

ALEO Executive Meeting Minutes

17 October 2017 @ 10:30 am
5 Pancras Square, London

Attendees:

David Colbourne (DCo) - ALEO Vice Chair and Chair, North West ALEO
Hazel Hill (HH) - Chair, ALEO South East
Rachel Jones (RJ) - Chair, West Midlands ALEO
John Kolm-Murray (JKM) - ALEO National Chair and Vice Chair, ALEO London (Morning only)
Stephen Lang (SL) - A&M Energy Solutions
Rob Leeson (RL) - ALEO National Secretariat
Matt Lewer (ML) - Chair ALEO East Pennine
Martin O'Brien (MO) - Chair, ALEO London

Valsecchi Carolina (CV) - Department for Business, Energy & Industrial Strategy (first session only)

Apologies:

Steve Martin - Chair, CAN Cymru Housing
Paul Hinsley - Chair, ALEO East
David Walton - next Chair of ALEO East
Cliff Duff - Chair, ALEO North East
Darsh Chauhan (DCh) - ALEO National Secretariat Manager & Acting Chair, ALEO East Midlands
Neil Short - Joint Vice Chair, ALEO South West
Jane Mears - Vice Chair, ALEO East Pennine
Leanna Jones - Vice Chair, CAN Cymru Housing
Marie Jones - Vice Chair, ALEO South East
David Shiner - Vice Chair, West Midlands ALEO
Susan Carr - Vice Chair, ALEO North East
Alison Robinson - Joint Vice Chair, ALEO South West
Robert Clements - Representative, Northern Ireland Housing Executive

1. Guest: Carolina Valsecchi, Senior Policy Advisor, Warm Home Discount & targeting – BEIS

- 1.1 JKM welcomed the group and introductions were made.
- 1.2 The Cabinet Office has opened a consultation on the Digital Economy Act (DEA), part 5, covering the draft data sharing regulations and code of practice. This proposes to enable LAs and public authorities to share data for targeting fuel poverty.
The list of public authorities includes the fire services. The Code of Practice sets out guidance for LAs to follow when sharing data under the Act.
The consultation Closes on 2 November 2017.
- 1.3 The Cabinet Office is organising two events which will be held on 26 and 27 October 2017 in London. CV invited ALEO to send a representative to attend. HH will try to attend to represent ALEO.
- 1.4 The Act creates opportunities, including the possibility of sharing “flags” with energy suppliers for the Warm Home Discount (WHD), ECO and other future fuel poverty policies. Sharing flags mean that if the supplier sends a list of customers to a public authority, e.g. an LA, they can tell them if the people on the list are in fuel poverty, so they can be better targeted for ECO and WHD.
- 1.5 The DEA works alongside, but doesn't override, the Data Protection Act. The General Data Protection Regulations (GDPR) also continue to apply in parallel, and LAs will still have to bear in mind the DPA principles of fairness and proportionality.
- 1.6 Data can be shared without consent where it is considered the right thing to do and it is fair, proportionate and robust.

