



**LANCASTER
CITY COUNCIL**

Promoting City, Coast & Countryside

INDIVIDUAL CABINET MEMBER AND OFFICER DELEGATED DECISIONS

TUESDAY, 20 JUNE 2023

Please find enclosed Decision Notice in connection with the following:

ICMD1 Stage 4 Decarbonisation Designs (Pages 2 - 7)

Please note that call-in has been waived on this item for reasons set out in the decision notice and the decision may be taken with immediate effect.

Queries regarding these documents

Please contact Liz Bateson, Democratic Services - email ebateson@lancaster.gov.uk.


Democratic Services,
Town Hall,
Dalton Square,
Lancaster,
LA1 1PJ

Published on TUESDAY, 20 JUNE 2023



Promoting City, Coast & Countryside

**EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER
NOTICE OF DECISION**

TITLE OF DECISION: RIBA Stage 4 Decarbonisation Designs	
NAME OF DECISION TAKER:	COUNCILLOR GINA DOWDING
POSITION AND RESPONSIBILITY HELD:	CLIMATE ACTION
CONTACT OFFICER:	ELLIOTT GRIMSHAW
TELEPHONE:	01524 582833
E-MAIL:	egrimshaw@lancaster.gov.uk
Details of Decision:	
<p>To accept Local Carbon Skills Funding, should an offer be made, and provide delegated authority to the Chief Executive to Award the RIBA Stage 4 Contract as per the attached report.</p>	
Reasons for the decision:	
<p>Funding is available from the Low Carbon Skills Fund (LCSF) to develop existing Heat Decarbonisation Plans to RIBA Stage 4 – detailed design. This will specify exact heat pumps, building fabric, solar, electric upgrades and BEMS systems (make / model).</p> <p>The work will also firm up capital costs <i>and</i> energy savings. This provides additional confidence and ensures sites have fully developed solutions and are ‘spade ready.’</p> <p>Williamson Park, City Lab, The Storey and Morecambe Town Hall will be eligible for Public Sector Decarbonisation Scheme funding in the Autumn and the RIBA Stage 4 designs will help strengthen the application by providing assurance around costs and energy savings.</p>	
IS THE DECISION URGENT	
YES	
<p>Timescales: Officers intend to award the contract week commencing 10th July. It is expected the detailed design and modelling will take several weeks to complete, across four sites.</p> <p>Work will need to be completed by 23rd September 2023 to support a large capital funding bid via the Public Sector Decarbonisation Scheme (PSDS3c) which is expected to go live in the Autumn. PSDS funding is provided on a first-come-first-served basis and the last round of funding was fully allocated within 12 hours of the portal opening.</p> <p>Officers request to waive call-in to ensure work can start immediately after the contract is awarded, reducing the risk of missing a significant funding opportunity in the Autumn.</p>	
<p>I CAN CONFIRM THAT THIS DECISION IS URGENT AS ANY DELAY LIKELY TO BE CAUSED BY THE CALL-IN PROCESS WOULD SERIOUSLY PREJUDICE THE COUNCIL’S OR THE PUBLIC INTERESTS AND THEREFORE IS NOT SUBJECT TO CALL-IN. THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE HAS BEEN CONSULTED. I HEREBY AGREE BOTH THAT THE DECISION PROPOSED IS REASONABLE, IN ALL THE CIRCUMSTANCES, AND TO IT BEING TREATED AS A MATTER OF URGENCY</p>	
	
SIGNED:	
CHIEF EXECUTIVE: MARK DAVIES	

LANCASTER CITY COUNCIL

Promoting City, Coast & Countryside

I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.			
SIGNATURE OF DECISION TAKER:		Cllr Gina Dowding	
DATE:		20.6.23	
<i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i>			REF NO.
			ICMD1
DATE DECISION TAKEN:	20.6.23	DATE RECEIVED BY DEMOCRATIC SERVICES:	20.6.23
DATE DECISION PUBLISHED:	20.6.23	IMPLEMENTATION DATE (publication day + 5 working days):	Immediate – call-in waived

CABINET**RIBA Stage 4 Decarbonisation Designs
ICMD****Report of Chief Officer – Planning and Climate Change**

PURPOSE OF REPORT			
To accept funding from the Low Carbon Skills Fund for the development of RIBA Stage 4 decarbonisation designs, should an offer be forthcoming, and provide delegated authority to the Chief Executive for the Award of Contract.			
Key Decision	<input checked="" type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>
			Referral from Cabinet Member
Date of notice of forthcoming key decision	14 May 2023		

RECOMMENDATIONS OF Cllr Gina Dowding

- (1) To accept funding of £370,000 from the Low Carbon Skills Fund for the development of RIBA Stage 4 decarbonisation designs, should an offer be forthcoming.
- (2) Should an offer be accepted, the general fund budget be updated as appropriate.
- (3) To delegate the award of Contract to the Chief Executive

