

Delegated Decision Notification

LEAD DIRECTOR ⁱ :	Director of Environment and Housing
SUBJECT ⁱⁱ :	Gas Servicing, Repair and Installations Procurement
DECISION DETAILS ⁱⁱⁱ :	<p>The Director of Environment and Housing agreed to give authority to spend and approval for the proposed procurement route, including the scope of service, for gas servicing, repair and installations provision citywide. This is consistent with the city-wide housing repairs and maintenance procurement strategy 2016 Executive Board Report dated 11th February 2015.</p> <p>The Director of Environment and Housing also agreed approval for the extension of the current gas servicing, repair, installations and commercial contract in the West of the city and the commercial element of the contract in the South of the city with Mears Group Ltd for 1 year from 1st April 2016 to 31st March 2017. The annual value of these proposed extensions is circa £2.6m.</p> <p>Information is provided in the report about the wider strategy for domestic heating in the city including the expansion of the Council's Internal Service Provider.</p>
TYPE OF DECISION:	<input checked="" type="checkbox"/> Key Decision (Executive) Is the decision eligible for call-in? ^{iv} <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Significant Operational Decision (Council or Executive ^{vi} – not subject to call-in) <input type="checkbox"/> Administrative Decision (Council or Executive ^{vii} – not subject to publication or call-in)
NOTICE ^{viii} / CALL-IN (KEY DECISIONS ONLY):	<p>Date the decision was published in the List of Forthcoming Key Decisions:</p> <p>If not on the List of Forthcoming Key Decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision:-</p> <p>If exempt from call-in, the reason why call-in would prejudice the interests of the Council or the public:-</p> <p>The decision was published on the List of Forthcoming Key Decisions on 13th November 2014.</p>

AFFECTED WARDS:	No specific wards affected - citywide service		
DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member Cllr Gruen	Date consulted: February / March 2014	Interest disclosed? ^{ix} <input type="checkbox"/> Yes (Date of dispensation:) <input checked="" type="checkbox"/> No
	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No
	Others ^x (please specify:) Property and Contracts Senior Management Team Tenants (service offer)	Date consulted: November 2014 / April 2015 April 2015	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation:) <input checked="" type="checkbox"/> No
CAPITAL INJECTION APPROVAL REQUIRED:	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, you must complete the Approval box below)		
CAPITAL INJECTION APPROVAL	(Name:) (Title:)	Capital Scheme Number: XXXXX / XXX / XXX Date:	
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number LCC11700C LCC11700D	Contract Title Leeds Housing ALMO Procurement 2011 - Gas Servicing and Repairs for AVH Leeds Housing ALMO Procurement 2011 - Gas Servicing and Repairs for WNWH	
		Supplier Mears Group Ltd	
IMPLEMENTATION (KEY DECISIONS)	Officer accountable for implementation Simon Costigan, Chief Officer, Property and Contracts		

ONLY)	Timescales for implementation ^{xi} May 2015 to March 2017 (inclusive of contract mobilisation periods)	
CONTACT PERSON:	Adam Crampton, Mechanical and Electrical Service Manager	Telephone number ^{xii} : 07891 271230
DECISION MAKER / AUTHORISED SIGNATORY ^{xiii} :	(Name:) Neil Evans, Director of Environment and Housing 	Date: 24 th April 2015

ⁱ The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.

ⁱⁱ A brief title should be inserted here. 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.

ⁱⁱⁱ Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.

^{iv} See the Executive and Decision Making Procedure Rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant Scrutiny Board. This includes a decision which has been modified by the decision maker following a recommendation by a Scrutiny Board after call-in of the earlier decision.

^v If the decision is exempt from call-in a reason must be provided in the 'Notice / Call-In' box and in the report. The call-in period expires at 5pm on the 5th working day after publication. Scrutiny Support will notify decision makers of matters called-in no later than 12 noon on the 6th working day.

^{vi} If the decision would have been a Key decision but for an exception set out in Article 13.6.1, please refer to the connected Key decision in the decision details (either by the title or the reference number).

^{vii} Administrative Decisions do not need to be published on the Council's website but this form may be used for internal recording of the decision.

^{viii} All Key decisions should appear on the List of Forthcoming Key Decisions for 28 clear days before the decision can be taken. If 28 clear days' notice has not been provided, a reason must be provided here.

^{ix} No Member having a disclosable pecuniary interest or officer having an interest in any matter (whether pecuniary or otherwise required to be declared) should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here. Any dispensation in place in relation to the matter should also be recorded here.

^x This may include other elected Members, officers, stakeholders and the local community.

^{xi} Please include proposed timescales for commencement and / or completion of implementation as appropriate.

^{xii} Please insert a complete telephone number whether land line or mobile, rather than an extension number so that you can be contacted from outside the Council.

^{xiii} The signatory must be duly authorised by the Lead Director to make a decision in accordance with the relevant sub-delegation scheme. It is not acceptable for the signature to be 'pp' for the authorised signatory. For Key decisions only, the date of the authorised signature signifies that, at the time, the officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have on the final decision.