

# **COMMUNITY OVERVIEW AND SCRUTINY PANEL**

## ***Panel Report***

### **Public**

**Date of Meeting:** 10<sup>th</sup> January 2013

**Title:** Overview Report and Work Programme

**Report of:** Overview and Scrutiny Officer

**Report reference:** OS 02/13

### **Summary:**

This report provides an overview of matters related to the Community O&S Panel's work. It also includes the latest version of the work programme.

### **Recommendations:**

Members are asked to:

- Decide whether the items on the Notice of Key Executive Decisions should be included in the Panel's Work Programme for consideration.
- Note and/or amend the Panel's work programme

**Contact Officer:** Nicola Edwards

**Ext:** 7122

## 1. Notice of Key Executive Decisions

The most recent Notice of Key Executive Decisions was published on 14<sup>th</sup> December 2012. The following issues fall into the remit of this Panel and full details are attached at **Appendix 1**:

**KD.033/12 Budget Process 2012/13** – *considered at the meeting of the Panel on 22<sup>nd</sup> November 2012.*

**KD.036/12 Review of CCTV Provision in Carlisle** – *to be considered at this meeting of the Panel.*

**KD.037/12 Carlisle Plan 2012-13** – *to be considered at the meeting of the Panel on 14<sup>th</sup> February 2013.*

**KD.041/12 Regulatory Reform Order** – *available to be considered at the meeting of the Panel on 14<sup>th</sup> February 2013.*

**KD.045/12 Parish Charter** – *to be considered at the meeting of the Panel on 28<sup>th</sup> March 2013.*

## 2. References from the Executive

The following references have been received from the Executive and can be found at **Appendix 2**.

- EX.161/12 – Charges Reviews
- EX.163/12 – Tullie House Museum and Art Gallery Trust Business Plan 2013/14 – 2015/16
- EX.165/12 – Amendments to the Cumbria Choice Allocations Policy
- EX.166/12 – Proposals for Implementation of Council Tax Technical Reforms to Discounts and Exemption

## 3. Monitoring of Scrutiny Task Group Recommendations

An update of the implementation of the recommendations from the **Disabled Facilities Grants** and **Homelessness** Task Groups are attached at **Appendix 3** for the Panels information.

## 4. Work Programme

The Panel's current work programme is attached at **Appendix 4** for comment/amendment.

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Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.033/12
Decision Title:	Budget Process 2013/14
Decision to be taken:	<p>The Executive will be asked to consider strategic financial issues arising from the budget setting process:</p> <p>(a) Budget Update - Revenue Estimates (19th November 2012)</p> <p>(b) Individual Charges Reviews (Local Environment, Governance , Economic Development, Community Engagement) (19th November 2012)</p> <p>(c) New Revenue Spending Proposals (19th November 2012)</p> <p>(d) New Savings Proposals (19th November 2012)</p> <p>(e) New Capital Spending Proposals and Provisional Capital Programme (19th November 2012)</p> <p>(f) Repair and Maintenance (19th November 2012)</p> <p>(g) Treasury Management and Prudential Borrowing Implications (19th November 2012)</p> <p>(h) Consideration of Overview and Scrutiny Consultation feedback (13th December 2012)</p> <p>(i) Draft Revenue Support Grant Settlement (if available) (17th December 2012)</p> <p>(j) Summary Overall Revenue and Capital Position (17th December 2012)</p> <p>(k) Draft Treasury Management and Investment Strategy including MRP Strategy (17th December 2012)</p> <p>(l) Executive Draft Budget Proposals for consultation (17th December 2012)</p> <p>(m) Final Revenue Support Grant and Final Revenue Budget Summary (14th January 2013)</p> <p>(n) Provisional Capital Programme (14th January 2013)</p> <p>(o) Treasury Management and Investment Strategy including MRP Strategy (14th January 2013)</p> <p>(p) Consideration of Final Budget Consultation (16th January 2013)</p> <p>(q) Executive's Final Budget Proposals (16th January 2013).</p>
Date Decision to be considered:	19 November 2012 (EX.132/12, EX.133/12, EX.134/12, EX.135/12, EX.136/12, EX.138/12, EX.139/12, EX.140/12, EX.141/12, EX.142/12) , 13 December 2012, 17 December 2012 and 14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	19 November 2012, 13 December 2012, 17 December 2012 and 14 January 2013

