



SOUTH
KESTEVEN
DISTRICT
COUNCIL

Officer Delegated Decision

30th July 2026

Richard Wyles, Deputy Chief Executive
and Section 151 Officer

Allocation of Housing Revenue Account (HRA) climate change reserve funding for property management software

This report recommends the utilisation of the HRA climate change reserve for new property management software to facilitate decarbonisation works to the housing stock.

Contact

Serena Brown, Sustainability and Climate Change Manager

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Decision made by:	Richard Wyles, Deputy Chief Executive and Section 151 Officer
Decision:	That a subscription to the Navigator software is funded on a one-off basis via the HRA Climate Change reserve to support planning of decarbonisation works.
Public or Exempt:	Public
Reasons for exemption:	This report is not exempt from publication.
Conflicts of interest:	No
Policy compliant:	Yes
Details of delegation:	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.
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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 There is sufficient funding in the HRA Climate Reserve to fund the implementation costs of £16,994.
- 1.2 For future financial years, the ongoing software subscription cost of £11,994 (subject to inflation) will be included into the HRA budgets.

Completed by: David Scott – Assistant Director of Finance and Deputy S151 Officer.

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: (Emma Powley – Interim Democratic Services Manager)

Climate Change

- 1.4 The implementation of the Navigator software will help to schedule and synchronise works to properties to improve energy performance against government expectations for social rented sector properties be EPC C or higher.

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. Under expectations confirmed by Government this year, social rented sector properties providers must ensure that all new or existing properties must have an Energy Performance Certificate (EPC) of "C" or higher by April 2030 under reformed EPC standards.
- 2.2 Meeting this standard will require significant and sustained analysis and investment in properties currently below the EPC standard. The current Warm Homes Social Housing Fund project aims to upgrade over 250 properties with energy efficiency measures, to bring properties to an EPC C standard. Wider HRA work to replace heating systems, windows and doors or roofing will also contribute towards an improvement in a property's EPC.
- 2.3 Nevertheless, as of July 2026 there are 2,135 properties on the Council's housing management system which are below an EPC C standard. There is a need to plan for and to invest in these properties in order to meet the energy standards for social rented properties set out by government.
- 2.4 In order to be able to model properties and plan for decarbonisation works effectively, software has been identified to review all planned works across housing properties. Navigator is a live planning tool that brings together the planned work programme and energy improvement plan into a single interface. Investment strategies can be modelled and compared, to understand potential improvements to energy performance
- 2.5 As well as more effective planning of decarbonisation works needed for properties to meet the EPC C standard, the software offers wider benefits including the potential to rationalise planned and decarbonisation works. For example, if a roof replacement is already planned in the following year for a property, the addition of solar PV installation would be a straightforward addition to that package of work and reduce potential duplication of works.
- 2.6 A quote has been obtained for the software as below.

Navigator – Connected	£11,994
Navigator – Output report Supports integration of data and modelling against relevant energy standard	£5,000
TOTAL	£16,994

3. Available Options Considered

- 3.1 The Council could choose not to purchase the software as outlined at paragraph 2.6. While currently planned decarbonisation works would still continue, the lack of integration between the planned works and decarbonisation streams would continue to limit stock upgrade effectiveness.

4. Preferred Option

- 4.1 To purchase the Navigator software to support improved planning of decarbonisation interventions in housing properties. For future financial years, the software subscription will be funded through existing HRA budgets.

5. Reasons for the Decision(s)

- 5.1 The implementation of the software will assist the council in implementing upgrades to identified properties to meet an improved energy standard.

Signed by: **Richard Wyles**

Dated: **30 July 2026**