

Guildhall Gainsborough
Lincolnshire DN21 2NA
Tel: 01427 676676 Fax: 01427 675170

AGENDA

This meeting will be webcast live and the video archive published on our website

Corporate Policy and Resources Committee

Tuesday, 11th March, 2025 at 6.30 pm

Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA

Members:

Councillor Trevor Young (Chairman)
Councillor Mrs Lesley Rollings (Vice-Chairman)
Councillor Paul Swift (Vice-Chairman)
Councillor Owen Bierley
Councillor Matthew Boles
Councillor Trevor Bridgwood
Councillor Frazer Brown
Councillor Stephen Bunney
Councillor Ian Fleetwood
Councillor Paul Key
Councillor Roger Patterson
Councillor Tom Smith
Councillor Mrs Mandy Snee
Councillor Baptiste Velan

1. Apologies for Absence

2. Public Participation Period

Up to 15 minutes are allowed for public participation. Participants are restricted to 3 minutes each.

3. Minutes of Previous Meeting/s

To confirm as a correct record the Minutes of the previous meeting.

i) For Approval - Corporate Policy & Resources

To confirm and sign as a correct record the Minutes of the Meeting (TO FOLLOW) of the Corporate Policy and Resources Committee held on 13 February 2025

ii) For Approval - Concurrent Meeting

To confirm and sign as a correct record the Minutes of the Concurrent Meeting of the Prosperous Communities and Corporate Policy and Resources Committees held on 13 February 2025 (TO FOLLOW)

4. **Declarations of Interest**

Members may make declarations of Interest at this point or may make them at any point in the meeting.

5. **Matters Arising Schedule**

(PAGE 3)

Setting out current position of previously agreed actions as at 3 March 2025.

6. **Public Reports for Approval:**

i) Warm Homes Local Grant

(PAGES 4 - 13)

ii) Committee Work Plan

(PAGES 14 - 15)

7. **Exclusion of Public and Press**

To resolve that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

8. **Exempt Report(s)**

i) Trinity Arts Northern boundary wall - following procurement (PAGES 16 - 52)

Ian Knowles
Head of Paid Service
The Guildhall
Gainsborough

Monday, 3 March 2025

Corporate Policy & Resources Committee Matters Arising Schedule

Purpose: To consider progress on the matters arising from previous Corporate Policy & Resources Committee meetings.

Recommendation: That Members note progress on the matters arising and request corrective action if necessary.

Status	Title	Action Required	Comments	Due Date	Allocated To
Black	Clarification Regarding WLDC Leaver Data	Committee Members to be updated re data on staff leaving WLDC, specifically turnover in Operational Services and whether data includes those who have left a job role but remained in the council in another role.	CP&R 13.02.25: [re: Recruitment Controls] Members requested clarification regarding the data around staff leaving the Council, whether there was an increased turnover in Operational Services and whether the data included those who may have left one role but remained employed by the Council. Update: information sent via email 17.02.25	11/03/25	Lisa Langdon
Green	LUF Progress Document	Progress document re LUF and transition to business as usual to be shared with Committee Members	CP&R 13.02.25: It was confirmed that the document which had been created regarding the transition of LUF work over the coming months would be shared with the Committee.	11/03/25	Sally Grindrod-Smith
Green	Extension of Fixed Term Contracts - LUF	Extension of contracts to be discussed and agreed with Chairman of CP&R Cttee.	CP&R 13.02.25: "RESOLVED that on the grounds of due diligence and good governance, a decision on the extension of the LUF contracts as outlined in paragraph 2.5.2 of the report be delayed until further clarification for the need of the extensions be presented to, and agreed between, the Director of Planning, Regeneration and Communities, and the Chairman of the Corporate Policy and Resources Committee"	11/03/25	Sally Grindrod-Smith
Green	Review of Civic Transport Provision	Options paper to be presented to CP&R - item to be added to the Forward Plan	CP&R 13.02.25: RESOLVED that the paper be deferred until a later date for further details to be provided.	30/05/25	Peter Davy

