

Delegated Decision Notice

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

Decision type	<input checked="" type="checkbox"/> Key Decision	<input 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 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
Director¹	Director of Resources & Housing		
Contact person:	Polly Cook (Joseph Callin)		Telephone number: 0113-378-5845 (0113-378-5380)
Subject²:	Decarbonisation of the Council's corporate estate		
Decision details³:	<p>What decision has been taken?</p> <p>The Director of Resources & Housing:</p> <p>a) Approved the submission of a series of funding applications to the Public Sector Decarbonisation Scheme, noting that individual authority to procure and contract award decisions will be taken in accordance with the Director's delegations/sub-delegation scheme, and with signature of grant agreements for schemes where funding applications are successful delegated to the Chief Officer (Sustainable Energy & Air Quality);</p> <p>b) Approved an injection into the capital programme and authority to spend to the value of up to £25m for the delivery of these renewable energy and energy efficiency schemes, with the precise values of individual schemes to be determined through the process of finalising Salix applications and incorporated into the capital programme accordingly where funding is successfully secured;</p> <p>c) Approved the above recommendations ahead of the expiry of the full 28 day forward notification period via the List of Forthcoming Decisions, noting that the decision report will still be published for 5 clear working days prior to the decision being taken (in accordance with General Exception rules). This is on the basis of how time critical engaging suppliers is in terms of the ability to deliver schemes within the required deadlines, and the risk that this represents to the Council securing funding;</p> <p>d) Approved an exemption from call-in for the reasons stated in c) above.</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:</p> <p>This decision provides the overarching approval necessary to commence and deliver this programme of works subject to receipt of the necessary grant funding. In light of the timescales for implementation, it is anticipated that a combination of the in-house provider and existing frameworks/contracts will be used for delivery of these schemes. This key decision will allow individual contract awards to be made through subsequent significant operational decisions. Actual values of individual schemes will be determined through the process of commissioning work from the relevant providers and incorporated into the capital programme accordingly.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision:</p> <p>Not applicable. This represents a unique opportunity to secure a substantial level of grant funding to decarbonise the corporate estate in support of a range of key Council priorities.</p>
Affected wards:	None specifically affected.
Details of consultation undertaken⁴:	Executive Member
	The Executive Member for Resources and the Executive Member for Climate Change, Transport and Sustainable Development have been consulted on these proposals.
	Ward Councillors
	Local consultation will take place in relation to specific schemes as appropriate.
	Others
	Asset Management, Leeds Building Services/Corporate Property Management, Children's Services, individual schools and Procurement & Commercial Services have been engaged with or consulted on the proposals.
Implementation	Officer accountable, and proposed timescales for implementation
	Neil Evans, Director of Resources & Housing. The Public Sector Decarbonisation Scheme required that schemes which are successful in securing funding should be targeted for completion by 31 st March 2021 where possible, or by no later than 30 th September 2021 where this is not feasible.
List of Forthcoming Key Decisions⁵	Date Added to List:-
	8 th October 2020
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	Given how time critical engaging suppliers is in terms of the ability to deliver

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

	schemes within the required deadlines, and the risk that this represents to the Council securing funding, it has been decided not to await the expiry of the full 28 days prior to taking the decision. The decision has been taken under the General Exception rules, with the report having been published for 5 clear working days prior to the decision being taken.	
	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: For the reasons noted above in relation to publication on the List of Forthcoming Key Decisions, it has been decided to exempt the decision from call-in.	
Approval of Decision	Authorised decision maker ⁸ Neil Evans, Director of Resources & Housing	
	Signature 	Date 26/10/20

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.