

Delegated Decision Notice

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

Decision type	<input checked="" type="checkbox"/> Key Decision	<input 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 checked="" 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 type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of Resources & Housing		
Contact person:	Binta Jammeh	Telephone number: 01133780931	
Subject²:	DN420143: Authority to procure specialist contractors to undertake External Works to Leeds City Council Housing and Non-Housing stock		
Decision details³:	What decision has been taken? The Director of Resources & Housing has approved an above threshold open procurement procedure to establish a contract of up to 9 contractors, valued at £1,770,000 per annum, commencing approximately July 2021 for a term of 4 years, with the option to extend for 4 x 12 months. The maximum value of the contract if all extensions are used will be £14,160,000.		
	A brief statement of the reasons for the decision To seek approval from the Director of Resources & Housing to carry out an open procedure procurement exercise to establish a term service contract consisting of 9 lots for up to 9 contractors to undertake citywide external works to Leeds City Council housing and non-housing stock.		

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.


	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision n/a		
Affected wards:	All wards		
Details of consultation undertaken⁴:	Executive Member		
	Ward Councillors		
	Others		
Implementation	Officer accountable, and proposed timescales for implementation		
List of Forthcoming Key Decisions⁵	Date Added to List:- 26/11/20		
	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 report⁶	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 ⁷ for call-in?	<input type="checkbox"/> Yes	<input 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 Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁷ 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.

	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 Neil Evans, Director of Resources & Housing	
	Signature 	Date: 01/03/21

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