

RUNNYMEDE BOROUGH COUNCIL

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: Runnymede Borough Council		
Type of Local Authority:		
<ul style="list-style-type: none"> District/Borough/City Council 		
Name and contact details of official submitting the report:		
Verena Boxall		
Verena.boxall@runnymede.gov.uk		
Tel: 01932 425172		
Job title of official submitting the report:		
Energy and Sustainability Manager		
Names of teams working on policy areas covered by this reporting tool:		
Energy Management		
Housing Management		
Private Sector Housing		
Total number of staff working in above policy areas (by FTE):		
1.6		
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?	(Y/N) Y
2	If yes, please provide a link to your current strategy here: N.B. Strategy currently under review  Surrey Climate Change Strategy 201	
3	If no, are you planning to develop one?	(Y/N)

	N/A	
4	<p>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')</p>	
<p><i>Free text response to question 4a - please outline in no more than 200 words</i></p> <p>Runnymede Borough Council has been working with the HEAT Project to deliver a range of energy saving / carbon reduction programs in the Borough.</p> <p>These have included Energy Company Obligation (ECO) funded and ECO Flex measures:</p> <p>Broken Boiler / inefficient boiler upgrades</p> <p>Loft Insulation</p> <p>Cavity Wall Insulation</p> <p>First Time Central Heating</p> <p>These have been targeted at a range of fuel poor households / property types:</p> <p>Homes heated by on-peak electric panel heaters</p> <p>Homes heated by solid fuel</p> <p>Homes heated by electric storage heaters</p> <p>Solid Wall properties</p> <p>EPC E, F and G Rated properties</p> <p>Referrals from community organisations – CAB, Fire Service etc.</p> <p>Park Homes</p> <p>Home situated in areas facing deprivation</p> <p>Engagement has taken place through a range of activities including:</p> <p>Direct mailing to identified households</p> <p>Leaflets / Stands in community venues – Council Offices, GP surgeries, Community Centres, Chemists, CAB etc.</p> <p>Partnership working with voluntary and community sector groups</p> <p>Presentations to community groups</p> <p>Referrals from partners</p>		

<p>Eligibility of households for ECO funding is determined by:</p> <p>Eligible Benefits</p> <p>LA – Flex Statement of Intent</p>	
	<p>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')</p>
<p><i>Free text response to question 4b - please outline in no more than 200 words</i></p> <p>Runnymede Borough Council will continue to work through the HEAT Project as identified in 4.a. promoting ECO3 and ECO Flex.</p> <p>A consortium of five local authorities led by Bracknell Forest have recently been awarded a Warm Homes Fund of £1.2m to install over 800 first time central heating systems into both Urban and Semi-Rural properties to fuel poor households.</p>	
5	<p>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.</p>
<p><i>Free text response to question 5 - please outline in no more than 100 words</i></p> <p>The HEAT Project offers its services to the authority at no cost. The cost involved for the local authority is for administration and management coupled with working to gain other top-up funds to match with ECO3.</p> <p>ECO Grants achieved as at December 2018 were:</p> <p>TOTAL LIFETIME SAVINGS OF MEASURES INSTALLED (LTS)</p> <p>£4,417,310</p> <p>ECO FUNDING INVESTED IN THE BOROUGH</p> <p>£706,769</p> <p>ECO Grants achieved from January 2019 – April 2019 were:</p> <p>TOTAL LIFETIME SAVINGS OF MEASURES INSTALLED (LTS)</p> <p>£953,267</p> <p>ECO FUNDING INVESTED IN THE BOROUGH</p> <p>£104,859</p> <p>Funding has been reduced for 2019 as the ECO funders' rates available under</p>	

