



# **CARLISLE CITY COUNCIL**

## **Supplementary Minutes**

**Volume 48(3)**



The Minutes from the following meetings have been completed following the publication of Minute Book Volume 48(3) and have been circulated to Council for receipt and adoption.

<b>MEETING</b>	<b>MINUTE NUMBER</b>	<b>MINUTE NUMBER</b>	<b>DATE</b>	<b>PAGE NUMBER</b>
EXECUTIVE	EX.111/21	EX.122/21	25 October 2021	1 - 11
Joint Management Team			27 September 2021	12 - 14
SCRUTINY - ECONOMIC GROWTH	EGSP.59/21	EGSP.66/21	21 October 2021	15 - 18



**Executive**

**Date:** Monday, 25 October 2021

**Time:** 16:00

**Venue:** Cathedral Room

**Present:** Councillor Nigel Christian, Councillor Gareth Ellis, Councillor Mrs Elizabeth Mallinson, Councillor John Mallinson, Councillor Paul Nedved

**Officers:** Town Clerk and Chief Executive  
Corporate Director of Governance and Regulatory Services  
Corporate Director of Finance and Resources  
Corporate Director of Economic Development

**EX.111/21 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of the Culture, Heritage and Leisure Portfolio Holder and the Deputy Chief Executive.

**EX.112/21 DECLARATIONS OF INTEREST**

Councillor Mrs Mallinson declared a disclosable pecuniary interest in accordance with the Council's Code of Conduct in respect of Agenda item A.2 – Acceptance of Potential Offer for Sustainable Warmth Competition Local Authority Delivery Phase 3 (LAD3) and home upgrade grants (HUG). The interest related to the fact that Councillor Mrs Mallinson was a private landlord and she would leave the meeting prior to consideration of that item of business.

Councillor J Mallinson declared a disclosable pecuniary interest in accordance with the Council's Code of Conduct in respect of Agenda item A.2 – Acceptance of Potential Offer for Sustainable Warmth Competition Local Authority Delivery Phase 3 (LAD3) and home upgrade grants (HUG). The interest related to the fact that Councillor J Mallinson was a private landlord and he would leave the meeting prior to consideration of that item of business.

**EX.113/21 PUBLIC AND PRESS**

RESOLVED - That the Agenda be agreed as circulated.

**EX.114/21 MINUTES**

RESOLVED - That the minutes of the Executive held on 27 September 2021 were confirmed.

**EX.115/21 REGULATORY REFORM (HOUSING ASSISTANCE) (ENGLAND AND WALES) ORDER 2002 - CHANGES TO EXISTING HOUSING ASSISTANCE POLICY**

(Key Decision KD.20/21)

**Portfolio** Communities, Health and Wellbeing

## **Relevant Scrutiny Panel** Health and Wellbeing

### **Subject Matter**

The Communities, Health and Wellbeing Portfolio Holder presented a review of the existing Regulatory Reform Order (RRO) Housing Renewal Assistance Policy which was last updated in 2018 and approved by Council in January 2019. Revisions had been necessary to ensure the Housing Renewal Assistance Policy was fit for purpose as an offer for residents and reflected the current demands on the service. The revised Policy had been attached to report GD.70/21 as an appendix.

The Communities, Health and Wellbeing noted that the report recommended that the City Council used its discretionary powers under the Regulatory Reform Order to further broaden the scope of the Disabled facilities grants (DFGs) and allow specific DFG funding to be used for grants to assist the elderly, disable or other vulnerable groups to live independently and to improve their living conditions and well-being. Specifically, minor works that supports ill health prevention, promote independence and delay transfer into care. She moved that this be added to the recommendations detailed in the report.

The Portfolio Holder highlighted the excellent work that City Council staff had undertaken with the NHS to support people moving from hospital to their own homes as safely as possible.

The Communities, Health and Wellbeing Portfolio Holder moved the recommendations and the Economy, Enterprise and Housing Portfolio Holder seconded them.

