

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:

2936

Author:

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Department:

Commercial and Operations

Contact:

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Subject:

Warm Homes Fund

Total Value:

Up to £0.900m (Type: Capital and Revenue)

Decision Being Taken:

- (1) Approval to submit two bids for funding from the Warm Homes Fund. Bids include carrying out energy efficiency works on fuel poor households living in low energy efficiency homes, and provide a referral service for residents within the city.
- (2) Delegate authority to the Director Waste Energy and Highways to accept the funding and negotiate and sign funding agreements with National Grid and Nottingham Energy Partnership if the bids are successful

**Reasons for the Decision(s)**

**Permission to submit 2 bids into the Warm Homes Fund - an initiative set up by National Grid - for grant funding.**  
**Our projects would improve fuel poverty through greater enforcement of energy efficiency regulations, and investment in energy efficiency measures in some of the worst off-gas homes. All NCC staff time will be fully funded by the grants and there is no NCC contribution required for the capital work.**

**Total grant requested up to £0.900m**

**Bid 1: Funding will be used to set up a fuel poverty team of Environmental Health professionals, as well as a separate 1.5 posts residing with our partner Nottingham Energy Partnership (NEP), a Home Visiting Officer and Contracts Manager, who are better equipped to provide these services within their organisation. Therefore, within this bid we will be working in partnership with NEP to meet the overall aim of the bid. The posts will be for either a 1 or 3 year period (dependant on the terms and conditions of the funding). The team will focus on tackling hard to treat properties where there is a category 1 hazard for excess cold, and/or an EPC rating below E. The team will enforce energy efficiency obligations (All rented properties, where possible, must be a minimum EPC rating E from April 2018), as well as acting as a referrals service for households with excess cold or in fuel poverty to funding opportunities amiable to them.**

**NCC Staff Grant request: Up to £650,000 3 years (£216,666 1 year)**  
**NEP Staff Grant request: Up to £150,000 3 years (£50,000 1 year)**  
**Grant requested up to £800,000 3 years (£266,666 1 year)**  
**Cost of project: £800,000 3 years (£266,666 1 year) i.e. grant funds 100%**

**Bid 2: A number of off-gas homes and locations known to have high levels of fuel poverty will be identified, targeted, and fitted with new heating systems and energy efficiency measures to improve their condition for residents. This bid is being prepared by NCH with NCC acting as a facilitator.**

**Homes: 23 Properties**  
**Grant: In the region of £100,000**  
**Any difference in cost of works will be funded by Landlord contribution.**

**Having worked in partnership with NEP on a number of project, such as Nottingham City's 2020 Sustainable Energy Strategy; Greener Housing Nottingham; and the Harder to Treat SWI Project, as well as being located within Nottingham city, they have an in-depth knowledge of where the need is and how to treat poor performance housing.**

**Other Options Considered:**

**Other options: Do nothing**  
**If the three bids are not submitted by the 8th September, NCC will not have access to the Round 1 of the Warm Homes Fund. This would reduce the overall amount of funding available within the city for energy efficiency measures for domestic homes and for this reason this option was rejected.**

**Only apply for one/two of the bids or add another bid:**  
**Bids are equally important to the projects goal of reducing fuel poverty and low efficiency housing in the city as each bid targets different aspects of the funding specification. In addition, bids have been selected as being the most likely to be achievable within the Warm Homes Funds requirements.**

**Background Papers:**

**Published Works:** **The Warm Homes Fund: Guidance for Bidders Bid Round One - August 2017**

**Affected Wards:** **Citywide**

**Colleague / Councillor Interests:**

**Consultations:** **Date: 07/08/2017**  
**Other: Discussion within the Domestic Energy Efficiency and Fuel Poverty Subgroup. A Subgroup of the Health and Housing Partnership Group.**  
**Agreement Bids should be submitted**

