

Local Authority Flexible Eligibility Statement of Intent

Surrey County Council

Version 3.1: September 2019

Change log:	Date	Section amended	Change
Version 1.0	25.05.2017	n/a	n/a
Version 2.0	06.09.2017	Section 2: How the LA intends to identify eligible households	Revision of scoring criteria
Version 2.1	21.12.2017	Section 4: Governance	Additional authorised staff added to sign-off individual ECO Flex declarations
Version 2.2	30.11.2018	Section 4: Governance	Update of authorised staff added to sign-off ECO Flex declarations
Version 3.1	30.08.2019	Section 3: Acting on behalf of another Local Authority. Section 4: Governance Section 2: How the LA intends to identify eligible households	Update of responsible staff for Section 4. Update of authorised staff to sign-off ECO Flex declarations. Update and revision of Table 2 Scores applied to 'high heating cost' question responses

- 1) Name of the local authority: Surrey County Council
- 2) Local authorities which Surrey County Council supports are:
 - Elmbridge Borough Council
 - Epsom & Ewell Borough Council
 - Guildford Borough Council

- Mole Valley District Council
- Reigate & Banstead Borough Council
- Spelthorne Borough Council
- Surrey Heath Borough Council
- Tandridge District Council
- Waverley Borough Council
- Woking Borough Council

3) Date of publication: 25 November 2019

1) Introduction

This Statement of Intent (SOI) sets out how households in Surrey will be declared to be eligible for ECO: Help to Heat funding, in accordance with guidelines from Department for Business, Energy and Industrial Strategy (BEIS). This scheme is part of the government's Affordable Warmth programme.

The ECO: Help to Heat funding scheme aims to direct an increased proportion of funding to low income households (not just those in receipt of specific benefits) and/or people with specific health conditions. Either of these situations can make people more vulnerable to the effects of a cold home.

“Cold homes and poor housing conditions have been linked with a range of health problems in children and young people, including respiratory health, growth and long-term health. In older people, cold temperatures increase the risk of heart attack, stroke and circulatory problems, respiratory disease, flu and hospital admission. They also lower strength and dexterity, leading to an increase in the likelihood of falls and accidental injuries. Home temperatures also have implications for mental health because cold is linked with increased risk of depression and anxiety.” (Adapted from [Local action on health inequalities evidence review 7: fuel poverty and cold home-related health problems](#) (2014) Public Health England)

Surrey County Council works in partnership with the boroughs and districts in Surrey (10 out of 11 are in the Action Surrey energy advice partnership) and the six Clinical Commissioning Groups covering the county, through a variety of partnership arrangements including the Health and Wellbeing Board and the Surrey Energy and Sustainability Partnership (SESP).

There are two **referring agencies** in place for domestic energy efficiency grant funding in boroughs and districts in Surrey and these will be utilised for ECO Flexibility: Help to Heat funding:

- i. In Elmbridge, Epsom and Ewell, Guildford, Mole Valley, Reigate and Banstead, Spelthorne, Surrey Heath, Tandridge, Waverley and Woking residents will be referred to the energy advice service provider 'Action Surrey', which is a project initiative of Thamesway Sustainable Communities Ltd.
- ii. Note: In Runnymede, residents will be referred to the energy saving service Heat Surrey. Runnymede Borough Council will have their own methodology of eligibility, targeting and promotion set out in a separate SOI.

For this SOI, the referring agency, Action Surrey (route i), will assess eligibility in line with this statement and will refer households deemed eligible to either an ECO broker or directly to an energy company, depending on market conditions at the time.

In all areas, the final decision on whether any individual household can benefit from energy saving improvements under the government's Affordable Warmth programme will be made by the obligated suppliers or their agents/contractors. Inclusion in an authorised Declaration to a supplier will not guarantee installation of measures, as the final decision will depend on i) survey carried out by suppliers agents/contractors and installation costs calculated, ii) the energy savings that can be achieved for a property, and iii) whether suppliers have achieved their targets or require further measures to meet their ECO targets.

2) How the LA intends to identify eligible households

ECO Flexibility Help to Heat funding is only available to private tenure households.

