

Delegated Decision Notice

PART A¹

Use this form to record the fact that an officer or the Leader is going to take or has taken a key decision² or a publishable administrative decision.

(See Article 13 for definitions of categories of decision, and the Executive and Decision Making Procedure Rules for requirements in relation to publication.)

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Publishable Administrative Decision
Reason for publication	<input type="checkbox"/> In excess of £500,000 <input type="checkbox"/> Significant Impact in an area the size of one ward or more	<input checked="" type="checkbox"/> Over £250,000 Sits under previous key <input type="checkbox"/> Below £250,000 and other reason for publication
Decision timetable	Date added to List of Forthcoming Key Decisions:	N/A
	Decision date 15 November 2024	Date call in will close N/A
Director³	Director of City Development	
Contact person:	Liam Brook – Project Management	Telephone number: 0113 378 2815
Subject⁴:	<p>Council Housing Growth Programme: The Chief Officer of Asset Management & Regeneration has granted approval to enter into an NEC4 Engineering and Construction Contract (NEC4 ECC) with Willmott Dixon Construction Limited for the construction of 82 new homes on the site at Hough Top Court, LS13. The contract value is £24,083,032.83. The contract will commence on Monday 25 November 2024 and will conclude on Monday 2 November 2026.</p> <p>Approval of this decision follows consultation with Procurement & Commercial Services, Finance, Housing, Legal and the Asset Management Land & Property Panel.</p> <p>The Chief Officer of Asset Management & Regeneration has also approved:</p> <ul style="list-style-type: none"> - To the appointment of Perfect Circle JV Ltd (Perfect Circle) for NEC Project Management, NEC Supervisor, Technical Advisory and Quantity Surveying services for the Hough Top, LS13 scheme (RIBA Stages 5 - 7) - The total scheme budget for RIBA Stages 5 - 7, as outlined in confidential Appendix 1, to support the construction project. 	
Decision details:	Set out in report attached. <input checked="" type="checkbox"/>	
EDCI	Screening attached <input checked="" type="checkbox"/>	Assessment (EIA) attached <input type="checkbox"/>
	The decision maker has approved the recommendations set out in the report attached with effect from the decision date.	


¹ Complete for ALL publishable decisions (key and administrative)

² The DDN should be completed, signed and published together with the supporting report **five clear days in advance** of a key decision being taken and made available for call in, unless special urgency applies. For publishable administrative decisions the DDN and report should be published as soon as practicable after the decision has been taken.

³ Director with delegated responsibility set out in Constitution for function to which decision relates.

⁴ 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

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Approval of publication of Decision	In addition the decision maker approves the decisions set out below: (Set out any additional necessary decisions to be taken by the decision taker including exempt information, exemption from call in etc. if not already included in report)	
	Authorised decision maker ⁵ Mark Mills – Chief Officer Asset Management and Regeneration	Signature 

Information for monitoring purposes

Approximate value⁶	Proposed Expenditure £24,083,032.83 (NEC4 ECC) £377,756 (S106 Agreement)	Anticipated Saving £0.00	Anticipated Income See Confidential Appendix 1 for details
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⁵ Give the post title and name of the officer with appropriate delegated authority set out in Director's sub-delegation scheme.

⁶ Over lifetime of decision (or one year if decision open-ended)

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PART B URGENT KEY DECISIONS AND APPROVALS ONLY

Complete Part B for key decisions only where urgency provisions have been used.

List of Forthcoming Key Decisions⁷	<p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p> <p style="text-align: center;">N/A</p>
	<p>If Special Urgency agreement of Scrutiny Chair that decision is urgent and cannot reasonably be deferred.</p> <p>Relevant Scrutiny Chair:</p> <p>Signature Date</p>

Publication of report⁸	<p>If not General Exception or Special Urgency but published at short notice, the reason why not possible to give five clear working days notice of the report prior to decision being taken:</p> <p style="text-align: center;">N/A</p>
	<p>If report published at short notice relevant Executive member's approval.</p> <p>Relevant Executive Member:</p> <p>Signature Date</p>

Call In⁹	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; border-right: 1px solid black; padding: 5px;">Is the decision available for call-in?</td> <td style="width: 30%; padding: 5px; text-align: center;"><input type="checkbox"/> Yes</td> <td style="width: 30%; padding: 5px; text-align: center;"><input checked="" type="checkbox"/> No</td> </tr> </table>	Is the decision available for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision available for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		
	<p>If exempt from call-in¹⁰, the reason why decision is urgent (i.e. that any delay would prejudice the interests of the council or the public):</p>			

Following Call In¹¹	<p>If decision confirmed by Director following call-in, the reason why the decision is urgent and cannot reasonably be deferred until considered by Executive Board:</p> <p style="text-align: center;">N/A</p>
	<p>Agreement of relevant Executive Member that decision is urgent and cannot be deferred:</p> <p>Relevant Executive Member:</p> <p>Signature Date</p>

⁷ See Rule 5.1 to 5.3 of the Executive and Decision Making Procedure Rules for further detail.

⁸ See Rule 5.4 of the Executive and Decision Making Procedure Rules for further detail

⁹ See Rule 8 of the Executive and Decision Making Procedure Rules for further detail.

¹⁰ Remember to add a decision in Part A so that decision maker determines that decision is exempt from call-in.

¹¹ See Rule 8.2.6.a of the Executive and Decision Making Procedure Rules for further detail.