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# Record Of Decision Taken Under Scheme Of Delegation By Member Of Senior Management Team In Consultation With Portfolio Holder and Chair of My Neighbourhood Forum



**SMT Member:**  
**Service Group:**  
**Portfolio Holder:**  
**Portfolio/Committee:**  
**My Neighbourhood Chair:**  
**My Neighbourhood Forum:**  
**Subject:**

Denise Johnson  
Community Works  
Cllr Phil Smith  
Regeneration & Healthy Communities  
Cllr Jane Bell  
Leyland  
*Love Leyland*  
Responsible Member: Cllr Mick Titherington

**Decision:**

Permission to spend core funds of up to £3000 allocated to Leyland Neighbourhood Forum to replace 12 noticeboards.

**Details and Reasoning:**

**Background:**  
The 11 community noticeboards across Leyland are in various stages of disrepair, and have begun to attract complaints from members of the public. One was so badly deteriorated that it has had to be removed. The lockable cabinet outside the Civic Centre (that is intended to hold Neighbourhood Forum notices) is also broken and unusable, although the board it is mounted on can be reused. Noticeboards are a valued community resource, and are needed to communicate news about the Neighbourhood Forum.

**Proposal:**  
New boards will be fixed to the existing posts. Each new board will incorporate a lockable cabinet that will be used only for Forum notices. Ward Members will be responsible for updating the material. The total cost of the project will be £3000, which includes 11 new boards, 12 cabinets (including a new Civic Centre cabinet), and fitting:

| Item                                                                  | Unit cost | Total        |
|-----------------------------------------------------------------------|-----------|--------------|
| 11 x New external ply board, 1200mm w x 850mm h, varnished and capped | £88       | £968         |
| 11 x A1 'budget' lockable cabinet                                     | £99       | £1089        |
| A1 side hinged lockable 'tradition' cabinet for Civic Centre          | £239      | £239         |
| Fitting of all the above (estimated maximum cost)                     |           | £700         |
| <b>TOTAL</b>                                                          |           | <b>£2996</b> |

**Wider Implications (Financial, Legal & Risk):**  
**Report attached?**  
**Exempt from publication?**  
**If exempt, give reason(s):**

As the existing boards fall into greater repair, they are becoming hazardous.  
No

**Signed:**

|                                    |                                 |                                       |
|------------------------------------|---------------------------------|---------------------------------------|
| Financial Management<br>J Blundell | Legal Services<br>D [Signature] |                                       |
| Date<br>20/10/17                   | Date<br>20/10/17                |                                       |
| SMT Member<br>D A Johnson          | Portfolio Holder<br>[Signature] | My Neighbourhood Chair<br>[Signature] |
| Date<br>26/10/17                   | Date<br>26-10-2017              | Date<br>24-10-2017.                   |

**Publication Date (DST use):**

FRIDAY, 3 NOVEMBER 2017

Decision template revised July 2004

**This decision will come into force and may be implemented five working days after its publication date, subject to being called in accordance with the council's constitution**