

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 Communities & Environment		
Contact person:	Rosie Harvey	Telephone number: 0113 3786352	
Subject²:	Commencement of a procurement for various sized plastic wheeled bins through a Call Off from ESPO Framework 860 Refuse and Recycling Products		
Decision details³:	What decision has been taken? The Chief Officer for Environmental Services noted the content of this report and under CPR 3.1.6 and 3.1.8 approved the commencement of a competitive tender process, using the evaluation criteria detailed, for the provision of a variety of wheeled bins and food waste caddies via a Call Off from ESPO Framework 860 Refuse and Recycling Products. The Call Off Contract will be for a period of 4 years with an estimated total value of £1.7M.		
	A brief statement of the reasons for the decision YPO Framework YPO551 Plastic Wheeled Bins has been used for the supply of wheeled bins and caddies since 2018. This framework expires in March 2021. This decision will put in place new arrangements.		

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.


	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision	
Affected wards:	All wards	
Details of consultation undertaken⁴:	Executive Member	
	Ward Councillors	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation	
List of Forthcoming Key Decisions⁵	Date Added to List:- 22/10/20	
	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 type="checkbox"/> Yes <input type="checkbox"/> No

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.

	<p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:</p>	
<p>Approval of Decision</p>	<p>Authorised decision maker⁸ John Woolmer, Chief Officer Environmental Services</p>	
	<p>Signature</p> 	<p>Date: 02/03/21</p>

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