

## Delegated Decision Notice

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

<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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
<b>Director<sup>1</sup></b>	Director of Childrens & Families		
<b>Contact person:</b>	Chris Gosling (Project Manager)		<b>Telephone number:</b> 07891 276 855
<b>Subject<sup>2</sup>:</b>	Design Cost Report for the Learning Places Programme expansion of Horsforth School		
<b>Decision details<sup>3</sup>:</b>	<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 Childrens &amp; Families agreed to:</p> <ul style="list-style-type: none"> <li>a) Approve the expenditure of up to £6,158,887 from capital scheme number 33178/HOR/000 via a grant agreement to financially contribute towards the construction work and associated costs for the expansion of Horsforth School. Noting that the project will be self-delivered by Horsforth School, with oversight from City Development's Projects &amp; Programmes Team, on behalf of Childrens &amp; Families.</li> <li>b) Approve the 'grant agreement' with Horsforth Academy for up to £5,942,431 for them to self-deliver the expansion project at Horsforth School, noting that this figure includes an agreed contingency which will require approval from both parties to utilise.</li> <li>c) Approve the need to enter into the associated legal documents, including, but not exclusive to, the compound lease and Academy lease.</li> <li>d) Note the programme dates identified in section 3.3 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.</li> <li>e) Note that the officer responsible for implementation is the Head of Service Learning Systems.</li> </ul>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.


<sup>2</sup> 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

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>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)</p> <p>Decisions required to facilitate the construction of the new teaching block to Horsforth School (Academy) to facilitate their expansion from 1,125 pupils to 1,425 pupils with effect from September 2022.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>No alternative options available.</p>
<b>Affected wards:</b>	Horsforth
<b>Details of consultation undertaken<sup>4</sup>:</b>	<b>Executive Member</b> Executive Member for Learning, Skills and Employment
	<b>Ward Councillors</b> 12 <sup>th</sup> February 2020
	<b>Others</b>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Jane Walne – Head of Service Projects and Programmes</p> <p>Viv Buckland – Head of Service Learning Systems</p> <p>Immediate implementation required to ensure school is available for commencement of the 2021/22 academic year.</p>
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:- 17 <sup>th</sup> February 2021
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval  Signature _____ Date _____
<b>Publication of</b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:

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

<sup>5</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<b>report<sup>6</sup></b>	If published late relevant Executive member's approval	
	Signature	Date
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Sal Tariq – Director of Children & Families	
	Signature 	Date: 17/3/21

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

<sup>7</sup> 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.

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