

Delegated Decision Notification (DDN)

This form is used both to give notice of an officer's intention to make a key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended to be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

Lead directorⁱ:	Deputy Chief Officer Waste Management
Subjectⁱⁱ:	Extension of Mixed Dry Recyclate treatment Contract
Decision detailsⁱⁱⁱ:	<p>The Deputy Chief Officer for Waste Management noted the content of this report and agreed to the 2 year extension from 7th November 2019 of the existing contract with HW Martin Waste Ltd to treat the recyclates collected through the green bin kerbside collections. This would see the ultimate expiry of the contract being 6th November 2021.</p> <p>The Deputy Chief Officer also approved the request to exempt this decision from call in due to the reasons outlined in the report.</p> <p>The service is also granted approval to commence a new procurement exercise to replace this existing arrangement once it expires in November 2021.</p>
Type of decision:	<input checked="" type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? ^{iv} <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input checked="" type="checkbox"/> Yes <input 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} or call-in (key decisions only):	<p>Date the decision was published in the list of forthcoming key decisions: 7th October 2019</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>As a result of the time given to, the legal implications, the breadth of negotiations undertaken and also analysis required to formulate the recommendations in this report. This report is recommended to be exempt from call in as the duration required to adhere to call in would see this key contract ultimately expire without extension. Its nature is such that it would seriously prejudice the Council's interests if there were to be any delay in taking the decision. If the recommendation to extend this contract is not approved then the</p>

	Council will risk being in a position where no contractual arrangements are in place for dealing with what is a significant waste stream and a significant contributor to the City's recycling rate, with the MDR service contributing significantly to the Council's overall recycling rate and amenity.	
Affected wards:	None	
Details of consultation undertaken:	Executive Member	Date consulted: Interest disclosed? ^{ix} <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
	Ward Councillor	Date consulted: Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
	Others ^x please specify:	Date consulted: Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
Capital injection approval required:	Injection approval required? <input type="checkbox"/> Yes <input 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 YORE-936CGS (LCC27776)	Contract title Mixed Dry Recyclates contract
		Supplier HW Martin Waste Ltd
Implementation (key decisions only)	Officer accountable for implementation Timescales for implementation ^{xi}	

Contact person:	Stephen Holmes	Telephone number ^{xii} : 0113 3786363
Decision maker or authorised signatory^{xiii}:	 John Woolmer, Deputy Chief Officer Waste Management	Date: 05/11/2019

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 or 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 13.4(b), 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.