



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

## Officer Delegated Decision

11<sup>th</sup> September 2025

Richard Wyles, Deputy Chief Executive  
and Section 151 Officer

### Allocation of Housing Revenue Account (HRA) climate change reserve funding for property feasibility surveys

This report recommends the utilisation of the HRA climate change reserve to facilitate energy and decarbonisation surveys to three housing schemes managed by South Kesteven District Council.

#### Contact

Serena Brown, Sustainability and Climate Change Manager

 [Serena.brown@southkesteven.gov.uk](mailto:Serena.brown@southkesteven.gov.uk)

<b>Decision made by:</b>	Richard Wyles, Deputy Chief Executive and Section 151 Officer
<b>Decision:</b>	That a contract is awarded to Michael Dyson Associates to complete energy and decarbonisation surveys to three housing schemes managed by South Kesteven District Council.
<b>Public or Exempt:</b>	Public
<b>Reasons for exemption:</b>	This report is not exempt from publication.
<b>Conflicts of interest:</b>	No
<b>Policy compliant:</b>	Yes
<b>Details of delegation:</b>	Part 3(c) of the Constitution – paragraph 28 (Tendering)  To accept tenders and award contracts to contractors on behalf of the Council in the following circumstances:

a) Following a tender process strictly in accordance with the Council's Contract Procedure Rules and Financial Regulations

b) For carrying out works and/or the provision of goods and/or services

The Council's Contract Procedure Rules allow for contracts with a total value of up to £200,000 to be approved by the Director.

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance***

1.1 Total gas and electricity costs for the three properties identified were £73,508 and £38,880 respectively for the 2024/25 financial year. The commissioning of the outlined energy and decarbonisation surveys to the properties will identify the specific upgrades required and opportunities for decarbonisation, which once implemented will reduce the associated utilities cost from the property.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

### ***Procurement***

1.2 The Procurement for Housing framework have been approached for this requirement. The proposed supplier is the top ranked provider on Lot 3 of the Technical Support and Associated Services framework, and a call off contract on a direct award basis is a compliant route to market.

Completed by: Helen Baldwin (Procurement Lead)

### ***Legal and Governance***

1.3 The Council's Contract Procedure Rules and Scheme of Delegation (paragraph noted above) allow the Director to make the decision to award the contract via an Officer Delegated Decision notice.

Completed by: James Welbourn, Democratic Services Manager

## Climate Change

- 1.4 HRA Sheltered properties are within the carbon reporting boundary for the Council. Initiatives to identify necessary upgrades to the properties will contribute towards the ongoing reduction in the Council's operational carbon emissions.

Completed by: Serena Brown, Sustainability and Climate Change Manager

## 2. The Purpose of the Report

- 2.1 South Kesteven District Council is responsible for a wide range of sheltered and communal housing schemes as part of the Council's managed housing stock. These properties are responsible for significant gas and electricity use, equivalent to around 15% of the total carbon baseline for the Council. The Council is directly responsible for utility charges for these properties, which have significantly increased following the energy crisis from 2022 onwards.
- 2.2 Following a review of the latest available gas and electricity data for the 2024/25 financial year, HRA properties within the Council's carbon baseline were reviewed and consumption trends analysed. Fifteen of the Council's sheltered schemes are properties that use communal heating, which formed a long list for review and those properties with the highest utilities consumption were prioritised for detailed energy and decarbonisation surveys, which will review the current operational efficiency of the property and make recommendations on energy upgrades to implement to make cost and carbon reductions.
- 2.3 The properties selected for energy and decarbonisation surveys include:

Property	Gas consumption 24/25 (kWh)	Gas cost 24/25 (£)	Electricity consumption 24/25 (kWh)	Electricity cost 24/25 (£)
126-186 Essex Road, Stamford	408,921	£30,178	25,409	£10,197
18-34 Emlyn's Gardens, Stamford	398,771	£30,051	31,531	£11,652
2-25 Hillary Close, Stamford	223,762	£13,279	48,054	£17,031
<b>TOTAL</b>	<b>1,031,454</b>	<b>£73,508</b>	<b>104,994</b>	<b>£38,880</b>

- 2.4 The scope of the energy and decarbonisation surveys includes to complete a general building survey and specialist mechanical and electrical survey of existing equipment, and highlight any immediate repairs that may be needed. Following completion of the surveys, the properties within each block will be assigned an archetype and a retrofit assessment will be completed on each identified

archetype. This will provide an evidence base for any future energy upgrades to the property. The communal areas of the building will also be assessed to review energy performance. Finally, energy improvements will be modelled for each property to recommend a course of action to improve the efficiency of the property.

- 2.5 A compliant route to market for the requirement has been identified via the Procurement for Housing framework. This allows for the direct appointment of Michael Dyson Associates as the top ranked supplier under Lot 3 of the Technical Support and Associated Services Framework. The Procurement Lead has been consulted on this requirement.
- 2.6 The cost for completion of the detailed energy and decarbonisation surveys for the three properties identified via the Procurement for Housing framework is £43,038. It is proposed that this is funded from the HRA Climate Change Reserve fund.
- 2.7 Following the completion of energy and decarbonisation surveys, the outputs will be reviewed with a view to funding capital works recommended in the surveys. The scope of survey will also be reviewed with consideration for applying to other HRA properties with communal heating.

### **3. Available Options Considered**

- 3.1 The Council could choose not to commission the surveys as outlined at paragraph 2.4. This would leave the properties with a continued high cost for utilities and no further plan for the decarbonisation of the asset.

### **4. Preferred Option**

- 4.1 To procure Michael Dyson Associates to conduct energy and decarbonisation surveys on the three outlined properties.

### **5. Reasons for the Decision(s)**

- 5.1 The commissioning of the surveys will signal where energy upgrades can be implemented for the properties.

Signed by: **Richard Wyles**

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Dated: **11 September 2025**