

FREEDOM OF INFORMATION ACT 2000

Your request for information has now been considered and the Council's response to your questions is shown below.

You asked:

- 1. Details of the Departments responsible for;**
 - **Display Energy Certificates,**
 - **Energy Performance Certificates and**
 - **Air Conditioning Inspections,**

ANSWER

All non-domestic aspects of the Energy Performance of Buildings Directive sit within the Property Department's responsibilities. The responsibility for domestic EPCs (for Council Housing) lies with the Housing Department (Housing Services).

DECs = Energy Services / Energy Management Team

EPCs = Engineering Services

Air Conditioning inspections = Engineering Services

EPCs (Domestic) = Housing Services

- 2. Contact details of name, address and telephone numbers of person(s) responsible for each certification requirement.**

Energy Management Team Leader
Energy Services
2 – 4, Market Place South,
Leicester LE1 5HB
Tel: (0116) 252 7000

Building Maintenance Manager
Engineering Services
16, New Walk
Leicester LE1 6UB
Tel: (0116) 252 7000

Technical Manager
Housing Services
Ian Marlow Centre
Blackbird Road
Leicester LE4 0AR
Tel: (0116) 252 7000

I can confirm that we also hold the other information requested in this question, however we are withholding that information since we consider that to be an absolute exemption under section 40(2) (personal data), and this therefore constitutes a refusal under section 17 of the Freedom of information Act 2000.

3. Please confirm that you currently comply with each of these requirements

DECS = Yes

EPCs = Yes

Air Conditioning = Yes

4. Please also supply a List of Buildings covered by this legislation with their Renewal Date and confirm if this certification is carried out “In-House” or externally contracted.

See list of building attached along with renewal dates for DEC's. This certification is currently contracted out. We are aware of the requirement to produce additional DEC's for buildings (up to 55 additional City Council buildings) that fall into the new band (999m² – 500m²) as from 9th January 2013.

See attached further list of buildings where Air Conditioning Assessments are made. This is also contracted out as part of a term contract for servicing and maintenance of air conditioning systems, which includes the assessments required.

5. If externally contracted please advise on what terms you would procure i.e. via ad-hoc basis, annual procurement, 3 yearly procurement.

The initial procurement of EPCs and DEC's for operational buildings was for a period of 3 years. The Eastern Shires Purchasing Organisation (ESPO) has recently setup a Framework Contract 343 (see copy attached) that we may be obliged to use in future. We will be advised by our Corporate Procurement Team on this matter.

6. Is this procured via a portal, organisations own website or via restricted tendering. Please provide details to become a “Preferred Supplier”, registration of appropriate website or specific portal used.

Any new contract for provision of DEC's and EPCs would be advertised via the Source Leicestershire website.

The contract for servicing / maintenance of air conditioning units (which includes assessments) is due to be procured in the next twelve months and any organisations interested in tendering should monitor the Source Leicestershire website www.sourceleicestershire.co.uk/. You can register to receive tender alerts from the site.

7. Would you be interested in receiving a quote to cover all or any of your Energy Performance Building Directive requirements?

We do not currently require a quote for EPCs and DEC's.

We do not require a separate quote for Air Conditioning assessments as this is integrated into our servicing/maintenance term contract.

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If you are dissatisfied with the handling of your request please write to:

Information Governance Manager
Information and Customer Access
Leicester City Council
FREEPOST (LE985/33)
New Walk Centre
LEICESTER LE1 6ZG

e-mail: info.requests@leicester.gov.uk

Your request for internal review should be submitted to the above address within 40 (forty) working days of receipt by you of this response. Any such request received after this time will only be considered at the Council's absolute discretion.

You can also complain to the Information Commissioner at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow SK9 5AF
Telephone: 01625 545 700

www.informationcommissioner.gov.uk

Please be aware that the Information Commissioner does not normally consider appeals or complaints until the internal appeals and complaints processes of the public authority which is answering the request have been exhausted. You are therefore advised to complain or appeal to the Information Governance Manager before contacting the Commissioner.