

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input checked="" 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 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 - City Development		
Contact person:	Mike Diskin – Project Manager		Telephone number: 07891 277116
Subject²:	Authorise Injection of Funding into the Capital Programme to support the Station Development Programme and Authority to Spend		
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 Officer Asset Management & Regeneration authorised the injection of £556,380 to the capital programme for Station Development along with authority to spend.</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>On the 18th March 2021, the existing Development Services Agreement (DSA) for the Leeds Existing Station Programme (LESP) was varied to enable Leeds City Council (“the Council”) to further contribute to the development of the LESP Outline Business Case (OBC) and authority was given for the Council to enter into a Funding Agreement for Network Rail to contribute to the Council’s Station Development Programme.</p> <p>Network Rail has committed to enter into a Funding Agreement with the Council to contribute to programme management office (PMO) costs for managing the</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>delivery of the Leeds Integrated Station Masterplan (LISM) and management of the partnership governance.</p> <p>As a result this report is now seeking authority to inject the Network Rail contribution of £556,380 into the capital programme for allocation to the Station Development programme and authority to spend.</p> <p>Spend includes a range of PMO services both in house and commissioned which include but not limited the following activities:</p> <ul style="list-style-type: none"> • Partnership Communications Plan • Financial management • Programme Controls • Commissioning of Legal advice • Commissioning of Rail technical advice • Business case development • Any other associated work which supports LISM and rail programmes of work <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <ul style="list-style-type: none"> • Do nothing – this option assumes the Council will meet costs through its capital programme. A capital programme cost centre has been established to support this area of work and meet the cost of the Station Development Team. This is the Council’s contribution to the partnership and is limited. To rely on this alone would be insufficient to maintain the momentum of delivery currently being achieve with the Station redevelopment. • Seek contributions from partner organisations to support the costs incurred in delivering LISM. This is the preferred option and follows the approach already taken in seeking contributions from partner organisations such as the Service Level Agreement with HS2, HS2 Growth Strategy and LPTIP funding via WYCA, and now the PMO contribution from Network Rail • Transfer of PMO function to another partner organisation. This was discounted on the basis that the Council has an established PMO which has developed in maturity, knowledge efficiency and effectiveness since the formation of the LISM partnership. A transfer to another organisation would result in disruption at a critical time of programme delivery.
Affected wards:	All, with specific impacts on Beeston & Holbeck, Burmantofts & Richmond Hill, Cross Gates & Whinmoor, Garforth & Swillington, Harewood, Hunslet &

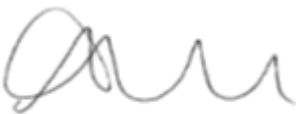
	Riverside, Kippax & Methley, Morley North, Morley South, Rothwell, Temple Newsam.		
Details of consultation undertaken⁴:	The Leader of the Council and Ward Members have been consulted on LISM, the proposals for development of Leeds station and the role of LCC as a key partner. They have not, however, been specifically consulted on this issue given funding is a contribution towards existing service provision.		
	A briefing was held with the Executive Member for Infrastructure and Climate on 4th April 2022 which included the Network Rail contribution to LCC PMO costs and entering into a Funding Agreement to facilitate this.		
Implementation	Once approved the Council will enter into the funding agreement with Network Rail for retrospective provision of PMO services and funding will transfer.		
List of Forthcoming Key Decisions⁵	Date Added to List:- 14 th March 2022		
	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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:		

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

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.

Approval of Decision	Authorised decision maker ⁸ Angela Barnicle, Chief Officer Asset Management & Regeneration	
	Signature 	Date 15/06/2022

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