

## 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 checked="" type="checkbox"/> Key Decision	<input 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 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
<b>Director<sup>1</sup></b>	The Director of Communities, Housing & Environment		
<b>Contact person:</b>	Adam Crampton Head of Property Management	Telephone number: 07562 439406	
<b>Subject<sup>2</sup>:</b>	<p><b>Inflationary uplift to the responsive repairs, voids &amp; cyclical maintenance delivery contract (Mears) in the West of Leeds</b></p> <p>To respond to pressures and increases in the market and to support continuous service delivery, permission requested to increase the value of the Schedule of Rates for Mears for the delivery of Responsive Repairs, Voids and Cyclical Maintenance on the West of the city by 9.25%, linked to inflationary pressures and increases in material prices.</p>		
<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</p> <p>a) Approved a one-off increase of 9.25% in the Schedule of Rates for the Responsive Repairs, Voids and Cyclical Maintenance contract between Leeds City Council and Mears Group</p> <p>b) Approved the application of this increase in rates from 1st October 2022</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>The current contract and rates agreed were established during the procurement</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>process, 2020/2021. The contract was awarded, and work commenced Oct 2021. Since that time inflationary pressures and consistent increases in material prices have put untenable pressures on the contractor and so after a period of discussions, these support measures were agreed as a proposed solution to enable continue service delivery in the West of the city. Colleagues from PAC'S and Finance have supported discussions along with the Chief Officer for Housing. This approach is the result of those discussions and the agreement reached proposes a solution that increase the success of retaining the provision of this service.</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>• Refuse the request and remain on tendered rates. This option was ruled out on the basis that it would likely lead to termination of the contract on the basis of financial viability.</li> <li>• Reprocure the contract. This option was ruled out on the basis that re-tendered rates would be significantly higher than those previously submitted as a result of the market pressures highlighted above, plus the ongoing instability in the market.</li> <li>• Insource service to LBS. This option was ruled out on the basis that LBS has recently undergone significant expansion in the South of the city and remains in the 'normalisation' phase of delivery. Further expansion at this time was deemed too high a risk, putting the effectiveness of the service across the city at risk.</li> <li>• Negotiate with Mears to reach a mutually agreeable position. This was identified as the preferred option on the basis of 'best value' (i.e. would still represent the least costly option for Housing Leeds) and operational continuity.</li> </ul>
<b>Affected wards:</b>	<p>Adel &amp; Wharfedale, Armley, Bramley &amp; Stanningley, Calverley &amp; Farsley, City &amp; Hunslet, Farnley &amp; Wortley, Guiseley &amp; Rawdon, Headingley &amp; Hyde Park, Horsforth, Kirkstall, Otley &amp; Yeadon, Pudsey, Weetwood</p>
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member  Cllr Rafique and Deputy Executive Member Cllr Hamilton  Ward Councillors No</p>

<sup>4</sup> 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 <sup>5</sup> NA	
	Chief Asset Management and Regeneration Officer <sup>6</sup> NA	
	Others	
<b>Implementation</b>	Accountable Officer Adam Crampton, propose the rates and incurred cost will be backdated to 01/10/2022	
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- 20th September 2022	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision NA	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval NA 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:NA	
	If published late relevant Executive member's approval Signature NA _____ Date _____	
<b>Call In</b>	Is the decision available <sup>9</sup> for call-in?	<input checked="" type="checkbox"/> Yes <input 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> Director of Communities, Housing and Environment, James Rodgers	
	Signature 	Date 19/10/2022

<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.

<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.