

Decision type:	Decision Specifically Delegated to Officers / Single Member Decision
Decision date:	10 April 2025
Decision maker:	Tom Hook – Deputy Chief Executive City and Citizens Services
Decision title:	To agree the final structure of the Renewable Technologies Framework and award framework agreements for the “Installation of Renewable Technologies to Council Owned Properties” to successful suppliers across 6 lots for a term of 4 years.

Summary	
Decision being taken:	To agree the final structure of the Renewable Technologies Framework and appoint the successful suppliers to all LOTs on the Framework, following a competitive tender via OCC Procurement.
Key decision:	Yes
Source of delegation:	Committee meeting - 12th June 2024 (Minute 11 point 2) - The executive decision was delegated expressly to the Council officer by Cabinet, pursuant to section 4.4 of the Constitution.
Cabinet Member:	Councillor Linda Smith, Cabinet Member for Housing; Councillor Ed Turner, Deputy Leader (Statutory) - Finance and Asset Management
Corporate Priority:	Meeting Housing Needs and Pursue a zero carbon Oxford; Support thriving communities
Policy Framework:	Housing Strategy, Council Strategy 2020-24; Zero Carbon Council by 2030 Zero Carbon Oxford Action Plan; Housing, Homelessness and Rough Sleeping Strategy 2023-2028

The Deputy Chief Executive City and Citizens Services decides as follows:

1. To agree the final structure of the Renewable Technologies Framework and appoint the successful suppliers to all LOTs on the Renewable Technologies Framework and enter into Framework agreements with the following successful suppliers:

Lot 1: Design/ Supply/ Installation of Domestic Air Source Heat Pump

Direct award or Mini competition

1st - Oxford Direct Services Trading Limited

2nd – PH Jones (trading name of British Gas Social Housing Limited)

3rd - Correct Contract Services LTD

4th - TSG Building Service Plc

5th - Robert Heath Heating Ltd

Lot 2: Design/Supply/ Installation of Commercial Air Source Heat Pumps

Mini competition

1st - Oxford Direct Services Trading Limited

2nd - Sureserve Energy Services UK

3rd - Correct Contract Services LTD

4th – Global Energy Systems and Technology Ltd

5th – TSG Building Service Plc

6th - PHS Home Solutions Limited

Lot 3: Design/Supply/ Installation of Ground Source Heat Pumps – Domestic

Direct award or Mini competition

1st – Kensa Contracting Limited

2nd – TSG Building Service Plc

3rd – PHS Home Solutions Limited

4th - Sureserve Energy Services UK

Lot 4: Design/Supply/ Installation of Ground Source Heat Pumps - Commercial

Mini competition

1st – Kensa Contracting Limited

2nd – PHS Home Solutions Limited

3rd - TSG Building Service Plc

Lot 5: Design/Supply/ Installation of Solar Photovoltaic/ Solar Thermal/ Battery Storage

Mini competition

1st - Oxford Direct Services Trading Limited

2nd – B.I. Electrical Services (NI) Limited (trading as Greenview)

3rd – Spirit Solar Limited

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4th - Cinergi Ltd

5th – Effective Energy Group LTD

Lot 6: Supply/Installation of Air source Heat Pumps - domestic

Direct award or Mini competition

1st – BPM Contracting Services Ltd

2nd – PH Jones (trading name of British Gas Social Housing Limited)

3rd – Correct Contract Services LTD

4th – Robert Heath Heating Ltd

5th - Synergize

Appendix No.	Appendix Title	Exempt from Publication
1	Appendix 1 – Risk Register	No

Introduction and background

1. The objective of this report is to award framework agreements to up to 5 successful contractors being appointed to the Renewable Technologies framework over 6 lots.
2. Oxford City Council (OCC) has set a target of getting 95% of its housing stock to an Energy Performance Certificate (EPC) C or above by 2030. There is also a commitment to reach net zero carbon emissions as a city by 2040 which goes beyond EPC C. The Heat and Buildings Strategy (October 2021), sets out the Government’s intention to phase out the installation of natural gas boilers beyond 2035 with alternative low-carbon technologies used for heating.
3. To support Oxford City Council’s ambition of Net zero by 2040, part of the solution will be to install renewable energy technologies including heat pumps. In order to meet this target along with the Council’s EPC C target and prepare for the gas phase out. A route to market for these specialist services is needed to enable works to be completed quickly given the timeframe of the targets.
4. The Framework will allow the Council to procure works using pre-approved suppliers with a detailed specification for the works, to enable the installation of renewable technologies over a 4-year period.
5. There are 6 lots on the framework to cover General Fund and HRA properties:
 - Lot 1 - Design/Supply and Installation of Domestic Air Source Heat Pumps
 - Lot 2- Design/Supply and Installation of Commercial Air Source Heat Pumps
 - Lot 3 – Design/Supply and Installation of Ground Source Heat Pump Powered Systems – Domestic
 - Lot 4 – Design/Supply and Installation of Ground Source Heat Pump Powered Systems – Commercial

