

A meeting of the **OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS)** will be held in **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **THURSDAY, 7 JULY 2022** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **AGENDA**

### **APOLOGIES**

**1. MINUTES** (Pages 5 - 8)

To approve as a correct record the Minutes of the Overview and Scrutiny Panel (Customers and Partnerships) meeting held on 7th April 2022 and 18th May 2022.

**Contact Officer: B Buddle**  
**01480 388008**

**2. MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary and other interests in relation to any Agenda item.

**Contact Officer: B Buddle**  
**01480 388008**

**3. NOTICE OF KEY EXECUTIVE DECISIONS** (Pages 9 - 16)

A copy of the current Notice of Key Executive Decisions is attached. Members are invited to note the Plan and to comment as appropriate on any items contained therein.

**Contact Officer: H Peacey**  
**01480 388169**

**4. ENERGY BILLS REBATE - LOCAL SCHEME** (Pages 17 - 28)

The Energy Bills Rebate – Local Scheme Policy is to be presented to the Panel.

**Contact Officer: A Burns**  
**01480 388122**

**5. OVERVIEW AND SCRUTINY – REMIT, ROLE AND STUDIES (Pages 29 - 48)**

The Overview and Scrutiny – Remit, Role and Studies Report is to be presented to the Panel.

**Contact Officer: B Buddle**  
**01480 388008**

**6. CAMBRIDGESHIRE COUNTY COUNCIL HEALTH COMMITTEE**

To appoint a non-voting co-opted Member and substitute Member to the Cambridgeshire County Council Health Committee.

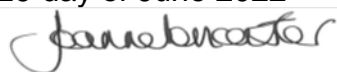
**Contact Officer: B Buddle**  
**01480 388008**

**7. OVERVIEW AND SCRUTINY WORK PROGRAMME (Pages 49 - 52)**

The Overview and Scrutiny Work Programme is to be presented to the Panel.

**Contact Officer: B Buddle**  
**01480 388008**

29 day of June 2022



Head of Paid Service

**Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.**

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

**Filming, Photography and Recording at Council Meetings**

The District Council permits filming, recording and the taking of photographs at its meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening at meetings.

Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council.

**Please contact Mrs Beccy Buddle, Democratic Services Officer (Scrutiny), Tel No. 01480 388008/e-mail Beccy.Buddle@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Committee/Panel.**

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

### **Emergency Procedure**

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

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## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held in Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Thursday, 7 April 2022.

PRESENT: Councillor D M Tysoe – Chairman.  
Councillors I D Gardener, M Kadewere, C Smith, R J West and Mrs S R Wilson.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors T Alban, B S Banks, R D'Souza, D A Giles, H V Masson and Mrs S Smith.

IN ATTENDANCE: Councillor R Fuller.

### **49. MINUTES**

The Minutes of the meeting held on 3<sup>rd</sup> March 2022 was approved as a correct record and signed by the Chairman.

### **50. MEMBERS' INTERESTS**

No declarations were received.

### **51. NOTICE OF KEY EXECUTIVE DECISIONS**

The Panel received and noted the current Notice of Key Executive Decisions (a copy of which has been appended in the Minute Book) which has been prepared by the Executive Leader for the period 1st April 2022 to 31st July 2022

### **52. CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY - EXTENSION OF SHARED SERVICE AGREEMENT**

By means of a report by the Community Resilience Manager (a copy of which is appended in the Minute Book) the Cambridgeshire Home Improvement Agency – Extension of Shared Service Agreement was presented to the Panel.

Following questions from Councillor Mrs Wilson and Councillor West, the Panel heard that although the DFG were down last year when compared to the previous year, these numbers can fluctuate on an annual basis. Furthermore, the Panel were advised that due to the shared nature of the service, there was confidence that both capacity and funding would be sufficient to cope with demand.

Having received an enquiry from Councillor Gardener, the Panel were advised that although the agreement presented remained

extensively unchanged, there had been implementation of a new IT system and support, which had resulted in greater efficiencies for the service.

Having widely praised and welcomed the report, the Panel thereupon

**RESOLVED**

that the Cabinet be encouraged to endorse the recommendations contained within the report.

**53. OVERVIEW AND SCRUTINY WORK PROGRAMME**

With the aid of a report by the Democratic Services Officer (Scrutiny) (a copy of which is appended in the Minute Book) the Overview and Scrutiny Work Programme was presented to the Panel.

Chairman

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the OVERVIEW AND SCRUTINY PANEL (CUSTOMERS AND PARTNERSHIPS) held in Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 18 May 2022.

PRESENT: Councillor J E Kerr – Chair.

Councillors T Alban, M J Burke, S Bywater, S J Criswell, J E Harvey, N J Hunt, M Kadewere, C Lowe, S R McAdam and D J Shaw.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor G J Welton.

### 1. ELECTION OF CHAIRMAN

RESOLVED

that Councillor J E Kerr be elected Chair of the Panel for the ensuing Municipal Year.

**Councillor J E Kerr in the Chair.**

### 2. MEMBERS' INTERESTS

No declarations of interests were received.

### 3. APPOINTMENT OF VICE CHAIRMAN

RESOLVED

that Councillor N J Hunt be appointed Vice-Chair of the Panel for the ensuing Municipal Year.

