

## Delegated Decision Notice (DDN)

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>	Martin Farrington, Director of City Development		
<b>Contact person:</b>	Karen Murgatroyd	Telephone number: 0113 37 88531	
<b>Subject<sup>2</sup>:</b>	Authority to to sign a letter of intent with the David Oluwale Memorial Association (DOMA) in relation to the transfer of funds for the Hibiscus Rising sculpture.		
<b>Decision details<sup>3</sup>:</b>	<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 has authorised the Council to sign a letter of intent with DOMA setting out the terms for the transfer of funds raised for the Hibiscus Rising sculpture.</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 receive donations of various amounts as a result of past and future fundraising activities by DOMA, the sale of the Hibiscus Rising maquette and, if deemed appropriate at the time, the receipt and transfer by DOMA to LCC of any remaining assets of Leeds Culture Trust upon its dissolution.</p> <p>This decision follows a Delegated Decision on ownership and maintenance of a new public artwork in memory of David Oluwale in Aire Park on 20 May 2022 and approval from Executive Board on 22 June 2022 to front fund the cost of the artwork up to £1.83m.</p>		

<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.


	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The option to continue to work with DOMA on an informal basis without a legal agreement was considered, as was the option of a more formal cooperation agreement with DOMA. However, the PACS Legal Team advised upon a letter of intent as the most appropriate means of ensuring continued cooperation with DOMA in relation to donations for Hibiscus Rising.</p>
<b>Affected wards:</b>	
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member</p> <p>The Executive Member Economy, Culture and Education and the Executive Member Resources were consulted in May 2022 in advance of the Executive Board meeting where the principle of front-funding was agreed.</p>
	<p>Ward Councillors</p> <p>N/A</p>
	<p>Chief Digital and Information Officer<sup>5</sup></p> <p>N/A</p>
	<p>Chief Asset Management and Regeneration Officer<sup>6</sup></p> <p>N/A</p>
	<p>Others</p> <p>The Procurement and Commercial Services Legal Team have reviewed the terms of the letter of intent.</p>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>The responsible officer will be the Chief Officer Culture and Economy who chairs the LEEDS 2023 Partnership and Closedown Board, supported by the Head of Culture Programmes. They will monitor the closedown of LEEDS 2023 over the course of the next 18 months, including any donations and funding relating to the Hibiscus Rising sculpture.</p>
<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

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

<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

	<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:	
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup>	
	Eve Roodhouse Chief Officer, Culture and Economy	
	Signature	Date
		7 May 2024

<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.