

Delegated Decision Notice


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

Decision type	<input checked="" type="checkbox"/> Key Decision	<input 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 checked="" 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 type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of City Development		
Contact person:	Ian Moore	Telephone number: 0113 378 3166	
Subject²:	Request Approval to carry out a competitive tender exercise in accordance with the Council's Contract Procedure Rule (CPR) 9 for the procurement of a New Highways and Engineering Digital Information Management solution.		
Decision details³:	What decision has been taken? The Chief Officer, Highways and Transportation approved the commencement of a competitive tender exercise for the procurement of a new Highways and Engineering Digital Information Management solution.		
	A brief statement of the reasons for the decision Carrying out a competitive tender exercise will ensure that the Council procures a solution that meets its current and future requirements and will provide on-going value for money. This proposed course of action therefore represents best use of Council funds. This will also enable the Council's H & T Service to manage and maintain the Council's infrastructure assets using a digital platform, removing the need for extensive paper based systems.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision The Insight Enterprise solution could continue to be used, but will not be supported by Symology (the supplier) beyond 2025. Likewise, the AMX, Profess and KaarbonTech solutions can be used. Alternatively, the H&T Service would need to revert to using a more time-consuming, extensive manual paper-based system to manage its infrastructure assets across four independent systems.		
Affected wards:	All		

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.

Details of consultation undertaken⁴:	Executive Member: Councillor L Mulherin 23/11/20		
	Ward Councillors		
	Others Key stakeholders from Highways and Transportation, ICT Strategic Sourcing team and other members from the Council's Digital and Information Service have been consulted.		
Implementation	Officer accountable, and proposed timescales for implementation Ian Moore. The contract award is estimated for June 2021. The implementation and go live is estimated to be completed by the end of January 2023.		
List of Forthcoming Key Decisions⁵	Date Added to List:- 16/10/2020		
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision		
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
Publication of report⁶	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 _____		
Call In	Is the decision available ⁷ for call-in?	<input checked="" type="checkbox"/> Yes	<input 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 ⁸ Gary Bartlett, Chief Officer, Highways & Transportation		
	Signature: 	Date: 14/11/20	

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

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁷ 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.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.