- 1.7 ALEO: LAs' legal departments can be a stumbling block. E.g. if people have ticked boxes to say that they don't want their data shared.
- 1.8 BEIS: People will always have the right to opt out.
- 1.9 ALEO: Some LAs have carried out schemes with vulnerable clients and have been told by their legal departments that they can't keep the data until the next scheme. If LAs have to ask their legal teams, the answer will generally be no, as they have to protect the LA against potential legal action.
- 1.10 BEIS guidance is the code of practice, so this is a good starting point.
- 1.11 ALEO: GDPR would be good for BEIS to look at, as it's quite a complex area for LAs.
- 1.12 BEIS: The GDPR is not very different from the DPA. There is some good guidance online. CV will send the link. GDPR doesn't introduce significant changes.
- 1.13 ALEO: Where LAs are holding data for years, in theory, under the GDPR, they should write and ask permission to keep data. Vulnerable people are the least likely to engage. However, it's very rare to have complaints and there are more complaints about not sharing data, e.g. people say they have already registered so why are you asking again.
- 1.14 ALEO: The Regulations don't have anything to say where different parts of the same LA or public body don't feel they can share data between departments.
- 1.15 BEIS: LAs will have to look at the data protection legislation. There is an assumption that the data exists and is in the public authorities' hands. The legal gateway will enable the use of benefits data for fuel poverty targeting. LAs hold data for other purposes e.g. social security. This will allow them to get hold of data from the Valuation Office Agency (VOA) and Department for Work and Pensions (DWP)?
- 1.16 ALEO: What data can LAs get from the VOA?
- 1.17 BEIS have done some analysis to see what characteristics are indicative of fuel poverty. There is a correlation with fuel poverty and the age of the property, type and size, so at the moment BEIS is focussing on those three indicators.
- 1.18 ALEO: Any property below around 70 m² probably doesn't fall into the Low Income High Cost (LIHC) definition of fuel poverty, but they can for the 10% model. Will this proxy tool be usable outside of England where the 10% definition still applies? It could be challenged by the devolved nation, as it would be using the wrong proxy.
- 1.19 BEIS: This is not a tool, and BEIS is just looking at what indicators can be used to identify the fuel poor. It will apply to targeting of the WHD for example, if ministers agree. The indicators will be broad enough to be applicable, loosely to the 10% definition. BEIS is working with colleagues in Wales and Scotland on this. Data protection is a reserved matter, so Scotland and Wales will have to provide their own regulations if they want to share data.
- 1.20 ALEO: What is the benefit to LAs?
- 1.21 BEIS: As a public authority you can share flags with suppliers, so if you want more ECO in your area this can help them find eligible households, by using data you hold, so it will help with ECO Flexible Eligibility.
- 1.22 ALEO: Can suppliers also give LAs their data?
- 1.23 BEIS: Yes. The act also allows them to share data with public bodies.
- 1.24 ALEO: This could potentially be important, as LAs can already find people. We're not talking about moving away from consent, it's about getting to the point where we know where people are and can easily contact them, without going through hoops to identify them in the first place. The more data LAs can have from energy suppliers on this, the better. At the moment LAs do not necessarily have the freedom of movement that they should have in identifying people in fuel poverty in the first place. This could improve targeting with names and numbers.
- 1.25 SL joined the meeting.
- 1.26 ALEO: Are suppliers going to want to give LAs data, and will it just be postcodes?
E.ON provided Coventry with data, because they didn't want to do it the other way round as they didn't feel comfortable giving names and addresses to energy suppliers.
ALEO: If an LA provides a list of properties to a supplier we don't know which supplier they are customers of. However, the supplier will know which properties are their customers, just by the address, so it is much better that the data comes from the supplier to the LA.
- 1.27 BEIS: Are District Network Operators covered by the Act, as they have priority service registers (PSRs)?
- 1.28 BEIS: No.
- 1.29 ALEO: This is a shame. If someone switches supplier, do they have to reapply? If they're already with the DNO that's fine, but it's whether the DNO has an agreement with the supplier. It's only generally the big suppliers that have data sharing agreements.

There are many PSRs, e.g. the police, fire service, the gas distribution networks and DNOs all have one.

