

Record of individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Councillor Pieter–Paul Barker Cabinet Member for Finance and Property Assets
Key decision?	No
Date of decision (same as date form signed)	01 March 2024
Name and job title of officer requesting the decision	Justin Andrewes, External Funding Lead
Officer contact details	Tel: 07759 841949 Email: justin.andrewes@southandvale.gov.uk
Decision	To: <ol style="list-style-type: none"> 1) approve the acceptance of the Public Sector Decarbonisation Scheme, grant funding pursuant to section 31(4) of the Local Government Act 2003 for the funding value of £1,490,475 to install energy efficiency measures, solar photovoltaic (PV) cells and Air Source Heat Pumps (ASHPs) to replace end of life gas-fired boilers at Didcot Wave and Park Sports Centre, Wheatley. 2) authorise the Deputy Chief Executive – Place to finalise the terms of and enter into the funding agreement required to secure the funding.
Reasons for decision	<p>A climate emergency was declared at South Oxfordshire District Council (SODC) in 2019. SODC’s corporate plan target is that SODC reaches carbon neutral within its own operations by 2025 and aspires to become a carbon neutral district by 2030.</p> <p>Salix Finance is managing applications to the Public Sector Decarbonisation Scheme Phase 3c (PSDS3c) on behalf of the government. PSDS3c aims to tackle emissions from heating public sector buildings, aid a green recovery and support the UK’s 2050 net zero target and clean growth goals.</p> <p>PSDS3c allows public sector bodies to apply for a grant to finance up to 88% of the costs of capital or at a maximum cost of £325/tCO₂e (£325 per tonne of direct carbon saved), for energy-saving projects that meet the scheme criteria. The essential capital projects to decarbonise the above leisure facilities met these criteria.</p>

	<p>On 07 November 2023 the External Funding Lead submitted, and the Deputy Chief Executive - Place authorised, an application to the PSDS3c for a grant of £1,490,475 to install energy efficiency measures, solar photovoltaic (PV) cells and Air Source Heat Pumps (ASHPs) to replace end of life gas-fired boilers at Didcot Wave and Park Sports Centre, Wheatley.</p> <p>On 16 February 2024 SODC received confirmation from Salix Finance that application to the Phase 3c Public Sector Decarbonisation Scheme has been successful, alongside a Grant Offer Letter which is required to be signed and completed within 10 working days deadline, by 01 March 2024.</p> <p>The Grant Offer Letter outlines:</p> <ul style="list-style-type: none"> • a condition that prior to receiving the first payment the recipient shall provide a forecast 6 weeks in advance of submitting the first payment request, or by 15 March 2024 at the latest. • the ongoing payment schedule, as proposed in the application.
<p>Alternative options rejected</p>	<p>If SODC decided not to pursue the available funding, then the full cost of any decarbonisation work would have to be funded from council's resources or from further use of CIL funds.</p> <p>If the council instead decided to proceed with a like-for-like replacement of the existing assets which are at the end of their useful life, this would be cheaper, but no government funding would be available, and it would not support the council's policy objectives on climate change.</p>
<p>Legal implications</p>	<p>Acceptance of the funding is subject to the terms and conditions as outlined in the Grant Offer Letter Schedules.</p>
<p>Financial implications</p>	<p>The costs relating to installation of decarbonisation measures are in excess of the PSDS scheme criteria of £325 per tonne of carbon saved.</p> <p>The council is required to commit to additional costs of £1,582,570 to complete the required works.</p> <p>South Oxfordshire District Council has a Joint Use Agreement with Oxfordshire County Council (OCC), which includes a liability for 32% of Capital Expenditure at Park Sports Centre.</p> <p>OCC contribution: £476,273.60 SODC contribution: £1,106,296.40</p> <p>There is a risk of exceeding project costs, however this figure includes contingency to take into consideration current supply chain issues and rates of inflation.</p> <p>The project is to replace end of life plant. Full system design has not been</p>

