

## Delegated Decision Notification (DDN)

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.

<b>Lead director<sup>i</sup>:</b>	Director of City Development
<b>Subject<sup>ii</sup>:</b>	Approval of the Award of Contract for the Digital Knowledge Exchange service.
<b>Decision details<sup>iii</sup>:</b>	<p>Pursuant to the Director of City Development's scheme of delegation; having regard to the contents of the Award Report dated 26<sup>th</sup> April 2017 and the Executive Board report 9<sup>th</sup> March 2016, the Chief Officer for Economy &amp; Regeneration is recommended to:</p> <ul style="list-style-type: none"> <li>- Support the recommendations made by the Appraisal Panel and under CPR 18.1 approve the appointment award of the preferred bidder BE Group for the contract to deliver the Digital Knowledge Exchange service.</li> <li>- Authorise entry into all necessary contractual arrangements with the preferred bidder BE Group to deliver the Digital Knowledge Exchange service to the value of £617,272.61.</li> </ul>
<b>Type of decision:</b>	<input type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? <sup>iv</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? <sup>v</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Significant operational decision (council or executive <sup>vi</sup> – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive <sup>vii</sup> – not subject to publication or call-in)
<b>Notice<sup>viii</sup> or call-in (key decisions only):</b>	<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>
<b>Affected wards:</b>	

<b>Details of consultation undertaken:</b>	Executive Member	Date consulted:	Interest disclosed? <sup>x</sup>
	Cllr J Lewis	26/1/16	<input type="checkbox"/> Yes Date of dispensation:
	Cllr Rafique	9/2/16	<input type="checkbox"/> No
	Ward Councillor	Date consulted:	Interest disclosed?
			<input type="checkbox"/> Yes Date of dispensation:
			<input type="checkbox"/> No
	Others <sup>x</sup> please specify:	Date consulted:	Interest disclosed?
			<input type="checkbox"/> Yes Date of dispensation:
			<input type="checkbox"/> No
<b>Capital injection approval required:</b>	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, you must complete the Approval box below)		
<b>Capital Injection approval</b>	Name:	Capital scheme number:	XXXXX / XXX / XXX
	Title:	Date:	
<b>Contract details (procurement decisions only)</b>	Contract reference number:	Contract title	
	<u>DN249982</u>	<b>Digital Knowledge Exchange Service</b>	
		Supplier	<b>Business &amp; Enterprise Commercial Group Ltd, trading as BE Group</b>
<b>Implementation (key decisions only)</b>	Officer accountable for implementation		
	Timescales for implementation <sup>xi</sup>		
<b>Contact person:</b>	MUZ MUMTAZ	Telephone number <sup>xii</sup> :	0113 378 7606
<b>Decision maker or authorised signatory<sup>xiii</sup>:</b>	Name:	Date:	
		5/5/17	
	<b>Tom Bridges</b> Chief Officer for Economy & Regeneration		