

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO  
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)  
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &  
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Sign and Seal the Grant Funding Agreement and other required paperwork for the Warm Homes Local Grant	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u>
DO/12/2025 (SC)	Delegated authority through Constitution Part 3D.4 c "officer delegation to submit bids for and enter into agreements for grants and other funding sources."
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
14/07/2025	<i>Sharon Clinton</i>  Sharon Clinton- Assistant Director Strategic Housing  10/07/2025
<u>RECORD OF THE DECISION</u>	
<p>a) The issue</p> <p>To deliver energy efficiency projects through funding awarded to this and North Warwickshire Councils for residential insulation measures the Grant Funding Agreement Must be completed, due to the size of allocation, the Grant Funding Agreement will need to be executed as a deed. NBBC are required to print and return a hard copy to sign and seal as a deed.</p> <p>b) The Decision</p> <p>To execute the Grant Funding Agreement as a deed. A hard copy to be signed by SRO signatories (e.g. Director, Corporate Director, S151 Officer) and sealed by Legal. Once completed to be returned to the Home Energy Efficiency Officer for submission to MNZH for funding to be released.</p>	
<u>REASON FOR THE DECISION</u>	
To release the Warm Homes Local Grant A&A Funding	

<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u>
N/A
<u>WARD RELEVANCE</u>
<u>All</u>
<u>FINANCIAL AND BUDGET IMPLICATIONS</u>
Without signature funding will not be released
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u>
<p>NBBC Programme Board has been made aware of the funding processes and agreed for an application for funding to be made. Previous DD made by Jane Grant Reference DO/81/2025 (JG).</p> <p>Portfolio Holder- Housing Leader</p>
<u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u>
No
<u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).
no
<u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u>
This funding will cover staff costs for the delivery of the grant and cover all the costs of energy efficiency measures to eligible residents
<u>HUMAN RESOURCES IMPLICATIONS</u>
None
<u>FINANCIAL IMPLICATIONS</u>
Within allocated capital budgets

HEALTH EQUALITIES IMPLICATIONS

This funding will assist in helping residents improve the warmth of their homes

SECTION 17 CRIME & DISORDER IMPLICATIONS

None

RISK MANAGEMENT IMPLICATIONS

The Grant Funding Agreement is essential to obtain the funding to deliver the Warm Homes Local Grant

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

None

ENVIRONMENTAL IMPLICATIONS

None

LEGAL IMPLICATIONS

Compliance with grant compliance

ANY OTHER COMMENTS

None

**PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER**