

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:	Megan Chamberlain	Telephone number: 0113 378 7860	
Subject²:	Approval to Tender the Yorkshire Highway Alliance Supply of Precast Concrete Kerbs and Flags Contract 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 & Transportation) has approved the request to tender and undertake subsequent evaluation of submissions to the Yorkshire Highway Alliance (YHA) for the Supply of Precast Concrete Kerbs and Flags Contract 2023.</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>Consultation has taken place with members of the YHA who have confirmed their need for the contract to be in place. The finance and legal team have also been consulted as part of the report and confirmed that the necessary requirements for this have been met.</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 tender of the contract is required as it is an efficient method of procuring the supply of materials that are essential for the Council's fulfilment of its obligations as a Local Highway Authority. Catering to all YHA Authorities is in accordance with collaborative working aims, it provides value for money in comparison to tendering</p>		

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.

	individual orders across the YHA.	
Affected wards:	n/a.	
Details of consultation undertaken⁴:	Executive Member Infrastructure and Climate – 27 February 2023	
	Ward Councillors	
	Chief Digital and Information Officer ⁵	
	Chief Asset Management and Regeneration Officer ⁶	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation Highways Procurement team to undertake procurmenet activities in line with Contract Procedure Rules. The contract will need to be awarded and in place by 12 th August 2023.	
List of Forthcoming Key Decisions⁷	Date Added to List:- 8 February 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

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.

	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 and Transportation	
	Signature 	Date 27 February 2023

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