

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 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
Director¹	Director of Resources		
Contact person:	Joe Callin	Telephone number: X85380	
Subject²:	District Heating Network – Contract award for building connections at Leeds Combined and Magistrates’ Courts		
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 approved the authority to spend and award a NEC3 contract to Vital Energi Ltd to undertake the DHN connection to the Leeds Combined and Magistrates’ Courts, to the value of £1,686,306.</p> <p>This is a significant operational decision and exempt from call-in. It is a direct consequence of a key decision ref D44638 taken by Executive Board on 17/7/2017.</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>Detail has been provided within the accompanying report entitled “District Heating Network – Contract award for building connections at Leeds Combined and Magistrates’ Courts”</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

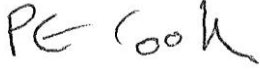
³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>Detail has been provided within the accompanying report entitled “District Heating Network – Contract award for building connections at Leeds Combined and Magistrates’ Courts”</p>
Affected wards:	Little London & Woodhouse
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Executive Member for Infrastructure and Climate – March 2022</p>
	<p>Ward Councillors</p> <p>Others</p> <p>Director of Resources</p> <p>Procurement and Commercial Services</p> <p>Ministry of Justice and Secretary of State for Justice</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>George Munson</p> <p>The decisions will be implemented immediately upon the approval and works covered by the contract will be complete before the end of March 2023.</p>
List of Forthcoming Key Decisions⁵	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	<p>If published late relevant Executive member’s approval</p> <p>Signature _____ Date _____</p>

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

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

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 and Air Quality – Polly Cook	
	Signature: 	Date: 21/06/2022

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.