

## BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

### RECORD OF DECISION TAKEN BY OFFICERS UNDER DELEGATED POWERS

This is a record of a decision taken by an officers under delegated powers and where necessary taken in consultation with members and officers.

#### **Delegated Power**

Specify the particular delegated power being exercised by reference to the Delegation Scheme or Cabinet minute and date.

CAB96 – Re-Fit – Energy Performance Contract 13<sup>th</sup> November 2018

Cabinet considered a report which reminded Members that the Borough Council had entered into an arrangement with Local Partnerships to deliver the Re:fit energy performance contract.

Following a tendering exercise Ameresco were the Council's preferred partner in delivering this project. An initial High Level Appraisal (HLA) of 15 council buildings and in excess of 800 street lights has identified a guaranteed saving on a payback of 9.87 years and a rate of return of 10.13%.

The HLA document offered the "worst case" scenario that Ameresco guaranteed in line with the contract. When moving to Investment Grade Proposal (IGP) stage Ameresco were committed to providing an improved position on guaranteed payback. In the event that they were unable to achieve this then the Council was not required to pay for this work.

The Defined Performance Parameters guarantee a minimum emission reduction of at least 478 tonnes CO<sub>2</sub>. A detailed monitoring and verification plan would be developed and agreed during the IGP stage to ensure that both parties were able to demonstrate and agree savings for the life of the project. With appropriate approvals work could begin in March 2019 with estimated completion in July 2019.

Cabinet asked that in the monitoring of the contract that the CO<sub>2</sub> savings be included.

The Corporate Performance Panel had considered the report and endorsed its proposals with some minor additions which were taken on board by Cabinet, and would be monitoring the progress of the contract.

**RECOMMENDED:** 1) That all schemes be progressed to Investment Grade Proposal (IGP) stage at the tendered price of £20,500. The capital programme to be amended accordingly and funded from the Major Projects Reserve.

2) That provision be made in the capital programme for it to be increased by up to £2,000,000 to progress schemes outlined in Appendix A to the report- High Level Appraisal and additional schemes identified in the IGP, and funded by borrowing.

3) That delegated authority be granted to the Executive Director for Commercial Services and Deputy Chief Executive in consultation with the Council Leader to authorise go ahead for the identified schemes assuming that they remain at, or offer improved payback terms than those identified in Appendix A, High Level Appraisal in the report.

4) Enabling Works may be required to allow installation of some Energy Conservation Measures (ECMs), these will be identified at the IGP stage. Delegated authority to be given to the Executive Director for Commercial Services and Deputy Chief Executive in consultation with the Leader to authorise this work where cost effective and to report this expenditure through the monthly monitoring report.

**Decision Taken****Specify precise details of the decision taken**

The decision taken is to:

To increase the Capital programme from £1,335,881 to £1,394,493, an increase of £58,612 this will be funded from the increased annual savings to allow further works to take place. These works are:

- The addition of lighting on the first floor at Lynnsport that had previously been excluded as at the time a Ten pin bowling facility was being considered for that area.
- A number of rooms and fittings at Kings Court including associated electrical works to enable fittings has been added following snagging.
- A number of fittings have been included at the Oasis where a payback of under 5 years has been identified.
- Various works across other sites

**Reasons for the Decision**

To extend the Refit scheme to provide significant annual savings with a guaranteed payback. The overall effect of these changes increases the annual savings from £130,488 to £136,504 with the overall payback changing from 10.24 to 10.22 years.

**Options considered**

Not do work - this would lose an opportunity to further reduce the energy savings available

**Any declarations of interest and details of any dispensations granted in respect of interests.**

None

**List of Background papers**

Cabinet Report 6 September 2017 – Refit Proposals for Council Building Assets

Officer Delegated Decision 19 July 2019 – Re-Fit Energy Performance Contract

**Authorisation**

Post Held Chief Executive

Signature

Date

Post Held

Officer

Signature

Date

18/5/2020

**Consultation with members/officers**

If the decision is taken following consultation with the members/officers, please give details:

Leader, Cllr Brian Long

Signed by Member as consulted:

Date

20/5/2020



**Pre-Screening Equality Impact Assessment**

Name of policy/service/function	Commercial Services – Refit proposal for council building assets				
Is this a new or existing policy/ service/function?	New				
Brief summary/description of the main aims of the policy/service/function being screened.  Please state if this policy/service rigidly constrained by statutory obligations	This project will focus on the reduction of the Council's energy consumption and its carbon footprint across a wide range of services, including our office buildings, sports center's, depot and car parks, There are no statutory obligations.				
<b>Question</b>	<b>Answer</b>				
<p>1. Is there any reason to believe that the policy/service/function could have a specific impact on people from one or more of the following groups <b>according to their different protected characteristic</b>, for example, because they have particular needs, experiences, issues or priorities or in terms of ability to access the service?</p> <p>Please tick the relevant box for each group.</p> <p>NB. Equality neutral means no negative impact on any group.</p>		Positive	Negative	Neutral	Unsure
	Age			x	
	Disability			x	
	Gender			x	
	Gender Re-assignment			x	
	Marriage/civil partnership			x	
	Pregnancy & maternity			x	
	Race			x	
	Religion or belief			x	
	Sexual orientation			x	
	Other (eg low income)			x	
	<b>Question</b>	<b>Answer</b>	<b>Comments</b>		
2. Is the proposed policy/service likely to affect relations between certain equality communities or to damage relations between the equality communities and the Council, for example because it is seen as favouring a particular community or denying opportunities to another?	No				
3. Could this policy/service be perceived as impacting on communities differently?	No				
4. Is the policy/service specifically designed to tackle evidence of disadvantage or potential discrimination?	No				
<p>5. Are any impacts identified above minor and if so, can these be eliminated or reduced by minor actions? If yes, please agree actions with a member of the Corporate Equalities Working Group and list agreed actions in the comments section</p>	No	<b>Actions:</b>			
		<b>Actions agreed by EWG member:</b> .....			
<b>Assessment completed by: Neil Gromett</b>					
<b>Chief Operating Officer – Alive West Norfolk</b>	<b>Date : 05/07/2019</b>				