

Delegated Decision Notice (DDN)

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" 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 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
Director¹	Resources		
Contact person:	Mandy Snaith	Telephone number: 0113 535 0255	
Subject²:	Supply of three 27000kg Electric Refuse Collection Vehicles as part of the Vehicle Replacement Programme with £3.93 million approved funding.		
Decision details³:	What decision has been taken? The Chief Officer Civic Enterprise Leeds approved to award a contract to Faun Zoeller (UK) Ltd for the supply of three 27 tonne Electric Refuse Collection Vehicles as part of the Vehicle Replacement Programme to the value of £1,514,685.00		
	A brief statement of the reasons for the decision Communities & Environment – Refuse Collection require three new 27 tonne Electric Refuse Vehicles to replace their old vehicles which are due replacement as advised in the 2022/23 Vehicle Replacement Programme The vehicles were tendered through The Procurement Partnership Ltd (TPPL) approved framework with Faun Zoeller (UK) Ltd as the preferred bidder. These are the first electric refuse vehicles to be purchased by the council. This is a significant operational decision as a direct result of key decision D55861.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision This is part of the vehicle replacement programme to replace diesel vehicles with electric vehicles		
Affected wards:			

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.

Details of consultation undertaken⁴:	Executive Member		
	Ward Councillors		
	Chief Digital and Information Officer ⁵		
	Chief Asset Management and Regeneration Officer ⁶		
	Others Fleet Services consulted with the end user on their new vehicle requirement. Procurement and Commercial Services consulted during the tender process.		
Implementation	Officer accountable, and proposed timescales for implementation Head of Catering and Fleet Services		
List of Forthcoming Key Decisions⁷	Date Added to List:-		
	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 type="checkbox"/> Yes	<input checked="" 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 The Chief Officer CEL - Sarah Martin		

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.

	Signature 	Date: 10.05.2023
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