Chairman

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## NOTICE OF EXECUTIVE KEY DECISIONS INCLUDING THOSE TO BE CONSIDERED IN PRIVATE

Prepared by: Councillor Sarah Conboy, Executive Leader of the Council  
 Date of Publication: 20 June 2022  
 For Period: 1 July 2022 to 31 October 2022

Membership of the Cabinet is as follows:-

Councillor Details		Councillor Contact Details
Councillor S J Conboy	Executive Leader of the Council and Executive Councillor for Place	Cloudberry Cottage 9 Earning Street Godmanchester Huntingdon PE29 2JD  Tel: 01480 414900 / 07831 807208 E-mail: <a href="mailto:Sarah.Conboy@huntingdonshire.gov.uk">Sarah.Conboy@huntingdonshire.gov.uk</a>
Councillor L Davenport-Ray	Executive Councillor for Climate & Environment	73 Hogsden Leys St Neots Cambridgeshire PE19 6AD  E-mail: <a href="mailto:Lara.Davenport-Ray@huntingdonshire.gov.uk">Lara.Davenport-Ray@huntingdonshire.gov.uk</a>
Councillor S Ferguson	Executive Councillor for Customer Services	9 Anderson Close St Neots Cambridgeshire PE19 6DN  Tel: 07525 987460 E-mail: <a href="mailto:Stephen.Ferguson@huntingdonshire.gov.uk">Stephen.Ferguson@huntingdonshire.gov.uk</a>

Councillor M Hassall	Executive Councillor for Corporate & Shared Services	Care of Huntingdonshire District Council St Mary's Street Huntingdon Cambridgeshire PE29 3TN  Tel: 07825 193572 E-mail: <a href="mailto:Martin.Hassall@huntingdonshire.gov.uk">Martin.Hassall@huntingdonshire.gov.uk</a>
Councillor B Mickelburgh	Executive Councillor for Finance & Resources	2 Grainger Avenue Godmanchester Huntingdon Cambridgeshire PE29 2JT  Tel: 07441 392492 E-mail: <a href="mailto:Brett.Mickelburgh@huntingdonshire.gov.uk">Brett.Mickelburgh@huntingdonshire.gov.uk</a>
Councillor B Pitt	Executive Councillor for Community & Health	17 Day Close St Neots Cambridgeshire PE19 6DF  Tel: 07703 169273 E-mail: <a href="mailto:Ben.Pitt@huntingdonshire.gov.uk">Ben.Pitt@huntingdonshire.gov.uk</a>
Councillor T Sanderson	Deputy Executive Leader and Executive Councillor for Planning	29 Burmoor Close Huntingdon Cambridgeshire PE29 6GE  Tel: 01480 436822 E-mail: <a href="mailto:Tom.Sanderson@huntingdonshire.gov.uk">Tom.Sanderson@huntingdonshire.gov.uk</a>

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Councillor S Taylor	Executive Councillor for Leisure, Waste & Street Scene	66 Wren Walk Eynesbury St Neots Cambridgeshire PE19 2GE  Tel: 07858 032076 E-mail: <a href="mailto:Simone.Taylor@huntingdonshire.gov.uk">Simone.Taylor@huntingdonshire.gov.uk</a>
Councillor S Wakeford	Executive Councillor for Jobs, Economy and Housing	4 Croft Close Brampton Huntingdon Cambridgeshire PE28 4TJ  Tel: 07762 109210 E-mail: <a href="mailto:Sam.Wakeford@huntingdonshire.gov.uk">Sam.Wakeford@huntingdonshire.gov.uk</a>

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Notice is hereby given of:

- Key decisions that will be taken by the Cabinet (or other decision maker)
- Confidential or exempt executive decisions that will be taken in a meeting from which the public will be excluded (for whole or part).

Notice/agenda together with reports and supporting documents for each meeting will be published at least five working days before the date of the meeting. In order to enquire about the availability of documents and subject to any restrictions on their disclosure, copies may be requested by contacting the Democratic Services Team on 01480 388169 or E-mail [Democratic.Services@huntingdonshire.gov.uk](mailto:Democratic.Services@huntingdonshire.gov.uk).

Agendas may be accessed electronically at the [District Council's website](#).

Formal notice is hereby given under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that, where indicated part of the meetings listed in this notice will be held in private because the agenda and reports for the meeting will contain confidential or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. See the relevant paragraphs below.

Any person who wishes to make representations to the decision maker about a decision which is to be made or wishes to object to an item being considered in private may do so by emailing [Democratic.Services@huntingdonshire.gov.uk](mailto:Democratic.Services@huntingdonshire.gov.uk) or by contacting the Democratic Services Team. If representations are received at least eight working days before the date of the meeting, they will be published with the agenda together with a statement of the District Council's response. Any representations received after this time will be verbally reported and considered at the meeting.

**Paragraphs of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) (Reason for the report to be considered in private)**

1. Information relating to any individual
2. Information which is likely to reveal the identity of an individual
3. Information relating to the Financial and Business Affairs of any particular person (including the Authority holding that information)
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations that are arising between the Authority or a Minister of the Crown and employees of or office holders under the Authority
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings
6. Information which reveals that the Authority proposes:-
  - (a) To give under any announcement a notice under or by virtue of which requirements are imposed on a person; or
  - (b) To make an Order or Direction under any enactment
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Huntingdonshire District Council  
Pathfinder House  
St Mary's Street  
Huntingdon PE29 3TN.

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- Notes:-
- (i) Additions changes from the previous Forward Plan are annotated \*\*\*
  - (ii) Part II confidential items which will be considered in private are annotated ## and shown in italic.

Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Community Chest Grant Aid Awards 2022/23	Grants Panel	20 July 2022 17 Aug 2022 14 Sept 2022 12 Oct 2022		Claudia Deeth, Community Resilience Manager Tel No: 01480 388233 or email: Claudia.Deeth@huntingdonshire.gov.uk		B Pitt & M Hassall	Customers & Partnerships
Hackney Carriage Fare Review***	Cabinet	19 Jul 2022		Michelle Bishop, Licensing Manager Tel No: 01480 388785 or email: Michelle.Bishop@huntingdonshire.gov.uk		S Ferguson	N/A - Licensing & Protection

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Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Corporate Plan 2022/23	Cabinet	19 Jul 2022		Dan Buckridge, Business Intelligence and Performance Manager Tel No: 01480 388054 or email: Dan.Buckridge@huntingdonshire.gov.uk		S Conboy	Performance & Growth
Energy Bills Debate - Local scheme	Cabinet	19 Jul 2022		Amanda Burns, Revenues and Benefits Manager Tel No: 01480 388122 or email: Amanda.Burns@huntingdonshire.gov.uk		S Ferguson	Customer & Partnerships

