

Delegated Decision Notice (DDN)

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 checked="" 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	Martin Farrington – Director of City Development		
Contact person:	Tracey Piper	Telephone number: 0113 37 85835	
Subject²:	Request for the waiver of Contract Procedure Rules 8.1 and 8.2 to appoint Steer Davies and Gleave Ltd to produce an Economic Case for the Leeds Station Transforming Cities Fund project.		
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 Chief Officer of Asset Management and Regeneration has agreed to:</p> <p style="margin-left: 40px;">a) Waive Contract Procedure Rules number 8.1 and 8.2 – Intermediate Value Procurements and do a direct This waiver is seeking authority to waive Contract Procedure Rules number 8.1 and 8.2 – Intermediate Value Procurements and do a direct appointment from the Crown Commercial Framework, RM3745 Management Consultancy Framework, to appoint Steer Davies and Gleave Ltd, to produce the Economical Case for the FBC. Leeds City Council does not have this expertise in-house. This contract will have a cap of £40,000 and will commence on 31st March 2021 and end on 31st March 2022..</p>		

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 maker

Angela Barnicle (Chief Officer Asset Management & Regeneration)

Signature

Date

Give title of Director with delegated responsibility for function to which decision relates.

If the decision is key and has appeared on relevant dispensation given.

Asset Management & Regeneration)

Signature

Date

Give title of Director with delegated responsibility for function to which decision relates.


If the decision is key and has appeared on relevant dispensation given.

	<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>The fees for this commission will be paid via the Transforming Cities Fund. In March 2020 Steer Davies and Gleave Ltd were commissioned to produce the Economic Case for the OBC which was submitted in June 2020. Following on from the 2020 Economic Case we require an up to date Economic Case for the FBC which will be developed over the next few months for and submitted in October 2021 and for consistency from the OBC to the FBC we are seeking to appoint Steer Davies and Gleave Ltd.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>This course is deemed appropriate as it was considered that the Council does not have sufficient resources to produce the Economic Case for the FBC and the consultants have the information from the production of the Economic Case for the OBC.</p>
Affected wards:	Hunslet and Riverside
Details of consultation undertaken⁴:	Executive Member
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation Angela Barnicle. To be implemented as soon as possible.
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

⁴responsibility for function to which decision relates.

If the decision is key and has appeared on relevant dispensation given.

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

	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 Angela Barnicle (Chief Officer Asset Management & Regeneration)	
	Signature 	Date 17 March 2021

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.