

REPORT AUDIT TRAIL

CONSULTATION

*This is important as it shows that consultation has been undertaken in the preparation of the report and provides a quick reference point for specific comments, whilst the report will not be publishable if these areas have not been completed by the named persons below. **You must liaise with and receive sign off from the relevant Cabinet Member(s).***

Name/Position	Portfolio/Ward/ Directorate	Date Sent	Date Received	Comments in para:
Councillor (Select Cabinet Member Name)	Cabinet Member for (Select Cabinet Portfolio)	Click here to enter a date.	Click here to enter a date.	
<i>Name of Strategic Director</i>	Assistant Chief Executive/ Strategic Director for (relevant directorate)	Click here to enter a date.	Click here to enter a date.	
<i>Chloe Parker,</i> Finance	Finance and Customer Services	15/04/25	22/05/25	6.1
<i>Stuart Fletcher,</i> Legal Services	Legal Services	15/04/25	23/05/25	7.1, 7.2
<i>Rebecca Boyle,</i> Human Resources	Assistant Chief Executive's Office	15/04/25	22/04/25	8.1
<i>Karen Middlebrook,</i> Procurement	Finance and Customer Services	15/04/25	13/05/25	6.2
Equalities	Assistant Chief Executive's Office	15/04/25	22/04/25	10.1
<i>Katie Rockett,</i> Climate Change	Finance and Customer Services	15/04/25	16/04/25	CIA450

REPORT APPROVAL TRACKING			
Equalities Your report will not be authorised for submission to Cabinet by your Strategic Director if you have not undertaken and included an initial equalities screening. All equalities analysis documents should be sent to Equality@rotherham.gov.uk for feedback prior to being included as appendices.	Initial Screening completed and included with report	YES	Insert date agreed
	Full Assessment completed and included with report	NO	Insert date agreed
Carbon Impact Assessments Carbon Impact Assessments are to be appended to the associated cabinet reports. Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback prior to your report being sent to your Strategic Director for approval.	Carbon Impact Assessment completed and included with report.	YES	Insert date agreed
Background information MANDATORY: Insert headings for a few main public documents you have used or referenced to write this report. This is a legal requirement. For Cabinet reports, <u>insert hyperlinks</u> . Do not list private documents.	Notice of Declaration of Climate Emergency 30-Oct-2019 14.00 Council Meeting.pdf (rotherham.gov.uk)		
Appendices If appendices are essential to the understanding of the report, list titles here. Ensure that appendices have proper titles. List any appendices relevant to the decision being taken first with the Equality Analysis documents coming next and the Carbon Impact Assessment being listed as the last Appendix for all reports.	Appendix 1 <i>Initial Equality Impact Screen Assessment</i> Appendix 2 <i>Climate Impact Assessment</i>		
Cabinet Member Approval You should retain an email confirming the Cabinet Member approval for your records. Strategic Directors should not authorise reports unless Cabinet Members have given sign off	YES/NO (delete as appropriate)	Click here to enter a date.	
Report Authorised by Strategic Director	YES/NO (delete as appropriate)	Click here to enter a date.	
Report Authorised for publication by Chief Executive	YES/NO (delete as appropriate)	Click here to enter a date.	

Public Report
Delegated Officer Decision

Committee Name and Date of Committee Meeting

Delegated Officer Decision – 25 April 2025

Report Title

Markets and Library Solar PV

Is this a Key Decision and has it been included on the Forward Plan?

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Judith Badger, Strategic Director of Finance and Customer Services

Report Author(s)

Steven Cope, Energy and Environment Manager

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Ward(s) Affected

Boston Castle

Report Summary

On 30th October 2019, the Council declared a Climate Emergency and set out its action plan covering the following seven policy themes of Energy, Housing; Transport; Waste; Built & Natural Environment; Influence and Engagement.