**Summary of options rejected** None

### **DECISION**

That the Executive:

- i) had considered the proposed revised Housing Renewal Assistance Policy 2022 (appendix 1 of report GD.70/21)
- ii) referred the said Policy to the Health and Wellbeing Scrutiny Panel for consideration in accordance with the Council's Budget and Policy Framework;
- ii) that the City Council used its discretionary powers under the Regulatory Reform Order to further broaden the scope of the Disabled facilities grants (DFGs) and allow specific DFG funding to be used for grants to assist the elderly, disable or other vulnerable groups to live independently and to improve their living conditions and well-being. Specifically, minor works that supports ill health prevention, promote independence and delay transfer into care.

### **Reasons for Decision**

The revised Housing Renewal Assistance Policy 2022 will assist in ensuring that best use is made of the DFG capital funding making use of existing capacity and expertise within the Housing and Pollution and Homelife teams.

The introduction of flexibility into the assistance process is being promoted as good practice nationally and in line with government and local policies.

## **EX.116/21 ACCEPTANCE OF POTENTIAL OFFER FOR SUSTAINABLE WARMTH COMPETITION LOCAL AUTHORITY DELIVERY PHASE 3 (LAD3) AND HOME UPGRADE GRANTS (HUG1)**

(Key Decision KD.21/21)

*Councillors Mallinson (J) (Chair) and Mrs Mallinson, having declared disclosable pecuniary interests, retired from the meeting and took no part in the consideration of this item of business.*

*The Deputy Leader assumed the Chair.*

**Portfolio** Economy, Enterprise and Housing

**Relevant Scrutiny Panel** Economic Growth

### **Subject Matter**

The Economy, Enterprise and Housing Portfolio Holder submitted a report requesting that the Executive should accept grant funding, if offered, from Business Energy and Industrial Strategy (BEIS) Sustainable Warmth Competition and act as the lead authority of a Cumbria Consortium of district councils for the delivery of the grant (GD.73/21)

The Economy, Enterprise and Housing Portfolio Holder reported that the City Council had applied for £19,955,000 of funding on behalf of the Cumbrian Sustainable Warmth consortium of district councils to address fuel poverty, improve energy efficiency and carbon savings and help boost the local economy to retrofit a target of 1,310, mainly private sector homes, with energy efficiency measures, including low carbon heating across Cumbria.

The Portfolio Holder thanked the Regulatory Services Manager and the Home Improvement Agency Team Leader for their work, and the Economic Growth Scrutiny Panel for their input.

The Economic Growth Scrutiny Panel had considered the matter at their meeting on 21 October 2021 (minute excerpt EGSP.65/21 referred).

The Economy, Enterprise and Housing Portfolio Holder moved, and the Environment and Transport Portfolio Holder seconded the recommendations.

**Summary of options rejected** not to accept the funding, if offered.

### **DECISION**

That the Executive:

- i) Delegated authority to the Corporate Director for Governance and Regulatory Services to agree and sign the Memorandum of Understanding and, thereby, accept an offer of the Sustainable Warmth grant funding by Department for Business Energy and Industrial Strategy (BEIS).
- ii) Agreed that the Council acts as the accountable body for the Grant on behalf of the Cumbrian Consortium of district councils.

### **Reasons for Decision**

Carlisle had over 2,250 owner-occupied and over 700 privately rented properties which had an EPC rating of E, F or G but which could achieve a minimum C Rating. This did not include the homes which did not have current EPCs but were still eligible for grant funding. The purpose of the Sustainable Warmth competition was to reduce carbon and make homes more

energy efficient which would support the Council's credentials as climate change champions and add to the fuel poverty schemes already on offer. The scheme would also help boost the local economy.

*Councillors Mallinson (J) and Mrs Mallinson returned to the meeting.*

*The Leader assumed the Chair.*

## **EX.117/21 ST CUTHBERT'S GARDEN VILLAGE – DEVELOPMENT CORPORATION BUSINESS CASE PROGRESS REPORT AND KEY NEXT STEPS**

(Key Decision KD.22/21)

**Portfolio** Economy, Enterprise and Housing

**Relevant Scrutiny Panel** Economic Growth

### **Subject Matter**

The Economy, Enterprise and Housing Portfolio Holder provided an update on the Council's award of funding through the Government's New Towns Development Corporation Competition and to endorse the key next steps to develop the Development Corporation Business Case over the next 2 years. (ED.31/21)

The Economy, Enterprise and Housing Portfolio Holder gave a brief overview of the background before highlighting the Key Next Steps and Funding Programme 2021 to 2023.

