

Delegated Decision Notice

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" 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 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 checked="" type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of Children and Families		
Contact person:	Imtiaz Hasan		Telephone number: 07891 277 112
Subject²:	Authority to procure report seeking approval to continue the development of the new build Vine Scheme with Leeds Local Education Partnership.		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Director of Children and Families:</p> <ol style="list-style-type: none"> a. Approves the proposal to continue design development of the new purpose built Vine building on the former Arcadia site with the Leeds Local Education Partnership for the sum of £729,811.00; b. Notes the intention to procure the contract for construction works via the appointment of the LLEP in accordance with CPR 3.1.5. subject to receiving independent validation from Norfolk Property Services (Leeds) that the construction costs offers value for money, This will be subject to approval of a separate Design and Cost Report (DCR) and Tender Acceptance Report (TAR); c. Notes the responsible officer for implementation is the Head of Learning Inclusion. 		

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.

A brief statement of the reasons for the decision
(Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)

The Local Authority has a statutory duty to meet the special educational needs of young people with an EHCP until the age of 25. Desirable local learning places is an efficient use of resources and reduces the risk of costly out of area placement with private providers.

This proposal establishes high quality specialist places within the city for some of our most vulnerable learners, actively contributing towards achievement of the Best Council Plan outcomes of; “Be safe and feel safe”; “Enjoy happy healthy active lives”; “Do well at all levels of learning and have the skills they need for life”.

The proposal also addresses the lack of sufficiency of educational places for learners aged 19 - 25 with complex special educational needs and meets the child friendly city aspirations of “Helping young people into adulthood to develop life skills and be ready for work” and “Improving social emotional and mental health and wellbeing”.

Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision


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This proposal establishes high quality specialist places within the city for some of our most vulnerable learners, actively contributing towards achievement of the Best Council Plan outcomes of; “Be safe and feel safe”; “Enjoy happy healthy active lives”; “Do well at all levels of learning and have the skills they need for life”.

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	<p>child friendly city aspirations of “Helping young people into adulthood to develop life skills and be ready for work” and “Improving social emotional and mental health and wellbeing”.</p> <p>By using the same procurement approach as the one used for the design and construction of the Trinity Academy on the adjacent sit, it is anticipated that the authority will be able to make savings of up to £460K through exploiting economies of scale.</p> <p>This will be achieved by reducing the overall design time by bringing an experienced team with the appropriate proven experience of delivering DfE General Output Specification within the allowable DfE rates. Furthermore, following the same strategy as the one on the Trinity Academy will expedite delivery whilst at the same time provide value for money.</p>
Affected wards:	Burmantofts and Richmond Hill, Kirkstall
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Executive Member for Learning Skills and Employment was briefed prior to the submission of the Business Case for the rebuilding of the Vine to members of the Executive Board in December 2020.</p> <p>Further consultations are planned prior to key milestones throughout the project lifecycle.</p>
	<p>Ward Councillors</p> <p>Ward Councillors were briefed on the proposals as part of the consultation process as well as prior to the final decision made by members of the Executive Board at their meeting December 2020.</p>
	<p>Others</p> <p>Leeds City College Senior Management Team (SMT) were also consulted. Further communication is planned and will be undertaken at key stages of the project.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Head of Service Learning Inclusion and the Head of Programmes and Projects,</p>

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

	City Development.		
List of Forthcoming Key Decisions⁵	Date Added to List:-		
	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 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 Sal Tariq – Director of Children & Families		
	Signature 	Date: 12/3/21	

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.

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