At its meeting on 23rd March 2020, Cabinet resolved to establish the targets of:

- The Council's carbon emissions to be at net zero by 2030 (NZ30)
- Borough-wide carbon emissions to be at net zero by 2040 (NZ40)

A Climate Emergency Action Plan has since been established that documents how these challenging targets will be delivered, and the Council's progress is reported annually.

In support of the Council's net zero targets, an opportunity has arisen to maximise the renewable solar generation capacity as part of the Council's existing project to develop the markets and town centre library. The current project only provides for a small element of solar due to funding constraints.

This report therefore summarises the proposal to utilise the Council's decarbonisation capital budget to maximise renewable solar power as part of the existing markets and libraries project.

Recommendations

1. Approve the use of the £350,000+VAT of the Council's allocated Capital decarbonisation fund for the delivery of enhanced solar PV on the markets and library as part of the existing project.

List of Appendices Included

Appendix 1 Equalities Impact Screening Assessment
Appendix 2 Climate Impact Assessment

Background Papers

[Notice of Declaration of Climate Emergency 30-Oct-2019 14.00 Council Meeting.pdf \(rotherham.gov.uk\)](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Outside Covered Market and Library – Photovoltaic (PV) Solar Project

1. Background

- 1.1 On 30th October 2019, Rotherham Council declared a Climate Emergency and set out a plan of action to reduce carbon emissions generated by the Council, businesses, other organisations, and individuals across the Borough.
- 1.2 The following targets were set at its Cabinet meeting on 20th March 2020 to reduce carbon emissions across the Borough:
 - The Council's carbon emissions to be at net zero by 2030
 - Rotherham-wide carbon emissions to be at net zero by 2040

The redevelopment of the markets and the addition of a new library in Rotherham Town centre are underway. The existing construction on this site presents an opportunity to include additional renewable solar panels to improve the completed sites carbon footprint and reduce revenue requirements.

2. Key Issues

- 2.1 The existing project includes a small portion of solar on the library roof. However, the number of solar panels included within the markets and library project does not maximise output and does not make best use of the roof space available due to insufficient funds available.
- 2.2 It is therefore proposed that the provision of solar on the rooftop of this project is increased and maximised utilising existing funds allocated for the decarbonisation of the Council's estate.
- 2.3 The buildings will be electrically heated, the inclusion of additional solar will offset some of this, reducing both the Council's carbon footprint and its revenue requirement for these sites.
- 2.4 In order to undertake this work, an estimate of £350,000 + VAT (this includes a contingency) is required to provide solar on the renewed roof at the markets and library planned for the 2025/26 financial year.
- 2.5 It is proposed that an installation of 58kW on the library rooftop will cost £64k with a payback of approximately 6.5 years. In addition, the outdoor covered market solar installation will be 195kW, at a cost of £282K with a payback of around 8.5 years. The proposed budget also includes a contingency of 15%. A breakdown is available in 2.7.
- 2.6 It is estimated that this project will save the Council 3.5tCO₂e annually.

2.7

Estimates	Library	Market	Total
System Cost (£)	55,105.78	242,926.10	298,031.88
Contingency (15%) (£)	8,265.87	36,438.92	44,704.79

Corporate Overhead (1%) (£)	633.72	2,793.65	3,427.37
Total (£)	64,005.37	282,158.67	346,164.04
Annual revenue savings (£)	9,735.75	32,747.18	42,482.93
Estimated payback (years)	6.57	8.62	8.15

2.8 It should be noted that the use of this fund for these works will reduce the funds available for other decarbonisation works within the corporate estate. The Council continues to look for external funding opportunities to support its decarbonisation strategy, but it is important that where refurbishment or development of new buildings is being undertaken that sufficient budget for renewables is accounted for at the outset where possible.

2.9 As the markets project progresses, there may be further space available for solar PV on the indoor markets if the roof space is deemed suitable; however, this is outside of the scope of this decision.

3. Options considered and recommended proposal

3.1 Option 1 (recommended Option)

Approve the use of £350,000 + VAT from the existing Council capital decarbonisation fund to deliver via the markets and library project's existing procurement to deliver the enhanced solar pv at this site.

