an electronic format only and must be submitted via RIBA Competitions' digital submission portal (RIBASubmit). Proposals will not be accepted through other submission routes. The file name should consist of the practice name and item description, for example:

- Lead Practice Name_Board 1.pdf
- Lead Practice Name_Design Report.pdf
- Lead Practice Name_Image1 LowRes.jpg etc

A unique link for this purpose will be emailed to each team. Teams are strongly advised to familiarise themselves with the submission portal and allow sufficient time for their design material to successfully upload prior to the submission deadline. The Client Group and RIBA Competitions will not be responsible for any files that are delayed or corrupted during transmission. The portal will not accept any material to upload once the submission deadline has expired. A total upload limit of 100Mb will be available, but teams are requested to keep file sizes as small as practicable whilst ensuring that the information presented is readily legible.

In the very unusual circumstance of technical issues with the RIBA Competitions' digital submission portal at the point of submission registered applicants should contact RIBA Competitions on 0113 203 1490 asap.

17. Clarification Interviews and Presentations to the Evaluation Panel

Teams will be invited to outline their design proposals to the Evaluation Panel at a clarification interview, scheduled to be held **20-21 April 2020**.

It is anticipated that each team will be asked to give a 30-minute (maximum) presentation of their proposals, which will be followed by up to 30 minutes of questions from Panel members. Timings will be strictly adhered to. Time slots will be assigned randomly by RIBA Competitions.

The Evaluation Panel will expect key individuals who would be involved in the design development of the project to be present and contribute to the clarification interviews.

Teams should use the presentation to explain and clarify the drivers behind the proposals, how the design approach addresses the Client bodies' aspirations for the new building and responds to the requirements set out in the Brief. Panel members may seek clarification on any issues that are unclear from their initial appraisal of the submission return, which may include questions on the proposed design approach, team structure and costs. Careful consideration should therefore be given to the team members (**maximum 5 people**) who attend the interview and their ability to answer questions from the Evaluation Panel.

It may be necessary for the Clarification interviews to take place digitally, via Microsoft Teams or similar dependant on the Coronavirus restrictions at the time of interview.

18. Evaluation Methodology

Submissions will be evaluated both technically and financially. Scores awarded for the purposes of determining a final decision will take into consideration clarifications and explanations of proposals provided at the clarification interview and during team presentations.

The Quality and Cost scores for each Architect firm(s) will be aggregated to determine the preferred scheme. The scoring of criterion 16.4 and 16.5 will be by the Evaluation panel following the provision of information provided by the clients cost adviser.

The following scoring guide will be used to evaluate the submissions against Evaluation Criteria:

Score Band	Definition	Benchmark
Score of 10	Excellent	<ul style="list-style-type: none"> ▪ In the opinion of the evaluators, the response or information provided is exceptional or exemplary in relation to the project and the criterion being scored. ▪ The response provides the Client with a very high degree of confidence of being able to support the achievement of the intended outcomes of the Leeds City Square project.
Score of 8-9	Very Good	<ul style="list-style-type: none"> ▪ In the opinion of the evaluators, the response or information provided addresses all requirements and exceeds the normal expectation in relation to the project and the criterion being scored. ▪ The response provides the Client with a high degree of confidence of being able to support the achievement of the intended outcomes of the Leeds City Square project.
Score of 6-7	Good	<ul style="list-style-type: none"> ▪ In the opinion of the evaluators, the response or information provided is acceptable and meets the normal requirement/expectation in respect of the project and the criterion being scored.

		<ul style="list-style-type: none"> ▪ The response provides the Client with a good degree of confidence of being able to support the achievement of the intended outcomes of the Leeds City Square project.
Score of 3-5	Poor / Sub-optimal	<ul style="list-style-type: none"> ▪ In the opinion of the evaluators, the response or information provided falls below the normal requirement/expectation in respect of the project and the criterion being scored. ▪ The response gives rise to some concerns of being able to support the achievement of the intended outcomes of the Leeds City Square project.
Score of 1-2	Very Weak / Weak	<ul style="list-style-type: none"> ▪ In the opinion of the evaluators, the response or information provided does not adequately address the stated requirement/expectation in respect of the project and the criterion being scored. ▪ The response gives rise to many concerns of being able to support the achievement of the intended outcomes of the project.
Score of 0	Unacceptable	<ul style="list-style-type: none"> ▪ The submission fails to provide a response or provides information which in the opinion of the evaluators provides insufficient detail for evaluation, and/or does not address the requirements. ▪ The response is non-compliant or gives rise to a large number of concerns of being able to support the achievement of the intended outcomes of the Leeds City Square project.