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Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Cambridgeshire and Peterborough Combined Authority - Local Transport and Connectivity Plan	Cabinet	19 Jul 2022		Clare Bond, Planning Policy Team Leader Tel No: 01480 388435 or email: Claire.Bond@huntingdonshire.gov.uk		S Wakeford	Performance & Growth
SC Legal, ICT and Building Control Shared Services Annual Reports 2021/22##	Cabinet	19 Jul 2022		Oliver Morley, Corporate Director (People) Tel No: 01480 388103 or email: Oliver.Morley@huntingdonshire.gov.uk	3 – partially exempt	M Hassall	Performance & Growth

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Subject/Matter for Decision	Decision/ recommendation to be made by	Date decision to be taken	Documents Available	How relevant Officer can be contacted	Reasons for the report to be considered in private (paragraph no.)	Relevant Executive Councillor	Relevant Overview & Scrutiny Panel
Tenancy Strategy	Cabinet	20 Sep 2022		Pamela Scott, Housing Strategy and Delivery Manager Tel No: 07874 887465 or email: Pamela.Scott@huntingdonshire.gov.uk		S Ferguson	Performance & Growth
Pinchingbrooke Country Park Investment##	Cabinet	20 Sep 2022		Jacqueline Cadogan-Poole, Project Support Officer Tel No: 07732 404780 or email: Jacqueline.Cadogan-Poole@huntingdonshire.gov.uk	3	S Taylor	Customer & Partnerships
Community Infrastructure Levy Funding***	Cabinet	18 Oct 2022		Claire Burton, Implementation Team Leader Tel No: 01480 388274 or email: Claire.Burton@huntingdonshire.gov.uk		S Wakeford	Performance & Growth

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**Public**  
**Key Decision - Yes**

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title/Subject Matter:** Energy Bills Rebate – Local Scheme Policy

**Meeting/Date:** Overview & Scrutiny (Customers and Partnerships) – 7 July 2022

**Executive Portfolio:** Executive Councillor for Customer Services – Cllr S Ferguson

**Report by:** Revenues and Benefits Manager

**Ward(s) affected:** All

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### RECOMMENDATION

The Overview and Scrutiny Panel is invited to comment on the Energy Bills Rebate – Local Scheme Policy from the Cabinet report attached at Appendix A.



**Public**  
**Key Decision - Yes**

## **HUNTINGDONSHIRE DISTRICT COUNCIL**

**Title/Subject Matter:** Energy Bills Rebate – Local Scheme Policy

**Meeting/Date:** Overview & Scrutiny (Customers and Partnerships) – 7 July 2022  
Cabinet – 19 July 2022

**Executive Portfolio:** Executive Councillor for Customer Services – Cllr S Ferguson

**Report by:** Revenues and Benefits Manager

**Ward(s) affected:** All

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### **Executive Summary:**

In February 2022, as part of its package of support to support households with the rising cost of energy bills, the Government introduced the Energy Bills Rebate scheme to be administered by local authorities. This comprises a one-off payment of £150 to the majority of households living in Council Tax Bands A – D and a discretionary fund to support households not eligible under the main scheme and to provide additional assistance to the most vulnerable households.

Further support measures have subsequently been announced by the Government, but these do not come under the remit of local authorities.

Huntingdonshire District Council (HDC) has been allocated £211,350 for the discretionary scheme.

Local authorities can determine how to best make use of this funding to support those suffering from financial hardship due to the increased cost of living and the resulting policy should be formally approved by Members.

HDC has developed a policy, known as the Energy Bills Rebate – Local Scheme, to provide support to groups of households most likely to be impacted by the current economic climate.

**Recommendation:**

The Cabinet is

**RECOMMENDED**

to approve Huntingdonshire District Council's Energy Bills Rebate – Local Scheme policy

## **1. PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to seek approval of the discretionary Energy Bills Rebate – Local Scheme policy (known as the Local Scheme) to provide financial support to households not eligible for assistance under the main scheme.

## **2. BACKGROUND**

- 2.1 To help households with the increased cost of energy bills, the Government's Energy Bill Rebate (EBR) scheme provides a one-off payment of £150 to eligible households in Council Tax Bands A-D (including Band E, where the award of a Disabled Band Reduction has lowered the band to D). In Huntingdonshire, around 60,000 households will receive this payment.
- 2.2 In setting the eligibility criteria, the Government determined that although rising costs affect most households, they are more likely to disproportionately affect those on lower incomes as they spend a higher proportion of their income on utility bills.
- 2.3 However, the Government also recognised that households not eligible under the main scheme will also be impacted and so set up a discretionary fund for local authorities to devise their own locally set policies and this can include making additional payments to the most vulnerable households in Bands A – D.
- 2.4 HDC has been allocated a budget of £211,350 to make payments under the local scheme. Payments must not exceed this amount and must be paid by 30 November 2022. Any unspent budget must be returned to the Government.

## **3. OPTIONS CONSIDERED/ANALYSIS**

- 3.1 The Government expects that support from the Local Scheme is targeted towards those most likely to be suffering hardship as result of the rising cost of living.
- 3.2 Given the size of the budget allocation, it is recognised that only a small proportion of households can benefit from payments under the Local Scheme. Officers consider that targeting support towards specific categories of household makes the best use of funding with a small amount of money held in reserve for exceptional cases.
- 3.3 Having considered Government guidance and local demographics, officers have identified three types of household that are on low incomes and/or likely to have higher fuel costs and modelled the budget allocation against the number of households in each category.
- 3.4 The three categories of household selected are as follows:

**Council Tax Support (CTS) claimants:** CTS is a means tested benefit for people on low incomes to help pay their Council Tax. Around 7,000 households in Huntingdonshire have a sufficiently low income to be in receipt of CTS. CTS claimants in Bands A – D receive £150 under the main EBR scheme. Under the Local Scheme, households in Bands A – D where CTS is awarded, will get a further payment of £25 and households in Bands E – H where CTS is awarded, will get a total payment of £150.

