

## Delegated Decision Notice (DDN)

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

<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input 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 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
<b>Director<sup>1</sup></b>	Director of Strategy and Resources		
<b>Contact person:</b>	Mandy Snaith	Telephone number: 0113 378 2332	
<b>Subject<sup>2</sup>:</b>	Authority to Procure Fleet Replacement Programme 2023/24		
<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>The Director of Strategy and Resources approved the procurement of vehicles using the TPPL framework with an estimated value of £7.8m for the 2023/24 fleet replacement programme</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>Fleet Services have identified 114 vehicles that need to be replaced urgently under the Vehicle Replacement Capital Programme with an estimated cost of £7.8 million.</p> <p>These vehicles have a direct impact on all wards within the council, they provide essential services critical for delivering statutory and income generating services.</p> <p>These include welfare buses, tipper/gritters for maintenance of the roads and public footpaths, the winter maintenance programme, maintenance of public buildings and spaces and maintenance of the council's housing stock, and medium sized vans for other essential services.</p> <p>TPPL provide better value for money in terms of charges for suppliers for accessing the frameworks, which would reflect in lower costs to Leeds City Council.</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.


	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The number of suppliers on the TPPL frameworks is vastly greater than LCC would be able to attract if it procured its own framework, and will therefore give added value for money through increased competition at mini-competition stage</p>
<b>Affected wards:</b>	ALL
<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 Fleet services have consulted with client departments.
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Head of Catering and Fleet Service – implementation during TPPL framework as described above.</p>
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- 13/2/23
	<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
	<p>Signature _____ Date _____</p>

<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

<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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup> The Director of Strategy and Resources – Mariana Pexton	
	Signature 	Date 14/6/23

<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.

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