

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 Communities, Environment & Housing		
Contact person:	Andrew Lingham	Telephone number: 0113 378 6370	
Subject²:	Award of contracts for the supply of electricity and gas (including brokerage service)		
Decision details³:	What decision has been taken?:		
	<p>The Director of Communities, Environment & Housing has approved the award of contracts to ENGIE Power Ltd for supply of electricity and to ENGIE Gas Ltd for supply of gas (both including a brokerage service) for a period of 4 years with the option to extend for a further 3 periods of up to 24 months each, noting that the estimated value of the combined contracts will be £32.5m per year based on current 2024/25 consumption forecasts (and subject to market commodity and third party price changes) and the contracts will commence on 1st April 2024.</p>		
	<p>A brief statement of the reasons for the decision:</p> <p>The Council's current electricity and gas supply contracts expire on the 31st March 2024, and approval was given by Executive Board in 2022 to procure a new contract to ensure continuity of supply of these utilities, whilst also providing flexibility to adapt to the Council's evolving energy demand profile and supporting its energy and climate related strategy and action plan. The award of these contracts follows the outcome of the tender evaluation conducted in accordance with the approach approved by the Director in March 2023 under decision D56253.</p>		
<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision:</p> <p>The option to do nothing and not award a contract is untenable as this would put at risk the Council's ability to implement its energy purchasing strategy and would leave it at significant risk of out-of-contract pricing for the supply of electricity and</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.

	gas. The proposed award is the conclusion of a robust and comprehensive competitive tender evaluation process.
Affected wards:	The decision does not affect specific Wards.
Details of consultation undertaken⁴:	Executive Member for Climate, Energy, Environment and Green Space briefed on 27 th November 2023.
	Ward Councillors N/A
	Chief Digital and Information Officer ⁵ N/A
	Chief Asset Management and Regeneration Officer ⁶ N/A
	Others N/A
Implementation	Officer accountable, and proposed timescales for implementation: Chief Officer for Climate, Energy & Green Spaces. The contract is expected to be awarded immediately following publication of this decision, with service commencement on 1 st April 2024.
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 _____


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

Call-in	Is the decision available ⁹ for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<p>If exempt from call-in, the reason why call-in would prejudice the interests of the council or the public:</p> <p>This decision is a direct consequence of a previous key decision taken by Executive Board in February 2022 (D54993).</p>		
Approval of Decision	<p>Authorised decision maker¹⁰</p> <p>Director of Communities, Environment & Housing- James Rogers</p>		
	Signature	Date	
		12 th January 2024	

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.