

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 checked="" type="checkbox"/> £500,000 to £1,000,000 <input 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 and Environment		
Contact person:	Alison Gilliland		Telephone number: (0113) 3781693
Subject²:	Approval to commence a multiple contract procurement for the purchase of Litter and recycling bins for Cleaner Neighbourhoods, City Centre, Parks and Countryside and Sport Activities.		
Decision details³:	What decision has been taken? The Director of Communities and Environment noted the content of this report and approved the commencement of the procurement for the supply of a Leeds type litter bin, on street recycling bins and low quantities of other litterbins with the contract being effective from 22nd May 2021 for a period of up to 5 years (1 year plus opportunity to extend annually up 5 years in total) to commence after the current contract expires.		
	A brief statement of the reasons for the decision Undertaking a multiple contract procurement process for the purchase of litter bins is the most cost effective way in which to purchase litter bins and recycling bins across the city. Using an existing ESPO bin framework was considered, but dismissed as a bespoke bin is used in Leeds currently.		

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.


Affected wards:	All wards
Details of consultation undertaken⁴:	Executive Member N/A
	Ward Councillors N/A
	Others
Implementation	
List of Forthcoming Key Decisions⁵	Date Added to List:-13/02/2020
	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:

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.

Approval of Decision	Authorised decision maker ⁸ James Rogers, Director of Communities and Environment	
	Signature 	Date: 09/03/21

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