ECO3 have reduced for broken boiler measures and first time central heating.	
6	What businesses, charities, third sector organisations or other stakeholders do you work with to deliver the scheme(s)?
<p><i>Free text response to question 6 - please outline in no more than 100 words</i></p> <p>Surrey Adult Care Services</p> <p>Age UK</p> <p>CAB</p> <p>Surrey Local Authorities through Surrey Energy and Sustainability Partnership forum (SESP) and the South-East Association of Local Energy Officers (SEALEO)</p>	
7	<p>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.)?</p> <p>This does not have to be measured against national data or benchmarks, but rather focuses on the local authority's own monitoring and evaluation.</p>
<p><i>Free text response to question 7 - please outline in no more than 200 words</i></p> <p>£5,370,577 Life Time Savings has been achieved.</p> <p>We would roughly equate this to 357 tonnes of CO₂e per year based on upgrading a G-rated boiler to an A-rated boiler based on 293 boiler upgrades.</p> <p>(If upgrading from a G-rated boiler to an A-rated boiler saves around 1,220kg of CO₂ per year – source: British Gas)</p> <p>Alternatively, using Open University figures, the CO₂e savings between electric storage heaters (efficiency 100%) and a condensing natural gas boiler (efficiency 90%) are 4133kg per year achieving 1210 tonnes of CO₂ per year.</p> <p>The scheme has had wider impacts in the Borough including:</p> <p>Installation of the measures has been undertaken by local contractors – thus the funding has been invested in local businesses.</p> <p>Fuel Poor households energy bills have been reduced</p> <p>People facing cold related illnesses have been provided with improved living conditions</p> <p>Hospital non-elective admissions would have been reduced along with patients being able to return to their homes earlier as well heated</p>	

8	What lessons have you learned from delivering this scheme(s)?	
<p><i>Free text response to question 8 - please outline in no more than 100 words</i></p> <p>In order for the schemes to succeed, partnership working is key and consortiums must be formed in order to be successful in funding applications.</p>		
Local Communications Strategy		
9	Does your local authority provide any advisory service to consumers (and businesses) on how to save energy?	(Y/N) Y
10	If yes to question 10, please briefly outline how this is undertaken (or enter 'N/A' if appropriate)	
<p><i>Free text response to question 10 - please outline in no more than 100 words</i></p> <p>Receiving enquiries to Runnymede Energy Management team</p> <p>Referral to Heat Project</p> <p>Referral to online Energy Saving Trust</p> <p>Referral to Carbon Trust, online SME Energy Efficiency Advice via BEIS</p> <p>Referral to Salix Finance</p>		
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')	
<p><i>Free text response to question 11 - please outline in no more than 100 words</i></p> <p>Targeted mailings</p> <p>Council Tax Mailings</p> <p>Runnymede Borough Council Website</p> <p>Runnymede Borough Council Social Media sites</p> <p>Display stands and marketing material</p>		
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/N) Y

13	If yes to question 12, please briefly detail how this promotion work is undertaken.	
The council does promote the use of energy efficient products amongst consumers when undertaking outreach / engagement activities. The HEAT Project also discusses this when undertaking Technical Surveys in applicant's homes.		
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?	
<p><i>Free text response to question 14 - please outline in no more than 100 words</i></p> <p>The Council is involved with The HEAT Project supply chain in terms of local sub-contractors who install the energy efficiency measures.</p> <p>SME's Energy Efficiency initiatives are promoted through the Runnymede Business Partnership</p>		
Domestic Private Rented Sector (PRS) Minimum Energy Efficiency Standards		
<p>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).</p> <p>The PRS Regulations give enforcement powers to local authorities, and authorities are responsible for ensuring landlord compliance within their area.</p>		
15	<p>Is your authority aware of the PRS Minimum Efficiency Standards which came into force in April 2018?</p> <p>(if you answered no, please move on to the next section 'Financial Support for Energy Efficiency')</p>	<p>(Y/N)</p> <p>Y</p>
16	Which team within your authority is responsible for, or will be responsible for, leading on enforcement of the PRS minimum standard?	
<p><i>Free text response to question 16</i></p> <p>Enforcement is managed by Surrey County Council Trading Standards</p>		
17	Please provide the contact details of the person leading this team.	
<p><i>Free text response to question 17</i></p> <p>Trading.standards@surreycc.gov.uk</p>		
18	What method or methods does your authority use to communicate with landlords and tenants about the standards and other related issues?	

