

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 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	The Director of Communities Housing and Environment		
Contact person:	Andrew Hickford	Telephone number: (07891) 279970	
Subject²:	Local Electric Vehicle Infrastructure (LEVI) Capability Funding Grant award		
Decision details³:	What decision has been taken? The Chief Officer Climate, Energy & Green Spaces <ul style="list-style-type: none"> a) Noted the proposed funding as detailed within this report and its appendices, b) Approved entering into the grant agreement with WYCA for the sum of £197,936.00 and the subsequent injection of this funding to the CEGS budget for the implementation and delivery of the LEVI programme. 		
	A brief statement of the reasons for the decision This is a positive development, with central government providing revenue funding to support the delivery of projects that are in line with the council's core priorities. The decision to approve the grant award from WYCA will allow resource to be funded and allocated to delivery of LEVI projects that will increase EV uptake and directly contribute to improved air quality and decarbonisation of transport in Leeds. This will have a positive financial benefit to support the work of Climate, Energy & Green Spaces (CEGS), Highways and Transport as well as supporting improved health outcomes and continue to Net Zero ambitions.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision The alternative option would be to not accept the grant offer from the combined authority who are acting on behalf of OZEV in distributing this capability funding. This would have a detrimental impact on the ability of the CEGS team to deliver LEVI work and would also reduce external revenue funding receipts by the council.		
Affected wards:	N/a		

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.

Details of consultation undertaken⁴:	Executive Member – Councillor Rafique
	Ward Councillors – N/a
	Chief Digital and Information Officer ⁵ - N/a
	Chief Asset Management and Regeneration Officer ⁶
	Others – Councillor Hayden
Implementation	Officer accountable, and proposed timescales for implementation Andrew Hickford, Senior Project Manager (CEGS. LEVI funding will support delivery of charge point projects with effect from 2024/25 for a projected 3 year period, with this capability funding supporting staffing in CEGS and Highways for up to 3 years via two payments in 23/24 and 24/25
List of Forthcoming Key Decisions⁷	Date Added to List:-
	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:

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

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.

Approval of Decision	Authorised decision maker ¹⁰ Chief Officer – CEGS- Polly Cook	
	Signature P E Cook.	Date 16/2/24

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