



**INDIVIDUAL CABINET MEMBER AND OFFICER DELEGATED DECISIONS**

**THURSDAY, 13 NOVEMBER 2008**

Please find enclosed Decision Notices in connection with the following:

**Officer Delegated Decisions:-**

1. **Tender Acceptance - Energy Performance Certificates (Page 1)**
2. **Tender Acceptance - Lancaster Science Park (Page 2)**

Please note that these are subject to call-in.

**Queries regarding these documents**

Please contact Tom Silvani, Democratic Services, Telephone 01524 582132 or e-mail [tsilvani@lancaster.gov.uk](mailto:tsilvani@lancaster.gov.uk).

Gillian Noall,  
Head of Democratic Services,  
Town Hall,  
Dalton Square,  
Lancaster LA1 1PJ

Published on Thursday, 13 November 2008

# LANCASTER CITY COUNCIL

*Promoting City, Coast & Countryside*

## EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER OR DELEGATED OFFICER NOTICE OF DECISION

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

<b>TITLE OF DECISION:</b> <b>ENERGY PERFORMANCE CERTIFICATES FOR ALL COUNCIL HOUSING STOCK</b>			
<b>NAME OF DECISION TAKER:</b>		MARK CULLINAN	
<b>POSITION AND RESPONSIBILITY HELD:</b>		CHIEF EXECUTIVE	
<b>CONTACT OFFICER:</b>		ROBERT NOBLE	
<b>TELEPHONE:</b>		01524 582457	
<b>E-MAIL:</b>		rnoble@lancaster.gov.uk	
<b>Details of Decision:</b> (1) That Harrison Willis & Moore be appointed to undertake the surveying and processing of Energy Performance Certificates for all Council Housing stock as outlined in the tender brief.			
<b>Reasons for the decision (continue on separate sheet or append relevant papers as necessary):</b>  The Council Housing Revenue Account for 2008/09 includes the sum of £55,000 to carry out an Energy Survey of the Council Housing stock in order to provide Energy Performance Certificates (EPCs) for the dwellings in accordance with the European Energy Performance of Buildings Directive. There is now a requirement to provide Energy Performance Certificates for all new tenancies and sales. Therefore the most economical method of providing these is to undertake a survey of approximately 20% of the stock and clone the information to the remainder of the stock so that all Council Housing Dwellings will have an EPC. It is also in accordance with the Council's Corporate Priority to support sustainable communities.  It was recommended that Harrison Willis and Moore should, therefore, be appointed as the Council's contractor for undertaking the energy survey and processing the EPCs for all the Council Housing stock as outlined in the tender brief.			
<b>IS THE DECISION URGENT <del>Yes</del>/NO PLEASE DELETE AS APPROPRIATE AND GIVE REASONS FOR URGENCY BELOW:</b> N/A			
<b>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 &amp; SCRUTINY PROCEDURE RULES)</b> <b>SIGNATURE OF THE OVERVIEW &amp; SCRUTINY CHAIRMAN:</b> N/A			
<b>I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.</b>			
<b>SIGNATURE OF DECISION TAKER:</b>		M. Cullinan	
<b>DATE:</b>		28 <sup>th</sup> October 2008	
<i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i>			<b>REF NO.</b>
			<b>OD51</b>
<b>DATE DECISION TAKEN:</b>	28.10.08	<b>DATE RECEIVED BY DEMOCRATIC SERVICES:</b>	28.10.08
<b>DATE DECISION PUBLISHED:</b>	13.11.08	<b>IMPLEMENTATION DATE (publication day + 5 working days):</b>	21.11.08

*A copy of the report considered by the decision taker should be appended to this form and forwarded immediately to Democratic Services on completion.*



*Promoting City, Coast & Countryside*

**EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER OR DELEGATED OFFICER  
NOTICE OF DECISION**

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

<b>TITLE OF DECISION:</b> LANCASTER SCIENCE PARK – PROVISIONS OF PLANNING AND HIGHWAY DESIGN/TESTING SERVICES			
<b>NAME OF DECISION TAKER:</b>		MARK CULLINAN	
<b>POSITION AND RESPONSIBILITY HELD:</b>		CHIEF EXECUTIVE	
<b>CONTACT OFFICER:</b>		PAUL ROGERS	
<b>TELEPHONE:</b>		01524 582334	
<b>E-MAIL:</b>		progers@lancaster.gov.uk	
<b>Details of Decision:</b> (1) That White Young Green be appointed to provide planning and highway design/testing services for Lancaster Science Park as outlined in the tender brief.			
<b>Reasons for the decision (continue on separate sheet or append relevant papers as necessary):</b> Lancaster City Council, Lancaster University and the North West Development Agency are working in partnership to develop a Science Park at a site close to Lancaster University. Practices from the NWDA Framework Panel have been invited to submit a tender for planning and highways design/testing services.  The tender evaluation was conducted in two stages and following tender assessment and interview, it was recommended that White Young Green should, therefore, be appointed as the Council's contractor for undertaking the planning and highway design/testing services for Lancaster Science Park as outlined in the tender brief.			
<b>IS THE DECISION URGENT Yes/NO PLEASE DELETE AS APPROPRIATE AND GIVE REASONS FOR URGENCY BELOW:</b> N/A			
<b>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 &amp; SCRUTINY PROCEDURE RULES)</b> SIGNATURE OF THE OVERVIEW & SCRUTINY CHAIRMAN: N/A			
<b>I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.</b>			
<b>SIGNATURE OF DECISION TAKER:</b>		MARK CULLINAN	
<b>DATE:</b>		5th November 2008	
<i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i>			<b>REF NO.</b> OD52
<b>DATE DECISION TAKEN:</b>	05.11.08	<b>DATE RECEIVED BY DEMOCRATIC SERVICES:</b>	05.11.08
<b>DATE DECISION PUBLISHED:</b>	13.11.08	<b>IMPLEMENTATION DATE ( publication day + 5 working days):</b>	21.11.08

*A copy of the report considered by the decision taker should be appended to this form and forwarded immediately to Democratic Services on completion.*