

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 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 Communities, Housing and Environment		
Contact person:	Richard Stokes	Telephone number: 0113 378 5977	
Subject²:	Housing District Heating Clusters: award of a construction contract for the scheme to install a communal Ground Source Heat Pump system at The Claytons		
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 Communities, Housing and Environment has approved the award of a construction contract for the installation of a communal Ground Source Heat Pump system to provide heating and hot water and a fire suppression sprinkler system, to Clayton Court and Grange for the sum of £3,294,317.93, to Cenergist Limited.</p> <p>The contract will start on the 4th September 2023 and end on the 31st March 2024.</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>This scheme to install new heating and hot water with a communal ground source heat pump will reduce resident's fuel costs, improve their ability to control heating, improve the energy performance of the flats and reduce carbon emissions.</p> <p>The use of the <i>Procurement for Housing</i> framework was deemed best value on the basis of the framework having been vetted and approved by the Council's legal team in Procurement and Commercial Services. Organisations on the framework completed a vetting process and OJEU compliant competitive procurement exercise which ensures all contractors will have the required technical capabilities, financial standing and capacity to complete the contract.</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> <ol style="list-style-type: none"> 1. Do nothing – rejected on basis of need to improve energy performance and reduce carbon omissions. 2. Issue works to ISP – rejected in consultation with Head of Leeds Building Services on basis of specialist nature of the works. 3. A standalone competitive procurement – rejected on basis of previous successes through the chosen framework in line with Contract Procedure Rules.
Affected wards:	Kirkstall
Details of consultation undertaken⁴:	Executive Member Cllr. J Lennox, Executive Member for Housing
	Ward Councillors Cllr H Bithell Cllr A Rontree Cllr F Venner
	Chief Digital and Information Officer ⁵ n/a
	Chief Asset Management and Regeneration Officer ⁶ n/a
	Others Chief Officer, Housing
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>R Stokes, Capital Programme Project Manager</p> <p>Contract Start: September 2023</p> <p>Contract End: March 2024</p>
List of Forthcoming Key Decisions⁷	Date Added to List:- 23/03/23
	<p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p> <p>If Special Urgency Relevant Scrutiny Chair(s) approval</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.

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

	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		
	James Rogers, Director of Communities, Housing and Environment		
	Signature	Date	
		29/8/23	

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.