

Operational Decision Record

Publication Date 22 December 2023	Decision Reference Number 5066
Decision Title	
Employment of advisors to provide specialist advice and support to the District Heating and Waste Disposal Review	
Decision Value	
£249,999.99	
Revenue or Capital Spend?	
Revenue	
Department	
Communities, Environment & Residents Services	
Contact Officer (Name, job title, and contact details)	
Ian Vernalls, Programme Manager, tel: 0115 876 3475	
Decision Taken	
Approve the appointment of advisors to provide advice and support to the District Heating and Waste Disposal Review	
Reasons for Decision and Background Information	
There is a need to engage consultants to provide specialist legal, technical, financial and other advice to Council officers undertaking the District Heating and Waste Disposal Strategic Review.	

Contracts to provide energy to the district heating system and for the city's waste disposal needs are due for renewal. Specialist advice and support not available within the Council is required.

The advice will inform the Review, a report on which is scheduled for consideration by Executive Board in Q1 2024. Funding for the appointment will be met from existing Communities, Environment and Residents Services budgets, specifically District Heating – N-87000-DHO-2026.

Other Options Considered and why these were rejected

In-house options for providing the required advice were considered, but the necessary skill sets are not available. As such this option was rejected.

Reasons why this decision is classified as operational

The decision is below £250,000 with budget available to cover expenditure. There are no policy implications.

Additional Information

Procurement comments

It is proposed that the services will be procured using a framework and is compliant routes with NCC Contract Procedure Rules.

The current cost for the service is £12,050.00 per month, contracting directly via APSE.

The proposed cost for the service will be £10,080.00 per month, contracting via the Bloom framework.

Budget saving of £1970.00 per month.

Advice provided by Paul Ritchie, Procurement Category Manager 01/11/2023.

Finance Comments

This decision seeks to approve the employment of advisors to provide specialist advice and support to the District Heating and Waste Disposal Review.

The value of the decision is up to £0.250m and can be funded in full from existing MTFP provision, namely that of overachievement of income generated through the sale of electricity to the grid, under contract with EDF. This is contained within the EE & Waste Strategy Service with the Energy & Sustainability Division.

The service will need to realign income and expenditure budgets to reflect the overperformance and funding of the advisors.

The service will need to monitor income levels to ensure this decision remains affordable and that no overspend occurs.

Sejal Mistry
Senior Commercial Finance Business Partner
21/09/2023

Legal Comments

It is accepted that the Council in-house legal team neither possesses the capacity nor the expertise required to fully support the District Heating and Waste Disposal Review and associated activities, both known and unknown at this stage. Whilst supporting where we can with actual casework, Legal Services are happy to support the required procurements of the specialist services, including external legal support, with appropriate legal contracts or contract reviews where possible.

Anthony Heath, Senior Solicitor, 2 November 2023

Decision Maker (Name and Job Title)

Colin Parr Corporate Director Communities, Environment and Residents Services.



Scheme of Delegation Reference Number

1

Date Decision Taken

15 November 2023