The Portfolio Holder thanked the Head of Planning Policy and team for their ongoing work.

The Economy, Enterprise and Housing Portfolio Holder moved the recommendations. When seconding the recommendations the Environment and Transport Portfolio Holder was pleased to support the ongoing work for the Garden Village which would be as close to a zero carbon development as was possible. The Carlisle Southern Link Road would not only divert HGVs out of the City but would also provide improved public transport links as well and walking and cycling routes.

**Summary of options rejected** None

### **DECISION**

That the Executive

1. Noted progress on the preparing the Development Corporation Business Case to date;
2. Approved the proposed next steps and hence indicative work programme to advance the Development Corporation Business Case, including proposed indicative funding profile, set out at Section 3;
3. Delegated authority to the Corporate Director of Economic Development to progress procurement, including contract awards (particularly where the winning tender was not necessarily the lowest bidder), where in keeping with the indicative work package and budgets, following consultation with the Portfolio Holder for Economy, Enterprise and Housing.

### **Reasons for Decision**

The Executive's approval for the indicative work packages and funding profile was required given the values involved and the need for transparency given the proposed expenditure of



external grant funding. It also reflected that as a major corporate project that the Executive were comfortable with both the progress of the project and the future direction of travel.

## **EX.118/21 TULLIE HOUSE BUSINESS PLAN 2021–2030 (22/23 revision)**

(Key Decision KD.24/21)

**Portfolio** Culture, Heritage and Leisure

**Relevant Scrutiny Panel** Health and Wellbeing

### **Subject Matter**

The Leader presented report CS.41/21, the purpose of which was to introduce and allow consideration of the Tullie House Museum and Art Gallery Trust 2022/23 Business Plan in order that the Council may, in due course, agree core funding for the Trust. That was in line with Section 5 of the Partnership Agreement between the Council and Tullie House Trust, which stated that the Business Plan submitted by the Trust should be used as the basis for agreeing future years funding.

Details of the background position; core grant; lease arrangements; building and collection financial implications; impact of COVID-19 and impact of the proposals put forward by Tullie House Trust were provided within the report.

The Executive was asked to give initial consideration to the Business Plan and refer that to the Health and Wellbeing Scrutiny Panel for their review and recommendations.

The Leader concluded his presentation by moving the recommendation which was seconded by the Finance, Governance and Resources Portfolio Holder.

**Summary of options rejected** that the Business Plan should not be referred for scrutiny

### **DECISION**

That the Executive had given initial consideration to the Tullie House Trust Business Plan (Report CS.41/21) and referred it to the Health and Wellbeing Scrutiny Panel on 25 November 2021 for their review and recommendations.

### **Reasons for Decision**

The recommendations allowed the report, the associated Business Plan and core funding to be approved in line with the Partnership Agreement

## **EX.119/21 NOTICE OF EXECUTIVE KEY DECISIONS**

(Non Key Decision)

**Portfolio** Cross-Cutting

**Relevant Scrutiny Panel**

Health and Wellbeing; Economic Growth; Business and Transformation

### **Subject Matter**

The Notice of Executive Key Decisions dated 24 September 2021 was submitted for information.

The Corporate Director of Economic Development was scheduled to submit a report noting the proposals for the redevelopment of the Citadels and approve the land assembly activity required by the Council to enable the delivery of the scheme (Key Decision - KD.23/21). However, discussions with the University of Cumbria are still ongoing to finalise the approach to the delivery of the land assembly work stream for the the project, the matter has been deferred.

The Leader moved and the Finance, Governance and Resources Portfolio Holder seconded the paper.

**Summary of options rejected** None

#### **DECISION**

That, subject to the above, the Notice of Executive Key Decisions dated 24 September 2021 be received.

