


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.

Lead director:	Director of Resources and Housing		
Subject:	Approval to award a contract to CDW Limited for the provision of end user compute break/fix services with an option to include ancillary services and goods relating to end user compute.		
Decision details:	The Chief Digital and Information Officer approves entering into a 1 (one) year contract with CDW Limited for the provision of end user compute break/fix services with an option to include ancillary services and goods relating to end user compute, to commence on the 9th July 2018 and expire on the 8th July 2019, with an estimated contract spend of £175,000.		
Type of decision:	<input type="checkbox"/> Key decision (executive) Is the decision eligible for call-in? <input type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Significant operational decision (council or executive – not subject to call-in) <input type="checkbox"/> Administrative decision (council or executive – not subject to publication or call-in)		
Notice or call-in (key decisions only):	Date the decision was published in the list of forthcoming key decisions: 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:	None		
Details of consultation undertaken:	Executive Member	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No

	Others please specify:	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes Date of dispensation: <input type="checkbox"/> No
Capital injection approval required:	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, you must complete the Approval box below)		
Capital Injection approval	Name: Title:	Capital scheme number: XXXXX / XXX / XXX Date:	
Contract details (procurement decisions only)	Contract reference number DN352070	Contract title End user compute break/fix services	
		Supplier CDW Limited	
Implementation (key decisions only)	Officer accountable for implementation Timescales for implementation		
Contact person:	Steph Gledhill	Telephone number: 0113 378 4366	
Decision maker or authorised signatory:	Name: 	Date: 9 July 2018	