



## **RECORD OF DELEGATED DECISION (OFFICER)**

<b>1. Decision Reference No.</b>	<b>CEX425</b>
<b>2. Name/Title of Officer</b>	<b>Michelle Howard Director for Housing and Communities (Deputy Chief Executive)</b>
<b>3. Email address of Officer</b>	<b>mhoward@melton.gov.uk</b>
<b>4. Title / Subject Matter:</b>	<b>Procurement Framework to contract 120k total for Solar PV Panels &amp; Swimming Pool Covers at Waterfield Leisure Centre</b>
<b>5. Type of Decision:</b>	<b>Public</b>
<b>6. Key Decision?</b>	<b>Key</b>
<b>7. Decision Taken:</b>	<ol style="list-style-type: none"><li>1. Authority for Deputy Chief Executive/Director for Housing &amp; Communities to enter into a Procurement Framework, to contract a supplier to deliver leisure improvement works to the total of 120k for energy efficiency (Solar Panels &amp; Pool Covers).</li><li>2. Authority to enter into any associated legal agreement through the Procurement Framework.</li></ol>
<b>8. Reasons for Decision:</b>	<p>As the works total over £50k, we require Director approval to carry out leisure improvement works. We also are required to enter into a Procurement Framework for associated works for the solar panels, as they are over this threshold circa £88k. The Pool Covers circa £32k do not require a Procurement Framework, however as a considerable sum, we still would like Director approval to get a contractor to deliver these.</p> <p>The Swimming Pool Support Fund, the Council has received covers 100% of the total of costs of these energy efficiency works.</p>
<b>9. Authority / Legal Power:</b>	<p>The Director for Housing &amp; Communities/Deputy Chief Executive has delegated authority to take this decision pursuant to the Melton Borough Council Constitution - Chapter 2 Part 4 Officer Scheme of Delegation.</p>

<b>10. Background Papers attached?</b>		<b>No</b>
<b>11. Alternative options available / rejected:</b>		
<p>1. <b>Reject approval to use a procurement framework;</b> this would impact on the Council being able to delivering energy efficiency improvements (i.e Solar panels &amp; Pool Covers) to reduce Waterfield’s utility usage and carbon footprint.</p>		
<b>12. Implications:</b>		
<b>Legal</b>	<p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).</p> <p>The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council’s Contract Procedure Rules and the Council’s Financial Regulations [Legal Approval – 10 April 2024]</p>	
<b>Finance</b>	<p>The Council will be receiving £120,157 from Sport England’s Swimming Pool Support Fund (SPSF) to support improving Melton Borough Council Leisure facilities. The funding must be spent on energy efficiency improvements, as per the funding bid, which were solar PV and pool covers at Waterfield Leisure Centre. The Solar PV requires to go through a Procurement Framework due to the costs associated of £88k. [Finance Approval – 28 Feb 2024]</p>	
<b>HR</b>	<p>There are no HR implications to note. [HR &amp; Communications Approval – 26 March 2024]</p>	
<b>Procurement</b>	<p>Route to market now checked and happy this is fully compliant. [Procurement Approval – 20 March 2024]</p>	
<b>13. APPROVAL/SIGN OFF</b>		
<b>Signature of Decision Maker with authority to sign :</b>	<p>Email approval received <b>Michelle Howard</b> <b>Director for Housing and Communities (Deputy Chief Executive)</b></p>	

<b>Consultation with:</b>	Email notification received <b>Cllr Pip Allnatt</b> <b>Leader</b>
<b>Date:</b>	<b>10 April 2024</b>

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