**Reasons for Decision** Not applicable

#### **EX.120/21 SCHEDULE OF DECISIONS TAKEN BY OFFICERS**

(Non Key Decision)

**Portfolio** Cross Cutting

#### **Relevant Scrutiny Panel**

Health and Wellbeing; Economic Growth; Business and Transformation

#### **Subject Matter**

Details of decision taken by Officer under delegated powers wee submitted. The Leader moved and the Finance, Governance and Resource Portfolio Holder seconded the paper.

**Summary of options rejected** None

#### **DECISION**

That the decisions, attached as appendix A, be noted.

**Reasons for Decision** Not applicable

#### **EX.121/21 JOINT MANAGEMENT TEAM**

(Non Key Decision)

**Portfolio** Cross-cutting

#### **Relevant Scrutiny Panel**

Health and Wellbeing; Economic Growth; Business and Transformation

## **Subject Matter**

The Minutes of the meeting of the Joint Management Team held on 27 September 2021 were submitted for information.

The Leader moved and the Finance, Governance and Resources Portfolio Holder seconded the Minutes.

**Summary of options rejected** None

## **DECISION**

That the Minutes of the meeting of the Joint Management Team held on 27 September 2021, attached as Appendix B, be received.

**Reasons for Decision** Not applicable

## **EX.122/21 REGULATION OF INVESTIGATORY POWERS: UPDATE**

(Non Key Decision)

**Portfolio** Finance, Governance and Resources

**Relevant Scrutiny Panel** Business and Transformation

## **Subject Matter**

The Finance, Governance and Resources Portfolio Holder submitted report GD.68/21 which provided an update on the Council's use of the surveillance powers open to it under the Regulation of Investigatory Powers Act 2000 (RIPA).

The Guidance says that elected members of a local authority should review the usage of the surveillance powers and set the policy once each year. The rules regulating surveillance were restrictive and the reality was that, since the transfer of the Council's benefit fraud to the Department for Work and Pensions, it was very unlikely that it would need to undertake any covert surveillance activity. The last authorisation of surveillance by the City Council predated the transfer of the Benefit Fraud Team. In effect, the Council did not make use of any covert surveillance in its activity.

The last authorisation was in March 2014 for a benefit fraud matter. A report was not brought before Members last year due to the fact that no activity had occurred and due to the pandemic lockdown RIPA was simply not relevant.

The Finance, Governance and Resources Portfolio Holder moved the recommendation to note and approve the report and the Leader seconded it.

**Summary of options rejected** None

## **DECISION**

That the Executive noted and approved the content of the Report, including the Council's RIPA policy.

## **Reasons for Decision**

To comply with the Regulation of Investigatory Powers Act 2000 (RIPA) and its associated Regulations and Guidance.

The Meeting ended at: 16:15

## Officer Decisions

Below is a list of decisions taken by Officers which they have classed as significant, full details and supporting background documents can be viewed on the Council's website [www.carlisle.gov.uk/CMIS/](http://www.carlisle.gov.uk/CMIS/)

Decision Ref No	Title: Subject and Decision Taken:	Reports and Background Papers considered:	Date Decision Taken:	Decision Maker:
OD.92/21	<p><b>Civica Pay Contract</b> The Council uses Civica Pay as its Income management system for processing all income due to the Council, including card payments and bank statement reconciliation.</p> <p>The current contract with Civica expires on 30 September 2021 but there are provisions for continuation in the current contract. The current system is on outdated servers and the upgraded system will comply with Accessibility regulations for web payments and help the Council comply with payment card industry data security standards.</p> <p>Therefore, in order to achieve continuation of service and to avoid the need to change systems, which will be resource and financially intensive, it is proposed that a new contract be directly awarded with Civica, using the provisions of the DAS Framework, effective from 1 October 2021 for a period of 3-years. This will allow the Council to effectively take payments until 2024, at which time consideration around systems will be a decision for the new Unitary authority.</p> <p>By not awarding the contract to Civica, the Council would be in the position where it may not have a fully working income management system with which to process payments and income it receives. There would be additional capital costs involved in procuring through a tender exercise and a risk of loss of service to the Council.</p> <p>The contract can be contained within current budgetary provisions.</p>	<p>SMT Report – Civica Payments System – 21 September 2021 – Not for publication by virtue of Paragraph 3 of Schedule 12A to the Local Government Act 1972, as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information)</p>	24 September 2021	Corporate Director of Finance and Resources

