

HECA REPORTING 2019

Introduction

The Home Energy Conservation Act 1995 ('HECA') requires all 326 local authorities ('LA's) in England to submit reports to the Secretary of State demonstrating what energy conservation measures they have adopted to improve the energy efficiency of residential accommodation within that LA's area. This covers measures to improve properties in the owner-occupier, private rented sector, and social rented sector. BEIS uses data submitted through LAs HECA returns to inform policy thinking on energy efficiency, and to build an ongoing picture of local and national energy efficiency policy delivery.

These guidance notes are issued in accordance with the Secretary of State's powers under section 4 of the Act and are to alert LAs of amendments to the HECA reporting framework in advance of May 2019 when the next reports are due. In previous years, reporting rates have been disappointing, with 282 reports submitted in March 2015 out of 326 LAs, and only 151 in March 2017. The refreshed reporting system for 2019 streamlines the process and reduces LA reporting burdens. Newly structured around a series of questions and direct information points, the amended framework aims to support LAs to provide information and updates on the key energy efficiency topics of interest to BEIS Ministers. It will also enable LAs to provide a consistent picture of energy efficiency promotion and delivery across England within a standardized framework. Following the principles of open data, the department may publish the information in an open data format to allow wider access and interpretation of the data, while ensuring that such publication complies with the terms of GDPR.

HECA 2019 Reporting Requirements

The Report is to be divided by sections to capture information on a range of key themes:

Headline & Overview

- What main strategy and schemes LAs currently have to promote carbon reduction and/or energy efficiency, stakeholders involved and impact at a societal and economic level.

Communication

- How LA engage stakeholders (including consumers and businesses) to promote awareness of energy efficiency.

Green Local Supply Chain

- How LAs engage local businesses involved in the promotion of energy savings products and the societal benefits alongside any local economic impact this might have.

Private Rental Sector Minimum Energy Efficiency Standards

- How LAs enforce and promote awareness of the PRS Minimum Energy Efficiency Standards that came into force in April 2018.

Financial Support for Energy Efficiency

- Financial programmes used by LAs to promote energy efficiency.

Fuel Poverty

- How LAs identify those in fuel poverty and any initiatives used to address this.

The Energy Company Obligation (ECO)

- How LAs are using the recently introduced ECO 'flexible eligibility' programme to refer certain households in fuel poverty or with occupants on low incomes, who are vulnerable to the effects of cold homes, to ECO obligated suppliers for support.

Smart Metering

- How LAs promote awareness and uptake of smart metering.

All questions are optional, but responses highly encouraged. While reporting is focused on energy savings related to homes, you are welcome to provide additional information on energy efficiency improvements in non-domestic properties, but this is fully optional. There will be a final free response section permitting local authorities to discuss any additional activities which they feel are relevant.

Submission of HECA 2019 Reports

For the 2019 reporting year, the Department for Business, Energy and Industrial Strategy (BEIS) is piloting the submission of reports via a digital platform, and for this year LAs will be asked to populate their HECA Report and submit materials via a SurveyMonkey submission. No other reporting material or submissions will be required. LAs continue to be required to publish their responses, and they can do this in whichever form they wish, so long as the published report contains relevant information submitted via the digital platform. It is not necessary for LAs to publish all the information submitted via the digital platform. Before the online survey is completed, the chief executive or director of the LA should approve the submitted content. If this approach proves effective and supports the engagement and compliance of a greater number of authorities than in recent previous years, BEIS will consider how this approach can be further improved for the 2021 reporting year.

The questions which LAs are asked to report on in the digital 'Survey' are listed below:

HECA Reporting 2019 Questions

Name of Local Authority: Sutton Council

Type of Local Authority:

- District/Borough/City Council
- County Council
- Unitary Authority
- **London Borough**
- Metropolitan Borough

Name and contact details of official submitting the report: [Angela Lall \(020 8770 5338\)](#)

Job title of official submitting the report: [Housing Strategy and Commissioning Officer](#)

Names of teams working on policy areas covered by this reporting tool: [LB Sutton Environmental Sustainability](#), [LB Sutton Regulatory Services](#), [Sutton Housing Partnership Asset Management](#)

Total number of staff working in the above policy areas (by FTE):

[Two FTE officers are responsible for coordinating the delivery of the Sutton Environment Strategy. However, work is also undertaken by a number of related teams, including regulatory services, highways, economic development, planning, waste and street cleansing and parks and open spaces.](#)

[At Sutton Housing Partnership 4.5 FTEs are responsible, this includes writing and delivering policy.](#)

Headline and Overview Questions

1 Does your Local Authority have a current strategy on carbon reduction and/or energy efficiency for domestic or non-domestic properties? **(Yes)**

