

REQUEST TO ADD A KEY DECISION TO THE 'LIST OF FORTHCOMING KEY DECISIONS'

SUBJECT / TITLE: <i>(please use no more than 20 words)</i>	Extension of contract 27176 – Corporate Furniture Contract in line with the original awarded contract
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REASON WHY THE DECISION IS CLASSED AS A KEY DECISION	
Incurring expenditure or savings over £250,000?	Yes YES No <input type="checkbox"/>
Outcome will have a significant effect on communities living in an area comprising one or more wards?	Yes <input type="checkbox"/> No <input type="checkbox"/> NO If yes, please list the relevant Wards:

WHO WILL MAKE THE DECISION	
Decision maker ¹ :	Helena Phillips
Expected date of decision ² :	30 th September

LEAD / CONTACT OFFICER DETAILS³	
Name of Lead Officer:	Joanne Miklo
Job title of Lead Officer:	Head of Business Administration
Telephone number of Lead Officer <i>(if provided this will be published on the Council's website):</i>	0113 3951490

DOCUMENTS TO BE CONSIDERED BY THE DECISION MAKER⁴:	Report requesting extension of the contract 27th August 2014. Report to Changing The Workplace board 17th August 2014.
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¹ This must be a Director named in Article 12 of the Constitution, or the Executive Board. Please give the job title rather than the name of the officer.

² This date must be at least 28 clear calendar days after the decision has been added to the List, unless you are using the general exception provisions outlined in the Executive and Decision Making Procedure Rules in Part 4 of the Constitution. You must choose a specific meeting date if the proposed decision is being made by the Executive Board.

³ The Lead Officer should be familiar with the details of the decision and may be contacted by members of the public or Councillors for further information or to provide copies of the documents to be considered as and when they become available.

⁴ Please note that these documents only need to be listed and do not need to be provided at this stage. At the very least this list should include a report to the decision maker.

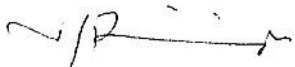
	Report awarding the initial tender to Flexiform September 2012.
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PROPOSED CONSULTATION	
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Consultation process:	Changing the Workplace Board PPPU
List of consultees:	Members of Changing the Workplace Board Andrew Tate - PPPU

EXECUTIVE BOARD DECISIONS ONLY	
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Relevant Executive Member Portfolio ⁵ :	
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Chief Officer's signature: 	Date:
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Once completed please send this form to your Directorate contact for publishing.

⁵ Please refer to Part 3 Section 3B of the Constitution for an overview of the roles and responsibilities of each Executive Member and insert the relevant portfolio title here e.g. 'Leader of Council', or 'Leisure and Skills'. If the proposed decision is being made by a Director this step is not necessary.