

Delegated Decision Notice (DDN)

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	The Director of Communities, Housing and Environment		
Contact person:	Naomi Swinden		Telephone number: 0113 3786365
Subject²:	Design and Cost Report for Replacement Wheeled Bins and Glass Recycling Banks		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Acting Chief Officer has approved and given authority to spend against a new wheeled bin capital programme and glass recycling banks capital programme for the next 10 years.</p> <p>The Chief Officer financial services has approved the injection of £2.9m into the capital program funded by prudential borrowing to give an overall programme of £5m across the 10 year period 2021/22 to 2031/32. Repayments to be met by the Waste Management Service revenue budget.</p> <p>That Director of Communities and Environment has :-</p> <ul style="list-style-type: none"> • Authorised spend of £4.8m for the provision of new and replacement wheeled bins for the next 10 years 2021/22 to 2031/32. • Authorised spend of £200k for the provision of replacement glass recycling banks for the next 10 years 2021/22 to 2031/32. 		

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>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>Waste Management has a statutory requirement to replace domestic waste and recycling wheeled bins when they become damaged, lost, or reach the end of their working life, and to provide new bins when new services are implemented. Due to the number of wheeled bins in use across the city the cost of this replacement service has been capitalised for a number of years.</p> <p>Waste Management provides a network of 700+ glass recycling banks across Leeds. When these banks become damaged or reach the end of their working life, they need to be replaced in order to comply with safety requirements (LOLER).</p> <p>The previous bin replacement capital programme (Scheme 12594) totalling £5.67m is now fully spent. A new replacement wheeled bin capital programme is now required. This is recommended for the next 10 years at a cost of £4.8M.</p> <p>A replacement glass recycling bank capital programme is also required. This is recommended for the next 10 years at a cost of £200K. There was no previous capital scheme covering these costs.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>n/a</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Cllr Mohammed Rafique</p> <p>Ward Councillors</p> <p>Others</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Naomi Swinden, Business Officer – Waste Management, 0113 3786365.</p> <p>Time scale for commencement 1st September 2021.</p>
List of	Date Added to List:- 5 th July 2021

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

Forthcoming Key Decisions⁵	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 John Woolmer – Acting Chief Officer Environmental Services	
	Signature 	Date 18/10/21

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.