

Delegated Decision Notice (DDN)

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

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| 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 checked="" 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 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: | Rachael Grimes | | Telephone number: 0113 37 85883 |
| Subject²: | To seek authority to award a Construction and Housing Framework (YORbuild3) | | |
| Decision details³: | What decision has been taken? a) Approve the award of a replacement framework for the current YORBuild2 lots 1, 2 and 6. Lot 1 is for projects up to £1m and lot 2 is for projects over £1m up to £4m. Lot 3 replaces lot 6 which was for new housing up to 10 units, and now for new housing up to 25 units. The framework will be 4 years in duration with up to 24 months of extensions available. The estimated annual expenditure is £30m for the minor framework lots in the West area. b) The fee income model is to follow that used on the current YORbuild2 frameworks for projects over £4m i.e., currently a percentage charge of 0.6% for works up to £1m and 0.5% for works over £1m up to £4m. Should lot 3 exceed £4m then a percentage charge of 0.3% subject to a £30k cap would apply. It is very unlikely that £30k would be reached. | | |
| | 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) Leeds City Council is one of four local authorities in Yorkshire and Humber region who utilise the current YORbuild framework. It is due to expire in August 2022 and there is no further scope to extend the contract. A compliant procurement process and rigorous tender evaluation process has been carried out, so would now like to progress to the award stage. | | |

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.

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| | <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>If approval is not given to proceed then there will be no framework in place which means that the council will not be able to comply with their Contract Procedure Rules (CPRs). Although there are other frameworks approved for use, they are managed externally to the council and typically the framework fees are higher. In addition to this YORbuild is a source of income to the council.</p> |
| Affected wards: | None |
| Details of consultation undertaken⁴: | Executive Member Cllr Lewis – at authority to procure stage |
| | Ward Councillors None |
| | Others Neil Evans, Director of Resources – at authority to procure stage Senior Officers – City Development – at authority to procure stage |
| Implementation | <p>Officer accountable, and proposed timescales for implementation</p> <p>Framework to be implemented by August 2022.</p> |
| List of Forthcoming Key Decisions⁵ | Date Added to List:- 14 th May 2021 (authority to procure) |
| | 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: |
| | <p>If published late relevant Executive member's approval</p> <p>Signature _____ Date _____</p> |

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

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| 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 Martin Farrington – Director of City Development | | |
| | Signature | Date | |
| |  | 8 July 2022 | |

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.