

## Delegated Decision Notice

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 of City Development		
<b>Contact person:</b>	Megan Chamberlain	Telephone number: 0113 378 7861	
<b>Subject<sup>2</sup>:</b>	Approval to Extend the Underwater Inspections Framework Agreement 2020 to 2024.		
<b>Decision details<sup>3</sup>:</b>	What decision has been taken?		
	<p>The Chief Officer (Highways &amp; Transportation) has approved the recommendation to extend the Underwater Inspections Framework Agreement for a further 12 months to 10th January 2024 with Diving, Survey and Marine Contracting Ltd (DSMC), Inertia Consulting Ltd. and Structural Investigation Services Ltd. The estimated cost of the 12-month extension for Leeds City Council is approximately £100,000.00.</p>		
	<p>A brief statement of the reasons for the decision</p> <p>Consultation has taken place with the Council who have confirmed their need for this contract to be able to deliver the service.</p> <p>It has been considered and confirmed that appropriate funding provision is available from the revenue budget as and when the works are required.</p> <p>The Council have also looked into the appropriateness or otherwise of the proposed extension and concluded that it is justifiable.</p> <p>The extension of this contract has no direct impact on any of the equality characteristics as it is purely an administrative function and therefore it is not applicable to carry out an equality, diversity, cohesion and integration screening at this time.</p>		
Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision			
The extension of this Contract is an efficient use of council resources and is judged			

<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.

	to be value for money in comparison to retendering or preparing tenders for each individual order.	
<b>Affected wards:</b>	n/a	
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member n/a	
	Ward Councillors n/a	
	Chief Digital and Information Officer <sup>5</sup> n/a	
	Chief Asset Management and Regeneration Officer <sup>6</sup> n/a	
	Others n/a	
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation  PACS team to extend contract prior to its expiration on 30 <sup>th</sup> November 2022.	
<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:	
	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

<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

<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.

	<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> Gary Bartlett, Chief Officer Highways and Transportation	
	Signature 	Date 19 December 2022

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