Items relevant to the Community Overview and Scrutiny Panel:

Is the Decision Public or Private?:	The decision will be taken in public.
Documents submitted for consideration in relation to the Decision:	<p>Report RD.43/12 - Revised Revenue Base Estimates and Updated Medium Term Financial Plan Projections 2013/14 to 2017/18 on 19 November 2012</p> <p>Report LE.34/12 - Review of Charges 2013/14 Local Environment on 19 November 2012</p> <p>Report CD.53/12 - Review of Charges 2013/14 Community Engagement on 19 November 2012</p> <p>Report ED.35/12 - Review of Charges 2013/14 Economic Development on 19 November 2012</p> <p>Report GD.64/12 - Review of Charges 2013/14 Governance and Resources on 19 November 2012</p> <p>Report RD.44/12 - Summary if New Revenue Spending Pressures on 19 November 2012</p> <p>Report RD.45/12 - Summary of New Saving Proposals and Additional Income on 19 November 2012</p> <p>Report RD.46/12 - Revised Capital Programme 2012/13 and Provisional Capital Programme 2013/14 to 2014/18 on 19 November 2012</p> <p>Report RD.53/12 - Corporate Assets 3 Year Repair and Maintenance Programme on 19 November 2012</p> <p>Report RD.47/12 - Treasury Management July - September 2012 and Forecasts for 2013/14 to 2017/18 on 19 November 2012</p>
Contact Officer for this Decision:	Director of Resources, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Cross cutting

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website [www.carlisle.gov.uk](http://www.carlisle.gov.uk).

Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.037/12
Decision Title:	Carlisle Plan 2012-13
Decision to be taken:	The Executive is requested to: 1. Consider and comment upon the presentation and content of the Plan with a view to seeking continuous improvement in the way the Council delivers services to its local communities. 2. Consider the comments of the Overview and Scrutiny Panels on the draft Plan. 3. Refer the Plan to full Council for approval.
Date Decision to be considered:	14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	8 April 2013
Is the Decision Public or Private?:	The decision will be taken in public.
Documents submitted for consideration in relation to the Decision:	The report of the Policy and Communications Manager will be available five working days before the meeting
Contact Officer for this Decision:	Town Clerk and Chief Executive, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Finance, Governance and Resources (Councillor Dr Tickner)
Relevant or Lead Overview and Scrutiny Panel:	Cross cutting

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Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.041/12
Decision Title:	Regulatory Reform Order - Empty Property Policy Amendments
Decision to be taken:	The Executive will be asked to amend the Regulatory Reform Order in place to enable the Council to provide loans to the owners of empty property to enable them to be brought back in use under the Empty Property project.
Date Decision to be considered:	14 January 2013 consultation period to include Overview and Scrutiny as appropriate
Date Decision to be taken:	11 March 2013
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	The report of the Director of Community Engagement will be available five working days before the meeting
Contact Officer for this Decision:	Director of Community Engagement, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Communities and Housing (Councillor Mrs Riddle)
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

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Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

Items relevant to the Community Overview and Scrutiny Panel:

**Notice of Key Decisions to be taken by the Executive**

The following key decision is to be made on behalf of Carlisle City Council:

Key Decision Reference:	KD.045/12
Decision Title:	Parish Charter
Decision to be taken:	The Executive will be asked to discuss and approve the sign off of the Parish Charter and the underlying agreements concerning the partnership working of the City Council and the Parishes.
Date Decision to be considered:	11 March 2013
Date Decision to be taken:	8 April 2013
Is the Decision Public or Private?:	The decision will be taken in public
Documents submitted for consideration in relation to the Decision:	The report of the Director of Community Engagement will be available five working days before the meeting
Contact Officer for this Decision:	Director of Community Engagement, Carlisle City Council, Civic Centre, Carlisle, CA3 8QG
Relevant Portfolio Area:	Community Engagement
Relevant or Lead Overview and Scrutiny Panel:	Community Overview and Scrutiny Panel

All public reports can be viewed in the Customer Contact centre of the Civic Centre, Carlisle, the Public Library and on the Council's website [www.carlisle.gov.uk](http://www.carlisle.gov.uk).