**Those not consulted are not directly affected by the decision.**

**Crime and Disorder Implications:** **This Decision will not have any direct implications on crime and disorder.**

**Equality:** **EIA not required. Reasons: Not relevant to this decision: No change to staffing policy or current staff members and properties identifies through existing NCC procedures. Overall, no changes to NCC policy or procedures.**

**Relates to staffing:** **Yes**

**Decision Type:** **Portfolio Holder**

**Subject to Call In:** **No**  
**The call-in procedure does not apply to the proposed decision because the delay likely to be caused by the call in process would seriously prejudice the Council's or the public's interests. The Chair of the Overview and Scrutiny Committee (or Vice-Chair) in his/her absence has been consulted and agreed both that the decision proposed is reasonable in all circumstances and that it should be treated as a matter of urgency.**

**Person Consulted: Cllr Anne peach**  
**Consultation Date: 30/08/2017**  
**Bid requirements/ guidance and submission portal opened 7th August 2017 with submission deadline 8th September 2017. this has left less than 5 day after Councillor approval the allow for submission therefore permission to dispense the 5 day call in was requested and exempted by Cllr Peach**

**Advice Sought:** **Legal, Finance, Procurement, Human Resources**

**Legal Advice:**

If the City Council is successful in its bid for funding it will be required to sign funding agreements with National Grid. The City Council must ensure it complies with those funding agreements which may include procurement conditions which specify requirements over and above the requirements in the Public Contracts Regulations and the City Council's own contract procedure rules. The City Council should also enter into an agreement with the National Energy Partnership (NEP) if as lead bidder the City Council is made responsible for delivery by the NEP. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 01/09/2017.

**Finance Advice:**

The delegated decision will allow NCC to submit two bids to the Warm Homes Fund to a maximum value of £0.9million funding in order to carry out energy efficiency works on fuel poor households living in low energy efficiency homes, and provide a referral service for City residents.

This decision would align with the Council Plan 2015-2019 key objective to 'tackle fuel poverty'.

If successful, NCC would be responsible for implementing procedures to ensure high quality records are maintained to support expenditure under the specified fund conditions. Steps would need to be taken to mitigate any potential statutory redundancy costs at the end of the funding term as these costs would need to be met from existing resource allocation.

There is no match funding required for the funding, and staff time can be charged. If the award is successful, further approval will need to be gained to spend the grant.

Advice provided by Tania Clayton Perez (Commercial Business Partner) on 30/08/2017.

**Procurement Advice:**

Any works undertaken subsequent to this decision and carried out by Nottingham City Homes under a Teckal exemption to the Public Contracts Regulations represents a compliant route to appoint a contractor. Any other decision will require further consultation with the Procurement Team. Advice provided by Jonathan Whitmarsh (Lead Procurement Officer) on 29/08/2017.

**HR Advice:**

Bid one seeks to establish a team of Environmental Health professionals. The team will comprise of existing City Council staff employed in the Safer Housing Team of Environmental Health and it is proposed to increase the establishment of Enforcement Officers to support this activity.

Dependent on the outcome of the bid a number of options are being considered in relation to resourcing these roles. If the posts are approved for one year, internal secondment arrangements will be considered. If funding is agreed for three years, posts will be recruited to on a fixed term basis. Management should ensure that an exit strategy is in place to terminate fixed term contracts in line with NCC guidance with individuals to be referred to redeployment three months prior to the end of the contracts. If individuals have over 2 years' continuous service, they will be entitled to a statutory redundancy payment.

Recruitment to new roles should follow agreed City Council processes, approval should be sought from the Departmental Leadership Team to enable recruitment despite current vacancy delays in order to enable delivery of this programme.

Advice provided by Joanne Hill (Service Redesign Consultant) on 29/08/2017.

**Signatures**

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| <b>Jane Urquhart (PH for Planning, Housing and Heritage)</b>         |
| <b>SIGNED and Dated: 07/09/2017</b>                                  |
| <b>Andrew Vaughan (Corporate Director Commercial and Operations)</b> |
| <b>SIGNED and Dated: 07/09/2017</b>                                  |