- 1.30 ALEO: The fire service say it would be useful to have DNO data and supplier data. Will that be possible for the fire service and suppliers to share data?
- 1.31 BEIS: Yes, as the fire service is specified in the act.
- 1.32 ALEO: Even though DNOs are not specified in the regulations, suppliers will have the data because they have data sharing agreements with them. However, if they are being tight on reasons for sharing data, this is where there may be issues. LAs should always write data sharing agreements as broadly as their legal department will allow. It can take months to agree.
- 1.33 ALEO: It would be useful to have guidance such as a short list of barriers. Will there be more guidance on this? The risk is that each LA officer will have to have the same conversations and come up with different interpretations, rather than everything being decided once.
- 1.34 BEIS: The Code of Practice is guidance, and they don't intend to provide more. It's the Cabinet Office that's leading on this, not BEIS. There is scope for organisation like ALEO to come up with commonalities. ALEO could work with organisations, such as the Centre for Excellence, that specialise in providing assistance on data protection.
- 1.35 ALEO: The Centre for Excellence is good, but their advice is not free. Perhaps DWP could fund it. The code of practice is quite broad and to come up with a specific interpretation for LA's purposes, we'll have to speak to specialists.
- 1.36 ALEO: Will this cover disability allowance and DWP data as these people have a higher need for heat?
- 1.37 BEIS: In principle you can put in place an agreement with the DWP to access the data.
- 1.38 ALEO: Could one LA or region have a data sharing agreement on behalf of others? ALEO is not a public body, but perhaps the LGA could do this? Could BEIS or DWP fund this?
- 1.39 BEIS: ALEO could put in a request for funding. It is possible that the highest level LA could have an agreement on behalf of others.
- 1.40 ALEO: It makes sense for DWP to work on a framework agreement for LAs to sign up to, rather than a different agreement with each individual LA, e.g. like Ordnance Surveys usage agreement.
- 1.41 ALEO: The GLA isn't included in the list of public bodies.
- 1.42 ALEO: It is difficult to understand why there are different data sharing agreements in different LAs under the same rules. ALEO will help produce a common data sharing agreement.
- 1.43 ALEO: Can any data be shared between LAs and the NHS?
- 1.44 BEIS: Health is a very delicate area. Therefore the NHS is not listed.
- 1.45 ALEO: Did they opt out?
- 1.46 BEIS: It's more about the type of data.
- 1.47 ALEO: The Act doesn't make any obligations just opportunity, so shouldn't the NHS be listed?
- 1.48 BEIS: The Act creates permissive powers, which at the moment is not considered something that could go through parliament. There was a question on this during the debate. The response was that the government is considering the Caldicott report which has now been published on health data sharing. The Government is to respond, then consider whether to include health bodies. If so they would have to have additional regulations which would need to go through both houses of parliament. It's a very controversial issue, particularly in terms of sharing data with suppliers.
- 1.49 ALEO: The public doesn't trust suppliers as much as they do LAs, and we could handle data in a more trusted and sympathetic way. We are still a long way from getting health data, although there can be ways around it such as coding. E.g. using lists of conditions and automated processes, without showing details of individuals' conditions.
- 1.50 ALEO: If government really wants to target funding to the fuel poor, they need greater precision. LAs' resources are stretched, so they need the most precise data possible, rather than relying on mass mailings etc. At the moment they are casting their nets widely and imprecisely. It's not a good use of public funds. It would be very useful to have data to household level.
- 1.51 ALEO: The current approach could miss people in areas where there is not generally a problem with fuel poverty. People are more isolated in affluent areas as support networks generally work in deprived areas. People are more likely to come forward to LAs, and they know quite a lot about residents but can't combine data in one place. Targeting also relies on continuity of staff in LAs, where officers 'know their patch'.
- 1.52 ALEO would be very keen to work with BEIS on a good data sharing framework.
- 1.53 BEIS: Doing something collectively is a good idea. It's better for the DWP to have something that's as aggregated as possible.

- 1.54 ALEO should make a strong case to government in term of how to use data and how to help with delivery on ECO, and central government department objectives.
- 1.55 ALEO: One of the biggest issues under ECO Flex, is that LAs can certify someone as eligible, but that doesn't mean they'll receive help. A big opportunity is being missed. We are finding properties but nothing is being done. We will then have to find these properties again in the future in order to meet government targets. ALEO Need to speak to BEIS on ECO3.
- 1.56 BEIS: Rita Varsani is leading on ECO 2 and Stewart Chapman is leading on ECO 3.
- 1.57 The group thanked CV for attending, and CV left the meeting.
- 1.58 ACTION: HH to try to attend one of the Cabinet Office Events.**
- 1.59 ACTION: JKM and RL to make contact with the Centre for Excellence to work on guidance, and speak to the DWP on a framework data sharing agreement.**
- 1.60 JKM to speak to Stewart Chapman at BEIS on ECO3.**
- 1.61 ACTION: CV to send the link to guidance on the GDPR to RL to circulate to the ALEO Executive.**

2. Minutes from previous meeting and matters arising

- 2.1 The minutes of the last meeting were approved as a true record.

Matters arising from previous minutes (20 July 2017):