Other documents relevant to the matter may be submitted to the decision maker. These, if available, may be obtained by contacting the named contact officer.

**EXCERPT FROM THE MINUTES OF THE  
EXECUTIVE**

**HELD ON 17 DECEMBER 2012**

**EX.163/12     \*\*TULLIE HOUSE MUSEUM AND ART GALLERY TRUST BUSINESS PLAN  
2013/14 – 2015/16  
(Key Decision – KD.029/12)**

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

**Portfolio**        Culture, Health, Leisure and Young People

**Relevant Overview and Scrutiny Panel**    Community

**Subject Matter**

Pursuant to Minute EX.143/12, the Culture, Health, Leisure and Young People Portfolio Holder submitted report CD.58/12 presenting the Tullie House Museum and Art Gallery Trust 2012-2015 Business Plan.

The purpose of the report was to allow consideration of the Business Plan and approval by the Executive in order that the City Council may, in due course, agree core funding for the Trust. That was in line with Section 5 of the Partnership Agreement signed at the establishment of the Trust; that the Business Plan submitted by the Trust to the City Council should be used as the basis for the agreement of funding.

The Community Overview and Scrutiny Panel had, on 22 November 2012, considered the matter (COSP.79/12) and resolved that the Tullie House Trust Business Plan 2013/14 – 2015/16 be welcomed. A copy of the Minute Excerpt had been circulated.

The Chairman of the Community Overview and Scrutiny Panel advised that the thread behind the questions put by the Panel was to discover the progress that had been made and would be required on increasing visiting numbers.

There were questions on aspects of the Business Plan that demonstrated that the funding strategy was being developed; the programme of exhibitions that would be attractive enough to encourage more visitors and bring people back on further visits; the provision of adequate resources for the educational work that Members wanted to see the Museum provide and the need for more special resources for the collections to be displayed. Also, looking further ahead, how the Trust's plans would secure the Museum a high place both in the cultural life of the City and in the tourism offer that Carlisle could provide for future visitors.



There was activity written into the Business Plan which was addressing those points but, like the Resources Overview and Scrutiny Panel, Members wished to have more information on the budgetary plans, which she understood was to come in a report available in early January.

Notwithstanding the above, the Chairman said that Members felt that the progress which had been made in the Trust's first year was significant and going in the right direction.

Speaking as a Member of the Tullie House Museum and Art Gallery Trust Board, the Leader advised that robust discussions had taken place at a meeting held the previous Friday. The drop in visitor numbers was a concern to the Board. He welcomed the comments expressed by the Panel which would be taken on board.

In conclusion, the Leader moved the recommendation set out in the report which was duly seconded by the Culture, Health, Leisure and Young People Portfolio Holder.

**Summary of options rejected**      None

## **DECISION**

That the Executive approved:

1. Year 1 (2013/14) of the Tullie House Museum and Art Gallery Trust 2012 – 2015 Business Plan, including the City Council Grant of £1,198,420 for recommendation to Council.
2. That the Director of Community Engagement and the Portfolio Holder be given delegated authority to bring forward a revised grant proposal for the period 2014/15 to 2016/17.

## **Reasons for Decision**

The recommendations allow the grant agreement for 2014/15 and future years to be in line with wider City Council budget reduction pressures

**EXCERPT FROM THE MINUTES OF THE EXECUTIVE  
HELD ON 17 DECEMBER 2012**

**EX.165/12      AMENDMENTS TO THE CUMBRIA CHOICE ALLOCATIONS POLICY**  
(Key Decision – KD.040/12)

**Portfolio**      Communities and Housing

**Relevant Overview and Scrutiny Panel**      Community

**Subject Matter**

The Communities and Housing Portfolio Holder submitted report CD.60/12 presenting the revised Cumbria Choice Allocation Policy for Social Housing, which was signed off by the Cumbria Choice Project Board on 29 November 2012.

