

## Suffolk's Flexible Eligibility Statement of Intent

- 1) Babergh District Council  
Forest Heath District Council  
Ipswich Borough Council  
Mid-Suffolk District Council  
St. Edmundsbury Borough Council  
Suffolk Coastal District Council  
Suffolk County Council  
Waveney District Council
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### 1) Introduction

The Suffolk Climate Change Partnership, comprising all Suffolk Local Authorities, has a core focus on tackling domestic energy efficiency and fuel poverty in Suffolk. It is a crucial element in its ambition to be the county with the greatest reduction in carbon emissions.

Suffolk's Local Authorities wish to utilise Flexible Eligibility to its fullest to help achieve the Partnership's aims alongside improving the health and wellbeing of their residents.

It should be noted that the final decision on whether any individual household can benefit from energy saving improvements under Affordable Warmth will be made by the obligated suppliers or their agents/contractors. Inclusion in a Declaration issued by the local authority 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 Energy Company Obligation (ECO) targets.

### 2) Identifying eligible households

All of Suffolk's Local Authorities will use the following eligibility criteria to identify households that may benefit from the installation of measures under 'Flexible Eligibility'.

Please note that:

1. The 'Resident' is defined as 'the person who has the legal right to occupy the property or their partner'. (Note non-dependents living at the address are not eligible).
2. 'Household income' is calculated using the resident's income and, if applicable, their and their partner's incomes combined. (Note non-dependent's income is not included in this calculation)

**Criteria for identifying fuel poverty**

The resident meets one of the following criteria

- *Is in receipt of any means tested benefit*
- Falls within the thresholds in Table 1 below which refers to income after housing costs (essentially a household's disposable income after they have paid for their rent or mortgage) and has no more than £20,000 in savings and investments.
- Where the household income consists of only one resident's income where more than 50% is from state pension and the resident has less than £10,000 in savings and investments.
- Where the household income consists of a resident and their partners income where more than 75% of their income is made up from state pension and the residents combined have no more than £20,000 in savings and investments.
- Needs to spend more than 10% of the household income on energy bills after housing costs have been removed and has no more than £20,000 in savings and investments.
- Lives in a house which lies within a Lower Super Output Area which has been defined as falling within the 20% most deprived areas in England<sup>1</sup>.

**and**

- *is living in a property with an EPC rating of D, E, F or G or in a property with a housing archetype likely to be D, E, F or G rated.*

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<sup>1</sup> [English Indices of Deprivation 2015](#) – (Criteria met where the Index of Multiple Deprivation (IMD) decile for the Lower Super Output Area is 1 or 2 in column F of '[File 1: index of multiple deprivation](#)'). This broadly correlates with the 10% most deprived areas within Suffolk).

### **Criteria for Self-Declaration**

- Resident is living in a property with an EPC rating of D, E, F or G or in a property with a housing archetype likely to be D, E, F or G rated

#### **and**

- falls within the thresholds in Table 1 below which refers to income after housing costs (essentially a household's disposable income after they have paid for their rent or mortgage) and has no more than £20,000 in savings and investments.

**Table 1 – Income thresholds broadly consistent with those used under the Low Income High Costs indicator (2014)<sup>23</sup> inflated to represent 2017/18 prices**

Household composition	Annual household income	Monthly household income Equivalent
<b>1 adult (18 years and over)</b>	£8,900	£740
and 1 child	£11,700	£980
and 2 children	£14,400	£1,200
and three children	£17,300	£1,440
and four or more children	£20,100	£1,680
<b>2 adults (18 years and over)</b>	£14,600	£1,220
and 1 child	£17,400	£1,450
and 2 children	£20,200	£1,680
and three children	£23,100	£1,930
and four or more children	£25,700	£2,140

### **3) Acting on behalf of another local authority**

In some cases, one of the above named local authorities might issue declarations on behalf of another of the above named local authorities. In this case, the name of the relevant authority which is being acted on behalf of will be included on the declaration. The Suffolk Council's are signatories to a consortium agreement which allows for one party to act for another in relation to energy efficiency issues.

### **4) Joint Statement of Intent**

All of Suffolk's local authorities wish to use the same eligibility criteria across their areas and therefore will all be using the criteria set out within this statement of intent. Signatories to this Statement of Intent are Suffolk County Council, Suffolk Coastal District Council, Waveney District Council, Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council, St. Edmundsbury Borough Council and Forest Heath District Council.

## 5) Governance

### Officers responsible for signing “Local authority declarations”

#### **Babergh District Council and Mid Suffolk District Council**

Gavin Fisk, Assistant Director of Housing  
Endeavour House, 8 Russell Road, Ipswich, IP1 2BX – or delegated officer in their absence.

#### **Ipswich Borough Council**

Mark Hunter, Operations Manager, Ipswich Borough Council, Grafton House,  
15-17 Russell Road, Ipswich IP1 2DE – or delegated officer in their absence.

#### **St. Edmundsbury Borough Council and Forest Heath District Council**

Peter Gudde, Acting Assistant Director for Regulatory Services, Environmental Health, West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU – or delegated officer in their absence.

#### **Suffolk Coastal District Council and Waveney District Council**

Teresa Howarth, Principal Environmental Health Officer, Private Sector Housing, East Suffolk House, Station Road, Melton, Woodbridge, IP12 1RT – or delegated officer in their absence.

#### **Suffolk County Council**

Matt Hullis, Head of Environment Strategy, Resource Management, Suffolk County Council, Endeavour House, Russell Road, Ipswich, IP1 2BX - or delegated officer in their absence.

### Governance structures

The officers responsible for signing the declarations will ensure that any property declared will be eligible in line with the criteria listed above. Any queries regarding the eligibility of a property will be resolved by the Suffolk Climate Change Partnership.

Suffolk’s Warm Homes Healthy People will provide the central administration and management of ECO flexible eligibility for Suffolk.

## 6) Referrals

Referrals may come from Suffolk’s Warm homes Healthy People scheme which has an established referral mechanism for fuel poor households across Suffolk. Referrals come in from the health and social care sectors, voluntary sector and other agencies.

## **7) Evidence, monitoring and reporting**

Suffolk's Warm Homes Healthy People will provide the central administration and management of ECO flexible eligibility for Suffolk. WHHP will hold all required householder information including the SOI qualifying criteria evidence, e.g. benefits/EPC/health data and the signed declarations.

Evidence, monitoring and reporting will also be undertaken through contract management procedures which will be put in place with installers. This will include:

- a) Data collection and the mechanisms for monitoring the effective targeting of relevant households;
- b) Monitoring which households of those targeted have subsequently received a measure;
- c) The method and frequency with which information is reported to those with governance and decision-making responsibilities;
- d) The auditing of data collection and the monitoring mechanism; and
- e) The use of controls to deter, prevent and detect fraud.

## **8) Signatures**

### **Babergh District Council and Mid Suffolk District Council**

Jonathan Stephenson – Strategic Director.

### **Ipswich Borough Council**

Russell Williams, Chief Executive Officer.

### **St. Edmundsbury Borough Council and Forest Heath District Council**

Ian Gallin, Chief Executive Officer.

### **Suffolk County Council**

Sue Cook, Interim Chief Executive Officer.

### **Suffolk Coastal District Council and Waveney District Council**

Andrew Jarvis, Strategic Director