- 2.2 *Action 1.36: JKM and RL to liaise on a press release on ECO flexible eligibility.*
JKM considers that it is too early for this. We will wait for something more interesting to say and use case studies. Around 600 measures have been installed so far, although it's likely to snowball.
- 2.3 *Action 1.37: DCh will ask his contacts about the Derbyshire and Nottinghamshire report on their Warm Homes on Prescription project.*
- 2.4 DCh was not at the meeting. RL will ask him about this.
- 2.5 *Action 1.38: RJ to draft letter to BEIS re client contributions.*
- 2.6 *Action: all to send data on client contributions to RJ.*
- 2.7 RJ has received some information on this but still needs more from across the country. This needs to be a wider piece than just client contributions, as there is effectively no funding for gas central heating, which needs to be fully funded by the client at the moment. There seem to be significant charges. The average client contribution for cavity wall insulation is £170, loft insulation is from around £200 to £400 depending on the area. Is this more about the ECO3 consultation at this stage?
- 2.8 The BEIS cost consultation is not very helpful and it is too detailed and time-consuming. It was suggested that people should provide what they have, and tell them to convert it to their spreadsheet.
- 2.9 MB attended a BEIS Workshop on ECO Flex. Government seems positive and wants to make things work.
- 2.10 DCh looked at installation costs for the central heating funding in and out of ECO, and the disparity is about £500. On average it's usually still cheaper to use ECO because of the contribution, but some individuals are finding it cheaper not to use ECO.
- 2.11 *Action 1.40: RL to ask a contact at BEIS about registering as a stakeholder for the Bonfield Each Home Counts (EHC) review.*
RL has a named contact at BEIS on this; however the EHC website has now been updated to provide a contact form for each person leading on a particular topic.
- 2.12 *Action 1.43: RL to liaise with JKM and BEIS re a potential conference workshop on data sharing.*
- 2.13 There will be a workshop on data sharing, jointly run by CV and JKM at the next ALEO conference in London on 30 October.
- 2.14 *Action 1.44: RL to send the updated HECA report list to the Executive for them to contact individual LA members.*
RL has circulated the List of HECA reports to the Chairs to chase.
- 2.15 *Action 1.45: RL to chase LGA on LA Chief Executive list, and compile email list for Welsh Assembly.*
- 2.16 RL is concerned that ALEO's emails could be blocked as spam if we send the magazine to all MPs. It is also unlikely that they will click on the link to the magazine from an email. It was suggested that we just send the magazine to the APEEG and PRASEG members and DCLG

and health MPs, and not MPs in Scotland or NI. The regional secretariats could send the magazine to MPs in their areas, perhaps with an invitation to the regional meeting.

- 2.17 *Action 1.46: RL to send reminder to ALL to use the London template to produce a letter to their mayoral candidates and LEP chair (since they have been asked to engage through HECA). Consider including both JKM's and regional Chair's signature on the letter.*
No one has written to their mayor yet.
We could make the letter more generic. JKM could also sign it with space for regional chair to sign also.
- 2.18 *Action 1.47: RL to check with CD whether he is now on the CFP off-gas-grid subgroup.*
RL has asked CD about this and he has sent a request to join the group to the CFP Chair.
- 2.19 *Action 1.48: DCo, JKM and DS to liaise with RL to send follow-up response to Ofgem on LA access to redress funding.*
Ofgem seem to believe that LAs are already receiving government funding for fuel poverty. Ofgem have meetings in Scotland, where LA funding is different so this might have led to the confusion. We need to register our protest and point out that there is no statutory fuel poverty funding for LAs in England.
- 2.20 *Action 3.17: ALL to consider ways to promote ECO Flex and look for best practise case studies to circulate to members via RL.*
This is an ongoing action.
- 2.21 *Action 5.24: JKM and RL to liaise on wording for an email encouraging LAs to produce SOIs. This should be sent with a request to members to provide links to existing SOIs.*
RL will draft an email along the lines that 'LAs can only take advantage of ECO flex with a Statement of Intent. ALEO wants ECO Flex to work and would prefer it to be mandatory and bigger in ECO 3, and that's more likely to happen if you show willingness to engage with ECO Flex.'
- 2.22 *Action 5.25: PH to ask Suffolk and ML to ask York if they would like to write a blog on ECO Flex.*
York were non-committal, PH will speak to them again on this.
- 2.23 *Action 5.26: JKM to send round link to the information on tenants' deposit scheme data.*
JKM had a response from DS. They are not sure what to do at the moment. The data is quite limited in terms of potential uses, but it would be helpful to know if someone has managed to use it. It was suggested that it could be used to create a list of people to chase for EPCs. EPCs often are not checked to make sure they are valid or that they are not for a different property.
- 2.24 *Action 7.6: JKM and ML to return completed AP01 and Section 3b forms to RL.*
ML has return his completed forms and RL has submitted them to Companies House. JKM will no longer be standing as a company director, as he will not be an LA officer once he moves to his new post at the GLA.
- 2.25 *Action 7.8: RL to contact CD to see if he is willing to be a director.*
CD has declined the invitation to become a company director, due to travel costs and that he would find it difficult to attend the Executive meetings in London
- 2.26 *Action 8.8: RL to send the new AoA, MoA and Constitution to EHL Solicitors for approval. RL will then resend these documents to the Executive, highlighting any changes that might need to be made for legal reasons.*
EHL Solicitors have asked for ID from the directors before they can deal with this.
- 2.27 All other points from the last meeting minutes had been actioned.
- 2.28 ACTION: RL to correct numbering and spelling of mayoral on item 4.9 of the previous minutes.**
- 2.29 ACTION: RL to ask DCh whether he has asked his contacts about the Derbyshire and Nottinghamshire report on their Warm Homes on Prescription project.**
- 2.30 ACTION: RJ to draft letter to BEIS re client contributions.**
- 2.31 ACTION: ALL to send data on client contributions to RJ.**
- 2.32 ACTION: RL to liaise with JKM over who to contact on Each Home Counts.**
- 2.33 ACTION: RJ, ML and DCo to send copies of ID to RL or directly to EHL, letting RL know.**
- 2.34 ACTION: ALL to contact individual members whose LAs have not produced a HECA report, according to ALEO's list circulated by RL.**
- 2.35 ACTION: RL will contact Abigail Burrridge at the LGA re sending the magazine to LA chief executives.**