She outlined the background to the matter, reminding Members that the Policy came into operation in March 2011, the intention being that the Cumbria Choice Partnership would review the Policy after twelve months. The review was intended to take into account both the operational issues which had arisen and any national trends and reforms, such as localism and welfare reform.

Following the review process the Partnership Board had concluded that the Allocation Policy had predominantly been functioning as anticipated and desired, and did not believe that any wholesale overhaul of the Cumbria Choice Allocation Policy was required.

The Communities and Housing Portfolio Holder explained that the Partnership had, however, made some proposed changes to improve the fairness of the Policy, to take into account changes to national policy or as administrative changes. The proposed changes were set out in the report, together with a revised version of the Allocation Policy.

In addition, an independent review of Cumbria Choice was undertaken in July 2011 to assess the accessibility of the Allocation Policy. The review found that some older people and people living in rural areas struggled to access Cumbria Choice. Subsequently, a sub-group of the Partnership examined those issues and, in response, updated Cumbria Choice's Accessibility Policy, adding a good practice check list. A copy of the revised Policy was included at Appendix 2.

The Community Overview and Scrutiny Panel had, on 22 November 2012, considered the matter and resolved that report CD.56/12 be noted. A copy of Minute Excerpt COSP.84/12 had been circulated.

The Chairman of the Community Overview and Scrutiny Panel commented that the Panel's conclusion, after its questioning, was that the Allocation Policy had largely performed as anticipated and required no major overhaul. There were changes proposed by the Partnership Board to improve further the fairness of the Policy.

She added that questions had been asked as to the accessibility for those who (and that applied to many living in the rural area) did not have access to the internet. The Panel was informed that the issue had been addressed and the methods to be used outlined in the Policy, as were those changes in circumstances for residents who were experiencing financial hardship or requiring housing needs flexibility taking into regard issues arising for them through the national policy reform. The Panel wished to continue to monitor those aspects.

The Chairman further stated that overall Members were satisfied that all the hard work undertaken in launching the scheme had resulted in a scheme that was accessible and had broadened the opportunities for residents seeking new accommodation.

In conclusion, the Communities and Housing Portfolio Holder moved that the Executive approve the revised Cumbria Choice Allocations Policy. The Leader seconded the recommendation.

**Summary of options rejected**      None

## **DECISION**

That the Executive approved the revised Cumbria Choice Allocations Policy, as appended to Report CD.60/12.

## **Reasons for Decision**

Approval of the revised Cumbria Choice Allocations Policy would add clarity to the existing Policy, and would allow the City Council to respond more effectively to the reforms to the welfare system, benefitting both partner organisations and local residents. Approval would also enable the Cumbria Choice Project Board to instruct its IT partner Abitras to make the necessary changes to the Cumbria Choice IT system

**EXCERPT FROM THE MINUTES OF THE EXECUTIVE  
HELD ON 17 DECEMBER 2012**

**EX.166/12     \*\*PROPOSALS FOR IMPLEMENTATION OF COUNCIL TAX TECHNICAL  
REFORMS TO DISCOUNTS AND EXEMPTION**

(Key Decision – KD.042/12)

(In accordance with Paragraph 15(i) of the Overview and Scrutiny Procedure Rules, the Mayor had agreed that call-in procedures should not be applied to this item)

**Portfolio**       Finance, Governance and Resources

**Relevant Overview and Scrutiny Panel**    Resources; and Community

**Subject Matter**

Pursuant to Minute EX.145/12, the Finance, Governance and Resources Portfolio Holder submitted report RD.61/12 suggesting changes to empty rate Council Tax discounts to fund, in part, the cost of the reduced Local Support for Council Tax Scheme.

He drew Members' attention to the proposals set out and summarised at paragraph 5.1 of the report, stressing that the Executive would keep a close eye on the matter going forward.

The Community Overview and Scrutiny Panel had, on 22 November 2012, considered the matter and resolved that report RD.48/12 be noted. A copy of Minute Excerpt COSP.81/12 had been circulated.

In conclusion, the Finance, Governance and Resources Portfolio Holder moved the recommendations set out in report RD.61/12, which were duly seconded by the Communities and Housing Portfolio Holder.

