

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 of City Development		
Contact person:	James Chadwick	Telephone number: 0113 378 7499	
Subject²:	Meanwood District Centre		
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 (Highways and Transportation) was requested to:</p> <ol style="list-style-type: none"> a) Note the content of this report. b) Approve the detailed design and implementation of a package of highway works for the Meanwood District Centre, as shown on drawing 2434-LCC-00-XX-DR-TM-01_01c (Appendix A). c) Note and approve the total cost of £740,000 comprising of £506,000 Works costs, £105,000 UTMC, £126,000 Staff fees and £3,000 legal fees, and give authority to incur the expenditure, which is to be funded from the S106 contributions, CRSTS funding and Leeds City Councils, Town and Local Centres Programme. d) Instruct the City Solicitor to advertise a Traffic Regulation Order to introduce waiting restrictions, a movement order to implement prohibited vehicle movement turns and a speed limit order to introduce a 20-mph speed limit as shown on the attached drawing no. 2434-LCC-00-XX-DR-TM-TRO_01 (Appendix B) & SLO_01 (Appendix C) e) If no valid objections are received, to instruct the City Solicitor to subsequently make, seal and implement the Traffic Regulation Order, Movement Order and Speed Limit Order as advertised. 		

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>A brief statement of the reasons for the decision</p> <p>To provide wider footways and junction signalisation to improve pedestrian movements within the district centre and manage traffic flows throughout.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p>
Affected wards:	Meanwood and Weetwood
Details of consultation undertaken⁴:	Executive Member – Councillor Hayden
	Ward Councillors were consulted and have been kept up to date throughout the design process and consultation periods.
	<p>Chief Digital and Information Officer⁵</p> <p>An online consultation was undertaken in January 2022 along with an in person drop in session in February 2022.</p>
	<p>Chief Asset Management and Regeneration Officer⁶</p> <p>Internal consultations were completed in late 2021</p>
	<p>Others</p> <p>Local frontages were consulted in January 2022.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>James Chadwick – Traffic Engineer</p> <p>Implementation within the 2023/24 and 2024/25 years.</p>
List of Forthcoming Key Decisions⁷	<p>Date Added to List:-</p> <p>Previously placed on the Key Decisions list on 17/03/2022.</p>
	<p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p>
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</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.

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

	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 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:		
Approval of Decision	Authorised decision maker ¹⁰ Gary Bartlett – Chief Officer Highways and Transportation		
	Signature.	Date	
		16 th June 2023	

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.