

## Delegated Decision Notice

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" 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 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 checked="" 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 of Resources		
<b>Contact person:</b>	Emma Slater	Telephone number: 0113 3781761	
<b>Subject<sup>2</sup>:</b>	Variation to contract DN528177 to discharge Public Sector Decarbonisation Scheme Round 3 (PSDS) funding.		
<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 of Resources gave authority to spend and approval to vary the contract with Cenergist Ltd to bring into scope additional buildings the Council has secured funding for in the 2022/23 financial year. The variation is in line with the scope of the existing contract.</p> <p>This significant operational decision is a direct consequence of a key decision (D55165) taken to inject capital for the scheme, details of which can be found at: <a href="http://leeds.gov.uk">Council and democracy (leeds.gov.uk)</a> and therefore exempt from call-in.</p> <p>The primary focus of the PSDS is conversion to low carbon heating systems in buildings, but proposals involving this can also be combined with other energy efficiency measures to reduce electricity consumption such as solar generation and LED lighting. As well as ensuring significant carbon savings, the scheme will provide a stimulus to the energy efficiency and low carbon heat sector, and represents a significant opportunity to create or safeguard local employment.</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>		

<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>1 The approval of the recommendations in this report will allow for delivery activity to ramp up at pace, enabling the project team to meet the grant conditions imposed by the funding provider.</p> <p>2 Delivery of the works will reduce the Council’s energy consumption and contribute towards its net zero targets.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None. It was the intent of the contract as described in the drafting that it would be utilised for delivery of works should future funding be secured.</p>
<b>Affected wards:</b>	None
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member</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:</p> <ul style="list-style-type: none"> <li>• Procurement &amp; Commercial Services</li> <li>• Governance Services</li> <li>• Chief Officer, Sustainable Energy &amp; Air Quality.</li> </ul>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation.</p> <ul style="list-style-type: none"> <li>• Chief Officer, Sustainable Energy &amp; Air Quality.</li> <li>• Delivery window: April 22 to March 23.</li> </ul>
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	<p><b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision</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.

<sup>7</sup> See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

	<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 type="checkbox"/> Yes <input checked="" 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 of Resources -Neil Evans	
	Signature <i>R.N. Evans</i>	Date 04/5/22

<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.