**Summary of options rejected**       None

**DECISION**

1. That the Executive had considered and agreed the proposals set out in Report RD.61/12 and summarised in paragraph 5.1 as a means to fund in part the grant reductions to be introduced from 1 April 2013 in funding the cost of the localisation of Council Tax Benefits (discounts).
2. That the recommendation of the Executive be progressed to Council as part of the 2013/14 budget considerations.

**Reasons for Decision**

To secure the implementation of Council Tax Technical Reforms to discounts and exemptions

**DISABLED FACILITIES GRANTS (DFG)**

	<b>Recommendation</b>	<b>Update on Action</b>
1.	That the Council continue to lobby Government to ensure that an appropriate amount of funding is secured to satisfy DFG demand in Carlisle.	The DFG Co-ordinator post, who has a remit across the county has been hosted by Carlisle City Council since 2008. The postholder sits on the DCLG (Department of Communities and Local Government) Working Group on the Modernisation of DFGs and through this route we are able to build on previous lobbying work done to continue to lobby on behalf of all authorities in Cumbria for further funding. The focus of this lobbying is to help officials from DCLG to communicate with their colleagues at the DH (Department of Health) for funding and helping them prepare the next Comprehensive Spending Review (CSR) bid to the Treasury. This effort has resulted in an additional £40 million nationally from the DH announced on 12/12/12 from which Carlisle will receive £109,000. This additional funding is un-ring fenced. Similarly in 2011/12 an additional £20 million was raised nationally from DH for DFGs from which Carlisle received £54,000 . In both cases the funding has been allocated and paid to the authority nine months into the respective financial year.
2.	That the Executive give consideration to allocating some or all New Homes Bonus Grant to the DFG budget.	As part of the Council budget resolution for 2012/13 put forward by the Executive to Full Council and passed on the 7/2/12 an increase in capital funding for DFG's was identified. This was for £200,000 per annum in order to meet expected demand.  The DFG capital grant from central government is £663,000 for the financial year 2012/13 and with the additional £200,000 per annum the overall budget is £863,000.
3.	That a clear reporting procedure is developed between Riverside, Social Care and the Council so that the Council is fully aware of all DFG cases from referral to	Riverside Carlisle implemented a number of actions in regard to DFG's that are recommended for their tenants following a review undertaken in 2011. This has included referrals being made directly to them by Occupational Therapists (OT's), a review process for looking at the housing options for each tenant with a DFG referral and where approved undertaking the work themselves on the adaptations.

	completion to comply with its statutory duty in the provision of major adaptations.	An agreed process has been put in place whereby a list of all referrals received by Riverside housing from OT's is passed to the Council on a regular basis.
4.	That consideration be given to requesting that Riverside contribute the first £7,000 of all DFG's relating to their properties.	Following the review undertaken by Riverside Carlisle (RC) in 2011 they have implemented a number of actions from the review including referrals being made directly to them by Occupational Therapists (OT's), a review process for looking at the housing options for each tenant with a DFG referral and where approved undertaking the work themselves on the adaptations. RC have also given a commitment to fund the first £7,000 for approved DFG's relating to their properties. The exception to this has been where a second adaptation has been recommended for a client/tenant within a 12 month period which Riverside will not fund. It is expected that this will only apply to a very few cases and the Council will need to fund these.
5.	That the development of a Countywide procurement framework for adaptations is explored with other district councils, health and social care.	Carlisle City Council have implemented a procurement framework from April 2012 which runs for a contracted period of three years. During the period when the Framework was being put together discussions were held with officers from other councils, health and social care. The work being undertaken to model a more integrated DFG process across housing, health and social care is being piloted in Carlisle. The learning taken from this project will be offered to other Districts councils as part of the options for improving the delivery of DFGs and making the process more sustainable.
6.	That the option of developing a community based recycling organisation for adaptations is considered further.	<p>As part of the development of Carlisle's Home Improvement Agency (HIA), we are looking at with partners, community based social enterprises for the delivery of both recycling and other services to not only provide innovative ways of delivering adaptations but also training and employment opportunities.</p> <p>The initial focus has been on working with one of our contractors on the recycling of</p>

