

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 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		
Contact person:	James Hulme	Telephone number: 0113 3786996	
Subject²:	Report to seek the authority to procure and award a contract to design, install and maintain Solar PV assets across corporate Council buildings		
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 for Sustainable Energy and Air Quality is recommended to:</p> <p>a) Approve the procurement of Engie Regeneration Ltd via a call-off mechanism from the Better Homes Yorkshire framework to design, build, operate & maintain Solar PV on the Council's corporate building portfolio.</p> <p style="padding-left: 40px;">i. Note the maximum value for solar PV installation works falling under this procurement will be £4 million. The capital required will be provided by central government grant funding. The capital works falling under this procurement exercise will commence in February 2021 and be completed by September 2021. The installation works contract will commence no later than 2 July 2021 and expire on 31 March 2022. There will be no extension provision within the contract.</p> <p style="padding-left: 40px;">ii. Note the maximum value of the solar PV maintenance contract will be £500,000 for a maximum ten-year contract comprised of 5 years, plus 5 x 1 year extensions. The resources required to fund this will be ring-fenced from energy cost savings associated with solar PV asset</p>		

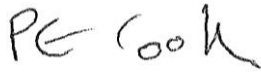
¹ Give title of Director with delegated responsibility for function to which decision relates.

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>installations. If required, this contract will be utilised to deliver remedial works to existing solar PV assets installed across the Council's corporate estate.</p> <p>b) Approve the contract award to Engie Regeneration Ltd with a total maximum contract value of £4.5m, comprised of both works and maintenance.</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>A contractor is required to install solar PV assets across the corporate estate following the Council being successful in receiving grant funding from the central government Public Sector Decarbonisation Scheme.</p> <p>The decision contained within this report is significant operational decision (SOD) as it is a direct consequence of the key decision taken on November 6th 2020 by the Director of Resources to approve capital injection and spend against renewable energy generation or other energy efficiency measures subject to a successful PSDS funding bid.</p> <p>The Better Homes Yorkshire framework is otherwise known as Leeds City Region Green Deal Eco Project Framework Agreement.</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 variety of procurement routes were considered, however these are not appropriate due to restrictions in the bid requirements requiring works to be delivered by 30 September 2021.</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>Executive Member: Executive Member for Climate Change, Transport and Sustainable Development</p> <p>Executive Member for Resources</p>

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

	Ward Councillors	
	Others	
Implementation	Officer accountable, and proposed timescales for implementation James Hulme	
List of Forthcoming Key Decisions⁵	Date Added to List:- n/a	
	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 Polly Cook, Chief Officer, Sustainable Energy & Air Quality	
	Signature 	Date 28/04/2021

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.