In order to be eligible for this funding, a household must fit one, or more of the following criteria:

- a) Living in fuel poverty, but not in receipt of benefits ('fuel poverty')
- b) Low income and vulnerability to cold ('LIVC')
- c) Solid Wall Insulation (SWI) "in-fill"

The ten District and Boroughs as listed on page 1 who are in partnership with Action Surrey of which this Statement of Intent refers (and will be referred to as the Partnership from this point forward) will keep these criteria under review, in relation to levels of referrals made, delivery of installed measures and the practices of other authorities.

2(a) Criteria for identifying 'Living in fuel poverty, but not in receipt of benefits'

Fuel poverty is defined as living with **low income but high heating costs**. The Partnership will assess two elements to determine eligibility:

- i) For the '**low income**' portion of this indicator, the referring agency will look to find evidence that a member of the household is in receipt of an income-related benefit in the first instance. Should the resident not receive any income-related benefits then the referring agency will use income thresholds, adapted from the BEIS guidance for ECO Flexible Eligibility document (Table 1). Should a household have an income under these thresholds, depending on composition, then it will be identified as being 'low income'.

Net income means gross income (income from work/pension and/or income from benefits or tax credits) minus income tax and housing costs which is rent or mortgage payments.

Table 1: Household net income thresholds – after accounting for housing costs:

Household composition	Annual household income	Monthly household income Equivalent
1 adult	£10,648	£885
and 1 child	£13,448	£1,125
and 2 children	£16,148	£1,345
and three children	£19,048	£1,585
and four or more children	£21,848	£1,825
2 adults	£16,384	£1,365
and 1 child	£19,148	£1,595
and 2 children	£21,948	£1,825
and three children	£24,848	£2,075
and four children	£27,448	£2,285

- ii) For the **'high heating costs'** portion of the indicator, the referring agency, Action Surrey, will look to identify eligible households as those that have an **Energy Performance Certificate (EPC) rating of 'D' or lower**. These properties will be identified using the Building Research Establishment (BRE) Housing Stock Assessment for Surrey. In the unlikely event that a property does not appear in the assessment Action Surrey will score the household using the methodology in Table 2 (Scores applied to high cost question responses). Households exceeding a **minimum score of 35 points** will be deemed to be high cost.

Table 2: Scores applied to 'high heating cost' question responses

Question	Score
At least one household member at home for most of the day	
Yes	1
No	0
Number of bedrooms	
1	0
2	6
3	12
4	21
5 or more	27
Property type	
Purpose-built flat	0
Converted flat	4
Non-residential building	4
Mid-terrace house	4
End-terrace house	10
Semi-detached house	10
Detached house	20
Year of construction	
Post 2002	0
1991-2002	3
1981-1990	4
1975-1980	7
1965-1974	12
1945-1964	13
1919-1944	18
1850-1918	24
Pre 1850	27
Main heating fuel type	
Gas	0
Electricity	20
Other	5
Central heating	
Yes – central heating working	0
Other	11

Electricity bill – method of payment	
Direct debit	0
Pre-payment	6
Standard credit	7

Ref: BEIS Energy Company Obligation: Eco32018 – 22 Flexible Eligibility Guidance

2(b) Criteria for identifying ‘low income and vulnerability to cold’ (LIVC)

The Partnership will assess two elements to determine eligibility:

- i) ‘low income’ portion of this identifier as set out in the previous section for ‘fuel poverty’.
- ii) vulnerability to cold will be assessed in conjunction with Adult Social Care or by the referring agency asking residents to inform them of any health conditions they may suffer from, which have been diagnosed by a healthcare professional. This information will be cross-referenced against the NICE¹ guidelines and quality statement for the health risks associated with cold homes. The high heating cost criteria set out in the previous section for ‘fuel poverty’ will be considered in identifying households that are more likely to be cold and could cause ill-health. Specifically these are:
 - a. people with cardiovascular conditions
 - b. people with respiratory conditions (in particular, chronic obstructive pulmonary disease and childhood asthma)
 - c. people with mental health conditions
 - d. people with disabilities
 - e. older people (65 and older)
 - f. young children (under 5)
 - g. pregnant women
 - h. people with addictions
 - i. people who have attended hospital due to a fall
 - j. Terminal illness
 - k. suppressed immune system e.g. from cancer treatment or HIV (inclusion as recommended by Health Booster Fund projects)

Any referral or enquiry received that does not meet the above requirements will be considered on a case by case basis

2(c) Criteria for Solid Wall Insulation (SWI) “in-fill” projects

To increase the economies of scale of SWI projects, solid wall homes (i.e. no cavity wall) which are not ‘fuel poor’, will be eligible for Flexible ECO funding, where they are co-located with a minimum percentage of households assessed to be Fuel Poor (FP) or LIVC.