**Disabled Band Reduction (DBR) recipients in Bands F - H:** A DBR is applied in Council Tax where a property has been adapted to take account of a disabled person's needs and moves the property to a lower band. People living in Bands A – E receive £150 under the main EBR scheme. Under the Local Scheme, a payment of £150 will be made where a DBR has been applied to properties in Bands F - H. This means that all households qualifying for a DBR will get a rebate regardless of the band they are in.

**Households with Council Tax exemptions N, S, U and W in Bands E – H:** People with one of these exemptions living in Bands A - D receive £150 under the main scheme. Under the Local Scheme, a payment of £150 will be made to households, in receipt of one of these exemptions, living in Bands E – H. This means that all households qualifying for one of these exemptions will get a rebate regardless of the band they are in. (Exemption Class N: all residents are students, Exemption Class S: all residents are under the age of 18, Exemption Class U: all residents are classed as Severely Mentally Impaired, Exemption Class W: an annexe is occupied by an elderly or disabled relative of the householder).

- 3.5 It is recognised that there will be people not eligible for a payment under either the main or Local Scheme that are suffering hardship. The Council's Resident Advice and Information Team (RAIT) was set up to provide holistic support and guidance to residents facing difficulties during the pandemic. The team has evolved further to provide proactive and reactive support to people with a range of issues such as debt and housing. There has been an increase in the number of referrals for people who are struggling with the cost of living. Applications for support from the Local Scheme will be accepted from the RAIT. The amount of award will depend on the amount of money left in the budget, on the individual circumstances of the customer and the recommendation of the RAIT.
- 3.6 The policy intention of EBR is to provide financial support to people to pay their energy bills and the preferred solution is to make a payment directly to the householder's bank account. Where bank details are already held, the payment will be made without any action needing to be taken by the resident. Where no bank details are held, contact will be made with the resident to obtain this information. If this is not possible, the award will be credited to the liable person's Council Tax account.

#### **4. COMMENTS OF OVERVIEW & SCRUTINY**

- 4.1 The comments of the relevant Overview and Scrutiny Panel will be included in this section prior to its consideration by the Cabinet.

#### **5. RISKS/MITIGATION**

- 5.1 Due to the level of funding available, there is a risk that people adversely affected by the increased cost of fuel bills will not receive help through the EBR Local Scheme. However, since this scheme was announced, the Government has introduced further measures to help people which will provide a level of mitigation. These include a £400 non-repayable grant for utility bill payers to be paid from October by energy suppliers, a £650 non-repayable grant to be paid by DWP in two instalments to certain benefit claimants, £150 for people with disabilities and a £300 winter fuel payment for most pensioners. In addition, Cambridgeshire County Council's Household Support Fund is aimed at providing pensioners with further financial support.

#### **6. TIMETABLE FOR IMPLEMENTATION**

- 6.1 It is intended that work will begin immediately to distribute the funds with a deadline of 30 November 2022.

#### **7. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND/OR CORPORATE OBJECTIVES**

- 7.1 The Energy Bills Rebate – Local Scheme contributes to the strategic priority of supporting people to improve their health and well-being.

#### **8. RESOURCE IMPLICATIONS**

- 8.1 The level of awards under the Local Scheme will not exceed the allocation of £211,350.

#### **9. REASONS FOR THE RECOMMENDED DECISIONS**

- 9.1 Government guidance requires the Local Scheme to be approved by elected Members.

#### **10. LIST OF APPENDICES INCLUDED**

Appendix 1 – Huntingdonshire District Council Energy Bills Rebate – Local Scheme Policy

## **CONTACT OFFICER**

Name/Job Title: Amanda Burns / Revenues and Benefits Manager  
Tel No: 01480 388122  
Email: amanda.burns@huntingdonshire.gov.uk





**HUNTINGDONSHIRE DISTRICT COUNCIL**  
**ENERGY BILLS REBATE LOCAL SCHEME**  
**July 2022**

## 1.0 Purpose of the scheme and background

- 1.1 In order to help households with the increased cost of energy bills, the Government has tasked local authorities with administering the Energy Bills Rebate (EBR) scheme.
- 1.2 It is recognised that whilst these rising costs affect most households, they are more likely to disproportionately affect those on lower incomes who tend to spend a higher proportion of their income on utility bills.
- 1.3 Initial funding of £9m has been given to Huntingdonshire District Council (HDC) to make payments of £150 to eligible households in Council Tax bands A-D (including Band E, where the award of a Disabled Band Reduction has lowered the band to D).
- 1.4 The main scheme will provide financial assistance to around 60,000 households.
- 1.5 In addition, HDC has been given a further budget of £211,350 for discretionary payments to be made to support households who do not qualify for help under the main scheme.
- 1.6 Government guidance has determined that local authorities can decide how best to make use of the funding to provide payments to households who are energy bill payers but are not covered by the main scheme.

## 2.0 Huntingdonshire District Council's Energy Bills Rebate Local Scheme

- 2.1 The HDC Local Scheme will provide rebates to the following households:

Household Type	Level of award
In Council Tax Bands A - D and on Council Tax Support at 1 April (top up)	£25
In Council Tax Bands E - H and on Council Tax Support at 1 April	£150
In Council Tax Bands F-H and in receipt of a Disabled Band Reduction at 1 April	£150
In Council Tax Bands E-H with an N, S, U or W exemption at 1 April	£150

### Council Tax Bands A-D and on Council Tax Support at 1 April

Council Tax Support is a means tested benefit to help people on low incomes pay their Council Tax. Eligible households in Council Tax Bands A-D have already received £150 under the main EBR scheme. Under the HDC local scheme, they will receive a top-up payment of £25.

### Council Tax Bands E-H and on Council Tax Support at 1 April

There is no eligibility for a payment under the main EBR scheme for households in Council Tax Bands E-H who are in receipt of means tested Council Tax Support and so making an award under the HDC local scheme will mean that all households on Council Tax Support will receive financial support.

