

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 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	Director of Children and Families		
Contact person:	Chris Gosling (Project Manager)	Telephone number: 07891 276 855	
Subject²:	Approval to appoint AHR Building Consultancy Ltd for the provision of Multi-Disciplinary Consultancy Services in connection with the provision of a new 'post-16' Block at Pudsey Grammar School		
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 Head of Learning Systems has:</p> <p>a) Approved the direct appointment of AHR from Lot 8A of the 'Efficiency North Multi-Disciplinary Consultancy Services' framework to deliver multi-disciplinary consultancy services (RIBA Stages 2 to 6) related to the provision of a new 'post-16' block at Pudsey Grammar School.</p> <p>b) Approved entering into a NEC4 Professional Service Contract (PSC) with AHR for a total value of £413,999.80.</p> <p>c) Noted the new 'post-16' block at Pudsey Grammar School is subject to a funding grant from the Department for Education.</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>The purpose of this report is to seek approval to appoint AHR to deliver multi-disciplinary consultancy services covering RIBA Stages 2 to 4, and inclusive of necessary technical surveys and fees, associated with the provision of a new 'post-16' teaching block at Pudsey Grammar School. The appointment will be a direct award procedure through the 'Efficiency North Multi-Disciplinary Consultancy Services' framework and subject to a NEC4 Professional Services Contract between AHR and Leeds City Council.</p> <p>In May 2023 the Department for Education (DfE) awarded a grant of £4m for the design and build of a 'post-16' block at Pudsey Grammar School (PGS). The estimated construction costs for the block are £3.3m. In June 2023 a decision was taken to transfer the delivery of the project from the school PFI provider to LCC, as such for continuity of delivery it is necessary for the Authority to appoint the project's multi-disciplinary design team, AHR, to continue work on the project.</p> <p>To facilitate this requirement the 'Efficiency North Multi-Disciplinary Consultancy Services' framework is to be utilised for direct call-off of AHR. Direct call-offs from this framework are based on the consultants' original tender submissions at the time of initial appointment to the framework, with evaluations being based on 50% / 50% split between 'price' and 'quality'.</p> <p>Procurement & Commercial Services and Legal have been consulted in the development of this report.</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 YORconsult 2 framework was first considered for this direct appointment, in line with CPR 3.1.6, however this option was discounted as not viable for use in this occasion.</p>
<p>Affected wards:</p>	<p>Pudsey</p>
<p>Details of consultation</p>	<p>Executive Member Cllr. Pryor - Executive Member for Economy, Culture & Education</p>

undertaken⁴:	Ward Councillors Pudsey Ward Members - Cllr. D. Seary, Cllr. S. Seary, Cllr. Smith		
	Chief Digital and Information Officer ⁵		
	Chief Asset Management and Regeneration Officer ⁶		
	Others		
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>The officer responsible for implementation is the Head of Service Learning Systems.</p> <p>The critical path for this contract award is noted below:</p> <ol style="list-style-type: none"> 1. Direct Award (Consultant issued with ITT documents) - 10th January 2024 2. Tender submission date for NEC4 PSC - 13th January 2024 3. NEC4 PSC contract awarded - 20th January 2024 4. Contract start date - 20th January 2024 5. Contract end date (RIBA Stage 6) – 18th March 2025 		
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:		

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.

Approval of Decision	Authorised decision maker ¹⁰ Viv Buckland – Head of Learning Systems	
	Signature 	Date 14/12/23

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