

## Key Decision Record – Officers

This record must be completed as soon as the decision is made and forwarded together with any reports immediately to Democratic Services.

**Name of Officer taking decision:** *(please give name and title)*

Dave Clarke, Strategic Director of Resources

**Date of Decision:**

29/04/2010

**Urgent Matter: Yes/No\*      If Urgent Name of Councillor Giving Consent**

No

**Confidential or Exempt** *[please state category of exempt information]*

No

### Summary of Matter

Require authorisation from Strategic Director to run a procurement exercise for the provision of Lift maintenance and repair services. The contract value is over £500,000.

### Decision Taken

Strategic Director of Resources gave authorisation via email on the 21<sup>st</sup> April 2010

***Is the decision taken contrary to or not wholly in accordance with the policy framework or budget?***

No

### Reasons for Decision

To run a compliant European Procurement Procedure in a transparent manner.

**Any Alternative Options Considered and Rejected**

None – a procurement process must be followed following the Council's Contract Standing Orders and EU Directives.

**List of Reports considered** [please attach or forward a copy]

None

**List of Background Papers** [please include directorate contact names and numbers for access to background papers]

None

**Any members consulted together with any declarations of interests and any dispensations from the Audit and Standards Committee**

None