

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	Director for Communities, Housing and Environment												
Contact person:	Rosie Harvey	Telephone number: 0113 3786352											
Subject²:	Contract Awards following the second Further Competition Exercise (67759) of the Garden and Food Waste DPS (Dynamic Purchasing System) (DN455903)												
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 for Environmental Services noted the content of this report and approved the appointment of the following tenderers as suppliers under the second further competition exercise (1st May 2023 to 30th April 2029) of the Garden and Food Waste Recycling DPS. Estimated value of the contracts is £7.5m. A detailed breakdown of the tonnage allocation and annual value of the contracts for each supplier is contained within the confidential Appendix 1 attached.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 10%;">Lot N^o</th> <th style="width: 25%;">Lot Description</th> <th style="width: 30%;">Contractors Appointed</th> <th style="width: 35%;">Sites Proposed</th> </tr> </thead> <tbody> <tr> <td rowspan="2" style="text-align: center; vertical-align: middle;">1</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">Garden Waste</td> <td style="text-align: center;">Biffa Waste Services Ltd</td> <td style="text-align: center;">Skelton Grange, Newsam Green</td> </tr> <tr> <td style="text-align: center;">Biowise Limited (T/A Wastewise)</td> <td style="text-align: center;">Esholt Waste Water Treatment Works</td> </tr> </tbody> </table>			Lot N ^o	Lot Description	Contractors Appointed	Sites Proposed	1	Garden Waste	Biffa Waste Services Ltd	Skelton Grange, Newsam Green	Biowise Limited (T/A Wastewise)	Esholt Waste Water Treatment Works
Lot N ^o	Lot Description	Contractors Appointed	Sites Proposed										
1	Garden Waste	Biffa Waste Services Ltd	Skelton Grange, Newsam Green										
		Biowise Limited (T/A Wastewise)	Esholt Waste Water Treatment Works										

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.

	2	Garden and Food Waste comingled	Lot not awarded – service not currently delivered
	3	Food Waste	Lot not awarded – service not currently delivered
<p>This is a significant operational decision as a direct consequence of a key decision taken on 6 February 2023 ref D55985</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 decision is needed to replace expired contracts for important waste streams which protects key frontline services.</p>			
<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.</p> <p>Different contract durations were considered and rejected for the reasons outlined in the report.</p>			
Affected wards:			
Details of consultation undertaken⁴:	Executive Member		
	Ward Councillors		
	Chief Digital and Information Officer ⁵		
	Chief Asset Management and Regeneration Officer ⁶		
	Others		

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.

Implementation	Officer accountable, and proposed timescales for implementation
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 Chief Officer for Environmental Services- John Woolmer
	Signature _____ Date _____  8 th June 2023

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.