

Delegated Decision Notice

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	Children and Families		
Contact person:	Helen Stevens	Telephone number: 3778684	
Subject²:	Directly award a contract to St Giles trust for employment of Education Inclusion Mentors as part of the Leeds SAFE Taskforce		
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 Chief Officer (Resources & Strategy) is recommended to approved permission to invoke contract procedure rule 9.5 to award a contract to St Giles Trust for up to £499k for them to recruit & employ Education Inclusion Mentors as part of the Leeds SAFE Taskforce. The contract would commence on 12th December 2022 and expire on 31st March 2025.		
	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) Please refer to accompanying delegated decision report.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision Please refer to accompanying delegated decision report.		
Affected wards:	The focus for the funding will be in the areas and schools covered by the East Area		

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.

	Inclusion Partnership. Primarily, this encompasses Gipton & Harehills, Burmantofts & Richmond Hill and Killingbeck & Seacroft wards.	
Details of consultation undertaken⁴:	Executive Member	
	Executive Member for Economy, Culture and Education	
	Ward Councillors	
	Chief Digital and Information Officer ⁵	
	Chief Asset Management and Regeneration Officer ⁶	
	Others PACS: Category Manager & Legal Leeds SAFE Taskforce	
Implementation	Officer accountable, and proposed timescales for implementation Chief Officer Learning Inclusion As detailed in the report: there is an urgent need to move swiftly to award this contract. Once this decision is approved the contract will be awarded and will commence on 12th December 2022.	
List of Forthcoming Key Decisions⁷	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 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

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

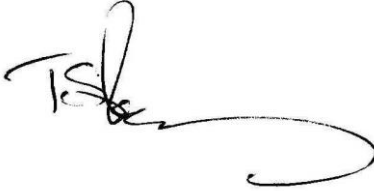
⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

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.

	<p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:</p>	
<p>Approval of Decision</p>	<p>Authorised decision maker¹⁰ Tim Pouncey – Chief Officer, Resources & Strategy</p>	
	<p>Signature</p> 	<p>Date: 7/12/22</p>

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