

## Delegated Decision Notice (DDN)

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 type="checkbox"/> £25,000 to £100,000 <input checked="" 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 for Communities, Housing and Environment		
<b>Contact person:</b>	Rosie Harvey	Telephone number: 0113 37(86352)	
<b>Subject<sup>2</sup>:</b>	Award of Supplementary Call Off from Lot 2 (240lt wheeled bins) of the Plastic Wheeled Bin Supply Contract (DN512564), a Call Off from ESPO Framework 860-18, to One51 ES Plastics UK Limited T/A MGB Plastics.		
<b>Decision details<sup>3</sup>:</b>	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.)  The Chief Officer for Environmental Services approves the appointment of One51 ES Plastics UK Limited T/A MGB Plastics under the Lot 2 (240lt bins) supplementary further competition exercise (53668) from Wheeled Bin supply contract (DN512564). The contract will run from 1 <sup>st</sup> June 2022 until 30 <sup>th</sup> November 2022 and has an approximate value of £234K.		
	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) <ul style="list-style-type: none"> <li>• An additional Call Off exercise has been conducted for 240lt wheeled bins following the termination of an untenable contract with One 51 ES Plastics UK Limited T/A MGB.</li> <li>• The same supplier has been successful in the new Call Off so has needed to demonstrate their ability to reliably deliver under the contract.</li> </ul>		

<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.

	<ul style="list-style-type: none"> <li>Following this piece of work the Chief Officer for Environmental Services is recommended to approve the award of the Call Off contract to One 51 ES Plastics UK Limited T/A MGB.</li> </ul>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The alternative to awarding a supplementary Call Off for the next 6 months is to run that period without formal contract arrangements in place. In this scenario the council does not have the protection that a contract provides and will be vulnerable to poor service standards and spot pricing.</p>
<b>Affected wards:</b>	N/A
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member
	Ward Councillors
	Chief Digital and Information Officer <sup>5</sup>
	Chief Asset Management and Regeneration Officer <sup>6</sup>
	Others
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Immediate effect
<b>List of Forthcoming Key Decisions<sup>7</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 Signature _____ Date _____
<b>Publication of report<sup>8</sup></b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:


<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 Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

<sup>6</sup> See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

<sup>7</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>8</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

	If published late relevant Executive member's approval	
	Signature	Date
<b>Call-in</b>	Is the decision available <sup>9</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>10</sup>	
	Chief Officer for Environmental Services	
	Signature	Date
		11/07/22

<sup>9</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>10</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.