

## Delegated Decision Notice

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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 checked="" 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
<b>Director<sup>1</sup></b>	Director of Resources and Housing		
<b>Contact person:</b>	Simon Cowen, Senior Responsible Officer		Telephone number: 0113 378 4325
<b>Subject<sup>2</sup>:</b>	Request to waive Contracts Procedure Rules No8.1 and 8.2 – Intermediate Value Procurements to approve direct award of contract to Virgin Media Business (VMB) for the delivery of Managed WAN services for 19 newly identified key sites which require a corporate connection with the incumbent (outgoing) supplier, Virgin Media Business in order to ensure against a loss of connectivity following contract cessation in December.		
<b>Decision details<sup>3</sup>:</b>	<p>What decision has been taken?</p> <p>The Chief Digital and Information Officer approved the waiver of contract procedure rules 8.1 and 8.2 for intermediate value procurements to approve direct award of a contract to Virgin Media Business (VMB) for the delivery of Managed WAN services for 19 newly identified key sites which require a corporate connection for a period of 6 months.</p> <p>A brief statement of the reasons for the decision</p> <p>Due to provisioning issues with the supplier and the implications for completion of works due to Covid-19 there are an additional 19 newly identified sites which now need to be added to the Virgin Media Network as they did not receive the appropriate BT fibre connection at the scheduled time. To mitigate against loss of service there is a need to ensure that they remain on the incumbent network until such time as they can be migrated to the new Leeds Full Fibre Network. Please refer to associated waiver report 'Request to waive Contracts Procedure Rules No8.1 and 8.2 – Intermediate Value Procurements'</p>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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

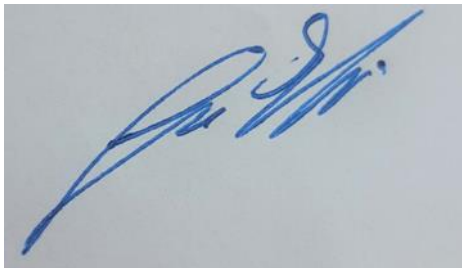
<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>There are no other options available at this time due to the ability to ensure continuity of managed services for the sites in question including the ability to manage CCTV and motion sensor detection which require a corporate WAN connection. As such other tactical solutions are not applicable where the team had original identified the use of 4G connectivity services to mitigate against any loss of connection.</p>
<b>Affected wards:</b>	N/A
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member
	Deputy Leader and Executive Member for Resources Director for Resources and Housing
	Ward Councillors
	Others
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Simon Cowen, Senior Responsible Officer.</p> <p>As soon as possible.</p>
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:-
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval
	<p>Signature _____ Date _____</p>
<b>Publication of report<sup>6</sup></b>	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

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

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

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

	Signature	Date
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Leonardo Tantari, Chief Digital and Information Officer	
	Signature 	Date 27/01/2021

<sup>7</sup> 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.

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