



ADUR & WORTHING
COUNCILS

**Record of Officer
Executive Decision**

Ref: DforDS&R/012/21-22

Date of Decision: 05 November 2021

If you have any questions about this decision please contact Democratic Services on 01903 221006 or email democratic.services@adur-worthing.gov.uk

Record of Decision: DforDS&R/012/21-22 Rooftop solar PV installs on Council buildings

Decision taken by: Director for Digital Sustainability & Resources

Declaration of Disclosable Pecuniary Interests:

I do not have a disclosable pecuniary interest, or conflict of interest.

Delegated authority: The Joint Strategic Committee meeting held on the 9 February 2021, authorised the Director for Digital Sustainability & Resources to negotiate and let any contracts associated with this programme of works in consultation with the Executive Members for Resources providing the same were within the approved budget.

Decision:

To award the Design & Build Contract for the delivery of rooftop solar PV systems at six sites across Adur and Worthing, to Bright Spark Ventures Ltd, trading as Bright Spark Energy.

The contract amount is £188,003.60, broken down as follows:

£61,618.30 for the two Adur District Council sites, funded by Invest to Save budget provision as approved by the Executive Members for Resources on 05/11/2021;

£71,369.21 for the two Adur Homes sites (£47,650 grant funded, remainder from Adur HRA Capital Programme); and

£55,016.09 for the two Worthing Borough Council sites (fully grant funded)

The total amount is within the estimated contract value authorised by the Joint Strategic Committee on 7 September 2021.

Key Decision: Yes

Reason For Decision:

To install solar PV arrays on the roofs of the Commerce Way Depot, Eastbrook Manor Community Centre, Goring Recreation Ground, Marsh House, Shadwells Court and Worthing Town Hall & Assembly Hall, partly utilising funding from the Public Sector Decarbonisation Scheme (PSDS). The solar PV arrays will provide renewable electricity to the buildings, reducing the amount of electricity imported from the grid and therefore reducing the overall energy bills and carbon emissions associated with the buildings.

As per the Councils' Contract Standing Order 8.10, a framework agreement was used for the tender procedure. The Councils utilised the Portsmouth City Council "Design, Supply & Installation of Solar Photovoltaic (PV) Panel Systems & Associated Equipment - Central

Southern England Multi Contractor Framework” with all Tier 1 contractors invited to participate in the mini competition for this proposal. One bid was received and was evaluated by a team of officers. The bid received from Bright Spark Ventures Ltd scored highest for both quality and price (overall 88%).

Alternative Options Considered:

The PSDS funding secured is directly linked to the amount of carbon emissions saved and, solar photovoltaic (generating electricity to the building) or solar thermal (delivering hot water to the building) were eligible technologies for rooftop installations. Given the movement away from gas boilers towards low carbon solutions such as heat pumps, solar PV was considered well-matched to provide zero carbon electricity to the heat pumps, supporting both the electrification of heat and the Councils’ net zero target.

Other Matters Considered:

Legal Advice and Issues	x	Financial Advice and Issues	x
Sustainability Issues	x	Equality Issues	x
Community Safety Issues	x	Human Rights Issues	x
Reputation	x	Risk Assessment	x
Health & Safety Issues	x		

Consultation:

Internally, colleagues from Technical Services, Facilities, Housing, Planning, Sustainability, Estates, Procurement and Legal have been consulted with regards to this proposal. Building tenants are also aware of the proposals and have facilitated multiple site visits.

Background Papers:

[JSC/9/2/2021 Carbon Neutral 2030 - Reporting on the success of funding applications to the Public Sector Decarbonisation Scheme](#)
[JSC/7/9/2021 1st Quarter Capital Investment Programme & Projects Monitoring 2021/22](#)
[JAW/011/21-22 Two rooftop solar schemes for Adur](#)

Call-in: The call-in deadline for this decision will be 5:00pm on 12 November 2021

Signed: 

Dated: 15th October 2021

Name: Paul Brewer, Director for Digital Sustainability & Resources

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