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- Lot 5 – Photovoltaic /Solar Thermal /Battery - Design, Supply, and Installation
 - Lot 6 – Supply and Installation of Air Source Heat Pumps
6. A Tender notice was published on Contracts Finder and FTS (Find a Tender Service) and a full open tender exercise carried out on the Council's tendering portal (in-tend) to ensure a legally compliant procurement was conducted in compliance with the procurement rules as set out in the Oxford City Constitution section 19.
 7. Following submission of tenders, the successful suppliers are to be appointed to the Framework on the relevant lot(s). Once on the Framework, award of call-off contracts for identified works programmes will be by mini competition or direct award in some circumstances.
 8. Suppliers tendered with some tendering across several of the 6 lots. A tender response was submitted by each contractor for each individual lot. Tenders were scored by a panel of 3 evaluators. The 3 evaluators then met for a moderation meeting to agree scoring.
 9. All tender responses were scored against the evaluation criteria with a 40% cost and 60% quality split. Minor clarifications on costs were sought during evaluation.
 10. The value of the Framework is £0, but a £30M total spend is permissible on the Framework via call off contracts (through either direct award or mini competition). These call off contracts will not accumulate to more than the total spend of £30M on the framework. Each call off contract will be authorised separately (key or non-key decision is to be dependent on the value of the individual call off contract).

Reasons for the decision

11. So that contractors can be appointed to the framework and the framework agreements which are £0 Value can be entered into, to allow for call off contracts to be procured via either direct award or mini competition (depending on the lot and requirements).
12. This framework provides a route to market for the specialist services needed to enable works to be completed to deliver Oxford City Council's ambition of Net zero by 2040.

Alternative Options Considered

N/a

Equalities Impact

13. A full Equality Impact Assessment will be completed for call off contracts that consider their impact on people with protected characteristics.
14. Social value has been included as part of the quality scoring criteria on the framework.

Risks

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15. Please see Appendix 1 Risk Register.

Carbon and Environmental Considerations

16. The contract is to deliver renewable technologies to Council properties which will reduce the Council's carbon emissions.

Implications of making the decision

Financial Implications

17. The value of the Framework is £0, but a £30M total spend is permissible on the Framework via call off contracts (through either direct award or mini competition). These call off contracts will not accumulate to more than the total spend of £30M on the framework.

18. As the Framework has been tendered on the open market and all tenders assessed against cost and quality criteria this ensures that value for money is achieved for any works delivered under the Framework.

19. Approval for future projects will be sought in line with Council processes. Each programme will seek approval using the required authorisations prior to award through the Framework.

20. The Framework will lead to efficiencies in both staff time and the time taken to procure generally and will enable the Council to procure works at short notice when required.

Legal Issues

21. Under Parts 4.5(10) 4.5 (11) and 19 (22) of the Constitution Cabinet is responsible for the decisions set out in the recommendation. Under section 9E (3) (c) of the Local Government Act 2000 Cabinet is empowered to delegate its functions to officers.

22. The establishment of the framework is permitted under the Public Contract Regulations 2015. The Framework's procurement has complied with the Council's Constitution and the Public Contract Regulations 2015.

Financial implications	The financial implications are covered in the report above. IN ADDITION TO HoF CONSULTATION	Completed by: Nigel Kennedy Group Finance Director Date: 31-3-2025
Legal implications	The value of the Framework is £0, but a £30M total spend is permissible on the Framework via call off contracts	Completed by: Amber Khaloon, Trainee

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	<p>(through either direct award or mini competition). These call off contracts will not accumulate to more than a total spend of £30M on the framework.</p> <p>Each call off contract will be authorised separately (i.e. key decision if above £750,000).</p> <p>Under Parts 4.5(10) and 4.5 (11) of the Constitution Cabinet is responsible for the decisions set out in the recommendation. Under section 9E (3) (c) of the Local Government Act 2000, Cabinet is empowered to delegate its functions to officers.</p> <p>The establishment of the framework is permitted under the Public Contract Regulations 2015. The Framework's procurement has complied with the Council's Constitution and the Public Contract Regulations 2015.</p> <p>IN ADDITION TO HoL&G CONSULTATION</p>	<p>Solicitor</p> <p>Date: 31/03/2025</p>
Other implications	. N/A	<p>Completed by: Juliet Nicholas</p> <p>Date: 09 April 2025</p>
Member declared interests	N/A	<p>Completed by: Juliet Nicholas</p> <p>Date: 09 April 2025</p>

