

## 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 type="checkbox"/> £100,000 to £500,000 <input checked="" 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	<b>Telephone number:</b> 0113 378 7860	
<b>Subject<sup>2</sup>:</b>	Approval to Extend the West Yorkshire Supply and Installation of Traffic Signal Equipment to 2025		
<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>a) This report sought approval from the Chief Officer (Highways &amp; Transportation) to extend the Supply and Installation of Traffic Signal Equipment for a further 24 months to 2025. This is the only extension available as part of this contract.</p> <p>b) The incumbent contractors have been given the opportunity to submit a re-rate for the apparatus supplied and installations; the UTMC team have also requested rate be provided for additional apparatus and services undertaken by the contractors. In doing this, contractors have submitted competitive rates for the apparatus and services.</p> <p>c) The estimated spend on the contract from the UTMC team over the additional 2 years is in the region of £7.5m.</p> <hr/> <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 report seeks approval from the Chief Officer (Highways &amp; Transportation) to extend the West Yorkshire Supply and Installation of Traffic Signal Equipment for a further 24 months to 13th May 2025. This is in accordance with Contract Procedure Rule 21.</p> <p>2. The incumbent contractors have been given the opportunity to submit a re-rate for the apparatus supplied and installations; the UTMC team have also requested rate be provided for additional apparatus and services undertaken by the contractors. In doing this, contractors have submitted competitive rates for the apparatus and services.</p> <p>3. The estimated spend on the contract from the UTMC team over the additional 2 years is in</p>		

<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.

	the region of £7.5m.	
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision	
	<p>1 The extension of this Contract is an efficient use of Council resources and is judged to be value for money in comparison to preparing quotes for each individual work order.</p> <p>2 The extension will allow us to keep using the compliant contractors we procured at the first time of tendering on the same terms and conditions. Retendering is unlikely to result in any additional savings.</p>	
<b>Affected wards:</b>	n/a	
<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 Megan Chamberlain / PACS to extend the contract before it expires on 11 <sup>th</sup> May 2023.	
<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.

	<p><b>If exempt from call-in</b>, the reason why call-in would prejudice the interests of the council or the public:</p>	
<p><b>Approval of Decision</b></p>	<p>Authorised decision maker<sup>10</sup>  Gary Bartlett – Chief Officer, Highways &amp; Transportation</p>	
	<p>Signature</p> 	<p>Date</p> <p>11<sup>th</sup> May 2023</p>

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