


# Delegated Decision Notice

## PART A<sup>1</sup>

Use this form to record the fact that an officer or the Leader is going to take or has taken a key decision or a publishable administrative decision.

(See Article 13 for definitions of categories of decision, and the Executive and Decision Making Procedure Rules for requirements in relation to publication.)

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Publishable Administrative Decision
<b>Reason for publication</b>	<input type="checkbox"/> In excess of £500,000 <input type="checkbox"/> Significant Impact in an area the size of one ward or more	<input checked="" type="checkbox"/> Over £250,000 <input type="checkbox"/> Below £250,000 and other reason for publication
	Date added to List of Forthcoming Key Decisions: n/a	
<b>Director<sup>2</sup></b>	Director of Strategy and Resources	
<b>Contact person:</b>	Mandy Snaith	Telephone number: 37 82332
<b>Subject<sup>3</sup>:</b>	Extensions for the Supply of Groceries	
<b>What decision will be / has been taken?</b>	<p>The decision maker has approved the recommendations <b>set out in the report</b> attached. In addition the decision maker approves the decisions <b>set out below</b>:            (Set out all necessary decisions to be taken by the decision taker including exempt information, exemption from call in etc.)</p> <p>The Chief Officer Civic Enterprise Leeds approved extensions to the following contracts 64837 from 1st August 2024 for a period of 12 Months to 31 July 2025 the following: -</p> <p>Lot 1 – Dairy and Non-dairy, to AF Blakemore &amp; Son t/a Blakemore Foodservice for an estimated annual price of £507,000</p> <p>Lot 2 – Dry Goods to AF Blakemore &amp; Son t/a Blakemore Foodservice for an estimated annual value of £596,000</p> <p>Lot 3 – Tinned Goods to JJ Food Service Ltd for an estimated annual value of £272,800            Total estimated annual value of all contract £1,375,800</p> <p>Further, to note that Appendix 1 is deemed confidential under access to Information Procedure Rule number: 10.4(3)</p>	
<b>Decision details:</b>	Set out in report attached. <input checked="" type="checkbox"/>	
<b>EDCI</b>	Screening attached <input checked="" type="checkbox"/>	Assessment (EIA) attached <input checked="" type="checkbox"/>
<b>Approval of publication of Decision</b>	Authorised decision maker <sup>4</sup> Sarah Martin Chief Officer Civic Enterprise Leeds	
	Signature 	Date 12 <sup>th</sup> June 2024

<sup>1</sup> Complete for ALL publishable decisions (key and administrative)

<sup>2</sup> Director with delegated responsibility set out in Constitution for function to which decision relates.

<sup>3</sup> 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

<sup>4</sup> Give the post title and name of the officer with appropriate delegated authority set out in Director's sub-delegation scheme.

## Delegated Decision Notice

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Information for monitoring purposes

<b>Approximate value<sup>5</sup></b>	Proposed Expenditure £1,375,800	Anticipated Saving	Anticipated Income
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<sup>5</sup> Over lifetime of decision (or one year if decision open-ended)