

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 type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input checked="" type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of City Development		
Contact person:	Ahmad Huneidi		Telephone number: 0113 3368651
Subject²:	Section 278 highway works associated with demolition of derelict buildings, conversion of former industrial buildings to retail and office use, construction of care home, retail units, six residential units and new pay and display car park, A659 Westgate, Otley, Leeds		
Decision details³:	<p>What decision has been taken? The Chief Officer (Highways and Transportation);</p> <ul style="list-style-type: none"> a) Noted the detail of the highway works as set out in paragraphs 1-8 in the Design and Cost report and as shown on the plan included at Appendix 4; b) Gave 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; with the works to be designed and implemented by the City Council on behalf of the developer; c) Requested the City Solicitor to revoke the existing Traffic Regulation Order (TRO) on the A659 Westgate in proximity of the proposed works and advertise a Draft TRO for 'No Waiting at Any Time'; and if no valid objections are received, to make, seal and implement the Orders as advertised; and d) Gave authority to incur capital expenditure of £1,480,000 consisting of £1,130,000 civil works costs, £190,000 staff fees and £160,000 commuted sums, all of which will be fully funded through the Section 278 agreement. <p>A brief statement of the reasons for the decision To form a new signalised junction, pedestrian crossings and kerb line realignment, including associated road markings, street lights and TROs;</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>To install MOVA technology at the new site access junction, Beech Hill / Kirkgate and Boroughgate / Crossgate junctions;</p> <p>To install CCTV technology at the new site access junction, Beech Hill / Kirkgate and Boroughgate / Crossgate junctions;</p> <p>To reinstate any redundant vehicle crossings in proximity of the site to footway with full height kerb;</p> <p>To widen the car park entrance on southern side of the A659 Westgate, opposite property 31 Westgate;</p> <p>To make changes to the existing TRO on the A659 Westgate and provide a new TRO to 'No Waiting at Any Time' following the City Solicitor's advertisement of a draft TRO, and If no valid objections are received, to make, seal and implement the Order as advertised; and</p> <p>To restore full kerb and provide bollard at the arch between 30 and 28 Westgate to prevent vehicular access.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None.</p>
Affected wards:	Otley & Yeadon
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Councillor Helen Hayden 05.12.2022</p>
	<p>Ward Councillors</p> <p>Otley & Yeadon ward members were consulted by email on Friday 30th September 2022. No comments have been received from the ward members. Otley Parish Council members were also consulted by email on Friday 30th September 2022, with a comment received in relation to cycling access from Manor Garth to meet the A659 Westgate. This has been clarified and addressed.</p>
	<p>Chief Digital and Information Officer⁵</p> <p>N/A. The scheme does not relate to or affect the Council's use of digital technology.</p>
	<p>Chief Asset Management and Regeneration Officer⁶</p> <p>The scheme does not relate to or affect the Council's land and buildings. However, it should be noted that the Westgate Car park (southern access) is a Council registered land. The land and property officer for the site has been consulted on 1st November 2022, and advised that a permit exists for the developer to enter the</p>

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

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

	Council's land and carry out the necessary works to construct a new access from the car park to serve the properties to the rear.	
	Others: The Emergency Services and West Yorkshire Combined Authority (WYCA) were consulted by email on Friday 30 th September 2022. Internal consultation has also been undertaken with colleagues in Highways and Transportation Department by email on on Friday 30 th September 2022.	
Implementation	Officer accountable, and proposed timescales for implementation Peter Morris	
List of Forthcoming Key Decisions⁷	Date Added to List:- If Special Urgency or General Exception N/A If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report⁸	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 ⁹ 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 ¹⁰ Gary Bartlett – Chief Officer, Highways & Transportation Signature  Date 30.11.2022	

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ 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.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.