

Delegated Decision Notice

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

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|--------------------------------------|--|---|---|
| Decision type | <input type="checkbox"/> Key Decision | <input type="checkbox"/> Significant Operational Decision | <input checked="" 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 type="checkbox"/> Over £500,000 | <input checked="" type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 |
| Director¹ | Director of City Development | | |
| Contact person: | Chris Way | Telephone number: 0113 3787493 | |
| Subject²: | City Square Traffic Regulation Orders | | |
| Decision details³: | <p>What decision has been taken?</p> <p>The Chief Officer (Highways & Transportation) was requested to:</p> <ol style="list-style-type: none"> a. Note that in April 2022 the Chief Officer (Highways & Transportation) approved the advertisement and introduction of a package of traffic regulation orders to support the closure of City Square to through traffic; and b. Note that since advertisement of parts of that package some minor design changes have taken place on site such that amendments to the previous approval are required; and c. Approve the revised package detailed on attached drawing 999/LCC/22/XX/DR/TM/02; and d. Instruct the City Solicitor to advertise Traffic Regulation Orders (TROs) as detailed on attached drawing 999/LCC/22/XX/DR/TM/02 and subject to no objections being received to make and seal the Order as advertised. | | |
| | <p>A brief statement of the reasons for the decision</p> <p>In March 2020 Leeds City Council's Executive Board approved the adoption of the Our Spaces strategy, which included a proposal to close City Square to through traffic. A number of reports relating to the City Square closure have been approved since, including a report to the Chief Officer (Highways & Transportation) in April 2022 which obtained approval to advertise and make traffic regulation orders facilitating and managing the closure.</p> <p>Since this time it has become apparent that additional restrictions would bring benefit to the safe free operation of City Square and the surrounding streets. This includes some prohibited movements to ensure efficient operation of signalled</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.


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| | <p>junctions, maximising benefit for pedestrians; loading restrictions to ensure that free flow of traffic is maintained on the local highway network; a package of minor restrictions including disabled parking and loading bays; and a contra-flow cycle route on East Parade.</p> <p>This package will support the City Square project and ensure the safe and efficient use of the highway network.</p> |
| | <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Alternatives include an alternative design of the restrictions, or to omit these altogether. As noted above, the restrictions are considered necessary to ensure safe efficient use of the highway network.</p> |
| Affected wards: | Little London & Woodhouse |
| Details of consultation undertaken⁴: | Executive Member |
| | The Executive Member is briefed on the progress of City Square and the details of this proposal will be presented at a future briefing. |
| | Ward Councillors |
| | Ward members will be consulted as part of the legal advertisement process. |
| | Chief Digital and Information Officer ⁵ |
| | N/A |
| | Chief Asset Management and Regeneration Officer ⁶ |
| | N/A |
| | Others |
| | Notices will be placed on site and in the press to allow representations to be received. |
| Implementation | Officer accountable, and proposed timescales for implementation |
| | Traffic Engineering Manager |
| | Works to be undertaken in the 2023/24 financial year. |
| List of Forthcoming Key Decisions⁷ | Date Added to List:- |
| | If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision |
| | If Special Urgency Relevant Scrutiny Chair(s) approval |
| | Signature |
| | Date |

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

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| 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: Administrative decision only. | |
| Approval of Decision | Authorised decision maker ¹⁰ Gary Bartlett – Chief Officer (Highways & Transportation) | |
| | Signature  | Date 6 th February 2024 |

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.