

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	City Development		
Contact person:	James Hirst	Telephone number: 0113 3787458	
Subject²:	Authority to procure the Mobile Elevated Working Platforms Framework 2024.		
Decision details³:	What decision has been taken?		
	1 The Chief Officer (Highways and Transportation) approved the recommendation to tender the Mobile Elevated Working Platform Framework 2024 with an estimated value of £160,000 over the 4-year life of the framework using the evaluation criteria within the contract documents to assess submitted tenders.		
	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) 2 The Council being the Highway Authority has a statutory duty to ensure that highway structures are maintained for reasons of public safety under the Highways Act 1980. 3 This framework is for the provision of various types of mobile elevated working platforms with or without a supplied operator. 4 This framework is necessary to enable staff to carry out “touching distance” inspections of bridges and structures.		
Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision			
5 The tender of this framework is an efficient method of providing the Bridges Section with this plant hire resource which is essential to their service.			
Affected wards:	N/A		
Details of consultation	Executive Member N/A		
	Ward Councillors N/A		

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.

undertaken⁴:	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 6 James Hirst and the Highways Procurement team will aim to have the new framework in place to commence on the 15 th July 2024 when the current contract expires to provide continuity in the service.	
List of Forthcoming Key Decisions⁷	Date Added to List:- n/a	
	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 O Priestley Head of Engineering and Infrastructure	
	Signature 	Date 30/04/2024

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.

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