

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 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	Director of Communities, Housing and Environment		
Contact person:	Paul Rounding, Capital Programme Manager		Telephone number: 07891 272386
Subject²:	Contract Award for High Rise Improvement Works to Parkway Grange, Parkway Court and Parkway Towers		
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 Director of Communities, Housing and Environment: a) Approved expenditure for an additional £961k to enable delivery of the full project. b) Approved the contract award to Equans for the sum of £9,960,781.53 to deliver the repair and improvement works to Parkway Towers, Parkway Court, and Parkway Grange.		
	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) To award a construction contract as a subsequent decision of Decisions D55038 and D55004		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision:		
Affected wards:	Killingbeck and Seacroft		
	Executive Member Cllr Mohammed Rafique		

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.

Details of consultation undertaken⁴:	Ward Councillors - informed 4 th November 2021	
	<ul style="list-style-type: none"> • Cllr Drinkwater, • Cllr Dye • Cllr Jenkins 	
Implementation	Others: Procurement and legal colleagues have been consulted throughout the process of preparing the tender documentation. Residents in these three buildings will be consulted prior to work starting and then throughout the project.	
	Officer accountable, and proposed timescales for implementation Paul Rounding, Capital Programme Manager. <ul style="list-style-type: none"> • Tender out - June 2022 • Contract award - July 2022. • Works start on site - August 2022 • Completion - August 2023 	
List of Forthcoming Key Decisions⁵	Date Added to List:- N/A	
	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	
Publication of report⁶	Signature _____ Date _____	
	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	
Call In	Signature _____ Date _____	
	Is the decision available ⁷ for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Approval of Decision	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
	Signature	Date: 20/07/22
		

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

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.