- 2.36 **RL to send the magazine just to APEEG and PRASEG members and DCLG and health MPs, not Scotland or NI.**
- 2.37 **ACTION: ALL to look again at sending the letter to mayors.**
- 2.38 **ACTION: JKM to produce a new generic version of the letter to mayors.**
- 2.39 **ACTION: CD and RL to update the Executive when the CFP has responded to CD's application to join the off-gas-grid subgroup.**
- 2.40 **ACTION: DS and JKM to liaise on a response to Ofgem on LA access to redress funding.**
- 2.41 **ACTION: ALL to consider ways to promote ECO Flex and to send case studies to RL**
- 2.42 **ACTION: RL to draft an email encouraging LAs to produce SOIs to send to members on JKM's behalf.**
- 2.43 **Action 5.25: PH to ask Suffolk and ML to ask York if they would like to write a blog on ECO FE.**
- 2.44 **ACTION: RL to ask members if they have managed to use the EPC data for energy efficiency purposes.**

3. Chair's Update

- 3.1 JKM attended the BEIS ECO Flex workshop last week. BEIS are currently planning for ECO3. BEIS seem quite keen to continue with ECO Flex and are considering making it mandatory and increasing the allocated funding.
- 3.2 It was asked if BEIS are happy with the level of uptake. BEIS seem to accept that it will take a while to get things off the ground, e.g. procurement can be problematic, but they are not letting this get in the way of improving things for ECO3. It has taken six months for many LAs to even start. In some LAs the approval process is much more onerous than in others.
- 3.3 ALEO should push for Flex to be mandatory under ECO3, and to increase uptake from suppliers. It will be much easier to roll out to ECO3 now that it is set up.
- 3.4 The Government's Clean Growth Strategy has committed to running ECO to 2028 at least.
- 3.5 There has been a lot of discussion on the private rented sector (PRS) price cap recently. It is not yet clear what will happen on this.
- 3.6 There has been no real progress on minimum standards. The Government seems to be relying on the Green Deal.
- 3.7 ALEO should respond to the call for evidence on the Green Deal Framework. West Midlands ALEO intends to respond to this.
- 3.8 The Government's Clean Growth Strategy commits to maintaining subsidies to 2028 including ECO. It also restates the intention of getting all homes to band C, although this is an aspiration rather than target. This relates to all homes not just fuel poor homes. BEIS will have to stop using the words practicable, cost effective and affordable if the target is to be reached. They are talking about similar standards for social housing.
Building regulations are likely to be updated following the Grenfell Tower fire.
There will be continued support for heat networks. The installation of fossil fuel intensive heating systems, e.g. coal, LPG and oil, will be phased out during the 2020s. BEIS will also be reforming the Renewable Heat Incentive.
- 3.9 There are some positive things in the Strategy but it didn't seem like there was much in it and it didn't go far enough. There was some targeting on the industrial side and public sector buildings, recognising LAs are landowners, but there is no funding, just encouragement.
- 3.10 **ACTION: RJ to produce West Midlands ALEO's response to the Green Deal Framework Consultation and share this with national ALEO.**

4. Sponsor's Update

- 4.1 SL said that there had been a slow start on ECO Flex installs, but there seems to have been an upturn recently and people are responding more positively now. A&M now have several schemes underway.
- 4.2 A&M is much more UK wide than is generally known. Even though it is based in Merseyside, A&M has 10 other branches throughout England and Wales.