Agenda Item 6a



Corporate Policy and Resources

11th March 2025

Subject: Warm Homes Local Grant (WHLG)

Report by:

Veronica Edwards
Healthy and Accessible Homes Team Leader

Contact Officer:

Veronica Edwards
Healthy and Accessible Homes Team Leader
01427 675 187
veronica.edwards@west-lindsey.gov.uk

Purpose / Summary:

To provide information on Central and South Lincolnshire Consortium indicative allocation and seek approval to sign the grant funding agreement

RECOMMENDATION(S):

- 1 Corporate Policy and Resources Committee agree to accept the award of funding once received for Warm Homes Local Grant from Midlands Net Zero Hub (MNZH) and authorise signing of the grant funding agreement by Section 151 Officer, for return to MNZH.
2. Create a new capital scheme in the Capital Programme and create a capital and revenue budget for the WHLG once funding agreement has been signed.

IMPLICATIONS

Legal:

(N.B.) Where there are legal implications the report MUST be seen by the MO

MNZH will issue a grant funding agreement to the Council which will include all details of the funding which is to be allocated to the Consortium for Warm Homes Local Grant. As accountable body, to the Central and South Lincolnshire Consortium, WLDC will seek a review of the grant funding agreement by Legal Services Lincolnshire.

The Council will need to ensure that WHLG Delivery proposal is compliant with UK subsidy control rules. This will be reviewed by legal service Lincolnshire as part of the contracting procedure.

All procurement activity will be undertaken in line with the Council's Contract Procedure Rules (CPRs) and ultimately Public Contract Regulations 2015 (PCRs), which is embedded into UK Law. All frameworks which the Council are using and may consider using are PCR compliant.

Financial: FIN/153/25/SL/MT

Committee are asked to approve the signatory of the Grant Funding agreement, due to the value of the contract – indicative allocation for West Lindsey District Council £1,356,919, with final allocation due to be confirmed in March 2025.

This project relies on securing of capital grant funding via Department of Energy Security and Net Zero (ESNZ) of £9mil to deliver the WHLG scheme.

Admin allocation to be used for the Energy Efficiency Project Officer (subject to job evaluation) hosted by West Lindsey District Council (WLDC). This will be a 36-month contract.

Staffing :

(N.B.) Where there are staffing implications the report MUST have a HR Ref

The scheme will be delivered by the following:

- Current staff within Homes, Health and Wellbeing Team
- An extension to the Energy Efficiency Project officer post funded by the Warm Homes Local Grant administration allocation, hosted by WLDC,
- Customer journey support provided by MNZH appointed partner
- installations, and all other services via procured delivery partner.

HR Ref: HR227-02-19

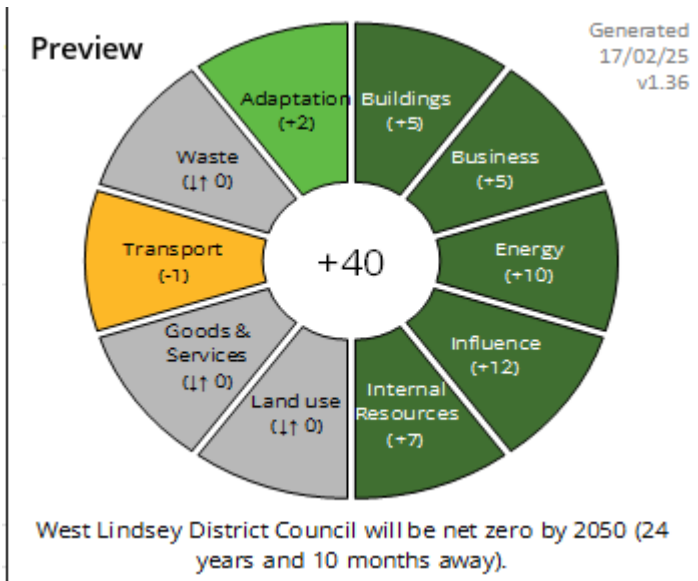
Equality and Diversity including Human Rights :