The criteria for this will be:

- Semi-detached houses/bungalows and buildings with 2 premises – at least 50% of properties in an SWI project must be FP or LIVC
- Same terrace – at least 66% of properties in an SWI project must be FP or LIVC
- Same building – at least 66% of properties in an SWI project must be FP or LIVC

¹<https://www.nice.org.uk/guidance/ng6/chapter/1-Recommendations>. NICE guidelines do not apply in Scotland. More information on any guidelines which apply to the devolved administrations will be included in the final version of the guidance).

- Adjacent properties - at least 66% of properties in an SWI project must be FP or LVC

3) Acting on behalf of another local authority

Local Authority	Authorised Signatory: Name/Position	Signature
Elmbridge Borough Council	Sarah Selvanathan Strategic Director	[redacted]
Epsom & Ewell Borough Council	Lee Duffy Head of Financial Services	[redacted]
Guildford Borough Council	Philip O'Dwyer Director of Community Services	[redacted]
Mole Valley District Council	Jack Straw Executive Head of Service (Place & Environment)	[redacted]
Reigate & Banstead Borough Council	Morag Williams Head of Neighbourhood Operations	[redacted]
Spelthorne Borough Council	Jackie Taylor Group Head of Neighbourhood Services	[redacted]
Surrey Heath Borough Council	Tim Pashen Exec Head of Community Services	[redacted]
Tandridge District Council	Piers Mason Strategic Director of Place	[redacted]
Waverley Borough Council	Andrew Smith Head of Strategic Housing and Delivery	[redacted]
Woking Borough Council	Geoff McManus Assistant Director, Place	[redacted]

4) Governance

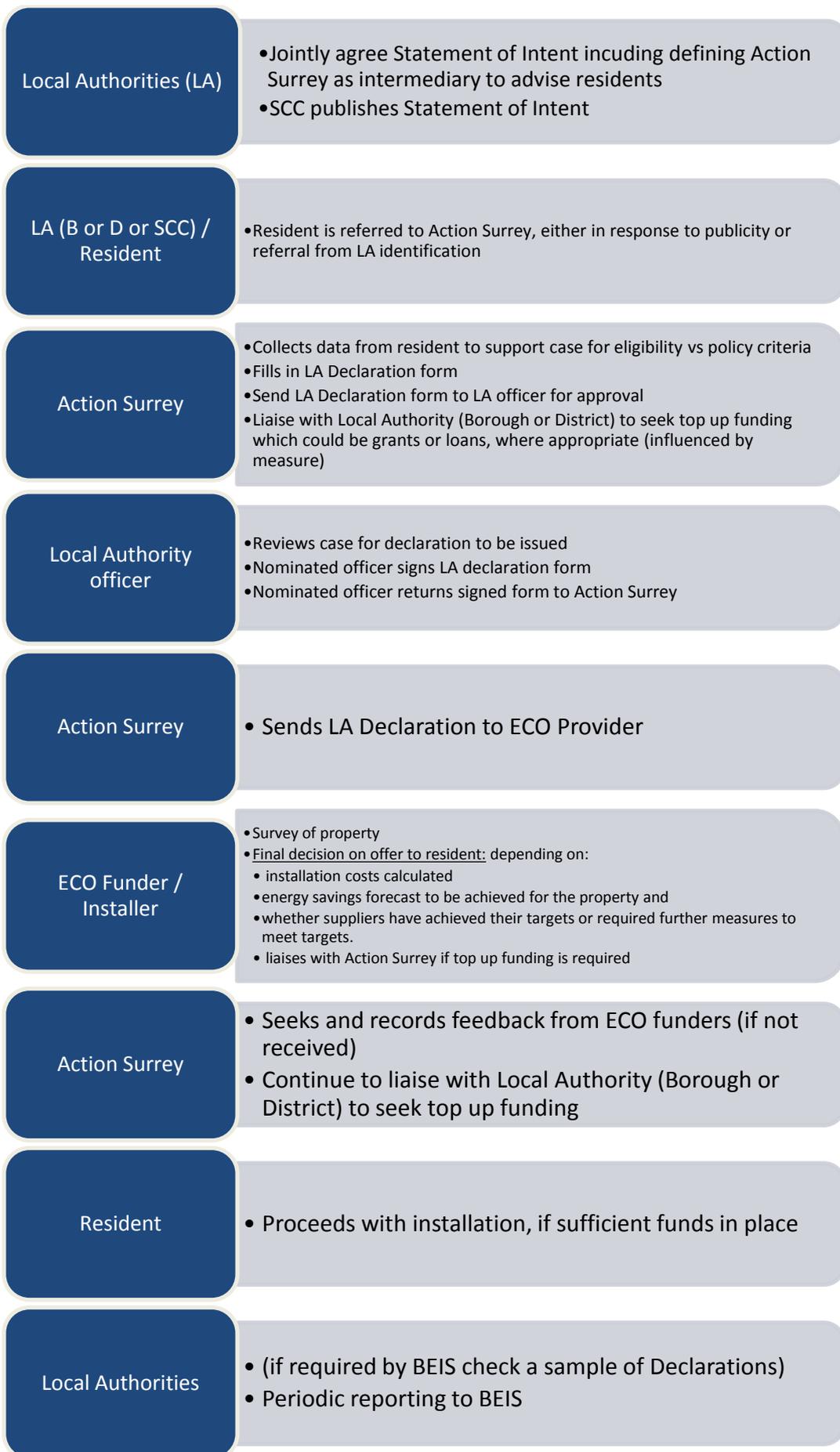
The SOI is signed by the Acting Director of Public Health of Surrey County Council.

