

Record of Officer Decision

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision
Director¹	The Director of Children's & Families	
Contact person:	Adele Robinson	Telephone number: 07891 276856
Subject²:	Leeds City Academy bulge works for September 2020 – Self Delivered internal remodelling works.	
Decision details:	What decision has been taken? ³ Request authority to spend and incur expenditure of £254,000 from scheme code 33176/BGE/LCA for the internal remodelling works being self-delivered by White Rose Academy.	
	A brief statement of the reasons for the decision ⁴ The large increase in the secondary aged population across the North West and city centre area has resulted in many schools expanding on a temporary basis. Increased pressure for places for children with the Leeds City Academy (LCA) catchment which is expected to continue has required the school to take a bulge cohort for 2020 and likely for 2021 of an additional 60 places. The project is split into two delivery phases and LCA is self-delivering the internal remodelling works (including furniture & IT equipment) required to create the necessary teaching accommodation associated with the 60 place bulge. LCC via the Local Education Partnership (LEP) is then delivering extensions to the existing dining hall and pupil changing facilities. This DDN focuses solely on authority to spend and to incur expenditure in relation to the self-delivered works and a separate report will be submitted under a key decision for the works being delivered by the LEP. The funds for the self-delivered works will be transferred over to the academy following receipt of paid invoices/valuations. The academy will be responsible for funding any over spend should the costs exceed the agreed budget figure of £254,000 . The works are due to commence in early June to ensure they are completed for the start of the next academic year.	

¹ With delegated authority set out in Constitution

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 Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

⁴ Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal or Equality colleagues as appropriate.

	<p>Brief details of any alternative options considered and rejected by the officer at the time of making the decision</p> <p>This scheme was taken forward as it will create 120 places over two years (September 2020 and 2021) and is therefore deemed value for money in terms of cost per pupil place.</p>	
Affected wards:	Headingley & Hyde Park	
Details of consultation undertaken⁵:	<p>Executive Member</p> <p>Cllr Pryor has been briefed on the bulge for Leeds City Academy as the LEP works are included in a joint report going to June Executive Board which has been shared with him.</p>	
	<p>Ward Councillors</p> <p>A briefing note will be issued to Ward Members outlining the works taking place at LCA for September 2020.</p>	
	<p>Others</p> <p>Head Teacher & White Rose Academy board members</p>	
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Head of Service Learning Systems Children's & Families. Decision required by Friday 5 June.</p>	
List of Forthcoming Key Decisions⁶	Date Added to List:-	
	<p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p>	
	<p>If Special Urgency Relevant Scrutiny Chair(s)</p>	
	Signature	Date

⁵ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁶ Complete this section for key decisions only

Call In	Is the decision available ⁷ 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:		
Approval of Decision	Authorised decision maker ⁸ Viv Buckland – Head of Service Learning Systems Children’s & Families		
	Signature	Date: 3/6/20	
			

⁷ Significant operational decisions are never available for call in. Key decisions are always available for call in unless they have been exempted from call in.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.