### **Council Tax Bands F-H and in receipt of a Disabled Band Reduction at 1 April**

A Disabled Band Reduction is awarded where a property has been adapted to take account of a disabled person's needs and moves the property to a lower band. People living in a Band A–E property with a DBR receive £150 under the main scheme.

Awards under the HDC local scheme ensure that all households where a Disabled Band Reduction has been awarded will receive financial support.

### **Council Tax Bands E-H with an N, S, U or W exemption at 1 April**

People in Bands A-D with an N, S, U or W exemption receive £150 under the main scheme. Awards under the HDC local scheme ensure that all households will receive financial support where one of the following exemptions has been awarded:

N: all residents are students

S: all residents are under the age of 18

U: all residents are classed as Severely Mentally Impaired

W: an annexe is occupied by an elderly or disabled relative of the householder

- 2.2 In addition, applications will be accepted from the Council's Resident Advice and Information Team on behalf of households they are supporting. The level of award will depend on the amount of budget left and the individual circumstances of the customer.
- 2.3 In line with government guidance the following households will not be eligible for a rebate under the Local Scheme:
  - occupants of student halls (Class M)
  - occupiers of MoD supported properties (Class O)
  - properties where a local authority, corporate body, charities, private schools, religious governing bodies and other similar bodies such as housing associations and government bodies are the liable party for Council Tax

### **3.0 Application and payment process**

- 3.1 The households eligible for a rebate under the Local Scheme will be identified from HDC databases.
- 3.2 The underlying principle of the EBR scheme is to help people with the increased cost of living and so, where possible, the payment will be made by BACS to the bank account of the person liable to pay Council Tax.
- 3.3 Where bank details are already held and have been verified, the rebate will automatically be paid to the nominated bank account.
- 3.4 Where bank details are not held, the eligible householder will be invited to complete a short application form to securely provide their bank details. This information will be verified as part of the pre-payment assurance checks required by Government and then paid to the relevant bank account.

- 3.5 Where bank details are not provided or do not meet the verification standards, the rebate will be credited to the eligible householder's Council Tax account reducing the amount they have to pay.
- 3.6 One rebate will be made per household regardless of the number of occupants or liable Council Tax payers.
- 3.7 All payments will be made by 30 November 2022.

#### **4.0 Overpayments**

- 4.1 If a rebate is made to a household and it is later established that they were not eligible for such a payment, action will be taken to recover the overpayment.

#### **5.0 Appeals**

- 5.1 There is no right of appeal regarding decisions made under the Energy Bills Rebate - Local Scheme.

#### **6.0 Fraud**

- 6.1 In accordance with government guidance, applications to the Local Scheme may be subject to pre-payment checks (including with third-party agencies) prior to payment. If fraudulent claims are subsequently detected after the rebate is awarded, action will be taken to reclaim any monies paid.

**Public**  
**Key Decision - No**

## HUNTINGDONSHIRE DISTRICT COUNCIL

**Title:** Overview and Scrutiny – Remit, Role and Studies

**Meeting/Date:** Overview & Scrutiny Performance & Growth –  
8th June 2022  
Overview & Scrutiny Customers & Partnerships –  
7th July 2022

**Report by:** Democratic Services Officer

**Ward(s) affected:** All

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### EXECUTIVE SUMMARY

This report is to inform Members of the Panel of the remit, role and operation of Overview and Scrutiny.

### RECOMMENDATIONS

The Overview and Scrutiny Panel is

#### RECOMMENDED

- a) to note the Overview and Scrutiny remits, roles and processes outlined;
- b) to consider the existing programme of studies for the forthcoming year;
- c) to consider the addition of subject areas to the programme of studies;
- d) to consider the composition of Working Groups to undertake additional studies.
- e) to delegate formation of the Overview and Scrutiny Work Programme, as well as the formation and commencement of work streams to the Democratic Services Officer (Scrutiny) after consultation with the Overview and Scrutiny Chairs and Vice Chairs; and
- f) that the draft Overview and Scrutiny Work Programme be submitted to the Overview and Scrutiny Chairs and Vice Chairs as well as the Managing Director and Corporate Directors for input and comment.

## **1. INTRODUCTION**

- 1.1 The purpose of this report is to inform Members of the Panel of the remit, role and operation of Overview and Scrutiny.
- 1.2 In addition, there is an opportunity for Members to review the programme of studies or investigations and plan the Panel's work programme for the forthcoming year.

## **2. REMIT**

- 2.1 The remits for the Overview and Scrutiny Panels have been revised following the appointment of new administration at the start of the municipal year 2022/23. The proposed remits are attached at Appendix A.
- 2.2 Any future amends to the remits of the Panels will be agreed by the Overview and Scrutiny Chairs and Vice Chairs.

## **3. OVERVIEW AND SCRUTINY PROCESS**

### **(a) Holding the Executive to Account**

- 3.1 A fundamental element of the role of the Overview and Scrutiny Panels is the holding of the Executive to account for its decisions and, for this purpose, the Panels are able to scrutinise the activities of the Executive at various points in the decision making process. Information on subjects to be considered and decisions taken by the Executive are available to the Overview and Scrutiny Panels and to the Members in a variety of ways –

- Forward Plan of key decisions to be taken by the Executive in the ensuing four months;
- Agenda for meetings of Cabinet available five days prior to meeting;
- Notice of all decisions to be made by individual Executive Councillors and key decisions to be taken by officers five days prior to decision;
- Consent of relevant Overview and Scrutiny Panel Chair required for consideration of any decision by Cabinet or Executive Councillor or key decision by officer if five days' notice cannot be given;
- Record of all decisions made by Cabinet and an Executive Councillor and key decisions by an officer sent to Overview and Scrutiny Panel Members; and
- Minutes of meetings of Cabinet.

### **(b) Pre-Decision Scrutiny**

- 3.2 The most significant document in this respect is the Forward Plan which must be produced monthly containing key decisions to be considered by the Executive in the ensuing four months. A copy is attached to the Agenda for each meeting of the Panel. If a Member is interested in an Overview and Scrutiny Panel discussing any particular decision that appears on the Forward Plan, he or she can, following its receipt –

- seek further information from the relevant Executive Councillor or officer named in the Plan;
- ask for copies of background documents where relevant;

- ask for an item to be included on the Agenda for the next Panel meeting to enable a subject to be discussed prior to the Cabinet meeting.

