

D-published-7/9/23 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 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 for Communities and Environment		
Contact person:	Rosie Harvey	Telephone number: 0113 37 86352	
Subject²:	<p>Authority to establish a Household Waste Recycling Site (HWRS) DPS (Dynamic Purchasing System) for residual waste, timber, inerts and plasterboard.</p> <p>Authority to award contracts under the first Further Competition exercise of the same DPS.</p>		
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 style="text-align: center;">The Chief Officer for Environmental Services under CPR 3.1.7 and 3.1.8 approves establishing a 12 year DPS (Dynamic Purchasing System) for the processing of a range of wastes (residual, timber, inerts and plasterboard) collected at the Councils HWRS (Household Waste Recycling Sites). The DPS will run from April 2024 until March 2036 and will be set up using the process outlined in this report.</p> <p style="text-align: center;">The Chief Officer for Environmental Services approves the acceptance onto the DPS of all suppliers who successfully pass the Standard Selection Questionnaire (SQ) and the subsequent award of contracts to those suppliers who are successful in the first further competition exercise according to the process outlined in this report and the evaluation criteria specified. The first further competition exercise will be for a duration of 4 years and has an</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

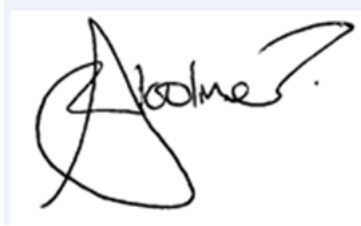
³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>estimated value of £21.5 million.</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> <ul style="list-style-type: none"> • Key services that need protecting with a formal contract • Value for money delivered through appropriate approach to competition
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None</p>
Affected wards:	N/A
Details of consultation undertaken⁴:	Executive Member
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation
List of Forthcoming Key Decisions⁵	Date Added to List:- 1/8/23
	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 report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

	If published late relevant Executive member's approval	
	Signature	Date
Call In	Is the decision available ⁷ for call-in?	<input type="checkbox"/> Yes <input 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 ⁸ Chief Officer Environmental Services	
	Signature	Date
		06/09/23

⁷ 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.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.