OD.93/21	Landlord's consent to repair. To grant Landlord's consent to roof repairs at The Lanes shopping centre.	None	29 September 2021	Property Services Manager
OD.94/21	Licensing Decisions taken between 1 September and 30 September 2021 The Licensing Manager has granted the attached licences or permissions under an express authorisation delegated to her and in accordance with the Council's policy requirements. (can be viewed on the Council website <a href="http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx">http://CMIS.carlisle.gov.uk/CMIS/CouncilDecisions/OfficerDecisions.aspx</a> )	Applications for various licences. Private Not for Publication by Virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act.	01 October 2021	Licensing Manager
OD.95/21	Transfer of funds from Planning Reserve to Development Management Operational Budget To transfer £56,100 to cover a series of in-year improvements to the operation of Development Management to improve efficiency of service delivery and staff training/resources for the following budget areas:  Admin Salary Costs £29,300 Planning Graduate Costs £26,600	N/A	01 October 2021	Chief Executive
OD.96/21	Withdrawn After Publication - Regulatory Services Appointment of Agency Support for Licensing Officer Regulatory Services has appointed Agency Support for 3 months to provide assistance to the Licensing function and COVID compliance support to licensed premises and licensed vehicles.	N/A	05 October 2021	Licensing Officer
OD.97/21	Homeless Prevention and Accommodation Services The Homeless Prevention and Accommodation Service team managers of Carlisle City Council have made the attached decisions between 1 July 2021 and 30 September 2021, under the express authorisation delegated to relevant officers in accordance with the Council's policy requirements.	Individual assessments of need and vulnerability are considered on a case by case basis to inform decision making; these include personal sensitive information. The assessments are not for publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local	06 October 2021	Homelessness Prevention and Accommodation Manager

		Government Act 1972, as the report contains exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).																
OD.98/21	<p>Revenue Grant Reserve – Release of Funds</p> <p>To release funding from the Revenue Grant Reserve in July to September 2021 to fund expenditure in line with the terms and conditions of the grant awards as follows:</p> <table border="0"> <thead> <tr> <th><b>Service Area</b></th> <th><b>Request for Release £</b></th> </tr> </thead> <tbody> <tr> <td>Investment and Policy</td> <td>34,800</td> </tr> <tr> <td>Regeneration</td> <td>1,300</td> </tr> <tr> <td>Homelessness prevention and Welfare</td> <td>(900)</td> </tr> <tr> <td>Electoral Services</td> <td>5,100</td> </tr> <tr> <td>Regulatory Services</td> <td>4,100</td> </tr> <tr> <td></td> <td><b>44,400</b></td> </tr> </tbody> </table> <p>The use of this reserve is set out within the Council's MTFP and can only be released, under delegated powers, by the Corporate Director of Finance and Resources.</p>	<b>Service Area</b>	<b>Request for Release £</b>	Investment and Policy	34,800	Regeneration	1,300	Homelessness prevention and Welfare	(900)	Electoral Services	5,100	Regulatory Services	4,100		<b>44,400</b>	None	12 October 2021	Corporate Director of Finance and Resources
<b>Service Area</b>	<b>Request for Release £</b>																	
Investment and Policy	34,800																	
Regeneration	1,300																	
Homelessness prevention and Welfare	(900)																	
Electoral Services	5,100																	
Regulatory Services	4,100																	
	<b>44,400</b>																	

## JOINT MANAGEMENT TEAM

### MINUTES – 27th September 2021

<b>Attendees</b>	Leader; Deputy Leader; PH Communities, Health & Wellbeing; PH Economy, Enterprise & Housing; PH Environment & Transport; Deputy Chief Executive; Corporate Director of Governance & Regulatory Services; Corporate Director of Finance & Resources; Corporate Director of Economic Development; Policy & Communications Manager
<b>Apologies</b>	PH Culture, Heritage & Leisure; Chief Executive