- 4.3 Third party organisations are pre-procured and A&M are looking to form partnerships. Of those they have spoken to, they have been 100% successful in forming partnerships.
- 4.4 Installs have been slow, possibly due to weather. A&M is working with all suppliers, who are increasingly keen and are asking for more and more installs. A&M can handle any amount of schemes at the moment.
- 4.5 A&M want to see suppliers upping the price for carbon so they can discount install prices. Under CESP carbon was £100 per tonne but it's now down to £20 per tonne. As prices of carbon go up, client contributions will go down.
- 4.6 SL has been attending forums and meeting getting really good feedback. There seems to be lots more LA activity recently.
- 4.7 A&M is responding to tenders, although there aren't many.
- 4.8 A&M is possibly not always the cheapest option, but, they are reliable and experienced and don't intend to go bust. A good installer is a good partner to have.
- 4.9 A&M is about to mail out some bespoke material, letting people know that they are available to anyone to talk about partnerships.
- 4.10 Although A&M have developed some good partnerships through ALEO, the response from the previous email to all ALEO members was disappointing. A&M is also looking to make contacts outside of ALEO. RL let SL know about the Municipal Year Book as a way to contact LA officers who might not be ALEO members. However, SI checked a random 15 ALEO members and only three of them were actually listed in the Year Book.
- 4.11 Hopefully the number of installs will pick up in winter.
- 4.12 EDF have asked SL to help with the workshop at the ALEO Conference.

5. Secretariat Updates

- 5.1 The ALEO Secretariat is currently preparing for the next Training-Day Conference to be held at the Islington Assembly Hall in London on 30 October 2017. The speaker programme is now complete. There are currently around 80 delegates booked to attend and seven exhibitors.
- 5.2 The ALEO Awards will also be held at the conference. The group confirmed they were happy with the framed certificates used as trophies in previous years.
- 5.3 Jenny Saunders had been nominated for a lifetime achievement award, as she is stepping down as CEO of NEA. The group approved the nomination.
- 5.4 The ALEO magazine was published shortly after the last Executive meeting. This was the first issue sponsored by A&M Energy Solutions. It contained the ALEO Annual Report and regional reports, as well as results of the members' survey and a write up from the York Conference.
- 5.5 The next ALEO magazine is due out at the beginning of December, please send any articles to RL by 3 November.
- 5.6 The e-bulletin is being sent out regularly.
- 5.7 We are looking into room bookings for a possible conference in Leicester next year.
- 5.8 Finances: We have received payment for most of the delegate and exhibitor fees from York. ALEO currently has no outstanding debts and has no problems with cash flow. The current sponsorship contract with A&M Energy Solutions finishes in mid-April 2018.

6. ALEO

6.1 Executive membership of non-LA chairs

- 6.2 Colin Anderson (CA) is now the Chair of ALEO South West. Since CA is a private-sector ALEO member, the Executive have been asked by ALEO South West to decide whether CA can become a member of the ALEO Executive and attend Executive meetings.
- 6.3 The new ALEO constitution states that:
 - *Each Regional and National Association may elect a Chair and Vice Chair to represent them as part of the ALEO Executive. These will normally both be a representative from a local authority.*
 - *No person shall be admitted as a member of the ALEO Executive unless his nomination is ratified by the existing ALEO Executive.*
 - *Different categories of membership of the ALEO Executive may be available at the discretion of the ALEO Executive.*
- 6.4 Although CA's experience and expertise, particularly as a previous Carbon Action Network National Chair, would be highly valued, it was felt by the members of the Executive present that to admit private-sector members to the Executive would not be conducive to the intentions and objectives of ALEO, and that private sector members could potentially gain a competitive advantage from being a

member of the ALEO Executive. Much as ALEO values its associate members, it was felt that it would not be appropriate to have private-sector members on the Executive. It was also suggested that allowing private-sector Executive members could potentially conflict with the interests of the national sponsor.

