

Delegated Decision Notice

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 checked="" 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 of City Development		
Contact person:	James Hirst	Telephone number: 0113 3787458	
Subject²:	Approval to Award the Noise Insulation Contract 2024		
Decision details³:	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.)		
	The Chief Officer (Highways and Transportation) approved the recommendation to award the Noise Insulation Contract 2024 from 06 th February 2024 to 5 th February 2026 to DGB Joinery Ltd with a potential annual value of £200,000 with the option to extend until 2028 subject to satisfactory performance.		
	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)		
	The Environmental Studies Team have confirmed the need for this contract to be re-procured and have also been involved in the evaluation of the quality submission for this tender. Consultation has taken place with the finance section who have confirmed that sufficient funding is available.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision		
	The award of the Contract is an efficient method procuring this service which is required to be offered to residents in properties which meet certain criteria under the Noise Insulation Regulations (1975) as amended, where there is a new or substantially altered section of road or are affected by increased noise resulting from Transport Improvement schemes.		

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.

Affected wards:	n/a.		
Details of consultation undertaken⁴:	Executive Member n/a		
	Ward Councillors n/a		
	Chief Digital and Information Officer ⁵ n/a		
	Chief Asset Management and Regeneration Officer ⁶ n/a		
	Others n/a		
Implementation	Officer accountable, and proposed timescales for implementation The framework will be awarded by the 5 th February 2024.		
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:		

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.

Approval of Decision	Authorised decision maker ¹⁰ Oliver Priestley Head of Engineering and Infrastructure
	Signature 

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