Individual Declarations will be signed, on behalf of the authorities represented by the statement, by any of the following:

Colin Waters Helen Emin S Mirza	Elmbridge Borough Council
Debbie Firmo Rachel Jackson	Epsom and Ewell Borough Council
Sam Hutchinson Justine Fuller	Guildford Borough Council
Nicky Thomas Simon Butcher-Collier	Mole Valley District Council
Stephen Holbrook Katie Jackson	Reigate & Banstead Borough Council
Mark Rachwal Francesca Lunn	Spelthorne Borough Council
James Robinson Paul Jaworek	Surrey Heath Borough Council
Jayne Godden Miller Piers Mason	Tandridge District Council
Delma Bryant Simon Brisk	Waverley Borough Council
Lara Beattie Tracey Haskins	Woking Borough Council

The named officer's above will typically sign off declarations for their respective borough or district, however as a last resort, for example to cover absence, they may sign declarations of other authorities.

An organisation chart for the parties involved in the process of identifying eligible households is as below (Figure 1):



5) Marketing & Referrals

The county council will support relevant partners to help them identify potentially eligible people in the most effective way, including the protection of personal data. This may include the initial identification of eligible households using the BRE Housing Stock Assessment for Surrey for those living in 'fuel poverty' and with 'high costs'. We will also work with Adult Social Care, to determine those that maybe vulnerable to living in a cold home, suffering from a qualifying medical condition. All potential eligible households will be contacted and referred to Action Surrey.

6) Evidence, monitoring and reporting

The referring agency will capture and store all relevant information during the initial enquiry to determine the correct course of action for each household.

The referring agency will inform residents that they may be required to provide evidence of income and medical/health conditions and other information such as any relevant health condition, at a later date in order to deter fraudulent claims.

Auditing of the eligibility of claimants will be assessed by a random sample of households on a post-installation basis. The local authorities as listed in this statement will be responsible for ensuring a sufficient sample is achieved, working in partnership to share data with Boroughs and Districts to obtain information. This will be monitored by the Partnership.

The referring agency will provide key information, including the number of referrals made and the number of funded installations delivered.

7) Signature

Name: Ruth Hutchinson
Position: Acting Director of Public Health
Surrey County Council

Signed:



Date: 19.11.2019