


DELEGATED DECISION NOTIFICATION

This form is used both to give notice of an officer's intention to make a Key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended will be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

LEAD DIRECTOR ⁱ :	Deputy Chief Executive
SUBJECT ⁱⁱ :	Authority to procurement a framework contract for the provision of Cleaning Materials, Equipment and Supplies
DECISION DETAILS ⁱⁱⁱ :	<p>The Chief Officer of CEL authorises a procurement exercise to put in place a Leeds City Council Cleaning Materials, Equipment and Supplies framework contract valued at £900k pa. The contract when awarded will be for a period of 3 years with the option to extend a further 1 x 12 month periods from 1st September 2015 to 31st August 2018.</p> <p>The Chief Officer of CEL is recommended to approve the tender evaluation methodology mentioned in the A to P report and that the evaluation scoring will have a weighting of 80% price and 20% quality.</p>
TYPE OF DECISION:	<input type="checkbox"/> Council function (not subject to call-in) <input checked="" type="checkbox"/> Executive decision (Key) Is the decision eligible for call-in? ^{iv} <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Executive decision (Significant Operational ^{vi} – not subject to call-in)
NOTICE ^{vii} / CALL-IN (KEY DECISIONS ONLY):	Date the decision was published in the List of Forthcoming Key Decisions: 10 th April 2015 If not on the List of Forthcoming Key Decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision:- If exempt from call-in, the reason why call-in would prejudice the interests of the Council or the public:-
AFFECTED WARDS:	ALL

DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member	Date consulted: Click here to enter a date.	Interest disclosed? ^{viii} <input type="checkbox"/> Yes (Date of dispensation: Click here to enter a date.) <input checked="" type="checkbox"/> No
	Ward Councillor	Date consulted: Click here to enter a date.	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation: Click here to enter a date.) <input checked="" type="checkbox"/> No
	Others ^{ix} (please with Union Convenors)	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation: Click here to enter a date.) <input checked="" type="checkbox"/> No
CAPITAL FUNDING APPROVAL REQUIRED:	Funding approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	(If yes to either, you must complete the Financial Development Funding Approval box below)
FINANCIAL DEVELOPMENT FUNDING APPROVAL / INJECTION (CAPITAL SCHEMES ONLY):	(Name: Click here to enter text.)	Scheme Number: Click here to enter text. CSR Number: Click here to enter text. Date: Click here to enter a date.	
CONTACT PERSON:	David Wilkinson	Telephone number ^x : 0113 3782355	
DECISION MAKER / AUTHORISED SIGNATORY ^{xi} :	(Name: Julie Meakin) 	Date: /05/15	

ⁱ The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.