

Delegated Decision Notice


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	Director of City Development		
Contact person:	Matthew Dolan	Telephone number: 0113 37 8686	
Subject²:	Approval to tender the Watercourse Maintenance Framework 2023		
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 Chief Officer (Highways and Transportation) has approved the request to tender and undertake subsequent evaluation of submissions for the Watercourse Maintenance Framework 2023 to 2025, with an initial contract period of two years, with the option to extend for a further two years.</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>1 This proposal will ensure all watercourses across Leeds are maintained for the duration of the framework. The use of the Watercourse Maintenance Framework is an efficient and cost-effective method of procuring this type of work.</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>A collaboration contract with other Yorkshire Highway Authorities was considered but due to the very individual requirements by each Authority a joint contract is not considered practical or that it would result in any cost saving.</p>		
Affected wards:	N/A		
Details of	Executive Member – briefed on 27 February 2023		

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.

consultation undertaken⁴:	Ward Councillors N/A		
	Chief Digital and Information Officer ⁵ N/A		
	Chief Asset Management and Regeneration Officer ⁶ N/A		
	Others N/A		
Implementation	Officer accountable, and proposed timescales for implementation The Highways Procurement team will aim to have the contract awarded prior the current arrangement expiring on the 31 st August 2023.		
List of Forthcoming Key Decisions⁷	Date Added to List:- 26/01/2023		
	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 report⁸	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 ⁹ 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 ¹⁰ Gary Bartlett – Chief Officer Highways & Transportation		
	Signature 	Date 27 February 2023	

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

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

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

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

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

⁹ 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.

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