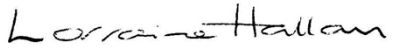


DELEGATED DECISION NOTIFICATION

LEAD DIRECTOR:	Director of Resources & Housing	
SUBJECT:	Approval to retender for an Employee Assistance Programme contract.	
DECISION DETAILS:	To retender through a full procurement process for a EAP contract starting from 1 st April 2018 to 31 st March 2021 with 2 further 12 month extensions where required to provide Leeds City Councils requirement for employee assistance including counselling.	
TYPE OF DECISION:	<input checked="" type="checkbox"/> Executive Function, Significant Operational Decision	
DIRECTORATE REQUESTING DECISION	Resources & Housing, Human Resources, Employee Assistance/staff wellbeing	
PPPU&PU OFFICER	Rachael Grimes	
CONTACT PERSON:	Jeff Thompson	Telephone number: 37 89354
DECISION MAKER / AUTHORISED SIGNATORY:	Signature:  Name: Lorraine Hallam	Date: 28 th November 2017

**delete as applicable*