Delegated Decision Notice (DDN)

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

Decision type	⋉	Significant	☐ Administrative	
		Operational Decision	Decision	
Approximate	☐ Below £500,000	☐ below £25,000	☐ below £25,000	
value	∑ £500,000 to £1,000,000	£25,000 to £100,000	£25,000 to £100,000	
	over £1,000,000	£100,000 to £500,000		
		Over £500,000		
Director ¹	Director of Communities, Housing and Environment			
Contact person:			Telephone number:	
	Rosie Harvey		0113 37 86352	
Subject ² :	Award of the Daint Collection and Decycling Contract (64476) to Security			
		Award of the Paint Collection and Recycling Contract (64176) to Seagulls Reuse Ltd under licence agreement.		
Decision	What decision has been ta	ken?		
		ns to be taken by the decision	taker including decisions	
details ³ :	in relation to exempt information, exemption from call in etc.)			
	The Chief Officer for Environmental Services noted the content of this report			
	and approved the award of a paint collection and recycling contract to Seagulls Reuse Ltd under a licence agreement. The contract will commence			
	on 22 nd November 2022 for five years until expiry on 21 st November 2027.			
	The estimated annual contract value is £171K.			
	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)			
	Key service that needs protecting with secure contractual			
	arrangements.			
	Contract that delivers value for money.			
	Support for a supplier with a proven track record for delivering			
	significant benefit.			

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: N/A Details of consultation undertaken4: Executive Member Ward Councillors	Affected wards: Details of consultation undertaken4: Executive Member Ward Councillors Chief Digital and information Officer Chief Asset Management and Regeneration Officer Others		Brief details of any alternative options considered and rejected by the			
Details of consultation undertaken4: Chief Digital and information Officer Chief Asset Management and Regeneration Officer Others Implementation Officer accountable, and proposed timescales for implementation List of 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	Details of consultation undertaken4: Chief Digital and information Officer					
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the council or the public:			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	Authorised decision maker ⁸		
Decision	Chief Officer Environmental Services		
	Signature	Date	
	Abolne?	15/12/22	

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