

Delegated Decision Notice

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		
Contact person:	James Hulme	Telephone number: 0113 3786996	
Subject²:	Request to direct award a contract to Solar for Schools CBS Limited to install solar panels at six primary schools		
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 Director of Resources agreed to:</p> <p style="margin-left: 40px;">a) Take a Significant Operational Decision to approve the direct award of a contract to Solar for Schools Community Benefit Society Limited to install solar panels at six Leeds primary schools. This decision shall be made in line with CPR 9.5. The works value will total £296,770.60 with a contract start date of 3 October 2022 and a completion date of 31 March 2023.</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>1 The approval of the recommendations in this report will allow for delivery activity to commence, enabling the project team to meet the grant conditions imposed by the funding provider. The direct award method is required as the traditional model of full capital input by the Client at primary schools proved incompatible with the BEIS grant requirements, and as a result an alternative business model uniquely offered by Solar for Schools Community Benefit Society Limited was needed to submit a</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

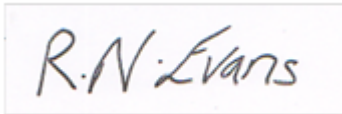
³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>bid and avoid missing funding and the opportunity to reduce carbon emissions from the Council’s school estate.</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>Alternative delivery and procurement options were considered and discounted as follows:</p> <ul style="list-style-type: none"> - Internal Service Provider – Leeds Building Services do not have the skills to undertake this work nor the ongoing maintenance and support. - Full procurement exercise unrestricted – this option was dismissed as a provider would not be identified which delivered all the requirements of the specification. - Mini competition utilising an appropriate framework – this option was dismissed as an appropriate framework could not be identified which delivered all the requirements of the specification. - Direct award utilising an appropriate framework – this option was dismissed as no framework could be identified that allowed for a direct award, nor could one be found which included all the requirements of the specification.
Affected wards:	None
Details of consultation undertaken⁴:	<p>Executive Member Infrastructure & Climate</p> <p>Ward Councillors</p> <p>Chief Digital and Information Officer⁵</p> <p>Chief Asset Management and Regeneration Officer⁶</p> <p>Others:</p> <ul style="list-style-type: none"> • Procurement & Commercial Services • Governance Services

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

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council’s use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council’s land and buildings.

	<ul style="list-style-type: none"> Chief Officer, Sustainable Energy & Air Quality. 	
Implementation	Officer accountable, and proposed timescales for implementation. <ul style="list-style-type: none"> Chief Officer, Sustainable Energy & Air Quality. Delivery window: September 22 to March 23. 	
List of Forthcoming Key Decisions⁷	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 report⁸	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 ⁹ 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 ¹⁰ Neil Evans Director of Resources	
	Signature	Date: 28/9/22
		

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

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ 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.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.