<b>Agenda Item 1 – Minutes of Meeting 31<sup>st</sup> August 2021</b>	<b>Action</b>
Noted and agreed	
<b>Agenda Item 2 – Heat Decarbonisation Plan and Public Sector Decarbonisation Scheme (Phase 3)</b>	
The Policy & Communications Manager provided an update to JMT	
<b>Agenda Item 3 – Carlisle Victorian &amp; Turkish Baths</b>	
The Deputy Chief Executive referred to the paper circulated ahead of the meeting and a full discussion followed	



<b>Agenda Item 4 – Tullie House Capital Developments and Lease Arrangements</b>	
The Deputy Chief Executive led the discussion on the previously circulated paper	
<b>Agenda Item 5 - Updates on Borderlands; The Sands; Civic Centre; St Cuthbert’s Garden Village; Central Plaza</b>	
Members of SMT in attendance provided the Executive with their update on the current position regarding each area	
<b>Agenda Item 6 – Future Items for Notice of Executive Key Decisions</b>	
Noted and agreed	
<b>Agenda Item 7 - JMT Forward Plan</b>	
Noted and updated	



## **Economic Growth Scrutiny Panel**

**Date:** Thursday, 21 October 2021

**Time:** 16:00

**Venue:** Cathedral Room

**Present:** Councillor Mrs Marilyn Bowman, Councillor Ms Jo Ellis-Williams, Councillor Mrs Ann McKerrell, Councillor Keith Meller, Councillor Michael Mitchelson  
Councillor Miss Jeanette Whalen (for Councillor Mrs Anne Glendinning)

**Also Present:** Councillor Ellis - Finance, Governance and Resources Portfolio Holder  
Councillor Nedved - Economy, Enterprise and Housing Portfolio Holder  
Councillor Christian - Environment and Transport Portfolio Holder

**Officers:** Corporate Director of Economic Development  
Housing Development Officer  
Regulatory Services Manager  
Home Improvement Agency Team Leader

*Councillor Meller (Vice Chair) chaired the meeting in Councillor Brown's absence.*

### **EGSP.59/21 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor Mrs Anne Glendinning, Councillor Lisa Brown and Councillor John Paton.

### **EGSP.60/21 DECLARATIONS OF INTEREST**

There were no declarations of interest affecting the business to be transacted at the meeting.

### **EGSP.61/21 PUBLIC AND PRESS**

It was agreed that the items of business in Part A be dealt with in public and Part B be dealt with in private.

### **EGSP.62/21 MINUTES OF PREVIOUS MEETINGS**

RESOLVED - 1) It was noted that Council, at its meeting on 14 September 2021, received and adopted the minutes of the meeting held on 29 July 2021. The Chair signed the minutes.

2) The minutes of the meeting held on 9 September 2021 were agreed.

### **EGSP.63/21 CALL-IN OF DECISIONS**

There were no items which had been subject of call-in.

## **EGSP.64/21 HOUSING DELIVERY AND PARTNERSHIPS**

The Housing Development Officer submitted an update on the delivery of market and affordable housing, relative to identified housing need and targets, alongside emerging strategies and legislation. It was noted that Covid-19 inevitably impacted housing delivery levels during 2020-21. An update was also been provided on housing strategies, partnership and joint working initiatives across Carlisle and Cumbria. (ED.35/21)

RESOLVED - That the Panel noted the key findings relating to housing need and delivery for 2020-21 and scrutinised the effectiveness of existing and emerging strategies and partnerships in supporting identified housing need. (ED.35/21)

## **EGSP.65/21 ACCEPTANCE OF POTENTIAL OFFER FOR SUSTAINABLE WARMTH COMPETITION (LAD PHASE 3 AND HOME UPGRADE GRANTS (HUG))**

The Regulatory Services Manager submitted a report regarding the acceptance of grant funding, if offered, from Business Energy and Industrial Strategy (BEIS) Sustainable Warmth Competition and act as the lead authority of a Cumbria Consortium of district councils for the delivery of the grant (GD.72/21)

The Regulatory Services Manager reported that the City Council had applied for £19,955,000 of funding on behalf of the Cumbrian Sustainable Warmth consortium of district councils to address fuel poverty, improve energy efficiency and carbon savings and help boost the local economy to retrofit a target of 1,310, mainly private sector homes, with energy efficiency measures, including low carbon heating across Cumbria.

