

Delegated Decision Notification (DDN)

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 to 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 directorⁱ:	Director of Childrens & Families
Subjectⁱⁱ:	Design Cost Report and Tender Acceptance for the Learning Places programme rebuild & expansion of Benton Park School Capital Scheme Number: 32735 000 000
Decision detailsⁱⁱⁱ:	<p>The Director of Childrens & Families agreed to:</p> <ul style="list-style-type: none"> a) Approve the expenditure of £28,500,000, against the provisional £28.5m 'approval to spend' budget' provided at the April 2020 Executive Board, from capital scheme number 32735/000/000 for the redevelopment and expansion of Benton Park School. b) Sanction the requirement to enter into a contractual agreement with D&B One Co. to deliver the Benton Park re-development. This will take the form of an NEC 3 Option A between the authority and Leeds D&B One Ltd for the sum of £25,351,599. c) Authorise acceptance of the tender submitted by the LLEP, via BAM Construction Limited, in the sum of £25,351,599, including all contract side design and development fees. Noting that this figure includes the previously approved sum of £1,188,101 for the completion of the necessary 'Early Works' package (DDN D50877). d) Note that the approval sum detailed in point (a) above is inclusive of the following elements; £25,351,599 for the construction contract, £1,850,785 for professional services including the project technical assurance function and NEC 3 Project manager, £621,747 for Highways and Authority works, £343,719 for site decant and mobilisation risk, £60,000 for furniture & equipment to support the expansion, £111,321 for surveys and planning fees, £113,610 for internal services and fees, £47,219 for the performance bond. A client held contingency, commensurate with a project of this value, has been included within the approval figure to address any risks that occur during construction. e) Note the programme dates identified in section 3.2 of this report, in relation to the implementation of this decision, represents the critical path for project success and must be adhered to where possible. f) Note that the officer responsible for implementation is the Head of Service Learning Systems.
Type of decision:	<input type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? ^{iv} <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input type="checkbox"/> No

	<input checked="" type="checkbox"/> Significant operational decision (council or executive ^{vi} – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive ^{vii} – not subject to publication or call-in)		
Notice^{viii} or call-in (key decisions only):	Date the decision was published in the list of forthcoming key decisions: If not on the list of forthcoming key decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision: If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:		
Affected wards:	Guiseley & Rawdon		
Details of consultation undertaken:	Executive Member	Date consulted: 7 th July 2020	Interest disclosed? ^{ix} <input type="checkbox"/> Yes Date of dispensation: <input checked="" type="checkbox"/> No
	Ward Councillor	Date consulted: 20 th April 2020	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input checked="" type="checkbox"/> No
	Others ^x please specify:	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
Capital injection approval required:	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, you must complete the Approval box below)		
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 Project Manager	Telephone number ^{xii} : 07891 276 855
Decision maker or authorised signatory^{xiii}:	 Name: Sal Tariq	Date: 14/7/20

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 or 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 13.4(b), 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.