

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 Sits under previous key decision	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Martin Farrington (Director of City Development)		
Contact person:	Chris Gosling (Project Manager)	Telephone number: 07891 276 855	
Subject²:	Tender strategy approval for the creation of two Sport England football pitches to land adjacent The Arium necessary to support the East Leeds Extension programme		
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 Chief Officer Asset Management and Regeneration has:</p> <p>a) Approved the proposed procurement strategy for 'Phase One' of the Whinmoor Pitches project in line with CPR 3.1.7 to procure an external contractor for the works following an open and competitive procedure utilising and inviting specialist contractors from YORtender following an expression of interest which provided a list of seven interested contractors.</p> <p>b) Noted, the procurement strategy for 'Phase Two' of the Whinmoor Pitches project will utilise the internal service, Parks & Countryside, and will be subject to a separate approvals process at the appropriate time.</p> <p>c) Noted, approval of the preferred bidder 'Phase One' tender, and subsequent award of the contract, will be subject to a future tender acceptance and design cost report.</p>		


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.

	<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>As part of the wider East Leeds Extension programme it is necessary to re-locate and re-provide two grass football pitches from land adjacent John Smeaton Leisure Centre to Land north of the Council's Arium facility. This will take the form of constructing two new Sport England standard playing pitches (Phase I) with associated car parking and surface access infrastructure (Phase II). Completion of this project will unlock the John Smeaton site for development as community facilities.</p> <p>This report provides a summary of these proposals and outlines the tender strategy for the two phases. Noting that delivery of the 'Phase One' works, which are on the critical path, are subject to external open market tender via YORtender.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The only alternative viable solution for the tender strategy was to 'do nothing', as the internal service provider has advised they can only deliver Phase II. As such the procurement strategy reflects this, and requires competitive tender for the Phase I works package, which will appoint a specialist pitch contractor.</p>
Affected wards:	Harewood, Cross Gates & Whinmoor
Details of consultation undertaken⁴:	<p>Executive Member Cllr. Hayden (Portfolio lead) Executive Member for Infrastructure and Climate Cllr. Arif (For information) Executive Member for Public Health and Active Lifestyles</p> <p>Ward Councillors Harewood, Cross Gates & Whinmoor briefed as part of wider East Leeds Extension development work.</p>

⁴ 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 ⁵	
	Chief Asset Management and Regeneration Officer ⁶	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation Jane Walne, Head of Service Projects & Programmes Delivery timescale is asap to allow the tender to be issued and returned whilst the seasonal works window remains open.	
List of Forthcoming Key Decisions⁷	Date Added to List:	
	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
	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 ¹⁰ Angela Barnicle – Chief Officer Asset Management & Regeneration	
	Signature 	Date 9 May 2023

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.

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

