

Delegated Decision Notice

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<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 type="checkbox"/> £100,000 to £500,000 <input checked="" type="checkbox"/> Over £500,000 Sits under previous key decision	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of City Development		
Contact person:	Martin Gresswell		Telephone number: 0113 378 7742
Subject²:	Design & Cost Report for Leeds Town Hall Essential stonework repairs and grant funded works to provide access to replace windows		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>The Chief Officer Culture and Economy;</p> <p>a) Provided Authority to Spend £250,000 from existing budgetary provision, Capital Scheme No. 16996 TRR ENB, for repairs to high level stonework at Leeds Town Hall.</p> <p>b) Noted that £347,000 is available from Capital Scheme 33433/BD2/000 with Authority to Spend in place, to allow the provision of scaffolding as part of a £1m government grant to replace windows at Leeds Town Hall</p> <p>c) Approved a variation of £597,000 to the current Heritage Maintenance contract to allow Berman Building to carry out the stonework repairs and commence the Salix funded window replacement under their existing contract.</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.


² 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

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

	<p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>The decision is needed in order to fund essential safety repairs to high level stonework at Leeds Town Hall and to also seek a variation to an existing contract on site at Leeds Town Hall with Bermar Building.</p> <p>A government grant of £1m has been received to replace the windows at Leeds Town Hall. A condition of the grant is that the window replacements should be completed by September 2021. The extension request for this element of the grant funding will align with the programme proposed for the windows. Any extension granted is not expected to exceed March 2022. The stonework repairs and window replacements both require scaffolding to the exterior of the building and the most cost-effective approach is to use the same scaffolding for both purposes. The scaffold required for the stonework repairs will rest on top of the scaffold needed for removing and replacing the windows.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision N/A</p>
Affected wards:	Hunslet and Riverside
Details of consultation undertaken⁴:	<p>Executive Member Ongoing briefings as part of larger schemes</p> <p>Ward Councillors Ongoing briefings as part of larger schemes</p> <p>Others</p>
Implementation	Officer accountable, and proposed timescales for implementation
List of Forthcoming Key Decisions⁵	<p>Date Added to List:-</p> <p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p>

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

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

	If Special Urgency Relevant Scrutiny Chair(s) approval	
	Signature	Date
Publication of report⁶	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
Call In	Is the decision available ⁷ for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
Approval of Decision	Authorised decision maker ⁸ Eve Roodhouse, Chief Officer Culture and Economy	
	Signature 	Date 12 May 2021

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁷ 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.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.