2 If yes, please provide a link to your current strategy here:

[The Council has adopted a new Environment Strategy for the borough. The strategy includes a 'Reducing Energy Use' chapter. Within this section the borough has set out its ambitions to reduce borough CO₂ emissions. For more information, see \[www.sutton.gov.uk/sustainability\]\(http://www.sutton.gov.uk/sustainability\)](#)

3 If no, are you planning to develop one? **(Y/N)**

4 a. What scheme(s) has your local authority implemented in support of energy saving/carbon reduction in residential accommodation (such as owner-occupied, privately rented and social housing) or non-domestic properties since 2017? (if you have not implemented any scheme, please enter 'N/A')

[The Council offers Priority Repairs Grants for private sector residents to carry out energy efficiency works.](#)

[In 2017 the Council took part in the WARMTH project with Groundwork London working in 10 London Boroughs to identify residents in fuel poverty and refer them to appropriate advice and / or funding for measures; 274 visits were carried out in Sutton.](#)

During 2018/19 Sutton also received funding from the London Fuel Poverty Advice Service to deliver a fuel poverty advice and a referral service. The funding was awarded to the Royal Borough of Kingston-upon-Thames on behalf of the south west London boroughs. The money was used to fund 80 home visits in Sutton.

Sutton Housing Partnership (SHP), the ALMO for the Council, has undertaken a CROHM energy efficiency assessment of the social housing portfolio. This is being used to develop a programme of major works to improve the energy efficiency of the poorest performing elements of the property portfolio.

b. What scheme(s) is your local authority planning to implement in support of energy saving/carbon reduction in residential accommodation (such as owner-occupied, privately rented and social housing) or non-domestic properties in the next two years? (if you are not planning to implement any scheme, please enter 'N/A').

Continuation of Priority Repairs Grants, subject to funding being available.

The Sutton Environment Strategy 2019-2025 sets out the Council's commitment to reduce CO₂ emissions across the borough. An action plan is linked to this, and we will continue to seek external funding to deliver actions which result in energy and carbon savings for our residents.

SHP has been working with the GLA to undertake a pilot scheme of applying the Energiesprong whole-house retrofit methodology to improve a number of the worst performing non-traditional council-owned properties within the borough. Given the allocation of sufficient financial funds this will be developed into a full programme of works to resolve the issues with all properties of this archetype.

We have recently applied for funding to the GLA to deliver Phase 2 of the Fuel Poverty Advice Service. This will have a similar remit to the first phase and aim to identify and support residents living in fuel poverty.

5 What has been, or will be, the cost(s) of running and administering the scheme(s), including the value of grants and other support, plus any other costs incurred? Please provide figures and a brief narrative account if desired.

Priority Repairs Grants are for a maximum of £6k per property and are discretionary when funding is available.

6 What businesses, charities, third sector organisations or other stakeholders do you work with to deliver the scheme(s)?

We have been working with neighbouring local authorities and Thinking Works to deliver the Fuel Poverty Advice Service home visits. We also worked with local organisations such as AGE UK and the Citizens Advice Bureau to refer people to the service.

7 What has been the outcome of the scheme(s) (e.g. energy savings, carbon savings, economic impacts such as job creation and/or increased business competitiveness, societal impacts such as alleviation of fuel poverty and/or improved health outcomes etc.)? This does not have to be measured against national data or benchmarks, but rather focuses on the local authority's own monitoring and evaluation.

The outcome has been to reduce fuel poverty or allow for quicker discharge from hospital and improved health for residents. 80 fuel poverty reducing home visits were funded via the GLA's fuel poverty Support Fund to help vulnerable residents at risk of fuel poverty.

Outcomes include:

- Confirmed savings to residents from installed energy efficiency measures = £109,874
- Carbon savings = 353 tonnes (15 year savings)
- Number of people supported = 215
- Number of grant applications made = 29 / value of £39,900 of which £18,524 has been installed (as at 4/4/19)
- 10 referrals for benefit checks
- 5 households helped with debt support
- 30 households referred for Home Fire Safety Checks
- 22 households signed up to the priority services register

8 What lessons have you learned from delivering this scheme(s)?

The need to be creative in how available funding can be used to feed into multiple strategies to improve the health and wellbeing of residents in addition to contributing to carbon reduction from more efficient use of fuel.

Local Communications Strategy

9 Does your local authority provide any advisory service to consumers (and businesses) on how to save energy? (Y)

10 If yes to question 10, please briefly outline how this is undertaken (or enter 'N/A' if appropriate)

Free text response to question 10 - please outline in no more than 100 words

We host some information on the Council's website as part of the environment strategy section. This includes funding which may be available from other organisations.

As mentioned previously, during 2017/18 we delivered a Fuel Poverty Advice Service in partnership with Thinking Works. This included 80 home visits and promotion via various channels including council newsletters, local charities and attending doctor surgeries during flu jab appointments.