N/A

Data Protection Implications :

Data Sharing agreement in place with Midlands Net Zero Hub

Climate Related Risks and Opportunities:



This scheme strongly aligns with the council's environmental objectives, particularly:

- Becoming a net-zero carbon council by 2050
- Supporting residents to reduce emissions
- Addressing fuel poverty while promoting sustainability

Monitoring methods:

- Before and after EPC ratings
- Energy consumption data from participating households
- Carbon savings calculations
- Number and types of measures installed

In conclusion, the Warm Homes Local Grant demonstrates very significant positive environmental impacts, particularly in energy efficiency and carbon reduction. While there are some very minor negative impacts from implementation and transport mileage, these are vastly outweighed by the long-term environmental benefits. The scheme represents an excellent opportunity to achieve both social and environmental objectives simultaneously.

Section 17 Crime and Disorder Considerations:

N/A

Health Implications:

Living in a cold, damp home is harmful to physical and mental health. Installing household energy efficiency measures, will not only reduce carbon emissions, but will make it easier and more affordable for residents to maintain a warm, comfortable environment, thereby reducing cold-related illnesses and associated stress.

Offering such initiatives also supports the work of the Good Homes Alliance.

Title and Location of any Background Papers used in the preparation of this report :

Risk Assessment :

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

Executive summary

Midlands Net Zero Hub (MNZH) have submitted an expression of interest to the Department for Energy, Security and Net Zero (DESNZ) for Government funding through Warm Homes Local Grant (WHLG) on behalf of the Central and South Lincolnshire Consortium comprising of West Lindsey, North Kesteven, City of Lincoln and South Kesteven Councils.

An indicative allocation of £9,140,000.00 has been allocated to the consortium to deliver the new grant initiatives under the WHLG scheme. We are awaiting confirmation of the exact allocation of funding which we expect in mid to late March 2025.

It is intended that funding secured from DESNZ will be used to carry out a range of improvements on homes owned by low-income families in the district – making them warmer, reducing energy bills, and improving the quality of citizens' lives.

A decision is required to accept the grant award once received, and sanction return of the grant funding agreement from the S151 Officer.

This approval will enable delivery of the scheme to start immediately, with installations commencing as soon as contracts are in place, and release spend from the administration allocation which will fund the Energy Efficiency Project Officer post hosted by WLDC.

1: Warm Homes Local Grant

1.1 The Government have committed to a Warm Homes Plan to upgrade five million homes over next five years to cut bills for families and deliver warmer homes to slash fuel poverty.

1.2 This ambition is a key part of the Government's 'second mission' to transform Britain into a clean energy superpower, including providing the country with clean energy by 2030, reducing bills, and transitioning homes to clean heat as part of the wider ambition to reach net zero by 2050.

1.3 As a key part of the Warm Homes Plan, the Government has committed to partnering with combined authorities, local and devolved governments to deliver insulation measures and other improvements such as solar panels, batteries and low carbon heating to cut bills for families, slash fuel poverty, and reduce carbon emissions in support of our net zero 2050 target.

1.4 The Warm Homes: Local Grant is a government-funded scheme delivered by Local Authorities that will take the first steps to delivering on the ambitions of the Warm Homes Plan.

1.5 The Warm Homes: Local Grant will begin delivery in 2025 and will provide energy performance upgrades and low carbon heating via local authorities, to households that:

- are in England
- are low income
- have an Energy Performance Certificate (EPC) between D and G
- are privately owned (owner occupied or privately rented)

1.6 Once in delivery local authorities will be able to install energy performance measures and low carbon heating to eligible homes in their area. Measures could include:

- insulation
- solar panels
- an air source heat pump if suitable

1.7 Upgrades should be tailored to individual homes so that the most appropriate measures are installed. Occupants on a low income will not contribute to the cost of upgrades.