		<p>stairlifts A number of legal and operational issues need to be worked through before the recycling programme can be fully operational.</p>
7.	<p>That Carlisle City Council be prepared to pilot the DFG integrated model with health and social care.</p>	<p>In 2012 Carlisle City Council has taken forward the work on developing a more integrated approach to the delivery of DFGs across housing, health and social care. The Council has and continues to pilot the models for working that make better use of existing resources and ensure sustainability in the future. The expected increase in demand from a growing older people population, coupled with the reduction in capital budgets, make it imperative that authorities improve the effectiveness of the service.</p> <p>The DFG integrated pilot programme also looks at models for targeting resources with partners in both health and social care as well as developing prevention strategies to make best use of funding now and in the future.</p> <p>Carlisle has been accredited as a Home Improvement Agency (HIA) by Foundations, the national body for HIAs. This has given Carlisle access to additional funding streams and increased the range of options available to clients needing help. The support available from Foundations will also help develop the service to nationally recognised standards. It is expected that through Foundations, Additional services are being developed through the HIA including accessing external funding. These include development of a 'sanctuary' scheme through the Crime and Disorder Reduction Partnership (CDRP) as well as the funding of a 'Casework' by social care based in the HIA to work mainly with clients being discharged from hospital.</p>
8.	<p>That the Council has discussions with the GP Consortia to address the identified imbalance between acute care and prevention</p>	<p>The Partnership Trust have established the 'Mrs Carlisle' project which aims to integrate Health and Social Care more closely with other services such as Housing; seeking to also create links and stimulate other help and support in the community. The HIA has been involved in mapping the housing options part of the project, looking at the housing services and support available in Carlisle. As part of this work,</p>



	service funding in recognition of the contribution that DFG's make to preventing hospital admissions.	discussions have taken place with the commissioners about the targeting of help at those who are at most risk of hospital admissions, preventing falls and ensuring that people have sufficient warmth to avoid increases in excess seasonal deaths, for example.
9.	That the Executive give consideration within the budget process of the impact that committed grant carried forward has on the budget in the following year.	<p>As part of the Council budget resolution for 2012/13 put forward by the Executive to Full Council and passed on the 7/2/12 an increase in capital funding for DFG's was identified. This was for £200,000 per annum in order to meet expected demand.</p> <p>The DFG capital grant from central government is £663,000 for the financial year 2012/13 and with the additional £200,000 per annum the overall budget is £863,000.</p> <p>In the financial year 2011/12 the overall budget was £1,017,700 and the spend figure was £ 1,020,486. The performance target identified for committed grant was £200,000 and this figure was kept to.</p>
10.	That Planning Officers should consider raising the issue of Lifetime Homes when considering and discussing planning applications.	<p>Discussions have been held with Planning in regard to this action and a letter was sent by the Director of Community Engagement to the Minister responsible for Local Government on. Response received 20<sup>th</sup> November 2012 (attached).</p> <p>Reference to Lifetime Homes appears in the supporting text of the existing Local Plan and will be reviewed in the updating of those policies. This provides a wider context for individual discussions with developers on specific developments.</p> <p>A consideration of the Lifetime Homes standards for developers is the extra cost incurred to bring new buildings up to those standards.</p>

