

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 type="checkbox"/> Key Decision	<input checked="" 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 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
Director¹	Director of Children & Families		
Contact person:	Chris Gosling (Project Manager)	Telephone number: 07891 276 855	
Subject²:	Procurement Strategy for the construction of a new 'post-16' Block at Pudsey Grammar School		
Decision details³:	<p>What decision has been taken?</p> <p>(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 Resources & Strategy, Children & Families has:</p> <ul style="list-style-type: none"> a) Approved the completion of a formal tender exercise for the selection of a construction contractor to deliver the Pudsey Grammar School 6th Form Block project via Lot 2 of the 'YORbuild 3 Minor Works framework'. b) Approved the procurement methodology and evaluation & scoring criteria set out in section 3.0 of this report, in accordance with Contract Procedure Rule 15. c) Noted, the new 'post-16' block at Pudsey Grammar School is subject to a funding grant from the Department for Education and has a target spend date of 31st March 2025. The project is currently anticipated to handover the new accommodation in-line with this deadline. d) Noted, that this report does not constitute a financial commitment to the Authority. A future 'Design Cost Report and Tender Acceptance Report' will follow upon completion of the tender exercise, detailed herein, should an appropriately qualified bid be selected. e) Noted that the responsible officer for implementation is the Head of Service, 		

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.

Learning Systems and the Head of Project & Programmes.

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)

In May 2023 the Department for Education (DfE) awarded a grant of £3,997,942 for the design and build of a 'post-16' block at Pudsey Grammar School. The estimate construction costs are subject to review but are anticipated to be circa £3.3m, and wholly funded from the DfE grant allowance. Inclusive of all supporting costs, staffing resource and associated PFI fees. Officers from Projects & Programmes are supporting the school to develop and deliver the project, which is currently awaiting determination of planning permission.

Following acquisition of planning the next step in the programme is to undertake a procurement exercise to award the construction contractor. This will take the form of a mini competition via Lot 2 of the 'YORbuild 3 Minor Works Framework', with submissions subject to a 'price' and 'quality' evaluation. Scoring of which will be based on a 60% 'price' and 40% 'quality' basis, in addition to meeting 'social value' obligations. Should a contractor be deemed successful a future design cost report and tender acceptance report will be submitted.

In order to meet project programme, and crucially the March 2025 deadline for spending of the grant funding, it is necessary to undertake the procurement exercise outlined, failure to do so will jeopardise the viability of the grant funding and prevent the construction of the new accommodation proceeding.

Following completion, the 'post-16' block will provide a new two storey block comprised of eight new dedicated 'post-16' classrooms, ancillary study space, associated welfare, office provision and a new double height social / open-plan learning area. With the new building to be located on redundant sports pitch area adjacent to the existing modular buildings on the school field. It will be connected to the existing school via a secure footpath and will be separated from the main curriculum building via a public right of way. The new block will allow for release of over subscribed space within the main building and create a dedicated base for the 'post-16' cohort.

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

In accordance with the Contract Procedure Rule 3.1.4 utilisation of the Internal Service Provider (ISP) to complete the work was explored. It was determined that internal resource lacked the expertise to deliver a project of this scale and complexity. Particularly given the strict restrictions on programme due to the condition of the grant funding. As such it was determined that a contractor must be procured

The Council explored the use of alternative frameworks for the procurement of this commission. However, the 'YORbuild 3 Minor Works Framework' was selected due to the ability to target contractors by the financial value of the project in order to ensure a provider of appropriate scale and expertise. In this instance it was deemed beneficial to target 'small and medium enterprises' for the project to maximise value.

Delivery via the PFI contract was investigated but ultimately the PFI Special Purpose Vehicle declined the opportunity to deliver the project. As such the

	approach outlined in this report has been deemed the most appropriate delivery method to achieve 'value for money' and maximise the opportunity offered by the grant funding in full.	
Affected wards:	Pudsey	
Details of consultation undertaken⁴:	Executive Member Executive Member for Economy, Culture & Education	
	Ward Councillors Consultation has taken place direct between Pudsey Grammar School and Pudsey Ward members.	
	Chief Digital and Information Officer ⁵	
	Chief Asset Management and Regeneration Officer ⁶	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation Head of Service, Learning Systems, Children & Families	
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 _____	
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

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

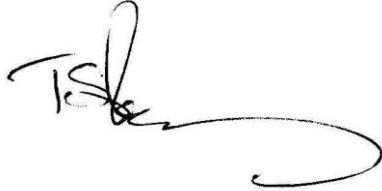
⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

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.

	<p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:</p>	
<p>Approval of Decision</p>	<p>Authorised decision maker¹⁰ Tim Pouncey – Chief Officer, Resources & Strategy</p>	
	<p>Signature</p> 	<p>Date: 16/4/24</p>

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