- 6.5 It was noted that RJ is not a LA employee, although she is not a private-sector employee and the charity she works for was set up by a LA for a LA. The clause (above) from the ALEO Constitution allowing different categories of membership at the discretion of the ALEO Executive applies in the case of RJ.
- 6.6 As has been the case under similar circumstance in the past, where regions have appointed a private-sector chair, it would be acceptable for ALEO South West to send its Vice Chair or a local authority member to represent the region at ALEO Executive meetings.
- 6.7 It was discussed whether the Executive could exclude private-sector chairs from just some agenda items; however, this wasn't deemed to be practical.
- 6.8 ALEO principally represents LA officers and also represents associate members where interests are aligned.
- 6.9 It was noted that ALEO national does not have or claim the authority to determine who regions nominate as their chair, as the ALEO regional bodies are autonomous. However, the ALEO Executive members have the right to decide who can join the Executive.
- 6.10 It was formally proposed not to accept CA as a member of the Executive, and the Executive members present voted unanimously in favour of this.
- 6.11 ALEO would like a LA representative to attend meetings and receive communication on behalf of ALEO South West, and the Executive would not want the region to feel excluded from ALEO. ALEO also values and appreciates CA's continued involvement.
- 6.12 Hypothetically, LAs could set up a commercial arm, and in such cases the membership of the Executive would be at the discretion of the existing Executive members. Managing agents can act for LAs and it is possible that a private-sector regional Chair could apply for a place on the ALEO Executive representing a LA. However, it was decided that the Executive would defer a decision on this until necessary.
- 6.13 ACTION: RL to inform ALEO South West of the Executive's decision.**

JKM's role as National Chair

- 6.14 JKM has had to resign from the ALEO London committee as he will no longer be a LA employee once he moves to his new role at the GLA. However, JKM would like to stay in post as ALEO National Chair until the next AGM in April 2018, when his three-year tenure is due to expire.
- 6.15 It was noted that the National Chair doesn't need to be a regional chair, and that the National Chair does not have a vote at Executive meetings but has a casting vote in the event of a split decision.
- 6.16 JKM still represents an associate member of ALEO London, as the GLA is in the public sector and is legally a LA.
- 6.17 It was proposed and seconded that JKM should continue in the role of ALEO National Chair, and the Executive members present voted unanimously in favour of this.
- 6.18 It was felt that this was consistent with the decision on the South West Chair, as a distinction is that JKM is not the employee of a profit-making organisation.

End Fuel Poverty Coalition (EFPC) membership fees

- 6.19 EFPC has proposed charging fees to member organisations, as it does not have funding to continue otherwise. ALEO is already a member and has been offered continued membership at the proposed rate for small organisations of £250 a year. RL had circulated the EFPC's full proposal to the Executive prior to the meeting.
- 6.20 It was agreed that the EFPC is a useful organisation and is good at lobbying. It was therefore agreed that we should pay the membership fee.
- 6.21 It was decided that we should nominate one representative to attend EFPC meetings.
- 6.22 MO volunteered to try to attend most meetings, as they are usually held in London, and will coordinate with others if not. HH agreed to be the reserve representative to attend meetings when MO isn't available.
- 6.23 ACTION: RL to let the EFPC know we are happy to pay the membership fee.**
- 6.24 ACTION: MO to attend EFPC meetings. HH to attend when MO is not available.**

Hayles insurance against HRMC audit

- 6.25 RL has circulated details to the Executive of our accountant's, Hayles, proposal to take their insurance against the cost of a possible HMRC audit, for £135.00 a year.
- 6.26 It was felt that the ALEO accounts were simple enough that that potential cost of an audit would not be particularly high. It was therefore decided that we would not take up the insurance offer from Hayles, but that we would keep the decision under review.

7. Representation, consultations, policy and Executive Away Day follow up

Engaging with the public health agenda

- 7.1 Not much happening
- 7.2 JKM attended an NEA workshop 'Under One Roof', about getting the health service to participate. They were trying to survey people and find out how to engage more with the NHS.

Consultations:

- 7.3 There is currently a BEIS call for evidence on the Green Deal Framework – deadline 11:45pm on 23 November 2017. RJ will lead on this as discussed in section 4, above.
- 7.4 There is also the Cabinet Office Consultation on the Digital Economy Act, part 5 – as discussed with CV in section 1, above - deadline 2 November. JKM will not have time to produce a response to this. RJ will ask DS if he will be able to provide a response for ALEO.
- 7.5 Ofgem are consulting on the vulnerable customer safeguard tariff.
- 7.6 Ofgem is also seeking views on its proposal to update the eligibility criteria for the Fuel Poor Network Extension Scheme (FPNES).
- 7.7 It was proposed that we should write to EST as ALEO to register as a stakeholder on the new redress funding. It says on the website that LAs and charities can bid for money.
- 7.8 **ACTION: DCo to provide a contact at EST for ALEO to register as a stakeholder on redress funding and to discuss whether LAs can apply without a charity.**
- 7.9 JKM had to leave the meeting for another appointment. DCo took over as chair after lunch.