19. Compliance

Prior to the detailed scoring of submissions, an assessment of the responses to the competition deliverables will be made to ensure sufficient information at the required standard has been provided as requested. Submissions which are substantially incomplete, or which are non-compliant with the requirements set out in this document may be rejected. The Client Group reserve the right to call for additional information to clarify responses if required.

20. Copyright

The ownership of copyright will be in accordance with the Copyright, Designs and Patents Act 1988 - i.e. Copyright rests with the author of the submitted design.

21. Honoraria

Each Applicant invited to submit a design submission who submits the required documentation and gives an interview presentation will receive an honorarium payment of GBP £6,000 (+VAT).

Honorarium payments will be paid to the Lead Consultant firm from each multi-disciplinary design team. The Client will undertake to make the honorarium payments within 30 calendar days of the clarification interview presentations and on submission of an Invoice to RIBA Competitions.

22. Post Competition Commitment

Following public announcement of the result, the selected team will initially be appointed by Balfour Beatty to undertake the **RIBA 1 and 2** design (subject to funding being secured). The terms and conditions for the design contract, based on an NEC4 Professional Services Contract, are being issued as part of the Phase 2 competition documents along with the Phase 2 design brief. The selected team will then work alongside Balfour Beatty to develop a design which is both affordable and buildable within set timescales. Subject to design, cost and programme approvals at the end of RIBA 2, the design will then progress through to detailed design and construction, with the intention being that construction will commence post 2023. It is the aim of Leeds City Council that the selected design team will be retained to work on the project until completion, however this is subject to further funding being secured.

23. Disclaimer

The Client is not obliged to accept any submissions or enter into any contract pursuant to process and reserves the right in its absolute discretion to withdraw from or terminate the process set out in this document at any time, for any reason and without prior notice to the applicants and at its sole discretion re-invite proposals on the same or any alternative basis. Any expenditure, work or effort undertaken is accordingly a matter solely for the commercial judgement of the applicants.

The Client and Council (including its employees, agents, consultants, advisers and representatives) does not make any representations or warranties (express or implied) or accept any liability or responsibility (other than in respect of fraudulent misrepresentation) in relation to the adequacy, accuracy, reasonableness or completeness of the information in this document (including but not limited to, any loss or damage arising as a result of reliance by the Competitor on the information or any part of it).

24. Confidentiality

The information supplied with this document and all other information whether written or oral made available at any time to Applicants by or on behalf of the Client in connection with this Competition is provided on the basis that the Applicant, their sub-contractors and/or respective advisers will keep such information provided confidential at all times and that such information will only be used for the purpose of participating in this competition. For the avoidance of doubt nothing in this paragraph shall prevent an Applicant from passing the information provided to its employees, potential sub-contractors and professional advisers in connection with this procurement provided such persons agree to treat such information as confidential in accordance with the duty described in this paragraph.

The duty of confidentiality in this paragraph does not apply to information:

(i) which is in or enters the public domain otherwise than by breach of an obligation of confidentiality: or

- (ii) which is or becomes known from other sources without breach of any restriction on disclosure; or
- (iii) which is required to be disclosed by law or any professional or regulatory body.

25. Data Sharing

All documents submitted via RIBASubmit by participants will be made available to Balfour Beatty and Leeds City Council for the purposes of the Competition.

26. Notification of result/Publicity

Applicants and participating teams will be required to maintain confidentiality throughout the competition process and not identify themselves; the names of short-listed Applicants; or the names of successful or unsuccessful Applicants; or release any design proposal images etc. to any third parties or media outlets until after an official announcement has been made, they have been advised by RIBA Competitions and/or any related embargoes have elapsed.

Once any anonymity restrictions or embargoes have been lifted, authors of all proposals will be duly credited and recognised in all associated media publicity.

27. Enquiries

RIBA Competitions are assisting the Client with the management of the competition process. Representatives from the Client, Council and members of the Evaluation Panel should not be directly solicited for information as this may lead to disqualification from the process.

All queries relating to the design brief should be submitted via e-mail to riba.competitions@riba.org Applicants should refer to the Competition Timetable regarding the latest deadline by which to raise queries.

The intention will be to make advice arising from queries received available to all Applicants (where doing so is in the interest of maintaining transparency and fairness in the procedure and would not constitute a breach of commercial confidentiality) via RIBASubmit, so those wishing to access the Q&A documents should register via the Wufoo form indicated in Section 9.

RIBA Competitions

No. 1 Aire Street

Leeds

LS1 4PR

United Kingdom

+ 44 (0) 113 203 1490

riba.competitions@riba.org