11 How do you communicate or encourage energy saving amongst domestic consumers and/or local businesses? (if you do not, please enter 'N/A' and move on to the next section 'Local Green Supply Chains') N/A

Free text response to question 11 - please outline in no more than 100 words

Local Green Supply Chains

12 Does your Local Authority promote the use of energy efficient products amongst consumers (and businesses)? (if you answer no please move onto the next section 'Private Rented Sector') (Y)

13 If yes to question 12, please briefly detail how this promotion work is undertaken.

Free text response to question 12 - please outline in no more than 100 words

The Council has a sustainable purchasing policy. In this, there is reference to specifying equipment which is energy efficient in both its manufacture and use e.g a minimum of A rated electrical appliances and where possible AAA rated.

Where large procurements with energy impacts take place, we include specific requirements in the specifications produced and would ask bidding organisations how they will reduce energy and CO₂ emissions during the contract delivery.

Our sustainability purchasing policy is due to be refreshed to reflect the commitments in the Council's Environment Strategy 2019-2025. This is due to take place during 2019/20.

- 14 What engagement (formal or informal) does your local authority have with local businesses/supply chains involved in promoting energy efficiency products or carbon reduction?

Free text response to question 14 - please outline in no more than 100 words

Please refer to question 13.

Domestic Private Rented Sector (PRS) Minimum Energy Efficiency Standards

The Minimum Energy Efficiency Regulations (the Regulations) apply to all privately rented properties in England and Wales. As of April 2018, all such properties are legally required to have an Energy Performance Certificate (EPC) of at least an E before they can be let on a new tenancy. This requirement will then extend to all such properties by 1 April 2020, even if there has been no change in tenant or tenancy (please see BEIS's published guidance documents for the full details on the standard).

The PRS Regulations give enforcement powers to local authorities, and authorities are responsible for ensuring landlord compliance within their area.

- 15 Is your authority aware of the PRS Minimum Efficiency Standards which came into force in April 2018? (Y)
(if you answered no, please move on to the next section 'Financial Support for Energy Efficiency')

- 16 Which team within your authority is responsible for, or will be responsible for leading on enforcement of the PRS minimum standard?

Regulatory Services (encompassing Environmental Health and Trading Standards)

- 17 Please provide the contact details of the person leading this team.

Fiona Meads - Group Manager Regulatory Services, fiona.meads@sutton.gov.uk

- 18 What method or methods does your authority use to communicate with landlords and tenants about the standards and other related issues?

We regularly communicate using the Council's website and social media platforms. We also hold an annual landlord forum and promote standards via the London Landlord Accreditation Scheme / ATLAS newsletter.

- 19 Do you directly target landlords of EPC F and G rated properties? (N)
If yes, how? If no, please explain.

The Council anticipates that resourcing for this may be available in 2019/20; however, the extension of the mandatory HMO licensing scheme in 2018 has meant that the resources for proactive targeting regarding EPC F and G properties has not been possible to date.

Financial Support for Energy Efficiency

- 20 What financial programmes, if any, do you have to promote domestic and non-domestic energy efficiency or energy saving? If applicable, please outline the sums, where such funding is sourced, and where it is targeted.
(If you do not have any financial assistance programmes, please enter 'N/A' and move onto the next section 'Fuel Poverty')

The Council offers Priority Repair Grants to upgrade heating systems to low income vulnerable residents; however, funding is limited to £12k per year. The Council's housing assistance policy also allows for discretionary grants to be given when funding is available for residents who are on low incomes and have a disability if there is a health issue that requires more efficient heating of their home. This funding is part of the Disabled Facilities Grant programme.

Fuel Poverty

- 21 Does your local authority have a fuel poverty strategy? (Y)
If yes, please describe the scope of the strategy, and the support that is available for low income and vulnerable households to help tackle fuel poverty in your local area. Please also provide a link to your strategy if published.

Free text response to question 21 - please outline in no more than 300 words

The Council's Fuel Poverty Strategy is available online at:
<https://drive.google.com/file/d/0B19JyLvJMV1RVmXRiMGJGUmM/view?pli=1>

Taking action to tackle fuel poverty is a focus area within the Sutton Environment Strategy 2019 - 2025. The Fuel Poverty Strategy is due to be refreshed by 2020/23.

- 22 What steps have you taken to identify residents/properties in fuel poverty? (enter 'N/A' if not appropriate)

The Private Sector House Condition Survey in 2014 identified areas down to ward level with low income households and poor levels of insulation.

The Council worked in partnership with Groundworks in 2017 to identify households in fuel poverty by comparing Census data with stock condition survey data.

The Fuel Poverty Advice Service has aimed to engage residents living in fuel poverty. We have used organisations such as Age UK, Citizens Advice Bureau, GP surgeries and SHP to try and identify these residents.

