

**DD number: 029**

## **Decision under Delegated Powers**

### **Officer Requesting Decision**

Katie Moore – Head of Strategic Housing

### **Officer Making the Decision**

Peter Oliver – Director of Housing and Wellbeing

### **Recommendations**

1. Extension of the Lightbulb Service (for the period 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026).
2. Extension of the following fixed-term posts (for the period 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026):
  - M437 Lightbulb Administration Officer (37 hours – 1 x full time equivalent).
  - M338 Lightbulb Housing Support Coordinator (148 hours – 4 x full time equivalent).
  - M356 Lightbulb Technical Officer (74 hours – 2 x full time equivalent).
  - M436 Lightbulb Team Leader (37 hours – 1 x full time equivalent).

### **Reason**

To enable continued effective delivery of Lightbulb (disabled facilities grant) service within Charnwood, pending further consideration by partners of proposed changes to the delivery model within Leicestershire.

### **Authority for Decision**

On 15<sup>th</sup> February 2024 the Leader of the Council approved the delegation of the authority for extensions to the Lightbulb Service, by periods of up to 12 months, to the Director of Housing and Wellbeing. (Section 8.3 Delegation of Executive Functions – item 16)

Under Section 8 of Constitution the Head of Paid Service (Chief Executive) has delegated authority to agree changes to the establishment, within budget and without major operational disruption or interruption or services or involving a change from direct to indirect provision or vice versa or other policy implications.

This has been further sub-delegated by the Chief Executive to Strategic Directors/Heads of Service in certain circumstances (DD 002 021 refers). These proposals fall within the limit of the authority of the relevant Head of Service.

### **Decision and Date**

Approved.



11.02.25

Peter Oliver  
Director of Housing and Wellbeing

### **Background**

The Lightbulb Service supports residents to live safer, more independent lives, through the provision of disabled facilities grants and related services, ensuring that decisions are taken, not when residents are at crisis point, but in a more preventative way that is based on the long-term health and wellbeing of residents and their families.

The Lightbulb Service is delivered in partnership between Leicestershire County Council and the Leicestershire District Councils. The service is hosted by Blaby District Council and partners pay a contribution to Blaby District Council for the service. Within Charnwood there is a locality-based delivery team employed directly by Charnwood Borough.

In May 2017, Cabinet approved participation in the Lightbulb service model up to 31<sup>st</sup> March 2019. In February 2019 Cabinet approved the extension of the Lightbulb service model up to 31<sup>st</sup> March 2024.

In 2023 a review of the Lightbulb service model was carried out by Blaby District Council. Blaby District Council indicated that the current service delivery model (under which Charnwood have a locality-based delivery team) could not continue.

In 2023 Charnwood Borough Council commissioned an independent review of options for the delivery of the disabled facilities grant service within Charnwood. This review recommended the introduction of a Home Improvement Agency model for the disabled facilities grant service within Charnwood, delivered either as part of the Leicestershire Lightbulb partnership or independently by Charnwood Borough Council.

Charnwood Borough Council subsequently made a request to Blaby District Council and the wider partnership to extend the current service delivery arrangement for a period of 12 months, to allow for the partnership to give full consideration to the implementation of a Home Improvement Agency model for the delivery of disabled facilities grants across Leicestershire.

The partnership are still giving consideration to options for future delivery of the relevant services and a decision has not yet been made. This request is for a further extension of the current service delivery arrangement within Charnwood for a period of 12 months. This will ensure continuation of service pending the decision.

## **Comments from Human Resources**

HR Advisor: Anna Cairns (30/1/25)

Summary of Comments from HR: This is an appropriate way forward regarding the staff affected. Please be reminded that if Fixed Term/ Temporary staff have a contract that exceeds 2 years in duration they will be eligible for a redundancy payment at the end of the contract. Also, if any Fixed Term/ Temporary staff go over 4 years duration in their temporary roles, these posts are then seen to be a permanent arrangement.

HR seen recommendations (both draft and final, if amended): Y

## **Financial Implications**

The total cost relating to the extension of the posts is approximately £403,100 (including on-costs):

- M437 Lightbulb Administration Officer (Scale B – 37 hours – 1 x full time equivalent) - £37,800.
- M338 Lightbulb Housing Support Coordinator (Scale E – 148 hours – 4 x full time equivalent) - £194,800 (+ £5,600 car user costs).
- M356 Lightbulb Technical Officer (Scale SO1 – 74 hours – 2 x full time equivalent) - £105,200 (+ £2,800 car user costs).
- M436 Lightbulb Team Leader (Scale SO2 – 37 hours – 1 x full time equivalent) - £56,900.

All of the posts will continue to be under Cost Centre F321.

All of the costs relating to the extension of the service and posts will be covered by funding from the Better Care Fund (disabled facilities grant allocated directly to Charnwood Borough Council and a contribution of the grant funding allocated to Leicestershire County Council).

IAA 3/2/25

## **Risk Management**

There are no specific risks associated with this decision.

## **Equality, Diversity and Inclusion**

None identified.

### **Climate Change and Carbon Impact**

None identified.

### **Crime and Disorder**

None identified.

### **Wards Affected**

All.

### **Publicity Arrangements**

Not applicable.

### **Consultations**

Not applicable.

### **Links to the Corporate Strategy**

Effective and Efficient Council	
Environment and Climate Change	
Homes and Communities	Yes
Economy and Growth	

### **Key Decision**

Yes.

### **Background Papers**

- DD039 2024 – Lightbulb service extension 2024-2025
- Decision of the Leader 15<sup>th</sup> February 2024: Extension of the lightbulb and refugee resettlement services
- DD032 2022 – Lightbulb Service Staffing
- DD015 2022 – Lightbulb Agreement Deed of Variation
- Minutes of Cabinet Meeting 14<sup>th</sup> February 2019
- DD010 2018 – Lightbulb Agreement
- DD009 2018 – Lightbulb Technical Officer
- DD076 2017 – Lightbulb Housing Support Coordinator
- Minutes of Cabinet Meeting 11<sup>th</sup> May 2017.