Delegated Decision Notification

LEAD DIRECTOR:	The Director of Resources and Housing		
SUBJECT":	Lift Replacement programme 2018/19-2020/21:- Year 1 delivery plan		
DECISION	The Director of Resources and Housing agreed to		
DETAILS ⁱⁱⁱ :	1. Approve the delivery of year 1 lift replacement programme by the iss of a task order in August 2018 to instruct Lifts Engineering Services (LES) via the use of the CHIC (Central Housing Investment Consorti Term Partnering Contract for Passenger Lifts. This will allow the deli of an agreed programme of works for lift replacements in year 1 (2018/19) to the sum of £1,969,440.00.		
	 Note and approve the reduction of leaseholder charges in Year 1 of the programme to a maximum of £250 per leasehold address due to the time limited nature of the lift replacement works required. 		
	 Note that subject to satisfactory performance of the year 1 programme that it is planned to agree a subsequent programme of works with the contractor to deliver further lift replacement works in years 2 and 3 (2019/20 and 2020/21) that will be subjected to full leaseholder consultation. 		
	4. Note that details of subsequent years programmes will be the subject of a further report for approval to place annual task orders and it is anticipated that this will be brought back in December 2018 or January 2019 in an attempt to secure and maximise spend.		
TYPE OF DECISION:	 Key Decision (Executive) Is the decision eligible for call-in?^{iv} Yes No Is the decision exempt from call-in?^v Yes No Significant Operational Decision (Council or Executive^{vi} – not subject to call-in) Administrative Decision (Council or Executive^{vii} – not subject to publication or call-in) 		
NOTICE ^{viii} / CALL- IN (KEY DECISIONS ONLY):	Date the decision was published in the List of Forthcoming Key Decisions:		
AFFECTED WARDS:			

DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member	Date consulted:	Interest disclosed?ix ☐ Yes (Date of dispensation:) ☒ No
	Ward Councillor	Date consulted:	Interest disclosed? Yes (Date of dispensation:) No
	Others* (please specify:) Procurement and legal officers in PACS, and Property & Contracts, Mechanical and Electrical teams from Property and Contracts, Head of Commercial Management for Leeds Building Services and the Senior Management Team and Chief Officer for Property and Contracts	Date consulted: 21 Aug 2018	Interest disclosed? Yes (Date of dispensation:) No
CAPITAL INJECTION APPROVAL REQUIRED:	Injection approval required? (If yes, you must complete the Approval	Yes box below)	⊠ No
CAPITAL INJECTION APPROVAL	(Name:) (Title:)	Capital Scheme XXXXX / XXX / Date:	
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number To be confirmed	Contract Title To be confirmed	
		Suppliers To be confirmed	l
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation Timescales for implementation ^{xi}		
CONTACT PERSON: DECISION MAKER / AUTHORISED	Richard Nelson / Adam Crampton R.N. Evans	Telephone number ^{xii} : 0113 53 51045 / 0113 53 51218 Date: 22 nd August 2018	
SIGNATORYXIII:	Director Resources & Housing Neil Evans		

¹ The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.

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.

- 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.
- VIf 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.