	<p>undertaken, as this will require a significant financial outlay to commission a design consultant (factored into the proposal), Therefore, ongoing repair and maintenance costs have not been estimated, as these will depend on system design specifics. However, an increase in ongoing costs is not anticipated; costs for domestic service and maintenance plans for air source heat pumps are on a par with those for gas fired systems; air filters need periodic replacement and antifreeze in systems needs checking and potentially replacing. As the project progresses through procurement and final business case these assumptions will be tested.</p> <p>To cover the Council's contribution of £1,106,296.40, an allocation has been agreed for Community Infrastructure Levy (CIL) to be included in the 2025/26 financial year, as it is presumed grant funding will be used in the financial year 2024/25. Funding could be reprofiled later if necessary.</p> <p>Overall, utilities bills are expected to reduce significantly as a result of the decarbonisation programme, which puts the council in a strong position when negotiating service provision and contract renewal with the site operators.</p>			
Climate implications	The acceptance of the grant offer allows SODC to accelerate the delivery of its estate decarbonisation programme, with a projected reduction in emissions of almost 300 tonnes of carbon dioxide.			
Equalities implications	None			
Other implications	None			
Background papers considered	Salix_-_GOL_-_PSDS3c_-_£149047500_-_South_.pdf			
Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?	N/A			
List consultees		Name	Outcome	Date
	Legal legal@southandvale.gov.uk	Vivien Williams	I confirm this is cleared from a legal perspective	28/02/2024
	Finance Finance@southandvale.gov.uk	Nicole Tyreman	Requested that allocated CIL funding is added to the finance details. Happy to sign off	20/02/2024
	Climate and biodiversity	Heather Saunders	Advised on changes to emissions data and cost	26/02/2024

	climateaction@southandvale.gov.uk		savings which need further analysis before publishing	
	Diversity and equality equalities@southandvale.gov.uk	Equalities Team (Inbox) <i>Abi Witting, Trina Mayling, Ruth Lewin-Leigh</i>	Thank you for sending this our way, there are no comments to be made in regards to equalities.	20/02/2024
	Property property@southandvale.gov.uk	Chris Mobbs	please add my agreement	26/2/2024
Confidential decision? If so, under which exempt category?	No			
Call-in waived by Scrutiny Committee chairman?	N/A			
Has this been discussed by Cabinet members?	Yes, various briefings held with Cabinet Members			
Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature <u><i>Pieter-Paul Barker</i></u> Date <u>1st March 2024</u>			

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY.

For Democratic Services office use only		
Form received	Date:	Time:
Date published to all councillors	Date:	
Call-in deadline	Date:	Time:

Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the necessary internal consultees have signed it off, including the chief executive. The lead officer must then seek the Cabinet portfolio holder's agreement and signature.
2. Once satisfied with the decision, the Cabinet portfolio holder must hand-sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence.
Tel. 01235 422520.
Email: democratic.services@southandvale.gov.uk
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days) if it is a 'key' decision (see the definition of a 'key' decision below). A key decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing a key decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If a key decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet portfolio holder will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
 - refer the decision back to the Cabinet portfolio holder for reconsideration or
 - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
 - accept the Cabinet portfolio holder's decision, in which case it can be implemented immediately.

Key decisions: assessing whether a decision should be classified as 'key'

The South Oxfordshire and Vale of White Horse District Councils' Constitutions now have the same definition of a key decision:

A key decision is a decision of the Cabinet, an individual Cabinet member, or an officer acting under delegated powers, which is likely:

- (a) to incur expenditure, make savings or to receive income (except government grant) of more than £75,000;**

- (b) to award a revenue or capital grant of over £25,000; or**
- (c) to agree an action that, in the view of the chief executive or relevant head of service, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council.**

Key decisions are subject to the scrutiny call-in procedure; non-key decisions are not and can be implemented immediately.

In assessing whether a decision should be classified as 'key', you should consider:

- (a) Will the expenditure, savings or income total more than £75,000 across all financial years?
- (b) Will the grant award to one person or organisation be more than £25,000 across all financial years?
- (c) Does the decision impact on more than one district council ward? And if so, is the impact significant? If residents or property affected by the decision is in one ward but is close to the border of an adjacent ward, it may have a significant impact on that second ward, e.g. through additional traffic, noise, light pollution, odour. Examples of significant impacts on two or more wards are:
 - Decisions to spend Didcot Garden Town funds (significant impact on more than one ward)
 - Changes to the household waste collection policy (affects all households in the district)
 - Reviewing a housing strategy (could have a significant impact on residents in many wards)
 - Adopting a supplementary planning document for a redevelopment site (could significantly affect more than one ward) or a new design guide (affects all wards)
 - Decisions to build new or improve existing leisure facilities (used by residents of more than one ward)

The overriding principle is that before 'key' decisions are made, they must be published in the Cabinet Work Programme for 28 calendar days. Classifying a decision as non-key when it should be a key decision could expose the decision to challenge and delay its implementation.