

Delegated Decision Notice (DDN)

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 type="checkbox"/> £500,000 to £1,000,000 <input checked="" 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:	Morgan Tatchell-Evans	Telephone number: 0113 378 3655	
Subject²:	Lawnswood Roundabout Improvement scheme – approval to proceed with further development		
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 & Transportation) has:</p> <ul style="list-style-type: none"> a) Instructed the City Solicitor to negotiate the terms of and enter in to on behalf of Leeds City Council a deed of variation to the April 2021 funding agreement between Leeds City Council and the West Yorkshire Combined Authority as previously amended on 12 January 2023; b) Approved the preliminary design of the Lawnswood Roundabout Improvement scheme; c) Instructed the City Solicitor to advertise draft Traffic Regulation Orders (“the Orders”) required to implement the Lawnswood Roundabout Improvement scheme, and if no valid objections are received, to make, seal and implement the Orders as advertised; d) Noted the £12,949,080 of funding secured for development and delivery of the scheme, comprised of £825,807 from the West Yorkshire+ Transport Fund Corridor Improvement Programme Phase 2, £11,547,671 from the City Region Sustainable Transport Settlement subject to Outline Business Case approval by the West Yorkshire Combined Authority, and £575,602 of Section 106 Developer Contributions. e) Noted the approval given by the Chief Officer (Highways & Transportation) in March 2021 for the injection of £825,807 from the 		

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>Corridor Improvement Programme Phase 2 into the Leeds City Council Capital Programme for the development of the Lawnswood Roundabout Improvement scheme;</p> <p>f) Approved the expenditure of a further £964,484, from the City Region Sustainable Transport Settlement, to carry out detailed design, develop and submit a Full Business Case, undertake stakeholder engagement, advertise the draft Traffic Regulation Orders and issue the works via the Intermediate Contractor Works Framework; and</p> <p>g) Noted that the Chief Officer will be requested to make a further decision following completion of detailed design and receipt of tender returns for the main construction contract, to approve the detailed design and approve the expenditure of the remaining funds on delivery of the scheme.</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) See supporting report.</p> <p>The decision is required in order to enable further development of the Lawnswood Roundabout Improvement Scheme. The existing roundabout has a long-standing poor road safety record, poor facilities for walking, wheeling and cycling, and no facility to prioritise bus movements. These issues are particularly concerning given the proximity to Lawnswood School. The proposed scheme will address all of these issues.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision An extensive optioneering process has been undertaken as part of the development of this scheme, and the decision maker has been briefed regarding this process. Further detail is provided in the supporting report.</p>
Affected wards:	Weetwood and Adel & Wharfedale.
Details of consultation	<p>Executive Member</p> <p>The Executive Member (Infrastructure & Climate) has been briefed regularly regarding this scheme, most recently on 26th July 2023.</p>

undertaken⁴:	Ward Councillors Local Ward Councillors (Weetwood; Adel & Wharfedale) were consulted on the proposal on 1st November 2021		
	Chief Digital and Information Officer ⁵ Not applicable.		
	Chief Asset Management and Regeneration Officer ⁶ Not applicable.		
	Others No consultation specifically on this decision has occurred. A major public consultation exercise was undertaken November 2021 – January 2022, during which Leeds Cycle Forum, bus operators, Residents Associations and the general public were engaged. Further, targeted consultation has been undertaken since January 2022, and will continue through the detailed design stage. Further detail provided in supporting report.		
Implementation	Officer accountable, and proposed timescales for implementation Officer accountable - Morgan Tatchell-Evans. Detailed design of the scheme is currently underway, and is expected to be completed in March 2024. Construction of the scheme is expected to start in September 2024, and to be completed in September 2025.		
List of Forthcoming Key Decisions⁷	Date Added to List: 19/10/2023		
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision Not applicable		
	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: Not applicable		
	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	Authorised decision maker ¹⁰		

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

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.

Decision	Chief Officer (Highways & Transportation), Gary Bartlett	
	Signature 	Date 1 December 2023

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