


Delegated Decision Notification

This form is used both to give notice of an officer's intention to make a Key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended will be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

LEAD DIRECTOR ⁱ :	The Director of Children & Families
SUBJECT ⁱⁱ :	Design & Cost Report and Tender Acceptance for works to support the expansion of Brudenell Primary School Capital Scheme Number: 32450/BRU/PH1
DECISION DETAILS ⁱⁱⁱ :	<p>The Director of Children & Families agreed to:</p> <ol style="list-style-type: none"> 1. Authorise expenditure of £1,179,305 from capital scheme number 32450/BRU/PH1 to deliver the main works package required to facilitate the conversion of the former Brudenell Centre College building into useable teaching accommodation. The works detailed herein are required to facilitate the first phase of this conversion which refurbishes the newly acquired, former college owned section of the facility. 2. Authorise acceptance of the tender submitted by Leeds Building Services in the sum of £938,833.55. This figure is purely the construction work and is exclusive of ancillary costs including the previously approved package of enabling works. 3. Note the programme dates identified in section 4.0 of this report in relation to the implementation of this decision. The final delivery date for this scheme is prior to the commencement of term September 2017. 4. Note that the officer responsible for implementation is the Built Environment Project Officer. 5. Note that the approval sum detailed under point 1 above includes the following elements: <ol style="list-style-type: none"> a. £938,833.55 for constructions associated with the delivery of the proposed expansion at Brudenell Primary School. This represents the tender sum provided by LBS and does not include the package of previously agreed enabling works. b. £111,013 for NPS fees for RIBA Stages One to Six. c. £20,000 for loose furniture and equipment, based on an increase per year of 20 pupils. d. £5,574 for additional surveys and the Building Control application. e. A client held contingency commensurate with the complexity and scale of the refurbishment and remodelling of the Brudenell Centre

REQUIRED:		
CAPITAL INJECTION APPROVAL	(Name:) (Title:)	Capital Scheme Number: XXXXX / XXX / XXX Date:
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number	Contract Title
		Supplier
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation Timescales for implementation ^{xi}	
CONTACT PERSON:	Chris Gosling	Telephone number ^{xii} : 0113 3787198
DECISION MAKER / AUTHORISED SIGNATORY ^{xiii} :	 (Name: Steve Walker)	Date: 31/5/17

ⁱ The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.

ⁱⁱ A brief title should be inserted here. 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.

ⁱⁱⁱ Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.

^{iv} See the Executive and Decision Making Procedure Rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant Scrutiny

Board. This includes a decision which has been modified by the decision maker following a recommendation by a Scrutiny Board after call-in of the earlier decision.

^v If the decision is exempt from call-in a reason must be provided in the 'Notice / Call-In' box and in the report. The call-in period expires at 5pm on the 5th working day after publication. Scrutiny Support will notify decision makers of matters called-in no later than 12 noon on the 6th working day.

^{vi} If the decision would have been a Key decision but for an exception set out in Article 13.6.1, please refer to the connected Key decision in the decision details (either by the title or the reference number).

^{vii} Administrative Decisions do not need to be published on the Council's website but this form may be used for internal recording of the decision.

^{viii} All Key decisions should appear on the List of Forthcoming Key Decisions for 28 clear days before the decision can be taken. If 28 clear days' notice has not been provided, a reason must be provided here.

^{ix} No Member having a disclosable pecuniary interest or officer having an interest in any matter (whether pecuniary or otherwise required to be declared) should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here. Any dispensation in place in relation to the matter should also be recorded here.

^x This may include other elected Members, officers, stakeholders and the local community.

^{xi} Please include proposed timescales for commencement and / or completion of implementation as appropriate.

^{xii} Please insert a complete telephone number whether land line or mobile, rather than an extension number so that you can be contacted from outside the Council.

^{xiii} The signatory must be duly authorised by the Lead Director to make a decision in accordance with the relevant sub-delegation scheme. It is not acceptable for the signature to be 'pp' for the authorised signatory. For Key decisions only, the date of the authorised signature signifies that, at the time, the officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have on the final decision.