

## Delegated Decision Notice

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	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	City Solicitor		
<b>Contact person:</b>	Chloe Dummer		Telephone number: 07891277528
<b>Subject<sup>2</sup>:</b>	Leeds Station Sustainable Travel Gateway Project – Approval to award Engineering and Construction Contract		
<b>Decision details<sup>3</sup>:</b>	<p>What decision has been taken?</p> <p>Following the Significant Operational Decision taken by the Director of City Development on the 26<sup>th</sup> October 2022, reference D55744 (link below), authority to enter into the NEC4 Engineering and Construction Option C Target Contract was delegated to the City Solicitor.</p> <p><a href="#">D55744</a></p> <p>The City Solicitor:</p> <p>a) Confirmed the decision taken by the Director of City Development in October 2022 to enter into an NEC4 Engineering and Construction Option C Target Cost contract with the Principal Contractor to deliver the LSSTG project subject to the terms and conditions outlined in the confidential appendix.</p> <p>b) Approved entry into a designer's collateral warranty with consultants Atkins for the LSSTG design works.</p> <p>The Key Decision which led to the decision from the Director of City Development and the City Solicitor was taken at Executive Board on the 22<sup>nd</sup> June 2022.</p> <p><a href="#">Executive Board Minutes 22<sup>nd</sup> June 2022</a></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.

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)

The Leeds Station Sustainable Travel Gateway (LSSTG) project represents stage one of the Leeds Integrated Station Masterplan (LISM) which seeks to redevelop Leeds Station and the surrounding area in a coherent way in order to meet the increasing growth in passenger numbers and create a world class gateway into the Leeds City Region. The LSSTG project will specifically address issues of capacity, accessibility, health and safety, security and connectivity from the station's entrance on New Station Street to the City Centre and South Bank.

The detailed design phase of the project is near completion and contract negotiations with the Principal Contractor to agree the terms of the NEC4 Engineering and Construction Option C Target Cost Contract required to deliver the project are in the final stages. In October 2022, the Director of City Development approved entering into the Engineering and Construction contract subject to the final terms being approved by the City Solicitor.

Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.

Alternative options for the delivery of the main works include:

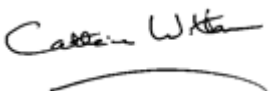
**Do Something (Preferred Option)** - The preferred scheme option involves the re-design and redevelopment of the approaches to the main Leeds Station entrance including New Station Street, Bishopgate, Neville Street and Dark Neville Street. The works included in the preferred option have the greatest overall fit with the scheme objectives, critical success factors, the Council's ambitions and the budget available.

**Do Minimum** - The less ambitious scheme focuses on the proposed works on New Station Street and Bishopgate Street only. This option was discounted as it didn't provide the environmental and connectivity improvements to Neville Street, Dark Neville Street and the South Bank area of the city. The exclusion of these areas would mean that the improvements on security and health and safety around the station environment wouldn't be realised and the lack of cycle infrastructure in this area would result in a disjointed network from the north to the south of the city.

**Do Something - More Ambitious** - The more ambitious option would include all works proposed under the preferred option plus the remodelling of Princes Square and the Wellington Street / Aire Street junction. This option was discounted as Princes Square is part of the

	<p>Leeds Existing Station Programme led by Network Rail and Wellington Street / Aire Street forms part of the City Centre Package Programme. The inclusion of these two workstreams would also result in an unaffordable project.</p> <p>Do Nothing – This option was discounted as over the last 20 years passenger numbers at Leeds Station have increased from 9 million to 34 million and continue to grow. In 2019 annual passenger numbers stood at 34m and despite the impact of COVID, the Office of Road and Rail confirmed in 2020 that Leeds Station is the second busiest station outside London. It is the only station in the city centre and needs to be expanded to accommodate future growth and to support the economic ambitions of the city together with the Connecting Leeds Transport Strategy targets for mode shift to rail to meet the climate emergency.</p>
<b>Affected wards:</b>	Hunslet and Riverside & Beeston and Holbeck
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Multiple engagement sessions have been held with key stakeholders on the project including, the West Yorkshire Mayor, Member of Parliament for Leeds City Centre; Leader of Leeds City Council; Executive Board Member for Infrastructure and Climate; Ward Members for Beeston and Holbeck; Ward Members for Hunslet and Riverside; Network Rail, Network Rail Built Environment and Access Panel, Connecting Leeds Expert Panel, Access and Use-Ability Group; Bus Operators, Cycle Forum Sub Group; Train Operator Companies, Inclusive Design Group, Hackney Taxi Operators, Leeds Bradford Airport, Leeds Civic Trust and local businesses and residents near the station. The Inclusive Design Team referenced was established following a recommendation from Plans Panel that further consultation with groups that represent all protected characteristics under the Equality Act was required.</p> <p>Overall, the feedback from the consultation has been positive with many stakeholders acknowledging the benefits provided by the proposals. There have been some concerns raised by a small number of people from both an accessibility and taxi operator perspective who believe the relocation of the taxi rank from New Station Street to Bishopgate discriminates people with protected characteristics as defined by the Equality Act. The project team have worked closely with the Access and Use-Ability Group (AUAG) looking at alternative options for the taxi rank, including for it to remain on New Station Street. It was subsequently concluded that retaining the taxi rank on New Station Street would not achieve the benefits of the scheme.</p>
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation

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

	Chloe Dummer, Project Manager, Station Development Team	
	It is anticipated that the Engineering and Construction Contract will be awarded in early February 2023 with the main construction works commencing in late February 2023 and completing in October 2025.	
<b>List of Forthcoming Key Decisions<sup>5</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>6</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>7</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:  Call-in does not apply to Significant Operational Decisions.	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> City Solicitor  Catherine Witham	
	Signature 	Date 1.2.23

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

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

<sup>7</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.

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