## HOMELESSNESS

REPORT RECOMMENDATIONS	ACTION/UPDATE
<p>That a system is developed for and with other departments (in particular Revenue and Benefits) in the Council to identify those people at risk of homelessness so that appropriate preventative work can be undertaken.</p>	<ul style="list-style-type: none"> <li>○ The 'No second night out' programme is currently being developed in order to implement a consistent county wide approach to supporting rough sleepers in 2013</li> <li>○ The Severe weather emergency protocol aims to prevent risk of death to rough sleepers through offering shelter and support – this is currently in place and works with both internal and external partners</li> <li>○ An officers group (across directorates) focusing on welfare reform currently meets monthly to update and share information focusing on a preventative approach for all vulnerable groups</li> <li>○ The Homeless Prevention Officer is currently reviewing all operational systems and opportunities to work with partners both internal and external</li> </ul>
<p>That procedure is reviewed so that front line officers from Housing Community and Health are able to verify claims from people who have presented themselves as homeless.</p>	<ul style="list-style-type: none"> <li>○ Officers within Homelessness / Hostels and Revs and Bens are reviewing procedures and current operational working arrangements / Information Sharing Agreements particularly in relation to welfare reform changes and the implementation of Universal Credit</li> </ul>
<p>That the Council facilitates the forming of an informal network group to include representatives from public and third sector organisations who provide services and support for homeless people.</p>	<ul style="list-style-type: none"> <li>○ Carlisle Homeless Improvement Partnership meets every month to discuss current issues, share information and good practice; working together to improve homeless provision</li> </ul>
<p>That the Authority works with Cumbria County Council in the provision of accommodation for 16/17 year olds who do not want to enter foster care or children's homes. Consideration should be given to involve a young person's advocacy service to support and guide 16-17 year olds who present as homeless.</p>	<ul style="list-style-type: none"> <li>○ Referral and representation at Youth Housing Panel where all young people (up to 25) who present as Homeless to Carlisle City Council are referred</li> <li>○ The panel meets once a month and includes representation from County and City Council, Inspira, Youth Offending Team, Registered Social Landlord's and Central Access Point; discussion on current situation and action plan created for all referrals</li> </ul>

REPORT RECOMMENDATIONS	ACTION/UPDATE
<p>That the Council gives due consideration to care leavers when considering policies relating to welfare reform.</p>	<ul style="list-style-type: none"> <li>○ Care Leavers are automatically given Band A on Cumbria Choice Based Lettings and receive full housing benefit</li> <li>○ An officers across directorates group focusing on welfare reform meets monthly to update and share information focusing on a preventative approach for all vulnerable groups</li> </ul>
<p>That the Council looks at initiatives to involve young people in projects and / or access schools and colleges in order to prevent youth homelessness.</p>	<p>Homeless Prevention Projects are currently being developed and delivered such as:</p> <ul style="list-style-type: none"> <li>○ Peer Mentoring Project (see next page)</li> <li>○ Collaborative art projects with Carlisle College</li> <li>○ Student volunteer programme</li> </ul>
<p>That the Council monitors representations from young people, particularly 16-17 year olds, together with move on information and investigate any significant upturns in figures.</p>	<ul style="list-style-type: none"> <li>○ Homelessness and Hostel services data monitoring</li> <li>○ P1E returns (Homelessness data reported to Central Government)</li> <li>○ Statistical data from the Youth Panel Meetings</li> <li>○ Homeless Prevention data</li> </ul>

## **Homeless Prevention Project – Peer Education/Mentoring young people**

### **Aim:**

To establish a project that will give young people who have “been through the homeless system” the opportunity to become a Peer Mentor/Educator. The project would give each participant a recognised qualification in mentoring upon completion of the course.

Peer Education and Peer Mentoring Qualifications provide young people with the knowledge, understanding and skills required to be a competent and effective peer educator/mentor. These qualifications have been developed by UK Youth and are accredited by the national awarding body Ed Excel.

The mentors would be unpaid volunteers, however expenses would be covered.

Once qualified, the mentors will visit secondary schools and deliver talks to year 11 pupils on their experiences of being homeless. They will then work with small groups on a weekly basis over a suitable period of time (depending on numbers), possibly 4 to 6 weeks. These short courses will cover the main aspects for preventing homeless.

The project could be further developed over time, to include short training courses, for 16/17 year olds who are at risk of becoming homeless. These young people would be identified with the assistance of services such as Children’s Services, Inspira and Key.

We feel that as well as educating young people on the realities of homelessness, this project will give opportunities for those who have been homeless. The qualification gained will give a platform for employment opportunities such as social and support work.

### **Priorities for 2013/14:**

- Compile a list of volunteers to participate in the project. This will be compiled with assistance from Hostel & Resettlement Workers at Stafffield House and John Street and Support Workers from Impact.
- To work with Young Cumbria to deliver training project for young peers. The training could take up to a year but we would be aiming to deliver talks to secondary schools from September 2013.



# Department for Communities and Local Government

Keith Gerrard  
Director (Community Engagement)  
Carlisle City Council  
Civic Centre  
Carlisle  
CA3 8QG

Our Ref:ER/68024468/12

Your Ref:

8 October 2012

COMMUNITY SERVICES	
BOUSTEADS GRASSING	
FILE	
20 NOV 2012	
PASSED	
ANSD	CoS?