<i>Free text response to question 18 - please outline in no more than 100 words</i>		
Bi-annual Runnymede Landlords Forum facilitated by Magna Carta Lettings Presentations from National Landlords Association, Magna Carta Lettings, The HEAT Project, Runnymede Energy Management team.		
19	Do you directly target landlords of EPC F and G rated properties? If yes, how? If no, please explain.	(Y/N) Y
<i>Free text response to question 19 - please outline in no more than 100 words</i>		
Data collected via National Energy Performance Certificates and direct mailing in partnership with The HEAT Project		
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')	
<i>Free text response to question 20 - please outline in no more than 200 words</i>		
The HEAT Project provides funding to the scheme to promote domestic energy efficiency and energy saving via ECO2, ECO2t and ECO3 projects This is targeted at Fuel Poor Households through all methods previously advised Runnymede Borough Council promote to non-domestic through Runnymede website and social media sites, displays and marketing materials Further assistance to eligible residents may be available through Private Sector Housing with Disabled Facilities Grants/Better Care Fund or Minor Works Loans		
Fuel Poverty		
21	Does your local authority have a fuel poverty strategy? 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.	(Y/N) N
<i>Free text response to question 21 - please outline in no more than 300 words</i>		

22	What steps have you taken to identify residents/properties in fuel poverty? (enter 'N/A' if not appropriate)
<p><i>Free text response to question 22 - please outline in no more than 200 words</i></p> <p>Working with The HEAT Project</p> <p>Evaluating EPC's</p> <p>Direct contact with residents calling in to Civic Centre, telephoning with enquiries</p> <p>Refer residents for council tax support assessment and advise on other DWP benefit contact details</p>	
23	How does fuel poverty interlink with your local authority's overall carbon reduction strategy? (enter 'N/A' if not appropriate)
<p><i>Free text response to question 23 - please outline in no more than 200 words</i></p> <p>By increasing the uptake of grant funding via The HEAT Project we are able to reduce energy consumption in the home. This in turn reduces the overall carbon emissions in our residential sector</p>	
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)
<p><i>Free text response to question 24a - please outline in no more than 200 words</i></p> <p>Training courses facilitated and funded by National Energy Action to frontline staff within Runnymede Borough Council, other local authorities and outside agencies:</p> <p>Introduction to Energy Efficiency</p> <p>Fuel Debt Advice (City and Guilds Level 2 Award)</p>	
	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)
<p><i>Free text response to question 24b - please outline in no more than 200 words</i></p> <p><i>Via The HEAT Project</i></p>	
<p>The Energy Company Obligation</p>	

<p>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.</p> <p>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.</p>		
25	<p>Has your local authority published a Statement of Intent (Sol) for ECO flexibility eligibility?</p> <p>If yes, please include a link to your Sol below.</p>	<p>(Y/N)</p> <p>Y</p>
<p><i>Link to Sol:</i></p> <div style="text-align: center;">  <p>Runnymede SOI June 2018 Final - Sigr</p> </div>		
26	<p>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.</p>	
<p><i>Free text response to question 26 - please outline in no more than 200 words</i></p>		
<p>Smart Metering</p>		
27	<p>Please provide a brief statement outlining your current or planned approach to:</p> <p>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.</p>	
<p><i>Free text response to question 27 – please outline in no more than 150 words.</i></p> <p>In partnership with Spelthorne Borough Council achieved Grant Funding of £22k in May 2019 via Smart Energy GB to promote uptake of smart meters to over 65 age group residents. Project plan of presentations and displays at Day Centres, Libraries, Community Centres etc. to be delivered by December 2019</p>		

<https://www.nea.org.uk/smartenergygb/grants/>

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.

Runnymede Borough Council will actively promote a Whole House Approach whilst delivering the “Get Smart in Surrey” Smart Meter Project Plan:



RBC Get Smart
Project - Presentator

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).

Free text response to question 29 – please outline in no more than 150 words.

Referral to HEAT Surrey project for central heating boilers to repair or replace.

Refer to local charities for other appliances e.g. fridges or freezers to seek assistance

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).

Free text response to question 30 – please outline in no more than 150 words.

Working with Smart Energy GB to deliver the rollout of Smart Meters throughout the borough utilising their marketing materials

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

That previously identified under ECO3, ECO Flex and Warm Homes Funding