

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 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 Brigshaw High School		
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, Resources & Strategy agreed to:</p> <ul style="list-style-type: none"> a) Authorise the injection of Section 106 funding contributions in the sum of £404,000 into the Capital Programme. b) Authorise expenditure of £464,356.10 from capital scheme number 33178/BGE/BRI to facilitate the construction project necessary to deliver the placement of a 'bulge' cohort at Brigshaw High School. c) Note that the project will be self-delivered by The Brigshaw Academy Trust, with oversight from City Development's Projects & Programmes Team, on behalf of Childrens & Families. d) Approve the 'grant agreement' with The Brigshaw Learning Trust for up to £464,356.10 for them to self-deliver the 'bulge' cohort project at Brigshaw High School, noting that this figure includes an agreed contingency & defined provisional sums which will require approval from both parties to 		

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>utilise.</p> <p>e) Approve the need to enter the associated legal documents necessary to deliver the project.</p> <p>f) Note the programme dates identified in section 29 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 2022.</p> <p>g) Note that the officer responsible for implementation is the Head of Service Learning Systems.</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>Decisions required to facilitate a programme of internal remodelling of legacy facilities at Brigshaw High School to facilitate the placement of a 30 place 'bulge' cohort, with effect from September 2022. Without completion of the project detailed the school have insufficient accommodation to place the additional pupils. The project is to be school led and procured, with LCC providing funding to the agreed values under the auspices of a 'grant agreement'.</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 are available that represent value for money or are achievable within the required timelines.</p>
<p>Affected wards:</p>	<p>Kippax & Methley</p>
<p>Details of consultation undertaken⁴:</p>	<p>Executive Member Consultation with Execuytive Member undertaken by Sufficiency & Participation Team.</p> <p>Ward Councillors Consultation with Ward Members undertaken by Sufficiency & Participation Team.</p>

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

	Chief Digital and Information Officer ⁵ N / A	
	Chief Asset Management and Regeneration Officer ⁶ N / A	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation Jane Walne – Head of Service Projects and Programmes Viv Buckland – Head of Service Learning Systems Immediate implementation required to ensure school is available for commencement of the 2022/23 academic year.	
List of Forthcoming Key Decisions⁷	Date Added to List:-	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report⁸	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 ⁹ 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: The approval of this report constitutes a 'Significant Operational Decision' and as such will not be subject to 'Call-In'.	
Approval of Decision	Authorised decision maker ¹⁰ Tim Pouncey – Chief Officer, Resources & Strategy	

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

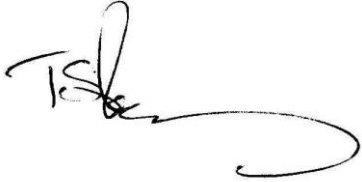
⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

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

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

⁹ 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.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.

	<p>Signature</p> 	<p>Date: 30/6/22</p>
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