

DECISIONS DELEGATED TO CABINET MEMBERS

Decision title:	St Aldate's Chambers Works
Decision date:	9 March 2022
Source of delegation:	Part 4.6 of the Constitution: the Leader may delegate executive responsibilities to a single Cabinet Member with or without consultation with officers or other Cabinet Members. The Leader agreed on 2 February 2022 to delegate the decision to the Deputy Leader (Statutory) – Finance and Asset Management.
What decision was made?	<ol style="list-style-type: none"> 1) To approve the drawdown of the first phase of £858k from the £1m within the capital programme; 2) To delegate to the Director of Development in consultation with the Cabinet Member for Finance and Asset Management and the Head of Law and Governance, and Head of Financial Services, the authority to enter into all appropriate contracts to implement the recommended changes to St Aldate's Chambers and associated works to the Town Hall; 3) To delegate authority to the Director of Development, in consultation with the Council's Section 151 Officer, the Head of Law and Governance and Cabinet member for Finance & Asset Management to enter into lease(s) agreement(s) for the letting of two floors within St Aldate's Chambers.
Purpose:	To enable construction works to re-profile the office space at St Aldate's Chambers (SAC) so as to be able to consolidate the City Council office requirement. This will allow the subsequent letting of the remaining two floors of SAC, to both be undertaken within 2022/23.
Reasons:	Renting 2 floors of St Aldate's Chambers will a) bring in income into the Council to support the delivery of services, b) reduce costs associated with operating two floors of SAC and c) ensure the maximum use of the office footprint at SAC and therefore maximise footfall in the city centre to support local businesses.
Decision made by:	Councillor Ed Turner, Deputy Leader (Statutory) – Finance and Asset Management
Other options considered:	The option to not undertake the works was rejected as it would not allow delivery of the objectives to bring in

	additional income to the Council, reduce operating costs, and ensure maximum use of the office footprint at St Aldate's Chambers.
Documents considered:	Report of the Executive Director (Development) dated 1 March 2022.
Key or Not Key:	Key
Wards significantly affected:	None
Declared conflict of interest:	None
This form was completed by: Name & title: Date:	Emma Lund Committee and Member Services Officer 3 May 2022

Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Decision maker	Councillor Ed Turner, Deputy Leader (Statutory) – Finance and Asset Management	9 March 2022