

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 checked="" 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 Childrens & Families		
Contact person:	Chris Gosling (Project Manager)		Telephone number: 07891 276 855
Subject²:	Design Cost Report for the Learning Places Programme 'bulge' cohort project at Horsforth School		
Decision details³:	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.) The Head of Service Learning Systems agreed to: <ul style="list-style-type: none"> a) Authorise expenditure of £394,316.45 from capital scheme number 33177/BGE/HOR to facilitate the construction project necessary to deliver the placement of a 'bulge' cohort at Horsforth School. b) Authorise acceptance of the tender submitted by Portakabin Ltd. for the sum of £306,834.17. This figure is inclusive of all design fees, development costs and surveys. c) Note the programme dates identified in section 30 of this report in relation to the implementation of this decision. The final delivery date for this scheme is prior to the commencement of term September 2021. d) Note that the officer responsible for implementation is the Built Environment Principal Development Officer. 		
	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) Decisions required to facilitate provision of temporary modular accommodation and internal remodelling of legacy facilities at Horsforth School to facilitate the		

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.

	<p>placement of a 60 place 'bulge' cohort, with effect from September 2021. Without completion of the project detailed the school have insufficient accommodation to place the additional pupils.</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>
Affected wards:	Horsforth
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Exec. Member has been briefed on the wider expansion project and need for a 'bulge' cohort.</p>
	<p>Ward Councillors</p> <p>Consultation with Ward Members undertaken by Sufficiency & Participation Team.</p>
	<p>Others</p>
Implementation	<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>
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
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
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

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

	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 Viv Buckland – Head of Learning Systems	
	Signature 	Date: 24/6/21

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.