3.3 The Panels also have adopted formal arrangements to deal with the Plan –

#### **Month 1**

The Panel identifies any key decision of interest to them in months three and four of the Plan and allocates a lead Member to enquire about the availability of draft reports etc

#### **Month 2**

The nominated lead Member follows up those enquiries and reports the outcome to the ensuing Panel meeting. The Panel considers whether this is a matter which they wish to pursue further and decide whether to seek further information, ask others for comment, commission independent advice etc. This may or may not be undertaken by the Lead Member. The Panel also decides whether to request the Executive Councillor and/or relevant senior officer to attend their next meeting and to review the report to be considered by the Executive if this is available.

#### **Month 3**

Where appropriate the Executive Councillor and/or relevant senior officer attend the Panel meeting and in the light of the information presented, the Panel decides whether to submit recommendations/observations to the Executive for consideration when the decision is to be made. The Panel may also consider whether it wishes to call-in the decision if the Executive does not concur with its recommendations. If so, the Panel may identify the requisite three members for that purpose.

### **(c) Post-Decision Scrutiny**

3.4 After any decision has been taken by the Cabinet or an Executive Councillor and any key decision has been taken by an officer, a record of the decision will be circulated by the Democratic Services Section to all Overview and Scrutiny Panel Members within three working days. The decision may not be implemented for a further five working days during which it may be called in by any three Members of the relevant Overview and Scrutiny Panel. The process is undertaken electronically for all Members. When a decision has been called in, a meeting of the relevant Panel should be held within a further ten working days to decide whether to refer the matter back to the decision taker or onwards to full Council.

### **(d) Other Members**

3.5 Scrutiny is not restricted solely to the Overview and Scrutiny Panels. Other non-Panel Members have access to the information referred to above (other than the records of decisions) and may –

- ask for an item to be included on an Overview and Scrutiny Panel Agenda;
- speak at that meeting with the Chair's consent; or
- be appointed to sub-panels established by an Overview and Scrutiny Panel to assist them in their work.

## **4. STUDIES**

- 4.1 It has been established as best practice to devise a limited programme of studies at the start of each year. Appendix B to this report contains details of the Panel's ongoing studies. Members are reminded that they can add to the list of studies and make their own suggestions throughout the year. Members are invited to review the programme.
- 4.2 Working groups are set up to undertake the studies. It is usual for the Membership of Working Groups to continue to the completion of studies and it is suggested that this principle continue. The exception to this would be if a Member no longer holds office as a District Councillor for Huntingdonshire.

### **a) Internal Studies**

- 4.3 The areas of Council services that fall within the Panel's remit are included at Appendix A.

Members are requested to identify studies or investigations of single issues, which are topical or contentious, for example, that may have arisen in the course of their contact with constituents.

- 4.4 Performance data, which is regularly submitted to the Panel, can also be used to identify study areas. The current performance report appears on the June agenda of Overview and Scrutiny Performance and Growth Panel.

### **b) External Studies**

- 4.5 The Council has a duty to improve the social, environmental and economic well-being of the District. This gives the Panel a wide remit to examine any issues that affect the District by conducting in-depth studies. A list of the previous year's work programme appears at Appendix C and Members should find this a useful basis for issues that have previously been undertaken.

## **5. APPENDICES**

Appendix A – Overview and Scrutiny Remits

Appendix B – Overview and Scrutiny Work Programme 2022/23

Appendix C – Overview and Scrutiny Work Programme 2021/22

### **Contact Officer:**

B Buddle

Democratic Services



## Overview and Scrutiny Remits

### Customers and Partnerships

Service Area	Portfolio	Officer
CCTV	Leisure, Waste and Street Scene	Neil Sloper
Climate Change	Climate and Environment	Neil Sloper
Community Engagement Initiatives	Community and Health	John Taylor
Community Resilience and Safety	Community and Health	John Taylor
Countryside Services and Green Spaces	Leisure, Waste and Street Scene	Neil Sloper
Customer Call Centre and Service	Customers Services	John Taylor
Customer Services Strategy	Customers Services	John Taylor
Document Centre	Corporate and Shared Services	John Taylor
Healthy Communities	Community and Health	Gregg Holland
Housing – Home Improvement Agency	Customers Services	John Taylor
Housing – Homelessness	Customers Services	John Taylor
Housing – Needs	Customers Services	John Taylor
One Leisure Active Lifestyles & Centres	Leisure, Waste and Street Scene	Gregg Holland
Parish Council Relations	Community and Health	John Taylor
Strategic ICT	Corporate and Shared Services	Sagar Roy
Streetscene including Street Cleaning and Grounds Maintenance	Leisure, Waste and Street Scene	Neil Sloper
Voluntary Sector Grants and Community Chest	Community and Health	John Taylor
Waste Services including Recycling, Waste Minimisation and Trade Waste	Leisure, Waste and Street Scene	Neil Sloper
Website	Corporate and Shared Services	Sagar Roy

## Performance and Growth

Service Area	Portfolio	Officer
Budget Preparation and Monitoring	Finance and Resources	Vacancy
Business Intelligence	Finance and Resources	Vacancy
Capital Projects	Finance and Resources	Vacancy
Car Parking	Leisure, Waste and Street Scene	Neil Sloper
Commercialism	Finance and Resources	John Taylor
Combined Authority	Place	Kate McFarlane
Corporate Estates	Finance and Resources	Vacancy
Economic Strategy including Inward Investment to the District	Jobs, Economy and Housing	Clara Kerr
Employment, Education and Skills	Jobs, Economy and Housing	Clara Kerr
Facilities Management including Energy Management	Corporate and Shared Services	Neil Sloper
Fleet Management	Corporate and Shared Services	Neil Sloper
Housing - Strategy	Planning	Clara Kerr
Innovation and Enterprise	Jobs, Economy and Housing	Clara Kerr
Market Town Development Strategies and Master Plans	Jobs, Economy and Housing	Clara Kerr
Revenues and Benefits	Customers Services	John Taylor
Shared Services (including 3C)	Corporate and Shared Services	Oliver Morley
Treasury Management	Finance & Resources	Vacancy

