

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 checked="" 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
Director¹	Director of City Development		
Contact person:	Darren R Dobson	Telephone number: 07891 270396	
Subject²:	Leeds Parklife Pitch Tender Acceptance Report seeking approval to enter into Early Works Agreements for the pitch development works at Green Park and Woodhall Sports Hubs.		
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, Active Leeds and Operations, City Development has agreed to:</p> <ul style="list-style-type: none"> a) Grant Approval for the award of Early Works Agreements (EWA's) to the successful contractor (Lano Sport with Cleveland Land Services) under a JCT 2016 Design and Build Contract following a detailed qualitative and pricing assessment of submitted tenders. b) Incur expenditure associated with the EWA's for the development of Woodhall and Green Park Sports Hubs. c) Note that a separate Design and Cost Report requesting Authority to Spend and award the main Pitch Works contracts will be submitted in due course. <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 award of the EWA's to Lano Sport with Cleveland Land Services, will allow the pitch development of the Green Park and Woodhall Sports Hubs to the end of RIBA Stage 4, together with a finalised price for completion of the works. The contractor has been selected using an approved framework and under a competitive tendering scenario so is fully compliant with current CPRs. The total financial liabilities for the EWA stage will be met from the funding that has been identified in the 2023 / 2024</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.

	capital programme for the two schemes.
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision N/A
Affected wards:	Calverley and Farsley & Temple Newsam
Details of consultation undertaken⁴:	Executive Member Cllr Salma Arif has been briefed throughout the development and this will continue through the development phase.
	Ward Councillors Calverley and Farsley and Temple Newsam members have been fully briefed on the project, as have those from neighbouring ward of Cross Gates and Whinmoor. This will continue throughout the development phase.
	Chief Digital and Information Officer ⁵ NA
	Chief Asset Management and Regeneration Officer ⁶ The Head of Projects and Programmes is fully aware of the development as is the Chief Officer of Asset Management and Regeneration.
	Others Public consultation was undertaken in December 2019 (Woodhall) and October 2022 (Green Park) and further events are planned through the development phase.
Implementation	Officer accountable, and proposed timescales for implementation The Director for City Development is responsible for the successful delivery of the project which is planned for completion Sept 2024 (Woodhall) and April 2025 (Green Park).
List of	Date Added to List:-

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.

Forthcoming Key Decisions⁷	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 Jane Walne – Chief Officer Operations & Active Leeds	
	Signature 	Date 19 December 2023

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.