Dear Mr Gerrard,

## RE: Lifetime Home Standards

Thank you for your letter to the Rt Hon Eric Pickles of 21 August on the subject of Lifetime Home Standards. As the official responsible for Lifetime Homes policy it has been passed to me to reply.

The National Planning Policy framework sets out in paragraph 50 an expectation that Local Plans will make adequate provision for current and future housing needs with specific reference to the needs of families, older people and disabled people. The National Housing Strategy goes further setting out on page 49 (paragraph 35) that this should include provision of a mix of housing types, including Lifetime Homes, but that this should be in response to local priorities and local conditions given the variation in current and future demand from one locality to another.

We have recently published a range of reports on the costs, benefits and impacts of the Lifetime Home Standards which may be of interest and can be found at the web link below;

<http://www.communities.gov.uk/statements/planningandbuilding/2180566>

Government takes the view that Local Authorities are best placed to take their own view as to the most appropriate policy on these matters and I am sure you will understand that it would be inappropriate for me to comment further.

Yours sincerely,

**Richard Harral**  
Zone 5/ G9  
Eland House  
Bressenden Place  
Victoria  
London  
SW1E 5DU

0303 4441778

# COMMUNITY OVERVIEW AND SCRUTINY PANEL WORK PROGRAMME 2012/13

Date last revised: 27 December 2012

Issue	Type of Scrutiny						Comments/status	Meeting Dates							
	Performance Management	Key Decisions Item/Referred from Executive	Policy Review/Development	Scrutiny of Partnership/ External Agency	Monitoring	Budget		07 Jun 12	19 Jul 12	06 Sep 12	11 Oct 12	22 Nov 12	10 Jan 13	14 Feb 13	28 Mar 13
CURRENT MEETING – 10 <sup>th</sup> January 2013															
Working with Young People			✓		✓		To receive report on the services to young people including those NEET and the LSP C&YP Group						✓		
Sports provision in the District							Panel to be involved in study and to consider final report			✓			✓		
CCTV		✓				✓	To consider proposals to reduce CCTV provision						✓		
TASK AND FINISH GROUPS															
Community Centres				✓			To monitor actions in March/April 2013			✓	✓	✓			✓
Disabled Facilities Grants			✓		✓		To monitor action plan		✓				✓		

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Homelessness			✓				Monitor implementation of recommendations	✓					✓		
FUTURE MEETINGS															
Carlisle Plan		✓					To consider draft Plan							✓	
Regulatory Reform Order – Empty Property Policy Amendments		✓					Consideration of Executive Report (awaiting date)							✓	
Riverside Carlisle				✓			Monitoring progress and developments of joint working		✓					✓	
Annual Equality Report	✓						Monitoring role								✓
Rural Issues	✓		✓				Need to give consideration on what Members wish to do in this area								✓



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Scrutiny Annual Report			✓		✓		Draft report for comment before Chairs Group								✓
<b>COMPLETED ITEMS</b>															
Localisation of Council Tax		✓					Draft scheme how Council will administer Council Tax Benefit discount from 1/4/12				✓				
Executives Saving Proposals						✓	Proposals for 2013/14 for areas within the remit of the Panel				✓				
Tenants Strategy		✓	✓				To comment on draft strategy				✓				
Proposals of Implementation of Council Tax Technical Reforms		✓					Consideration of Executive Report					✓			

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Performance Monitoring Reports	✓						Reporting of performance relevant to remit of Panel	✗	✓	✓		✓		✓	
Tullie House Trust							Business Plan 2012/13 – 2015/16					✓			
Budget 13/14 – 17/18		✓	✓				Consideration of service implications					✓			
Choice Based Lettings		✓					To scrutinise review of CBL					✓			
Shaddongate Resource Centre					✓		Update on provision, services and financial plan				✓				
Crime and Disorder Reduction Partnership	✓		✓				To consider Joint Scrutiny arrangements for the CDRP	✓	✓						
Neighbourhood Working			✓				Monitor implementation of recommendations	✓							