## Remits of Other Committees

### Employment Committee

Service Area	Portfolio	Officer
Corporate Health and Safety	Corporate and Shared Services	Jo Lancaster
HR and Payroll	Corporate and Shared Services	Vacancy
Organisational Change and Development	Corporate and Shared Services	John Taylor
Organisational Transformation	Corporate and Shared Services	John Taylor

### Corporate Governance

Service Area	Portfolio	Officer
Accountancy	Finance and Resources	Vacancy
Commercial Investment Strategy	Finance and Resources	Vacancy
Emergency Planning	Planning	Vacancy
Fraud	Finance and Resources	John Taylor
Risk Management	Finance and Resources	Vacancy
Safeguarding	Corporate and Shared Services	Gregg Holland

### Licensing & Protection

Service Area	Portfolio	Officer
Licensing	Communities and Health	John Taylor
Regulatory (Environment) Services – Animal Welfare/Pest Control	Customers Services	John Taylor
Regulatory (Environment) Services – Environmental Enforcement	Customers Services	John Taylor
Regulatory (Environment) Services – Environmental Health	Customers Services	John Taylor
Regulatory (Environment) Services – Environmental Protection	Customers Services	John Taylor

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## Overview and Scrutiny Work Programme 2022/23

### Performance and Growth

#### In Progress

<b>Topic</b>	<b>Membership &amp; Scope</b>	<b>Lead Officer</b>	<b>Progress</b>
Review of External Appointments to Outside Organisations	TBC	TBC	

**Completed**

Topic	Membership & Scope	Lead Officer	Progress
Market Towns	Councillor B S Chapman Councillor S J Corney Councillor D B Dew Councillor A Roberts Councillor T D Sanderson	Oliver Morley	<p><b>16th November 2021</b> – Members met to complete scoping document.</p> <p><b>December 2021</b> – Members heard from the Corporate Director – People and selected a focus for the group.</p> <p><b>April 2022</b> The report was presented to the April 2022 O&amp;S Meeting.</p> <p><b>June 2022</b> The report is due to be presented to the June 2022 Cabinet Meeting.</p>

## Customers and Partnerships

### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Climate Change Strategy	Councillor T D Alban Councillor Mrs S R Wilson One Vacancy	Neil Sloper	<p><b>18th October 2020</b> – The Democratic Services Officer (Scrutiny) attended the Centre for Public Scrutiny and Local Government Association Scrutinising Climate Action Webinar on 18th September.</p> <p><b>Next Step</b> A consultation was undertaken in March 2022 and following its completion, the strategy will now evolve.</p>

**Completed**

Topic	Membership & Scope	Lead Officer	Progress



## Overview and Scrutiny Work Programme 2021/22

### Performance and Growth

#### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Transport Strategy	Councillor I D Gardener Councillor P L R Gaskin Councillor M S Grice One vacancy	Corporate Director Place	Study has not commenced.
Asset Management Strategy	Councillor I D Gardener Councillor D A Giles	Jackie Goldby/Justin Andrews	<p><b>1st February 2021</b> – Members met with the Interim Commercial Estates Manager and provided input and feedback into the Strategy.</p> <p><b>Next Step</b> The Strategy will be presented to Overview and Scrutiny in Autumn 2021.</p>

## Completed

Topic	Membership & Scope	Lead Officer	Progress
Market Towns	Councillor B S Chapman Councillor S J Corney Councillor D B Dew Councillor A Roberts Councillor T D Sanderson	Oliver Morley	<b>16th November 2021</b> – Members met to complete scoping document. <b>December 2021</b> – Members heard from the Corporate Director – People and selected a focus for the group.  <b>April 2022</b> The report is being presented to the April 2022 cycle of meetings.

## Customers and Partnerships

### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Climate Change Strategy	Councillor T D Alban Councillor Mrs S R Wilson One Vacancy	Neil Sloper	<p><b>18th October 2020</b> – The Democratic Services Officer (Scrutiny) attended the Centre for Public Scrutiny and Local Government Association Scrutinising Climate Action Webinar on 18th September.</p> <p><b>Next Step</b> A consultation was undertaken in March 2022 and following its completion, the strategy will now evolve.</p>
Strategic Review of Markets	<p>Councillor B S Banks Councillor S J Corney Councillor Ms A Dickinson Councillor Mrs A Diaz (also the Executive Councillor for Operations and Environment, Councillor Mrs M L Beuttell)</p> <p>To conduct a Strategic Review of HDC Markets and produce a Vision statement and a Strategy.</p>	George McDowell	<p><b>5th November 2020</b> – The Panel received a report and suggested scoping document for the Strategic Review of Markets. Members agreed to endorse the approach and aims as set out in the scoping document and appointed five O&amp;S Members to join the Executive Councillor for Operations and Environment in conducting the Strategic Review.</p> <p><b>18th February 2021</b> – The review commenced and Members discussed the survey.</p>

			<p><b>23rd March 2021</b> – Members reviewed the survey and provided feedback.</p> <p><b>22<sup>nd</sup> June 2021</b> – Members reviewed the results of the survey and provided feedback.</p> <p><b>20<sup>th</sup> July 2021</b> – Members agreed that a survey of market traders would be undertaken over the summer.</p> <p><b>Next Step</b> – The report will be presented to the Panel in July 2022.</p>
Waste Strategy	<p>Councillor Ms A Dickinson  Councillor D A Giles  Councillor Mrs S Smith  Councillor Mrs S R Wilson</p>	Neil Sloper	<p>Study has not commenced.</p> <p><b>Update (provided on 24th November 2020)</b> – The delivery of HDC’s Waste Strategy is linked to two other strategies. The first is DEFRA’s Resources and Waste Strategy. This strategy determines any changes to waste collection practices and the options available for the collection of household waste. This has been delayed until spring 2021.</p> <p>The second is the RECAP (Cambridgeshire and Peterborough Waste Partnership) Waste Strategy, which is the parent strategy to HDC’s Waste Strategy. The partnership has conducted modelling work with DEFRA to</p>

