

## 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 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>	Communities, Housing & Environment		
<b>Contact person:</b>	Adam Crampton	Telephone number: 0113 5351218	
<b>Subject<sup>2</sup>:</b>	Contract Award – Lift Installation – Short term		
<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 Communities, Housing &amp; Environment has approved to directly appoint Lift &amp; Engineering Services Ltd from the Efficiency north framework for a period of 12 months to undertake Lift Installation and maintenance starting 30<sup>th</sup> May for a period of 12 months finishing on the 29<sup>th</sup> May 2023 with no option to extend. The contract value is £2,061,656.90.</p> <p>The multi-storey blocks associated with this contract are:</p> <p style="padding-left: 40px;">Lincoln Towers</p> <p style="padding-left: 40px;">Spalding Towers</p> <p style="padding-left: 40px;">Lindsey Mount</p> <p style="padding-left: 40px;">Marsden Court</p> <p>This is a Significant Operational Decision as a subsequent decision following on from a previous Key Decision, published 2 Feb 2022 – D54954.</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><b>Background papers</b></p> <p>Authority to procure - <a href="#">ATP</a></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>This will allow the project team to re-assess the long-term strategy for the delivery of the lift installation, repairs and refurbishments and undertake a longer-term competitive procurement exercise</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <ul style="list-style-type: none"> <li>• Do Nothing – this option was discounted to ensure that Leeds Building Service are supported in maintaining their revenue, and to ensure tenants have safe access to their homes</li> <li>• Waiver – this option was discounted due to the value of the 12 months arrangement</li> </ul>
<b>Affected wards:</b>	All
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member N/A
	Ward Councillors N/A
	Chief Digital and Information Officer <sup>5</sup> N/A
	Chief Asset Management and Regeneration Officer <sup>6</sup> N/A
	Others
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Adam Crampton – Head of Property Management</p>

<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 Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

<sup>6</sup> See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- N/A	
	<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 report<sup>8</sup></b>	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 _____	
<b>Call In</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" 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>10</sup> Gez Tinsdale, Chief Officer, Housing Communities, Housing and Environment Directorate	
	Signature 	Date 13/5/22

<sup>7</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>8</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>9</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>10</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.