

6. Who will make the Decision?

(please tick one box only: if the Decision is to be taken by the Cabinet Member, he or she will need to address the interest question. This section needs to be completed before the Decision route is endorsed by the Leader)

Leader	Cabinet	Cabinet Member (name)
		Mark Dance

Has the Cabinet Member declared any interest pecuniary or otherwise in the Proposed Decision?	Pecuniary		Non Pecuniary		<i>*If YES, please give details</i>
	*YES	NO	*YES	NO	
		√		√	

7. Has the proposed Decision route been endorsed by the Leader?

YES	√	NO	
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8. Is the proposed decision contrary to or inconsistent with a policy within the Policy Framework?	Is the proposed Decision within the agreed Budget?	<i>If you have any doubts, please consult Stuart Ballard or Geoff Mills in Democratic Services or the Director of Finance.</i>
YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	

Please specify which document(s) in the Policy Framework the proposed Decision stems from (if none, write 'none')
None

9. MANDATORY CHECKS <i>Is Corporate Finance satisfied with the financial implications of the proposed Decision?</i>	<i>*Comment (mandatory where response is 'NO')</i>
YES <input checked="" type="checkbox"/> *NO <input type="checkbox"/>	

The following where relevant	YES	NO	N/A
Personnel:	√		
Property:	√		
Strategic Procurement Adviser/Corp Procurement			√
Information Systems:			√
Legal:			√

10. OTHER CHECKS <i>(a) Local Member(s); (b) other Cabinet Portfolio holders affected by the proposed Decision</i>					
	YES	*NO	N/A	Where YES, give names	<i>*Comment (mandatory where response is 'NO')</i>
Local Member(s)	√			Mrs Elizabeth Tweed	
Cabinet Member(s)			√		

WHEN COMPLETED SEND THIS PREPARATION SHEET TOGETHER WITH YOUR REPORT TO DEMOCRATIC SERVICES