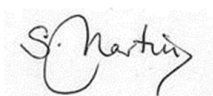


Delegated Decision Notice

PART A¹

Use this form to record the fact that an officer or the Leader is going to take or has taken a key decision² 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.)

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Publishable Administrative Decision
Reason for publication	<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
Decision timetable	Date added to List of Forthcoming Key Decisions: N/A	
	Decision date N/A	Date call in will close N/A
Director³	Strategy & Resources	
Contact person:	Craig Simpson	Telephone number: 0113 378 5416
Subject⁴:	Contract Award Report - Automatic Doors, Barriers and Gates (Civic & Commercial Properties) Maintenance, Repairs and New Installations	
Decision details:	Set out in report attached. <input checked="" type="checkbox"/>	
EDCI	Screening attached <input type="checkbox"/>	Assessment (EIA) attached <input type="checkbox"/>
Approval of publication of Decision	The decision maker has approved the recommendations set out in the report attached with effect from the decision date.	
	Authorised decision maker ⁵ Sarah Martin Chief Officer Civic Enterprise Leeds	Signature 

Approximate value⁶	Proposed Expenditure £480,000.00	Anticipated Saving	Anticipated Income
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¹ Complete for ALL publishable decisions (key and administrative)

² The DDN should be completed, signed and published together with the supporting report **five clear days in advance** of a key decision being taken and made available for call in, unless special urgency applies. For publishable administrative decisions the DDN and report should be published as soon as practicable after the decision has been taken.

³ Director with delegated responsibility set out in Constitution for function to which decision relates.

⁴ 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

⁵ Give the post title and name of the officer with appropriate delegated authority set out in Director's sub-delegation scheme.

⁶ Over lifetime of decision (or one year if decision open-ended)