1.0 Introduction

- 1.1 In Jan 2019, the Council declared a climate change emergency. The Council's priorities include the theme of 'Taking action to meet the challenges of the climate emergency'.
- 1.2 The council has approved a Building Energy Decarbonisation Plan (BEDP) to meet net zero 2030 targets. The programme assumes a transition from natural gas to electrically powered heat pumps, solar PV and retrofit improvements to building fabric.
- 1.3 The current BEDP has been developed to RIBA Stage 1 / 2 which is reasonably high-level.
- 1.4 Funding is available from the Low Carbon Skills Fund (LCSF) to develop existing BEDP's to RIBA Stage 4 – detailed design. This will specify exact heat pumps, building fabric, solar, electric upgrades and BEMS systems (make / model).
- 1.5 The work will also firm up capital costs *and* energy savings. This provides additional confidence and ensures sites have fully developed solutions and are 'spade ready.' Match funding is not required for LCSF funding.
- 1.6 Officers have submitted a £370,000 LCSF bid to cover Williamson Park, City Lab,

Gateway, Morecambe Town Hall and The Storey. Apart from Gateway, all sites have gas boilers which have reached end of life and could be eligible for Public Sector Decarbonisation funding (PSDS) which would cover a large proportion of capital costs.

- 1.7 The outcome of the LCSF funding application will be known by 26th June 2023
- 1.8 Williamson Park, City Lab, The Storey and Morecambe Town Hall will be eligible for PSDS funding, and the RIBA Stage 4 designs will help strengthen the application by providing assurance around costs and energy savings.
- 1.9 The next round of PSDS funding is expected to open in Autumn 2023 and (as with previous) will be on a first-come-first-served basis.
- 1.10 Officers have gone out to tender openly for the RIBA Stage 4 work, in preparation for LCSF funding being offered. Design work will need to be commissioned and completed quickly to meet the PSDS deadline in the Autumn.

2.0 Proposal Details

Officers wish to seek approval via an Individual Cabinet Member Decision (ICMD) to accept the LCSF funding, should an offer be forthcoming, and provide delegated authority to the Chief Executive for the Award of Contract.

This will enable officers to continue working swiftly to commission and complete the work in readiness for an Autumn PSDS application.

3.0 Details of Consultation

- 3.1 The Climate Emergency Projects team have been working in collaboration with Property Services.

4.0 Options and Options Analysis (including risk assessment)

	Option 1: Approve	Option 2: Reject
Advantages	Supports the council's overall climate emergency ambitions in line with the Building Decarbonisation Plan No funding contribution required for LCSF	None
Disadvantages	None	Does not support climate emergency ambitions
Risks	None	None

5.0 Officer Preferred Option (and comments)

- 5.1 To accept LCSF funding, should an offer be made and provide delegated authority to the Chief Executive for the Award of Contract.

RELATIONSHIP TO POLICY FRAMEWORK

The project links to the following priorities and cross-cutting themes:

- Net zero carbon by 2030 while supporting other individuals, businesses, and organisations across the district to reach the same goal.
- Increasing the amount of sustainable energy produced in the district and decreasing the district's energy use.

CONCLUSION OF IMPACT ASSESSMENT

(including Health & Safety, Equality & Diversity, Human Rights, Community Safety, HR, Sustainability and Rural Proofing)

Climate – As set out in the report

LEGAL IMPLICATIONS

By virtue of the General Power of Competence under s1 Localism Act 2011 the Council has the power to do anything that individuals may do and can therefore apply for grant funding and subsequently enter into any form of agreement regarding such funding. Legal Services will be able to assist in respect of any contracts or legal agreements relating to any funding in respect of this matter in the future to ensure that the same are suitable.

FINANCIAL IMPLICATIONS

The revenue bid to the low carbon skills fund does not require any match contributions, however, will firm up the costs (and energy savings) of decarbonising each of the sites therefore assisting future decisions.

The general fund net capital programme includes £2.43M (profiled £0.487M 23/24 and £1.946 24/25) to contribute towards the decarbonisation of these sites should a PSDS funding bid be successful. This will need to be reviewed after the RIBA Stage 4 work is completed, to check that costs remain in line.

OTHER RESOURCE IMPLICATIONS

The project will be delivered by the Climate Emergency team in collaboration with property services and Premises Managers where appropriate.

SECTION 151 OFFICER'S COMMENTS

The s151 Officer has been consulted and would draw Members attention to the comments given within the Financial Implications.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments to add.

BACKGROUND PAPERS

Contact Officer: Elliott Grimshaw

[Building Energy Decarbonisation Plan](#)

Telephone: 01524 582833

E-mail: egrimshaw@lancaster.gov.uk