- 23 How does fuel poverty interlink with your local authority's overall carbon reduction strategy? (enter 'N/A' if not appropriate)

Free text response to question 23 - please outline in no more than 200 words

As mentioned previously, fuel poverty is a focus area of the Sutton Environment Strategy 2019 - 2025. This is included in the 'Reducing Energy Use' chapter which also contains targets relating to the Council's ambitions to reduce carbon emissions.

- 24 a. What measures or initiatives have you taken to promote fuel cost reduction for those in fuel poverty? (enter 'N/A' if not appropriate)

Free text response to question 24a - please outline in no more than 200 words

During 2017/18 the Council and SHP promoted the Big London Energy Switch, a collective switching scheme for residents wishing to change their gas and/or electricity supplier. While this may not be the lowest price available on the market, it may provide residents with a lower price than they are currently paying.

b. If you have taken measures or initiatives to promote fuel cost reduction for those in fuel poverty, what partnership with business or energy providers have you undertaken? (enter 'N/A' if not appropriate)

Free text response to question 24b - please outline in no more than 200 words

The Energy Company Obligation

The Energy Company Obligation (ECO) is an obligation on energy suppliers aimed at helping households cut their energy bills and reduce carbon emissions by installing energy saving measures. Following the Spring 2018 consultation, the Government set out in its [response](#) that ECO3 will fully focus on Affordable Warmth – low income, vulnerable and fuel poor households. The recently introduced ECO “[flexible eligibility](#)” (ECO Flex) programme allows LAs to make declarations determining that certain households in fuel poverty or with occupants on low incomes and vulnerable to the effects of cold homes, are referred to ECO obligated suppliers for support under the Affordable Warmth element of ECO. LAs involved are required to issue a Statement of Intent that they are going to identify households as eligible, and the criteria they are going to use; and a declaration that the LA has been consulted on the installation of measures in a home.

- 25 Has your local authority published a Statement of Intent (Sol) for ECO flexibility eligibility? (Y)
If yes, please include a link to your Sol below.

Link to Sol: www.sutton.gov.uk/energyefficiency

- 26 Please use the following space to provide any further information you feel might be of benefit to BEIS, in helping us to understand ECO Flex delivery in more detail. For example, the number of declarations signed versus the number of households helped.

Free text response to question 26 - please outline in no more than 200 words

The Council does not sign declarations. This is currently passed to the London Borough of Islington as part of the SHINE programme.

Smart Metering

- 27 Please provide a brief statement outlining your current or planned approach to: Engage and support your residents (including those in vulnerable circumstances or with pre-payment metering) to promote take up of smart meters and achieve associated benefits (e.g. ability to control energy use, identify best value tariffs)? Please detail any work undertaken or planned with local/community groups, housing associations, micro businesses, Smart Energy GB under their Partnership Programme and energy suppliers.

Free text response to question 27 – please outline in no more than 150 words.

The Council has committed to signing up to become a Smart Energy GB employer in 2019. This is a commitment within the Sutton Environment Strategy 2019 - 2025. As part of this commitment the Council will run campaigns to encourage its staff to reduce their energy at work. The Council will also be promoting the take up of smart meters amongst residents until the 2020 deadline. We anticipate that this will be via our usual communications routes such as the Council's e-newsletter.

- 28 Please provide a brief statement outlining your current or planned approach to: Integrate your approaches to delivering energy efficiency improvements in residential accommodation with the opportunities presented by the installation of smart meters, drawing upon materials from the [Smart Meter Energy Efficiency Materials Project](#) or other sources of independent information.

Free text response to question 28 – please outline in no more than 150 words.

- 29 Please detail any:
Resources/ support (e.g. services, funding) available to residents who have had an appliance(s) condemned for safety reasons and cannot afford to replace it (e.g. during visual safety checks conducted during their smart meter installation or otherwise).

[Priority Repairs Grants available for residents on low incomes to repair or replace.](#)

- 30 Please detail any:
Existing relationships with energy suppliers to help ensure that the opportunities presented by vacant properties under your control are effectively utilised (i.e. gaining access to install a smart meter).

We currently do not have existing relationships with energy suppliers to install Smart Meters as this is directly undertaken by the energy supplier. The service contract will be between the resident and the supplier. We can't install smart meters as we technically have no contract between the supplier and the resident.

Future Schemes or Wider Initiatives

- 31 Please outline any future schemes or wider initiatives not covered above that your local authority has carried out or is planning to undertake to improve the energy efficiency of residential accommodation or businesses in your area, for example, within your Local Enterprise Partnership (LEP) Energy Strategy (if you do not plan any future schemes currently, please enter 'N/A').

Free text response to question 31 - please outline in no more than 500 words

As mentioned previously, we have a new Sutton Environment Strategy 2019-2025 which we will be using to drive delivery of energy efficiency. We will be publishing progress against our action plans annually on the council's website.