1.8 These upgrades will be open to all fuel types, including on gas households (those heated by mains gas), and off gas households (those heated by electricity, oil, coal, or liquid petroleum gas).

1.9 All eligibility criteria and eligible works that are to be undertaken through this grant scheme are set by Central Government and cannot be dictated by Local Authorities. West Lindsey will be administering this scheme on behalf of Central Government and can not make any decisions on the eligibility of applicants or the measures that are covered through the grant. More detail about the scheme itself can be found at this link [Warm Homes: Local Grant - GOV.UK](#)

1.10 To support delivery of the Warm Homes Plan, the primary and a secondary objectives of the Warm Homes: Local Grant are:

1. To deliver progress towards the statutory fuel poverty target for England, by improving as many fuel-poor homes as reasonably practicable to energy efficiency rating of Band C by 2030, delivering significant annual energy bill savings for the occupants, not just in the short term, but for good.

2. To deliver progress towards Net Zero 2050, and the Carbon Budgets, by installing energy performance upgrades and low carbon heating in homes that drive carbon abatement.

1.11 Alongside those leading objectives, the Warm Homes: Local Grant will help to ensure homes are healthy living environments, thermally comfortable, efficient and well-adapted to climate change. It will also support the green economy, local supply chains, and skilled jobs for tradespeople in every part of England.

1.12 By focusing on low-income households and areas of high economic deprivation, upgrades made to the housing stock will support deprived communities throughout England, ensuring that they are not left behind in the transition towards Net Zero, but instead lead the way.

2: Background

2.1 Central and South Lincolnshire Consortium formed to deliver the Sustainable Warmth Competition (SWC) grants (LAD3/ HUG1) and HUG2 in 2022. Due to the success of the scheme, good working relationships formed, and following approval from MT in November 2024, submission of the expression of interest was submitted as a consortium for WHLG funding.

3: Warm Homes allocation, delivery, and timeframes

3.1 The total indicative allocation for Central & South Lincolnshire Consortium is £9,140,000, which includes an allocation for West Lindsey District Council of £1,356,919. The table below outlines individual districts indicative allocation for each consortium member.

LA	Y1 Indicative Capital	Y2 Indicative Capital	Indicative Allocation	Total
Lincoln	£366,946.78	£1,310,000	£1,676,946.78	
North Kesteven	£579,831.93	£2,070,000	£2,649,831.93	
South Kesteven	£756,302.52	£2,700,000	£3,456,302.52	
West Lindsey	£296,918.77	£1,060,000	£1,356,918.77	
Total	£2,000,000.00	£7,140,000.00	£9,140,000.00	

10% of the allocation can be used for Admin & Ancillary purposes.

3.2 For SWC and HUG2 a delivery partner was appointed via the Fusion 21 Framework to provide a full turnkey delivery service, and installation of energy efficiency measures. We propose to go with a similar approach to deliver the new grants.

3.3 Once delivery has commenced, we propose to explore options for delivery of the service which would enable us to have more influence in delivery, quality checks, monitor applications more closely, and continue the success of the home energy advice officers, promoting initiatives at relevant events to partners and residents across Lincolnshire.

3.4 There is a risk if we implement a new way of working at the beginning of the scheme, that there would not be enough capital grant funding spent to draw down funding to cover the costs of additional staff. Remaining with the delivery partner model in the first 6-12 months will allow us to expedite delivery of grants while exploring options for greater influence over delivery for the further years of the grant funding.

3.5 It is proposed to extend the current Energy Efficiency Project Officer role for a further 3 years, funded by the administration allocation to deliver this scheme. This will be hosted by WLDC. A new job description and person specification have been drafted to capture the potential of future staff management, the post will be subject to job evaluation and therefore the costs could change. The table below outlines costs at the current band 7, and band 8.