The Panel discussed the application, in response to questions the Home Improvement Agency Team Leader clarified that Carlisle would lead the work as Eden District Council had received funding from a previous round and the application process preferred that the lead had not received previous funding. In addition, other Districts did not have the capacity to deliver, Carlisle had the Home Improvement Agency and had experience from similar previous funding.

The Home Improvement Agency Team Leader explained that there was no risk of the Council overspending, Carlisle would receive a delivery grant of 15% which would cover staff costs. Any funding that was not used would not be clawed back.

She reported that it had been difficult to encourage people to apply for the funding for previous schemes of a similar nature, if any District did not have 100% take up of their grant allocation then work could be undertaken in other areas redistribute funding.

The Economy, Enterprise and Housing Portfolio Holder reminded the Panel that the City Council had an excellent track record in delivering such funding programmes and the Team were confident that that they could deliver this funding to households in need.

The Home Improvement Agency Team Leader clarified for the Panel that low income households were identified as having an annual income under £30,000. The Team had access to a free software package that cross referenced publicly available energy ratings and identified properties which were likely to have a low energy rating, they would then be invited to apply for the funding. The Team encouraged people to apply, if they were not eligible for this scheme the Team could still provide other advice and support to help energy ratings in properties.

The Home Improvement Agency Team Leader advised that tenants in social housing would not be eligible to apply as their landlord would need to apply. In addition social housing properties tended to have had improvement work and better energy ratings to meet their landlord responsibilities, however, support may be available for those in rural areas. She added that there were other schemes coming forward that would support social housing tenants.

The Environment and Transport Portfolio Holder highlighted the importance of the project in improving the energy ratings in home. The work was a key part of the work the City Council was undertaking to address climate change issues.

The Home Improvement Agency Team Leader summed up by confirming that legal had been involved in consideration of the Memorandum of Understanding, their comments were included in the report.

**RESOLVED** - That the Panel supported the acceptance of grant funding if offered, from Business Energy and Industrial Strategy (BEIS) Sustainable Warmth Competition as detailed in report GD.72/21 and, recommends to the Executive:

- That any potential offer of the Sustainable Warmth grant funding by the Department for Business Energy and Industrial Strategy (BEIS) is accepted.
- That the City Council should act as the accountable body for the Grant on behalf of the Cumbrian Consortium.

## **EGSP.66/21 OVERVIEW REPORT**

The Overview and Scrutiny Officer presented report OS.26/21 providing an overview of matters relating to the work of the Economic Growth Scrutiny Panel.

The Overview and Scrutiny Officer reported that the Scrutiny Chairs Group had met on 16 September 2021. They discussed future scrutiny arrangements and the work that the Business and Transformation Scrutiny Panel planned to carry out through a Task and Finish Group. The Chairs of all Panels had agreed that there should be cross panel engagement and a terms of reference would be drafted.

The Panel agreed that Councillors Meller and Mrs Bowman would take part in the Task Group work. Confirmation of Members to represent the Panel at the Task and Finish Group would be confirmed by email following the meeting to allow an opportunity for Councillor Brown to participate in the Group, if she chose. The Panel also asked that Scrutiny Chairs Group notes be attached to the Overview Report in the future.

In considering the work programme the Panel asked that the Events and usage of the City Centre update be moved from December to January 2022.

A Member highlighted that the Victorian Baths Feasibility Study had been deferred from this meeting and expressed disappointment that it had taken nearly a year for Scrutiny to see the document. She asked for an update on the Study.

The Overview and Scrutiny Officer explained that she was working with officers to ensure that the report came to the Panel at the earliest opportunity. The report had been deferred from today's meeting to allow for some additional work to take place.

RESOLVED – 1) That the Overview Report incorporating Key Decision items relevant to the Economic Growth Scrutiny Panel be noted (OS.26/21).

2) That Scrutiny Chairs Group notes be added to the Overview Report;

3) That the Events and Usage of the City Centre Update be moved to the 20 January 2022 meeting

4) That Councillors Meller and Mrs Bowman be nominated to take part in the Future Scrutiny Arrangements Task and Finish Group, with Councillor Brown if so so wished.

The Meeting ended at: 16:37