

Delegated Decision Notice

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

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|--------------------------------------|---|---|--|
| 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 <input type="checkbox"/> Sits under a previous key decision | <input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 |
| Director¹ | Director of City Development | | |
| Contact person: | Liam Brook, Project Manager | Telephone number: 0113 378 0009 | |
| Subject²: | Council Housing Growth programme - Approval to enter a SCAPE Built Environment Consultancy Services Contract with Perfect Circle to support the delivery of new council housing at Middlecross, Armley extra care housing scheme. | | |
| 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 Director of City Development has approved the proposed procurement option to use Perfect Circle for Project Management, Technical Advisory and Quantity Surveying services for the Middlecross, Armley scheme (RIBA Stages 3-7 subject to performance at RIBA stages) via the Scape Consultancy Built Environment framework up to the total value of £1,184,677.55 inclusive of the PSC/PSSSC Fee set by the SCAPE Framework.</p> <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 Council Housing Growth Programme (CHGP) contributes to the Leeds Affordable Housing Growth Partnership Action Plan 2022-25 which has an affordable housing pipeline that targets delivery of c750 new affordable homes per annum over the next 3 years.</p> <p>This report seeks approval to procure Perfect Circle JV Ltd (Perfect Circle) via the Scape Consultancy Framework (Lot 1: Built Environment) to support the delivery of new build council housing to provide extra care housing for older people requiring additional care and support at Middlecross, Armley.</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 were used as these matters have been set out in detail.

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| | <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Perfect Circle provided the project management, technical advisory, and quantity surveying resource, together with fulfilling the NEC contract management service that helped the Council successfully deliver its most recent extra care housing scheme at Gascoigne House, Middleton and their experience and expertise in dealing with a similar complex scheme will help give assurance of a similar successful outcome. Therefore, based on experience no other options were considered to deliver the same outcome.</p> |
| Affected wards: | Armley |
| Details of consultation undertaken⁴: | Executive Member – The Executive Member was briefed on 04 April 2024 |
| | Ward Councillors – Ward members are regularly updated on the Middlecross Project and receive updates at key stages and were last updated in March 2024. |
| | Chief Digital and Information Officer ⁵ N/A |
| | Chief Asset Management and Regeneration Officer ⁶ Angela Barnicle – April 2024 |
| | Others Housing Management – April 2024 Procurement & Commercial Services (PACS) – April 2024 Finance – April 2024 Asset Management & Regen (Land & Property Panel) – April 2024 Affordable Housing Delivery Board – April 2024 |
| Implementation | <p>Officer accountable, and proposed timescales for implementation</p> <p>The pre-construction period will formally commence in April 2024.</p> |
| 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 N/A |
| | 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: N/A |
| | If published late relevant Executive member's approval |


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

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|-----------------------------|--|------------------------------|--|
| | 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 Chief Officer Asset Management and Regeneration – Angela Barnicle | | |
| | Signature  | Date 14 May 2024 | |

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.