

## Delegated Decision Notice (DDN)

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" 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 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
<b>Director<sup>1</sup></b>	Resources		
<b>Contact person:</b>	Craig Simpson		Telephone number: 0113 378 5416
<b>Subject<sup>2</sup>:</b>	DN461184 - Contract Award for contractors to support Leeds Building Services' delivery of painting and decorating works to Civic properties		
<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 style="margin-left: 40px;">a) The Chief Officer Civic Enterprise Leeds noted the contents of this report and approved the award of framework contracts to Alfred Bagnall &amp; Sons (Leeds) Ltd, Greens (Decorating) Contractors Ltd, GME Painting Contractors Ltd and Wharfedale Decorations Ltd for painting and decorating services to Civic properties for the period of 1<sup>st</sup> July 2021 to 30<sup>th</sup> June 2025 with an estimated total expenditure of £2,800,000.</p> <p style="margin-left: 40px;">b) Recognised that Appendix 1 and Appendix 2 should be designated exempt from publication.</p>		
	<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>To help deliver non-housing painting and decoration services to LBS' clients.</p> <p>The Council's procurement service, PACS commercial team and Housing Leeds Quantity Surveyors have all been consulted, are all supportive of the proposals contained within this report.</p>		

<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>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>N/A</p>
<b>Affected wards:</b>	City Wide
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member
	Ward Councillors
	<p>Others</p> <ul style="list-style-type: none"> <li>• Head of Leeds Building Services</li> <li>• Senior Financial Manager for Leeds Building Services</li> <li>• Leeds Building Services Key Stakeholders,</li> <li>• Procurement and Commercial Services (inc. Legal),</li> <li>• CEL WAM/WBR</li> </ul>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Thomas Regan</p> <p>1<sup>st</sup> July 2021</p>
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	<p>Date Added to List:-</p> <p>26/09/2019</p>
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<p><b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
<b>Publication of report<sup>6</sup></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

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

	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 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:	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Sarah Martin, Chief Officer Civic Enterprise Leeds	
	Signature 	Date: 20.05.2021

<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.