

**INDIVIDUAL CABINET MEMBER DECISION-MAKING
RECORD OF DECISION**

PART A

| DETAILS OF REPORT <i>(Officers to complete this section prior to issuing to cabinet member)</i> | |
|---|---|
| Title of report | Gateway 1 Procurement Strategy Approval Removals, storage and disposal services |
| Decision-maker | Cabinet Member for Council Housing |
| Earliest date when decision can be taken | 12 May 2021 |
| Key decision – Yes/No? | No |
| Date published on forward plan | N/A |
| Date sent to cabinet member | 6 May 2021 |
| Recommendation | <ol style="list-style-type: none"> 1. Approves the procurement strategy outlined in this report to use the Yorkshire Purchasing Organisation (YPO) framework for the provision of removals, storage and disposal services contract at an estimated annual cost of £750k for a period of two years with an option to extend for up to a further two years (in two 12-month increments) making a total estimated contract value of £3m commencing on 1 October 2021. 2. Notes that the Council has signed a non-committal YPO customer access agreement at no cost which allows officers access to the YPO framework. |

ORIGINATING AUTHOR'S DETAILS

(Officers to complete this section prior to issuing to cabinet member)

| | |
|---|---|
| Lead officer (Name and job title) | Michael Scorer, Strategic Director of Housing and Modernisation |
| Report author (Name and job title) | Jay Shaw, Project officer |
| Contact Number | 020 7525 5905 |

PART B

(Cabinet member to complete this section)

DECISION(S)

I agree the recommendations

REASONS FOR DECISION

As set out in report

**ALTERNATIVE OPTIONS
CONSIDERED**

None

REPRESENTATIONS RECEIVED

None

ADDITIONAL ADVICE RECEIVED

None

ANY INTERESTS DECLARED

Note: If the decision-maker has a disclosable pecuniary interest in the matter the report must be referred to the full cabinet for decision.

Where a cabinet member may discharge a function alone and becomes aware of a disclosable pecuniary interest in a matter being dealt with or to be dealt with by her/him, the cabinet member must notify the monitoring officer of the interest within 28 days and must not take any steps or further steps in the matter.

If a member is unsure as to whether an interest is a disclosable pecuniary interest they should contact the governance team for advice.

None

DECLARATION

I approve/~~reject~~ the recommendations set out in the report.*

or

~~I approved an alternative course of action set out in Part B.*~~

or

~~I have referred this matter to the Full Cabinet for decision.*~~

(* - Please delete as appropriate)

Signed.....  Dated.....26/05/21.....

Cabinet Member

Please return completed hard copy of the form to Constitutional Team, 160 Tooley Street, PO BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.

Seeking advice

You should seek advice from the relevant officer on a number of occasions:

- (a) If you wish to consider alternative options
- (b) If you are considering rejecting the proposals

Otherwise it is at your discretion when you should seek further advice and you should do so when you consider it appropriate.