

## Delegated Decision Notice (DDN)

This form is the written record of a key, significant operational or administrative decision taken by an officer.

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" 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 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	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Director of Strategy and Resources		
<b>Contact person:</b>	Craig Simpson	Telephone number: 0113 3785416	
<b>Subject<sup>2</sup>:</b>	Decision to award the Isolated Rewires Contract to A Coole Electrical and GAP Property Services (Leicester) Limited		
<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 Chief Officer of Civic Enterprise Leeds approved the award of the following contracts:</p> <ul style="list-style-type: none"> <li>• Lot 1 Kitchen and Bathroom Rewires for Leeds Building Services (LBS) to A Coole Electrical for an estimated value per annum of £1,000,000.</li> <li>• Lot 2 Isolated Rewires to GAP Property Services (Leicester) Limited for an estimated value per annum of £200,000.</li> <li>• Both contracts will be for a period of two years with the option to extend for a further 1 x 12 months. The contracts will start on the 1<sup>st</sup> April 2024 and end 31<sup>st</sup> March 2026.</li> </ul> <p>Recognises that Appendix 1 should be designated exempt from publications in accordance with Access to Information Procedure Rule 10.4(3).</p> <p>This is a significant operational decision as a direct result of a key decision Reference: D56433 taken on 05/06/2023 and is therefore not open to call in</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

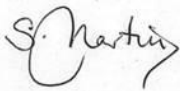
<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>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>To gain approval to appoint A Coole Electrical and GAP Property Services (Leicester) Limited to carry out Isolated Rewires works in housing properties for a value of £1,200,000 per annum. The length of the contract will be 2 years with the option to extend for a further 1 x 12 months. Consultation with procurement legal colleagues has taken place.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Framework agreements had been looked at prior to carrying out the procurement, however none of these covered the works required. The decision to not award this contract would lead to further off contract spend and the planned works are still being carried out and require rewiring contractors to support LBS in the delivery of the planned works.</p>
<b>Affected wards:</b>	All Wards
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member</p> <p>Ward Councillors</p> <p>Chief Digital and Information Officer<sup>5</sup></p> <p>Chief Asset Management and Regeneration Officer<sup>6</sup></p> <p>Others</p>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Award February 2024</p>

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

<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.

	Contract Start April 2024	
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- 05/06/2023	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval 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:	
	If published late relevant Executive member's approval Signature _____ Date _____	
<b>Call-in</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" 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> Sarah Martin Chief officer, Civic Enterprise Leeds	
	Signature 	Date 15/02/2024

<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.