8. Regional Updates

8.1 Verbal update from MO, Chair of ALEO London:

An ALEO London meeting was held on 14 September.

DCLG demonstrated using EPCs, with access through the OpenGov website.

The GLA presented on Energy for Londoners. It is consulting on its environment strategy action plan, presented on fuel poverty and its white label offer for energy supply with fair tariffs.

There was also a discussion on ECO Flexible Eligibility. Seven LAs have published statements of intent and there are more boroughs working on this, which will hopefully be completed in the next couple of months.

London ALEO is losing its Vice Chair, JKM. JKM currently works on SHINE which offers services for London boroughs, so there is of some concern that JKM is leaving.

8.2 Verbal update from RJ, Chair of West Midlands ALEO

West Midlands ALEO will hold its next meeting in November.

A sub-regional meeting was held in September, with a presentation from Mongoose Energy – a community interest company that buys PV farms. Ed Davy is one of their directors. Mongoose Energy has just bought a large PV farm in Stratford upon Avon and is looking to make it into a community interest company. They are starting to use battery storage on site. A percentage goes to shareholders and some to a fuel poverty pot with access to LAs.

There will be a meeting in November about ECO Flex SOIs. There is one SOI for six LAs, another three online and five or six in progress.

Some West Midlands LAs have used the iChoosr switching service. Dudley has 4,000 registrations, and so is catching up with East Riding as the 'king of switching'.

Some LAs couldn't get the white-label approach to stack up, and decided it was better to switch people normally.

8.3 Verbal update from HH, Chair of ALEO South East:

There is a meeting held in September where there were presentations from OVO Energy and Switcher.

A training day is set to be held in the Retrofit Academy in December.

About five LA members have ECO Flex SOIs on their websites. Kent LAs have worked together on this.

8.4 Verbal update by ML, Chair of ALEO East Pennine:

ML is proposing to change the name of the region to ALEO Yorkshire and Humber, as other organisations use this as the name for the region.

There will be a meeting on 17 November, following the NEA Yorkshire and Humber Fuel Poverty Forum. This will be the first meeting in the region for some time and the first with ML as Chair. A vote will be held at the meeting on the proposed name change. ML has sent out details of the proposal to members asking for arguments for and against the name change.

A&M Energy Solutions will be attending the meeting to talk about ECO. There will also be a speaker from the Citizens Advice Bureau on their single point of contact scheme.

ML is trying to get the National Landlords Association to attend, to give their perspective.

E.ON is providing interest free loans for landlords in some areas.

RJ offered to send details for her NLA representative if ML can't find anyone to attend.

8.5 Verbal update by DCo, Chair of ALEO North West

A meeting was held in July sponsored by Aran Energy Services. Powervault and Q-bot also presented.

There is an ECO Flex SOI for Greater Manchester and one for Merseyside and also for Lancashire. An attempt was made to put an SOI through the mayoral structure, but they said no, so LA's will have to do things individually, but using the same SOI with subtle differences.

8.6 Written update from Neil Short, ALEO South West Vice Chair

ALEO SW held a forum meeting on 3 October, where the main topic for discussion was ECO Flexible Eligibility, with the aim to help as many LAs as possible draft an SOI.

8.7 RL has received no more written updates.

8.8 ACTION: ALL to provide written regional updates prior to Executive meetings.

9. AOB

9.1 When HH took over as acting vice chair of ALEO South East, they changed the chair tenure period from three years to two years. Would a two-year tenure work better for the ALEO National Chair? Perhaps the Chair could decide how long they want, up to three years.

9.2 ACTION: RL to put National Chair tenure length on the agenda for the next meeting.

10. Dates of Next Meetings

10.1 The next meeting will be held on Thursday 18 January 2018 at Camden Town Hall, London. - N.B. the room is booked until 4pm for a possible combined Executive meeting and Away Day.

Further meeting dates:

- Thursday, 19 April 2018
- Thursday, 19 July 2018
- Thursday, 18 Oct 2018

All meetings will be held at Camden Town Hall, Judd Street, London, WC1H 9JE.

10.2 It was suggested that we could invite Stewart Chapman, who is leading on ECO3 at BEIS to the next meeting.