

## 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 checked="" type="checkbox"/> Key Decision	<input 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 checked="" 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 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 for Communities, Housing and Environment		
<b>Contact person:</b>	Joe Callin	Telephone number: x85380	
<b>Subject<sup>2</sup>:</b>	District Heating Annual Customer Report 2024/25		
<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 Director for Communities, Housing, and Environment has taken the following decisions:</p> <p>a) Approve the awarding of contracts for detailed design at sites included in Confidential Appendix 1 – 24/25 Leeds PIPES Customers, to the maximum values stated, to Vital Energi Utilities Ltd.</p> <p>b) Approve the entering into of Connection and/or Supply Agreements with the customers included in Confidential Appendix 1 noting that any variations to the standard council position in these agreements will be subsequently approved by the Chief Officer for Climate, Energy and Green Spaces under the established delegations.</p> <p>c) Approve the awarding of contracts to Vital Energi Utilities Ltd for the design and build of connections to sites included in Confidential Appendix 1, to the maximum values stated.</p> <p>d) Note that Confidential Appendix 1 is excluded from this report for reasons detailed at paragraph 41, in line with the Local Government Act 1972.</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>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>Reasoning for the decision is outlined in the accompanying Key Decision report.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>a) Going out to competitive tender for design or connection works. Discounted for a number of reasons including risk to the council and timescales associated with competitive tender.</p> <p>b) Do nothing: discounted as it would inhibit the ability of Leeds PIPES to generate revenue to reinvest into the network.</p>
<b>Affected wards:</b>	<p>Little London and Woodhouse Hunslet and Riverside</p>
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member Infrastructure and Climate</p> <p>Ward Councillors</p> <p>Chief Digital and Information Officer<sup>5</sup></p> <p>Chief Asset Management and Regeneration Officer<sup>6</sup></p> <p>Others Procurement and Commercial Services Governance</p>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Andrew Lingham, Senior Project Manager</p> <p>Decisions will be implemented over the course of 24/25 financial year</p>
<b>List of</b>	<p>Date Added to List:-</p>

<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.

<b>Forthcoming Key Decisions<sup>7</sup></b>	01/02/2024	
	<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 checked="" type="checkbox"/> Yes <input 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> Director for Communities, Housing and Environment- James Rogers	
	Signature 	Date 09/4/24

<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.