

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 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
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 Lovell Park Grange, Lovell Park Heights, Lovell Park Towers and Moor Grange Court		
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 Director of Communities, Housing and Environment:</p> <p>a) Approved expenditure for an additional £3.22m to enable delivery of the full project.</p> <p>b) Approved the contract award to Equans for the sum of £15,024,475.27 to deliver the repair and improvement works to Lovell Park Grange, Lovell Park Heights, Lovell Park Towers and Moor Grange Court</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>To award a construction contract as a subsequent decision of Decisions D54763 and D55004</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision:</p>		
Affected wards:	Little London and Woodhouse, Kirkstall		
	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 Lovells - Informed: 28 September 2021 <ul style="list-style-type: none"> • Cllr Javaid Akhtar • Cllr Kayleigh Brooks • Cllr Abigail Marshall Katung 	
	Moor Grange Court - Informed: 27 October 2021 <ul style="list-style-type: none"> • Cllr Fiona Venner • Cllr Hannah Bithell • Cllr John Illingworth 	
	Others: Procurement and legal colleagues have been consulted throughout the process of preparing the tender documentation. Residents in these four buildings will be consulted prior to work starting and then throughout the project.	
Implementation	Officer accountable, and proposed timescales for implementation Paul Rounding, Capital Programme Manager. <ul style="list-style-type: none"> • Tender out – January 2022 • Contract award – August 2022. • Works start on site – September 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	
	Signature	Date
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	
	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:	

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.

Approval of Decision	Authorised decision maker ⁸ James Rogers, Director of Communities, Housing and Environment	
	Signature 	Date: 05/08/22

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.