

**OFFICER DELEGATION SCHEME  
RECORD OF OPERATIONAL DECISION**



**TO BE UPLOADED TO THE E-MEETINGS MANAGER**

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| <b>Date:</b> 28 <sup>th</sup> November 2019   | <b>Ref No:</b> PUR 425                           |              |
| <b>Type of Operational Decision:</b>  |  |              |
| <b>Executive Decision</b> <input checked="" type="checkbox"/>   | <b>Council Decision</b> <input type="checkbox"/> |              |
| <b>Status:</b> For Publication  |  |              |
| Title/Subject matter: <b>Provision of a Housing Needs and Demand Assessment and subsequent Housing Strategy</b>   |  |              |
| <b>Budget/Strategy/Policy/Compliance</b> - Is the decision:   |  |              |
| (i) within an Approved Budget   | Yes  |              |
| (ii) not in conflict with Council Policy  | Yes  |              |
| (iii) not raising new issues of Policy  | Yes  |              |
| <b>Equality Impact Assessment</b><br>[Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]  |  |              |
| <b>Details of Operational Decision Taken [with reasons]:</b><br>An opportunity was advertised on The Chest in accordance with Contract Procedure Rule 4.1 with xx organisations expressing an interest in receiving the tender documentation. Two bids were returned by the required closing date and it is recommended that<br><br>Campbell Tickell Ltd, 5 Technology Park, Colindeep Lane, Colindale, London NW9 6BX<br>Is selected as the organisation providing best value to the Council for this project<br><b>See attached note for details.</b> |  |              |
| <b>Decision taken by:</b>   | <b>Signature:</b>                                | <b>Date:</b> |
| Chief Executive   | <i>G P L: HCU</i>                                | 4/12/19      |
| <b>Notes</b>  |  |              |
| 1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Executive Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.   |  |              |
| 2. <b>This form must not be used for urgent decisions.</b>  |  |              |