This option will provide both carbon and revenue savings for the Council and is therefore the recommended option.

3.2 Option 2 (do nothing) –

Option 2 is for no enhancement of solar on this site to be undertaken. A small number of solar panels will be applied to the Library site as part of this option but will not make full use of both the Library rooftop and the Outdoor Covered Market.

Considering the Council's declaration of a climate emergency in 2019 and subsequent target to achieve net zero by 2030, the do-nothing approach is not recommended.

Whilst the roof space may be suitable to retrofit at a later date, issues relating to roof warranties and the need to continue construction post completion of the existing markets project may make retrofitting undesirable. Warranties on roof-works undertaken as part of the markets and libraries project could be voided if retrofit works are completed within the warranty period which is likely to extend past the Council's decarbonisation target, 2030.

Selecting this option would represent a missed opportunity to reduce the Council's carbon footprint and its revenue budget and is therefore not recommended.

4. Consultation on proposal

- 4.1 There has not been any public consultation on this proposal.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Property and Facilities Services will be responsible for implementing the decision in accordance with the timetable below:

Milestone	Date
Officer Delegated Decision Notice	May 2025
Outside Covered Market: Site works and Commissioning	May 2025 to Feb 2026
Library: Site works and Commissioning	Sep 2025 Jun 2026
Project Completion	Jun 2026

6. Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)

- 6.1 In March 2022, a £6.4m budget was approved for Council building decarbonisation works. At the start of 25/26, there has been £79,989 spent with £6,320,011 to be allocated.

Budget to be allocated (£)	6,320,011.00	
	Allocation	Budget
	(£)	Remaining (£)
Public Sector Decarbonisation Scheme Phase 4 - May 2025 Officer Decision	152,250.00	6,167,761.00
Library and Markets Solar PV - May 2025 Officer Decision	350,000.00	5,817,761.00

Should this decision be approved, there will be £5,817,761 remaining.

- 6.2 Solar PV was included within the original scope of the Markets and Libraries contract, but during design phase was value-engineered out due to costs. This proposal will require a variation to the Libraries and Markets contract to bring solar PV fully back into scope of the build phase, which is permissible under the Public Contracts Regulations 2015 (the relevant legislation this contract was procured under). A full and detailed modification (compensation event) will be required to contractually capture the works now required.

7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)

- 7.1 As stated above the proposal will require the Markets and Libraries contract to be varied which is allowed for under Regulation 72 of the Public Contracts Regulations 2015, which is the legislation relevant to this contract. Such a

variation is permissible if it is not a “substantial” change to the contract, which is the case in this situation.

- 7.2 Further, the proposed allocation of funds is consistent with previously stated policies and decisions of the Council as referred to within the body of the report and the recommendations are therefore reasonable in the context of overarching public law principles.

8. Human Resources Advice and Implications

- 8.1 There are no human resources implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no known implications for children, young people or vulnerable adults.

10. Equalities and Human Rights Advice and Implications

- 10.1 No implications identified through an initial equalities screening assessment conducted and attached at Appendix 1.

11. Implications for CO2 Emissions and Climate Change

- 11.1 Positive implications have been identified within the Carbon Impact Assessment at Appendix 2.
- 11.2 These works are estimated to save the Council 3.5tCO₂e per annum.
- 11.3 The fabric measures will also improve the resilience of the site by providing access to renewable on-site electricity.

12. Implications for Partners

- 12.1. No implications identified.

13. Risks and Mitigation

- 13.1 An increase in market prices for the installation of decarbonisation measures.

Mitigation – The market prices will be continuously monitored and if necessary, the schedule of rates adjusted, and programmes adjusted to align with changes.

14. Accountable Officers

Kevin Fisher, Assistant Director of Property and Facilities Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp OBE	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	Click here to enter a date.
Assistant Director of Legal Services (Monitoring Officer)	Phil Horsfield	Click here to enter a date.

Report Author: **Error! Reference source not found.**
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