

Delegated Decision Notice

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" 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 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 checked="" 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:	James Hirst	Telephone number: 3787458	
Subject²:	Approval to Extend Watercourse Maintenance Contract 2021-22		
Decision details³:	What decision has been taken? a) The Chief Officer (Highways & Transportation) approved the recommendation to extend the Watercourse Maintenance Contract 2019 for an additional 12 months to 31 August 2022 with Peter Duffy Ltd. b) The estimated annual spend is approx. £600,000.00.		
	A brief statement of the reasons for the decision 1 The Flood Risk Management team use the contract to clear debris and blockages from watercourses which the council are responsible for. Including becks, streams, rivers, ditches, general culverts, highway culverts and the routine scheduled maintenance of inlet/outlet grids to culverted watercourses and flood alleviation schemes etc. 2 The contract is necessary to ensure Leeds City Council's ability to maintain this essential service. It also includes the provision of standby and emergency call-out facilities (24 hours per day, 7 days per week) to deal with watercourse flooding and other drainage related emergencies. Without the contract, we have no compliant way of carrying out this essential service.		

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.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>3 The extension of this Contract is an efficient use of council resources and is judged to be value for money in comparison to tendering individual orders or contracts.</p> <p>4 The extension will allow us to keep using the compliant contractor we procured at the first time of tendering on the same terms and conditions and retendering is unlikely to result in any additional savings.</p>
Affected wards:	N/A
Details of consultation undertaken⁴:	Executive Member n/a
	Ward Councillors n/a
	Others n/a
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Paul Russell, Civil Engineering Manager</p> <p>PACS to extend contract before it expires on the 31st August 2021.</p>
List of Forthcoming Key Decisions⁵	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	<p>If published late relevant Executive member's approval</p> <p>Signature _____ Date _____</p>

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

Call In	Is the decision available ⁷ for call-in?	<input type="checkbox"/> Yes <input checked="" 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 13.07.21

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.