	SCP	Salary	NI	Super	Total
25/26	7c	£31,999	£4,050	£7,520	£43,569
26/27	7d	£33,347	£4,252	£8,170	£45,769
27/28	7e	£34,753	£4,463	£8,514	£47,731

	SCP	Salary	NI	Super	Total
25/26	8a	£34,367	£4,405	£8,076	£46,848
26/27	8b	£36,227	£4,684	£8,876	£49,787
27/28	8c	£38,129	£4,969	£9,342	£52,440

3.6 As with previous initiatives, it is expected MNZH will require the Council to submit a delivery plan, outlining how it intends to allocate the Warm Homes Grant to fuel poor households in the Consortium Districts. The Delivery plan must set out the number of properties, type of measures and cost of the retrofit works the council expects to be able to deliver within the parameters of the grant guidance. As the lead authority, this will be led and submitted by WLDC but the plan will be drafted by the consortium as a whole.

3.7 The Council will be expected to submit monthly reports to MNZH on progress delivery. Delivery of WHLG will also be monitored via KPI'S, Housing and Wellbeing Programme Board, and quarterly capital expenditure via CP&R.

3.8 There has been positive changes to delivery guidance, one major change includes landlords will now be eligible for one property to be retrofitted free of charge, any subsequent properties require a 50% contribution.

4 Decision and Next Steps

4.1 Once the allocation has been confirmed WLDC will be required to sign and return a grant funding agreement. There will be a very short turnaround for this, as such, we are asking members as part of this report to agree to sign that agreement once its is received. We will then have to submit a delivery plan to MNZH which will enable the delivery assurance check to be completed and allow for commencement of grant funding delivery to begin.

4.2 In previous schemes, on signing the grant funding agreement, the council will receive 10% admin and ancillary costs, followed by a 15% deposit payment (after Delivery Assurance Check approval by MNZH).

4.3 A decision is being requested to seek approval for signing and returning the grant funding agreement once it is received.

Recommendations

- 1 Corporate Policy and Resources Committee agree to accept the award of funding for WHLG from Midlands Net Zero Hub (MNZH) and once received, authorise signing of the grant funding agreement to Section 151 Officer, for return to MNZH.
2. Create a new capital scheme in the Capital Programme and create a capital and revenue budget for the WHLG once funding agreement has been signed.

Corporate Policy & Resources Committee Work Plan (as at 3 March 2025)

Purpose:

This report provides a summary of items of business due at upcoming meetings.

Recommendation:

1. That Members note the contents of this report

Date	Title	Lead Officer	Purpose of the report	Date First Published
11 MARCH 2025				
11 Mar 2025	Warm Homes Local Grant	Sarah Elvin, Homes, Health & Wellbeing Team Manager	CP&R approval to accept Warm Homes Local Grant funding	04 December 2024
11 Mar 2025	Trinity Arts Northern boundary wall - following procurement	Luke Matthews, Building Maintenance Technician	This report follows a previous report which gained approval for the procurement for the remedial works required to the grade 2 listed Trinity Arts northern boundary wall which has been identified as being structurally unstable by a structural engineer.	05 February 2025
10 APRIL 2025				
12 JUNE 2025				
12 Jun 2025	Levelling Up: Year End Reconciliation	Amy Potts, Programme Manager	Summary of Levelling Up activity and end of year position	05 February 2025
12 Jun 2025	Lea Fields Business Plan Review	Cara Markham, Commercial, Cultural and Leisure Development Manager	Review and update on the Lea Fields Plan	04 December 2024
12 Jun 2025	Review of Anti-Bribery and Corruption Policy	Lisa Langdon, Monitoring Officer	To review the Anti-Bribery and Corruption Policy	31 December 2024

PENDING DATE CONFIRMATION

WLDC UKSPF 2025/26 Programme

Sally Grindrod-Smith,
Director Planning,
Regeneration &
Communities, James
Makinson-Sanders,
Economic Growth Team
Manager, Grant White,
Communities Manager

Identification of the Council's 2025/26
UK Shared Prosperity Fund programme
for approval.

Commercial Strategy

S151 Officer

Commercial Strategy

09 October
2024

Agenda Item 8a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

Document is Restricted

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

Document is Restricted

Document is Restricted