

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	Martin Farrington, Director City Development		
Contact person:	Tracey Piper	Telephone number: 0113 37 85835	
Subject²:	Authorisation to directly award a contract to Ove Arup & Partners Ltd to provide multidisciplinary expertise to undertake the Leeds Transformational Regeneration - Sheepscar, Mabgate and Eastside commission, using the Council's Highways and Transportation Services Major Schemes Framework (DN429683).		
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 of Asset Management and Regeneration has taken the decision to:</p> <ul style="list-style-type: none"> a) Note the scope and programme of the commission as summarised below and detailed in the Exempt Appendices of the report. b) Directly award a contract to appoint Ove Arup & Partners Ltd (Arup) by calling-off from the Council's Highways and Transportation Services Major Schemes Framework (DN429683) for regeneration services for the Leeds Transformational Regeneration Sheepscar, Mabgate and Eastside commission. c) The work will be instructed using an agreed scope of services, details of which are in the Exempt Appendices, with a fixed fee agreed of up to £150,000, to be funded through the Leeds Transformational Regeneration. <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications,</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>having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>See accompanying report for full details.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Option 1 – Carry out a new procurement exercise. This option was discounted as it was it was not an efficient use of resources given the codependents of other work in the locality and procurement options available.</p> <p>Option 2 – Internal production of the LTR Sheepscar, Mabgate and Eastside commission. This option was discounted due to insufficient internal expertise, capacity, resource and expertise to produce a framework within the timescales required. Delegated Decision Notice approved for use from 2 February 2022.</p> <p>Option 3 - The 'do nothing' option was considered and rejected as this would not meet the Council's ambitions and the funding would be lost for the city.</p>
Affected wards:	Burmantofts & Richmond Hill, Little London & Woodhouse, Gipton and Harehills, Chapel Allerton and Hunslet & Riverside
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>The Executive member for Sustainable Development and Infrastructure has received regular briefings and updates on the Leeds Transformational Regeneration proposals and is supportive of the approach.</p>
	<p>Ward Councillors</p> <p>Ward Members will be consulted as this work progresses</p>
	<p>Chief Digital and Information Officer⁵</p> <p>None</p>
	<p>Chief Asset Management and Regeneration Officer⁶</p> <p>Angela Barnicle has been consulted and is supportive of this proposal</p>
	<p>Others</p> <p>The Leader of the Council has received regular briefings and updates on the Leeds Transformational Regeneration proposals and is supportive of the approach.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <ul style="list-style-type: none"> • The Head of Regeneration • The initial contract duration is approximately 25 weeks followed by a period of stakeholder engagement undertaken by the Council (length of time to be

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.

	determined). Following completion of the engagement, the consultant will be required to make any relevant amendments to the report.	
List of Forthcoming Key Decisions ⁷	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 report ⁸	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 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: The decisions recommended in this report are classed as an Significant Operational Decisions and are not eligible for call in.	
Approval of Decision	Authorised decision maker ¹⁰ Angela Barnicle, Chief Officer Asset Management and Regeneration	
	Signature 	Date 01/05/24

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.