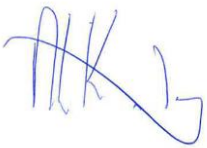
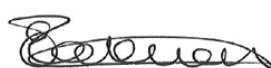
Background Documents
N/A

Report author	Juliet Nicholas
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Job title	Energy and Sustainability Manager
Service area or department	Corporate Property
Email contact	Jnicholas@oxford.gov.uk

Consultee checklist

Consultees	Name and job title	Date
Senior officer e.g. the relevant service manager / Head of Service where the decision maker is the Chief Executive or an Executive Director.	N/A	
Group Finance Director Where required by the Constitution or conditions of the delegation	 Group Finance Director / Section 151 Officer	02/04/25
Head of Law and Governance Where required by the Constitution or conditions of the delegation	 Emma-Louise Jackman Director of Law, Governance & Strategy (Monitoring Officer)	31/03/25
Cabinet Member(s) Where required by the conditions of the delegation	Cllr Ed Turner Cllr Linda Smith	02/04/25
Ward Members Where required by the Constitution or conditions of the delegation	N/a	

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Decision Maker Approval

<i>Name and job title</i>	<i>Date</i>
Tom Hook Deputy Chief Executive – City & Citizens	07/04/2025

This form must be completed and sent to Committee and Member Services **on the date that the decision maker signs it. This must be only done once all consultees have given their approval. The decision shall be effective from the date of publication; therefore, it is important that you send to Committee and Member Services as soon as it is completed and dated by the decision maker. Please note that it is not effective until it is published and the call in period has passed.**

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NOTES

The law¹ requires the Council to record executive and non-executive decisions taken by officers under delegated powers and to publish them on the Council's website.

These requirements apply to decisions that would have been taken by Council or the Cabinet if delegated powers had not been given to an officer:

- under an express delegation granted at a meeting of Cabinet, Council or a Committee.
- in accordance with Part 4.4 of the Constitution as follows:
 - Awarding a contract where authority has been specifically delegated to officers by Cabinet or a Cabinet Member (regardless of value)
 - Acquiring or disposing of freeholds or leaseholds granting new leaseholds (excluding assignments and rent reviews) where authority has been specifically delegated to officers by Cabinet or a Cabinet Member (regardless of value)
 - Making a regulatory order which affects a number of people, for example a Public Space Protection Order or a Parking Place Order
 - Where the effect of a decision is to grant a licence or permission or it affects the rights of citizens
 - Discharging any other express delegation from Cabinet or a Cabinet Member a committee or Council.

These requirements **do not** apply to:

- planning and licencing matters where there are established arrangements for recording decisions: or
- decisions which are purely administrative or operational in nature

All other officer decisions should be recorded on an officer decision form but do not need to be published. They must though be stored so as to ensure that they are not lost should an officer leave the authority.

Exempt or Confidential information

Information relating to a delegated officer or single member decision does not have to be made public if it is exempt or confidential. Summary information from this decision

¹ the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012/2089 (Regulation 13(4)) and The Openness of Local Government Bodies Regulations 2014/2095 (Regulation 7)

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sheet (excluding all exempt or confidential information) will be published on the Council's website.

Key or Non Key Decision

A key decision is an executive decision which is likely to:

- Have a significant effect on people living or working in a least two wards or
- Involve spending, income, or saving a significant amount – whether an amount is significant depends on the Council's total budget for the service involved. For this Council 'significant' in budgetary terms is:
 - Expenditure, income, or savings of £750,000 or greater in the context of the medium term financial strategy,
 - Acquiring or disposing of freeholds with a consideration over £500,000 in the context of the medium term financial strategy except for disposals pursuant to right to buy legislation
 - Acquiring or disposing of leaseholds where either the rental value is in excess of £250,000 per annum and/or the premium is £750,000 except for statutory lease renewals under Part 2 of the Landlord and Tenant Act 1954 and disposals pursuant to right to buy legislation and disposals pursuant to right to buy legislation.
 - Acquiring or disposing of easements with a value over £750,000 and/or rental value over £250,000 each year

A key decision can only be taken and recorded here if notice of it has been published on the Forward Plan for at least 28 clear days. Key decisions taken by officers may be "called in" by any four councillors or the Chair of the Scrutiny Committee within two days of the notice of decision being published.

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