

**EXECUTIVE DECISIONS TAKEN BY DELEGATED OFFICER
NOTICE OF DECISION**

THIS SECTION TO BE COMPLETED BY THE PORTFOLIO HOLDER AND CONTACT OFFICER

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| TITLE OF DECISION: Corporate Non-Housing Delivery Plan Ryelands House Phase 2 – Improvements to Communal Areas | | | |
| NAME OF DECISION TAKER: | | SUSAN PARSONAGE | |
| POSITION AND RESPONSIBILITY HELD: | | CHIEF EXECUTIVE | |
| CONTACT OFFICER: | | SARAH PRICE | |
| TELEPHONE: | | 01524 582083 | |
| E-MAIL: | | sprice@lancaster.gov.uk | |
| Details of Decision: Award of contract to JE Harrison Builders (Kirkham) Ltd. for improvement works to communal areas at Ryelands House. | | | |
| Reasons for the decision: As part of the continuing “Corporate Non-Housing Delivery Plan”, Ryelands House has been identified as requiring works. Parts of this building are leased but work to the communal areas falls under the responsibility of Lancaster City Council. This includes flooring, electrical work and toilets. JE Harrison Ltd. have been identified as suitable contractors to commence work as identified in their tender. Project identified as part of the ongoing Capital Project works as discussed in Cabinet report 13/02/18 minute 77 General Fund Revenue Budget and Capital Programme. | | | |
| IS THE DECISION URGENT No PLEASE DELETE AS APPROPRIATE AND GIVE REASONS FOR URGENCY BELOW: | | | |
| I CONFIRM THAT I HAVE BEEN CONSULTED ON THE ABOVE DECISION AND THAT IT IS URGENT AND REASONABLE IN ALL THE CIRCUMSTANCES. (IN ACCORDANCE WITH SECTION 17 OF THE OVERVIEW & SCRUTINY PROCEDURE RULES) SIGNATURE OF THE OVERVIEW & SCRUTINY CHAIRMAN: N/A | | | |
| SIGNATURE OF DECISION TAKER: | | Susan Parsonage | |
| DATE: | | 04.05.18 | |
| <i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i> | | | REF NO. ODD31 |
| DATE DECISION TAKEN: | 04.05.18 | DATE RECEIVED BY DEMOCRATIC SERVICES: | 04.05.18 |
| DATE DECISION PUBLISHED: | 04.05.18 | IMPLEMENTATION DATE (publication day + 5 working days): | 15.05.18 |