

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 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
Director¹	Director of Resources, Neil Evans		
Contact person:	Tariq Sadiq		Telephone number: 0113 378 6971
Subject²:	Discretionary Rates Relief (Inward Investment) for UtterBerry Limited		
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 Financial Services has approved the request from UtterBerry Limited for business rates relief at £171,530 over a three year period from Financial Year 2021/22.</p> <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>To secure a high value UK production centre in Leeds. The project represents a high-profile investment within Leeds, has a strong strategic fit with the city's key priority sectors and could serve to attract other similar companies to the city and act as a catalyst for further economic growth in the city with the related socio-economic benefits for Leeds.</p> <p>The project is forecast to create 157 full-time equivalent jobs by 2023 and 400 full-time and 400 part-time jobs by 2026, with an average salary of £36,000. The new roles include 15 apprentice positions. The project will support an investment in skills, unlocking an apprenticeship programme and investment in further skills training across the workforce.</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.

	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision
Affected wards:	Hunslet and Riverside
Details of consultation undertaken⁴:	Executive Member Councillor Jonathan Pryor
	Ward Councillors Councillor Mohammed Iqbal, Councillor Elizabeth Nash, Councillor Paul Wray
	Others
Implementation	Officer accountable, and proposed timescales for implementation Victoria Bradshaw, Chief Officer Financial Service, Leeds City Council It is proposed that the rates relief be released incrementally over 3 years as follows: 45% in FY 2021/22 (£77,188.50), 40% in 2022/23 (£68,612) and 15% in 2023/24 (£25,729.50).
List of Forthcoming Key Decisions⁵	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	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 _____

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

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

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 Victoria Bradshaw, Chief Officer Financial Service, Leeds City Council		
	Signature V. f. Bradshaw	Date 8 th July 2021	

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.