

## 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 checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input checked="" 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 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 Resources		
<b>Contact person:</b>	Craig Simpson	Telephone number: 3785416	
<b>Subject<sup>2</sup>:</b>	Authority to utilise Regulation 72 (1) (b) of the Public Contracts Regulations 2015 to vary the current contract for the provision of building materials.		
<b>Decision details<sup>3</sup>:</b>	<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 Director of Resources has approved the proposal to vary the existing contract with Wolseley UK Limited and extend the provision for a period of 3 months, 1<sup>st</sup> April 2023 to 30<sup>th</sup> June 2023, in accordance with Public Contract Regulations - Regulation 72 1(b) with an estimated value of £1,000,000.</p> <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>The current arrangement with Wolseley UK Limited is due to expire 31st March 2023 with no further opportunity to extend within the current contract. Procurement activity has been undertaken to identify several replacement suppliers, with mobilisation activity already underway. During this activity it has been identified that additional time is necessary to ensure effective demobilisation and mobilisation activity pertaining to logistics, premises, IT, staff training and engagement. Continuation of the existing provision is necessary to ensure consistent availability of materials to LBS operatives undertaking responsive, void and planned maintenance work to domestic and commercial properties.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The option to continue with the current expiration date has been dismissed due to the challenges associated with effective mobilisation to new suppliers.</p>		
<b>Affected wards:</b>	NA		

<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.

<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 Craig Simpson, Head of Leeds Building Services The variation will need to be implemented prior to the current expiration date of 31 <sup>st</sup> March 2023 to ensure compliance and continuation of service provision.
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- 3 February 2023
	<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 checked="" type="checkbox"/> Yes <input 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</b>	Authorised decision maker <sup>10</sup>

<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.

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

<b>Decision</b>	Director of Resources- Neil Evans	
	Signature 	Date 24/2/23