

## Delegated Decision Notice (DDN)

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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 Previous Exec Board Approval	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Chief Officer Highways and Transportation		
<b>Contact person:</b>	Chloe Dummer	Telephone number: 07891277528	
<b>Subject<sup>2</sup>:</b>	Leeds Station Sustainable Travel Gateway Project – Advance Works contract extension and design and cost Approval		
<b>Decision details<sup>3</sup>:</b>	<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 Highways and Transportation;</p> <p>a) Increased the scope of works of the Advance Works contract to include the refurbishment of units 17 and 18 on Dark Neville Street and the soft strip of the former Shababs restaurant.</p> <p>b) Extended the Advance Works contract programme to include the above works and also extend the traffic management arrangements as a result of the utilities diversions works on Bishopgate Street incurred as a result of delays in statutory undertaker availability.</p> <p>c) Approved the Neville Street and Bishopgate Street lighting and cladding designs and CCTV column design, noting that the lighting on Bishopgate Street will be delivered as part of the main works.</p> <p>d) Provided approval to accept the decorative lighting on Neville Street as a new LCC asset to be maintained by Street Lighting and funded from the monies originally allocated for the cladding on Neville Street which will become a Network Rail asset upon completion of the Neville Street works.</p> <p>e) Provided authority to vary the contract under Contract Procedure Rule 21.7 to increase the value of the Advanced Works contract in accordance with Rule 10 of</p>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>the Financial Regulations to deliver the Neville Street lighting and cladding works, the refurbishment of units 17 and 18 on Dark Neville Street, drainage works and the soft strip of the former Shababs restaurant. The total cost of the Advance Works contract is now £3.76m of which £2.89m was previously approved in April 2022.</p> <p>f) Injected authority to spend of £10.451m as a result of inflationary cost increases to the target cost of the main works funded by WYCA Transforming Cities Fund subject to final Combined Authority Committee approval on the 8<sup>th</sup> December 2022.</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>The advance works for Neville Street, Sandford Street, Bishopgate and Shababs former restaurant under the Leeds Station Sustainable Travel Gateway Advance Works will enable the project to deliver benefits sooner by completing the environmental improvements to Neville Street for the benefit of pedestrians and the works to Bishopgate and Sandford Street drainage, traffic management, arches 17 and 18 and Shebabs will help with future travel disruption management, enable the Mina works contract length to be reduced by 2 weeks and make a saving on the overall project.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision In respect of the advanced works on Neville Street and the Highways works on the eastern side of Bishopgate an alterative option of completing the works within the main programme was considered as opposed to the recommendation of delivering them in advance. This was rejected because of the advantages of delivering benefits sooner and in particular in time to enable the artwork on Neville Street to be installed during the 2023 Year of Culture and it helps reduce traffic disruption. The works to the welfare facilities in arches 17 and 18 and Shabab's former restaurant will enable savings to the programme and cost.</p>
<b>Affected wards:</b>	Hunslet and Riverside & Beeston and Holbeck
<b>Details of consultation</b>	The Executive Member of Infrastructure and Climate Councillor Helen Hayden 05.12.2022

<b>undertaken<sup>4</sup>:</b>	Ward Councillors Ward members have been consulted on the overall scheme and are supportive. A local Ward Member has raised concerns in respect of the existing art installation on Neville Street, and we have agreed with the original promoters of the art installation a decommissioning plan to transfer the audio installation to Yorkshire Sculpture International and to include the narrative of how the art installation was commissioned as part of a decommissioning celebration of light and sound.		
	Chief Digital and Information Officer <sup>5</sup>		
	Chief Asset Management and Regeneration Officer <sup>6</sup>		
	Others In respect of the proposed early works on Bishopgate, and Neville Street engagement has taken place with the West Yorkshire Combined Authority and Network Rail.		
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Chloe Dummer Construction scheduled to commence in December 2022.		
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:-		
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision		
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
<b>Publication of report<sup>8</sup></b>	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 _____		
<b>Call-in</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

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

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

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

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

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

<sup>9</sup> 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.

	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup> Gary Bartlett, Chief Officer - Highways and Transportation	
	Signature  <i>G. J. Bartlett.</i>	Date 30.11.2022

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