

Chief Officer Decision Notice

For non-key decisions



Notice is hereby given that the following Chief Officer Decision has been made, as delegated by the Cabinet/Cabinet Member or under their delegated authority in the Council's Constitution.

1. NOTICE FOR PUBLICATION

Title of decision	Decarbonisation Works, 3 Port Valves, HV and LV plant room works
Name and Title of Chief Officer(s) making the decision	Gary Penticost Director of Operational Assets On Behalf of Dan Kennedy, Corporate Director of Residents Services
Directorate	Resident Services
Reference No.	2026/1691
Date of decision	15/04/2026
Relevant Ward	Civic Centre UB8 1UW

Details of Decision Taken

Decision	The Chief Officer agrees to: <ol style="list-style-type: none">1. Approve the delivery of decarbonisation works, including the installation of 3port valves and associated plant room improvements at the Civic Centre.2. Approve the associated expenditure within the approved capital programme for decarbonisation and energy efficiency works.3. Instructs relevant officers to finalise delivery arrangements and oversee implementation.4. The Contractor agreement with PFL at value of £249,898.60
Reason for decision	<p>The proposed works form part of the Council's commitment to reducing carbon emissions from its operational estate and improving the energy efficiency and resilience of core buildings. The plant room upgrades, including the installation of 3port valves, will improve system control, reduce energy consumption, and support compliance with decarbonisation targets.</p> <p>A Chief Officer decision is required to approve the implementation of the works and associated expenditure to ensure timely delivery and alignment with the Council's climate and sustainability objectives. Details of the procurement are set out in the confidential appendix.</p>
Alternative options considered and rejected	Do nothing: Rejected as this would result in continued inefficiencies, higher energy consumption, and failure to support the Council's decarbonisation commitments.

	Partial replacement only: Rejected as this would not deliver the full energy and carbon reduction benefits and may lead to increased maintenance costs in the future.
Factors considered	<ul style="list-style-type: none"> • Climate change and carbon reduction objectives • Asset condition and operational efficiency • Financial implications and value for money • Health and safety requirements • Public Sector Equality Duty (no adverse impacts identified)
Report Author & Directorate	Harley Riddington – Project Manager – Resident Services

Legal and Finance Comments

Finance comments	<p>The cost of the works to be awarded to PFL is £249,898.60. This will be funded from the existing approved Capital Programme for Decarbonisation and Energy Efficiency.</p> <p>Sufficient budget is available within the 2026/27 capital allocation, and no additional funding is required. The upgrades are expected to deliver long-term energy efficiency benefits by reducing energy consumption and supporting future revenue savings across the corporate estate.</p> <p>This project/funding has received internal spend control approval.</p>
Finance Officer name and Title	Noah Shoyoye Finance BP, Strategic & Operational Finance
Legal Comments	<p>The Council's Procurement and Contract Standing Orders ordinarily require competitive tenders to be sought before a contract is awarded. However, Standing Order 4.1(c) confirms that the use of established compliant frameworks is authorised and the requirement for obtaining best value and adequate competition, competitive tenders or quotations shall therefore not be required.</p> <p>Legal Services confirms that there are no legal implications to the Council awarding the contract directly to PFL via the Minor Works Framework or agreeing the recommendations which will support the Council's commitment to reducing carbon emissions.</p>
Legal Officer Name and Title	<p>Neena Sharma - Deputy Principal Lawyer, Contract Lawyer Legal Services 14.04.2026</p>

Appendices / report attached

List here any report / appendices / e.g. tender evaluations or other documentation to be included in	Confidential exempt appendix - Direct Award through minor framework Lot 8 to PFL (Electrical) Ltd
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support of this decision	
Exempt Classification	That the associated appendix / report be declared as exempt from publication as it involves the disclosure of information in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12A, in that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that the public interest in withholding the information outweighs the public interest in disclosing it.

Cabinet Member & other Chief Officer consultation

Name and Title of any other Chief Officer(s) you have consulted with and as per any delegation.	Gary Penticost Director of Operational Assets
Name and Title of the Cabinet Member you have consulted, and as per any delegation	Cllr Jonathan Bianco, Deputy Leader Cabinet Member for Property, Highways and Transport Telephone call 10/4/2026
Any conflicts of interest declared by the Chief Officer making this decision and/or Cabinet Member who is consulted by the officer which relates to the decision - or if dispensation by the CEO was granted to them.	N/A

Authority for this decision

Detail authority from Cabinet or under delegated authority in the Constitution / Officer Scheme of Delegations	CABINET – Thursday 25 th May 2023: Item 9: Civic Centre and Public Building Decarbonisation Initiatives Programme Decision: 6. Delegate all other decisions required for this project to the Corporate Director of Place, in conjunction with the Cabinet Member for Property, Highways and Transport, and where related to the Council’s climate change strategy, with the Cabinet Member for Residents’ Services*
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	<i>*The Corporate Director may sub-delegate decisions delegated by Cabinet to the Director of Operational Assets under the Officer Scheme of Delegations.</i>
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2. APPROVAL

Formal approval by Chief Officer making the decision

Signed 

Date: 15/04/2026

Gary Penticost, Director of Operational Assets