

Delegated Decision Notice (DDN)

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 & Housing		
Contact person:	Chris O'Brien	Telephone number: 01133786362	
Subject²:	Appointment of Sweco Uk Ltd as IC for the Leeds Spine DHN and related MSF Network		
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 Sustainable Energy & Air Quality has approved the award of a contract to Sweco Uk Ltd for undertaking the role of independent certifier in relation to the Leeds Spine DHN and the related MSF network.</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>In July 2017 Executive Board provided authority for the development of a city wide district heating network. The network was split across two separate construction contracts with the first being the construction of the main Spine network of underground pipework to transport heat from the RERF. The second contract was for the construction of a housing district heat network, that would connect to the spine and connect up to 1,983 multi-storey flats.</p> <p>The requirement to enter into an Independent Certifier appointment was included within the July 2017 Executive Board report, which also delegated</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>authority to the Director of Resources & Housing to enter into documentation required for the delivery of the project. The report can be found here: https://democracy.leeds.gov.uk/ieDecisionDetails.aspx?AllId=63168</p> <p>The appointment of Sweco Uk Ltd to fulfil the role ensures that the same organisation act as IC across the whole of the DHN, with the DHN works at the RERF having also been carried out by Sweco.</p> <p>Separate IC appointments will be entered into for both the Spine and Housing elements of the network. The Spine appointment has a value of £109k and the Housing appointment £143k, with the costs included within the respective capital schemes.</p> <p>The decision is a Significant Operational Decision and is therefore not subject to call in.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>N/A</p>
Affected wards:	Burmantofts and Richmond Hill, City and Hunslet & Gipton and Harehills
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>The relevant Executive Members have been briefed throughout the procurement and construction of the network, more recently this has included the Executive Member for Climate Change, Transport and Sustainable Development</p> <p>Ward Councillors</p> <p>Others</p> <p>PACs</p> <p>Sweco Uk Ltd</p> <p>Vital Energi Ltd</p>
Implementation	Officer accountable, and proposed timescales for implementation
List of	Date Added to List:-

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

Forthcoming Key Decisions⁵	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 _____	
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 Chief Officer Sustainable Energy & Air Quality – Polly Cook	
	Signature P.C. Cook.	Date 22 / 12 / 2020

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

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.