

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 checked="" type="checkbox"/> Key Decision	<input 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 for Communities, Housing and Environment		
Contact person:	Joe Callin	Telephone number: x85380	
Subject²:	District Heating Annual Customer Report 2023/24		
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 for Communities, Housing, and Environment has taken the following decisions:</p> <p>a) Approved the awarding of contracts for detailed design at sites included in Confidential Appendix 1 - 23/24 Leeds PIPES Customers, to the maximum values stated.</p> <p>b) Approved the entering into of Connection and/or Supply Agreements with the customers included in Confidential Appendix 1 noting that any variations to the standard council position in these agreements will be subsequently approved by the Chief Officer for Climate, Energy and Green Spaces under the established delegations.</p> <p>c) Approved the awarding of contracts to Vital Energi Utilities Ltd for the design and build of connections to sites included in Confidential Appendix 1, to the maximum values stated.</p> <p>d) Noted that Confidential Appendix 1 is excluded from this report for reasons detailed at paragraph 41, in line with the Local Government Act 1972.</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>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>Reasoning for the decision is outlined in the accompanying Key Decision report.</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) Going out to competitive tender for design or connection works. Discounted for a number of reasons including risk to the council and timescales associated with competitive tender.</p> <p>b) Do nothing: discounted as it would inhibit the ability of Leeds PIPES to generate revenue to reinvest into the network.</p>
Affected wards:	<p>Little London and Woodhouse Hunslet and Riverside</p>
Details of consultation undertaken⁴:	<p>Executive Member Infrastructure and Climate</p>
	<p>Ward Councillors</p>
	<p>Chief Digital and Information Officer⁵</p>
	<p>Chief Asset Management and Regeneration Officer⁶</p>
	<p>Others Procurement and Commercial Services Governance</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>George Munson, Senior Project Manager Decisions will be implemented over the course of 23/24 financial year</p>
List of Forthcoming	<p>Date Added to List:- 03/03/2023</p>

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.

Key Decisions ⁷	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 report ⁸	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 checked="" type="checkbox"/> Yes <input 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 Director for Communities, Housing and Environment – James Rogers	
	Signature 	Date 06/04/23

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.