			<p>look at the impacts and alternatives of different approaches to waste and recycling collection models but is unable to continue the work until DEFRA's strategy is clear.</p> <p>The delay in the delivery of DEFRA's Strategy has had a knock-on effect for the expected date of RECAP's Strategy, meaning that the delivery of HDC's Strategy has been delayed until January 2022.</p> <p>March 2022 – further delays to the study have been advised due to ongoing delays in the Government consultation.</p>
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**Completed**

Topic	Membership & Scope	Lead Officer	Progress
Digital Strategy	Councillor D M Tysoe Councillor R J West	Tony Evans	<p><b>March 2022</b> It has been advised that this study has been completed and passed through informal Cabinet.</p>
Lifelong Health – Part Two	<p>Councillor S J Criswell Councillor Mrs A Dickinson Councillor K P Gulson Councillor Mrs S Smith Councillor Mrs S R Wilson One vacancy</p> <ul style="list-style-type: none"> <li>• Identify ways of developing better health outcomes for residents.</li> <li>• Identify the benefits of a whole system approach for the Council.</li> </ul>	Oliver Morley	<p><b>12th September 2019</b> – The Panel received the final report of Part One and agreed to continue the study under the guise of ‘Part Two’.</p> <p><b>14th October 2019</b> – The Task and Finish Group met with Liz Robin, Public Health.</p> <p><b>10th December 2019</b> – Following the presentation of the Part One report to Cabinet and the meeting with the Director of Public Health, the Task and Finish Group met to refocus the scope of the study. The study will now focus primarily on collaboration with Parish &amp; Town Councils and community groups in order to improve residents’ physical activity and well-being.</p> <p><b>13th January 2020</b> – The Task and Finish Group received a presentation from Active Lifestyles and assessed the interaction the service has with Parish &amp; Town Councils and community groups.</p>

			<p><b>28th January 2020</b> – Alyce Barber, Community Development Officer, attended and informed Members of her work with projects that helps build social contact, builds support networks and addresses mental health issues. Members will also discuss the evidence that links an individual’s mental health with physical health.</p> <p><b>12th February 2020</b> – The Task and Finish Group received and discussed a number of case studies.</p> <p><b>26th November 2020</b> – The Group met and conducted an evidence review. Members recognised that the health issues discussed were around before the pandemic, however they have been affected by it. Despite this, it was decided that any health plan for the District should look beyond the pandemic and be a post Covid-19 plan. The Group decided that the recommendations should be focused on the following themes: access to healthy food, mental well-being and physical health.</p> <p><b>2022</b> – the findings of the group have been taken forward as part of the Leisure and Health strategy currently under development.</p>
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Health	Councillor M Haines Councillor Mrs M Kadewere Councillor T D Sanderson Councillor Mrs S Smith Councillor Mrs S Wilson	TBC	<p><b>17th November 2021</b> – Members met to complete scoping document.</p> <p><b>December 2021</b> – A presentation from Oliver Morley was arranged, following which, it was decided to disband the group.</p>
Flooding Review	<p>Councillor Mrs S J Conboy Councillor S J Corney Councillor I D Gardener Councillor D M Tysoe Councillor R J West</p> <p>Compile and review evidence (quantitative and qualitative) relating to the December 2020 flooding events, to:</p> <ol style="list-style-type: none"> <li>1) Understand what happened.</li> <li>2) Review the response.</li> </ol> <p>Consider future prevention/mitigation.</p>	Corporate Director Place	<p><b>28th January 2021</b> – The Task and Finish Group met and began the review.</p> <p><b>25th February 2021</b> – Quinton Carroll, Hilary Ellis, Sue Grace and Emyr Price of Cambridgeshire County Council attended the meeting and answered Members' questions.</p> <p><b>11th March 2021</b> – Paul Burrows and Phillipa Hulme of the Environment Agency attended the meeting and answered Members' questions.</p> <p><b>July 2021</b> The final report was presented to the Panel and Cabinet.</p> <p><b>October 2021</b> Cabinet feedback was presented to the Panel.</p>



## Overview and Scrutiny Work Programme 2022/23

### Performance and Growth

#### In Progress

<b>Topic</b>	<b>Membership &amp; Scope</b>	<b>Lead Officer</b>	<b>Progress</b>
Review of External Appointments to Outside Organisations	Cllrs S Cawley, S J Corney, I D Gardener and S A Howell	TBC	Initial meeting date to be advised.

## Completed

Topic	Membership & Scope	Lead Officer	Progress
Market Towns	Councillor B S Chapman Councillor S J Corney Councillor D B Dew Councillor A Roberts Councillor T D Sanderson	Oliver Morley	<p><b>16th November 2021</b> – Members met to complete scoping document.</p> <p><b>December 2021</b> – Members heard from the Corporate Director – People and selected a focus for the group.</p> <p><b>April 2022</b> The report was presented to the April 2022 O&amp;S Meeting.</p> <p><b>June 2022</b> The report is due to be presented to the July 2022 Cabinet Meeting.</p>

## Customers and Partnerships

### In Progress

Topic	Membership & Scope	Lead Officer	Progress
Climate Change Strategy	Councillor T D Alban Councillor Mrs S R Wilson One Vacancy	Neil Sloper	<p><b>18th October 2020</b> – The Democratic Services Officer (Scrutiny) attended the Centre for Public Scrutiny and Local Government Association Scrutinising Climate Action Webinar on 18th September.</p> <p><b>Next Step</b> A consultation was undertaken in March 2022 and following its completion, the strategy will now evolve.</p>

**Completed**

Topic	Membership & Scope	Lead Officer	Progress