

Delegated Decision Notification (DON)

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 to 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':	Martin Farrington									
Subject":	Renewal of Autodesk subscription with Graitec									
Decision details:	<p>The Chief Officer Highways & Transportation approved the invocation of the following Contract Procedure Rule</p> <p style="padding-left: 40px;">8.1 & 8.2 - to enter into a contract with a value of between £10K and £100K without seeking competition.</p> <p>to renew the current contract with Graitec for 12 months with the intention to review the contract in the final quarter.</p>									
Type of decision:	<p>Key decision (executive)</p> <p>Is the decision eligible for call-in? Yes No</p> <p>Is the decision exempt from call-in? Yes No</p> <p><input checked="" type="checkbox"/> Significant operational decision (council or executive – not subject to call-in)</p> <p>Administrative decision (council or executive – not subject to publication or call-in)</p>									
Notice^{v111} or call-in (key decisions only):	<p>Date the decision was published in the list of forthcoming key decisions:</p> <p>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:</p> <p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:</p>									
Affected wards:	None									
Details of consultation undertaken:	<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Executive Member</td> <td style="width: 33%;">Date consulted:</td> <td style="width: 33%;">Interest disclosed?^x</td> </tr> <tr> <td>_____</td> <td></td> <td>D Yes Date of dispensation:</td> </tr> <tr> <td></td> <td></td> <td><input checked="" type="checkbox"/> No</td> </tr> </table>	Executive Member	Date consulted:	Interest disclosed? ^x	_____		D Yes Date of dispensation:			<input checked="" type="checkbox"/> No
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_____		D Yes Date of dispensation:								
		<input checked="" type="checkbox"/> No								

Capital injection approval required:	Injection approval required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, you must complete the Approval box below)	
Capital Injection approval	Name: Title:	Capital scheme number: XXXXXX / XXX / XXX Date:
Contract details (procurement decisions only)	Contract reference number : LCCITS1400015	Contract title : Autodesk Licence and Support, Scheme Ref: 9J9N-DA2U93.
		Supplier : Graitec
Implementation (key decisions only)	Officer accountable for implementation Timescales for implementation ^{xi}	
Contact person:	Oliver Priestley	Telephone number ⁱⁱ : 01132475387
Decision maker or authorised signatory:	Name: Gary Bartlett <i>G J Bartlett</i>	Date: 16 June 2016

ⁱ The leader of the council may also make executive decisions and should be specified as the lead director where appropriate.

ⁱⁱ A brief title should be inserted here. 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.

ⁱⁱⁱ Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.

^{iv} See the executive and decision making procedure rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant scrutiny board. This includes a decision which has been modified by the decision maker following a recommendation by a scrutiny board after call-in of the earlier decision.