

**EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER
NOTICE OF DECISION**

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

TITLE OF DECISION: AWARD OF 3 YEAR CONTRACT FOR INCOME MANAGEMENT SYSTEM			
NAME OF DECISION TAKER:	NADINE MUSCHAMP		
POSITION AND RESPONSIBILITY HELD:	CHIEF OFFICER (RESOURCES) SECTION 151 OFFICER		
CONTACT OFFICER:	ANDREW CLARKE		
TELEPHONE:	01524 582138		
E-MAIL:	aclarke@lancaster.gov.uk		
Details of Decision: Award of a new 3 year contract to Civica for the current income management system.			
Reasons for the decision: The current contract expires on 31 March 2015, but due other work priorities and resources a full tender has not been appropriate during this financial year. Following negotiations the current supplier has offered a new contract for a 3 year period at a cost less than currently budgeted. An exception to tender has been completed and approved. It should be noted that a full tender process will be completed prior to the expiry of the new contract. The new contract will come into effect from 01 April 2015, however the current price offered is only valid until around the middle of January 2015.			
IS THE DECISION URGENT No (subject to meeting outline timescale above) 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:		Nadine Muschamp	
DATE:		15/01/15	
<i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i>			REF NO. ODD25
DATE DECISION TAKEN:	15.1.15	DATE RECEIVED BY DEMOCRATIC SERVICES:	15.1.15
DATE DECISION PUBLISHED:	15.1.15	IMPLEMENTATION DATE (publication day + 5 working days):	23.1.15