

## Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.


<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Director City Development		
<b>Contact person:</b>	James Anderson	Telephone number: 0113 378 5960	
<b>Subject<sup>2</sup>:</b>	Leeds Grand Theatre – Early Works Contract		
<b>Decision details<sup>3</sup>:</b>	What decision has been taken?		
	<p>That the Director of City Development approved the Council entering into an Early Works Underwriting Agreement (EWUA) with the Contractor and agreements for project manager and quantity surveyor services during the early works up to the sum of £500,000. This is due to urgent nature health and safety implications of the Theatre repairs. The EWUA will enable the Council to instruct the Contractor to commence the critical enabling works required on the Theatre site ahead of the approval of the Key Decision.</p>		
	<p>A brief statement of the reasons for the decision</p> <p>The enabling works form part of a series of legacy works to the fabric of the Leeds Grand Theatre required as urgent health and safety works to the roof a bowing wall and leaning masonry. £1.7m was injected into the capital programme and approved by Executive Board and Full Council in February 2024. The works need to take place during the Theatre’s down time to avoid cancellations and delays of performances which would result in significant income losses</p>		
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.</p> <p>None</p>		
<b>Affected wards:</b>	Little London and Woodhouse		
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member		
	Consulted in February 2024 Ward Councillors Consulted in February 2024 no comments received		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

<sup>4</sup> Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

	Chief Digital and Information Officer <sup>5</sup>	
	Chief Asset Management and Regeneration Officer <sup>6</sup>	
	Consulted and supportive of the project	
	Others	
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation James Anderson Implementation of Early works agreement 18 <sup>th</sup> March 2024	
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:-	
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision	
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
<b>Publication of report<sup>8</sup></b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
<b>Call In</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public: Significant Operational Decision (Chief Officer Decision not subject to call in)	
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup> Director City Development – Martin Farrington	
	Signature 	Date 14 March 2024

<sup>5</sup> See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

<sup>6</sup> See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

<sup>7</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

<sup>8</sup> See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

<sup>9</sup> See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

<sup>10</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.