



Officer Decision Record

1. Subject and details of the matter (to include reasons for the decision)

To award the tenders for the installation of Energy Conservation Measures (lighting upgrades) at Humber Seafood Institute, Grimsby Business Centre, Immingham Business Units, Cleethorpes Business Centre and Poplar Road Business Units in accordance with the Cabinet decision dated 20th December 2017. This is the final phase of the Smart Energy Greater Lincolnshire Programme (SEGL).

The following considerations guided the selection of building and technologies:

- The Smart Energy bid to ERDF, and associated contract, and the spend, energy saving and carbon saving targets within in.
- ESIF guidance on indicators, procurement and related matters.
- The decisions of the monthly Strategic Review of Detailed Designs for Public Buildings group, which includes colleagues from Smart Energy, Assets, Finance and ENGIE.
- The anticipated costs per carbon output delivered by each project.

2. Is it a Key Decision as defined in the Constitution?

No.

3. Details of Decision

Pursuant to the Cabinet meeting on 20th December 2017, where members approved:

(9) 'That authority be delegated to the Director of Finance, Resources and Operations in consultation with the Portfolio Holder for Energy and Environment to award such contracts.

(10) That the Monitoring Officer be authorised to execute all documentation in connection with awards.

This includes detailed design and to appoint contractors to undertake the works subject to a competitive process, in accordance with the Council's Corporate Procurement Regulations and ERDF procurement guidance and subject to the tenders offering value for money carbon saving outputs within the Smart Energy programme. The tender was prepared by ENGIE's Property Technical Services Team and offered to the market through a competitive open tendering process. Results are shown in the attached tender report (CLOSED) and the recommended award is set out in the table below.

The decision sought is for the Director for Resources and Governance to make an award for the installation of Energy Conservation Measures (lighting upgrades) at Humber Seafood Institute, Grimsby Business Centre, Immingham Business Units, Cleethorpes Business Centre and Poplar Road Business Units in accordance with the Cabinet decision dated 20th December 2017. This is the final phase of the Smart Energy Greater Lincolnshire Programme (SEGL).

The Tenders were evaluated by ENGIE's Procurement and Civil Engineering Design Teams and the Smart Energy Team for both quality and price, and cost per tonne of carbon dioxide which is the ERDF output required. The tender meets SEGL requirements and it is recommended that the Council awards.

Tender	Bids received	Selected contractor	Price
Smart Energy – Phase 3. Lighting upgrade at Humber Seafood Institute, Grimsby Business Centre, Immingham Business Units, Cleethorpes Business Centre and Poplar Road Business Units	9	Lincs Electrical	£218,919.41

4. Is it an Urgent Decision? If yes, specify the reasons for urgency Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No. However, Instructing the contractor now will enable work to be completed before Christmas in line with our contracted output profile.

5. Anticipated outcome(s)

To proceed with the award of the contracts for the tender.

6. Details of any alternative options considered and rejected by the officer when making the decision

The option of not awarding the tender was considered. However, the value for money in terms of ERDF outputs offered to the Smart Energy Greater Lincolnshire project is satisfactory. As the project needs to secure outputs at acceptable cost, the option of not awarding was rejected.

7. Background documents considered

Smart Energy Greater Lincolnshire bid to MHCLG, which sets out capital spend, quarterly targets and carbon savings expected of the programme.

Cabinet Report of 20th December 2017: Smart Energy Businesses for Greater Lincolnshire (SEBGL)- European Regional Development Fund Application (ERDF)

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No.

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No.

10. Monitoring Officer Comments (Monitoring Officer or Deputy Monitoring Officer)

The above decision is consistent with the delegations and expectations of Cabinet.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The works will be funded through the approved Smart Energy Project capital budget.

12. Human Resource Comments (Strategic Workforce Lead or nominee)

There are no direct HR implications.

13. Risk Assessment (in accordance with the Report Writing Guide)

Failure to award the tender for will result in delayed progress with the Smart Energy, Greater Lincolnshire project which, if not achieving to profile, could suffer

decommitment of funds. The project supports the objective of a “stronger economy” in North East Lincolnshire, by reducing spend on energy bills.

14. Decision Maker(s):

Name: Sharon Wroot

Title: Director of Resources &
Governance

Signed: REDACTED

Dated: 23rd October 2020

**15. Consultation carried out with
Portfolio Holder(s):**

Name: Councillor John Fenty

Title: Portfolio Holder for
Regeneration, Skills & Housing

Signed: REDACTED

Dated: 26th October 2020

**16. If the decision is urgent then
consultation should be carried out
with the relevant Scrutiny
Chair/Mayor/Deputy Mayor**

Name: N/A

Title:

Signed:

Dated: