

## Suffolk's Flexible Eligibility Statement of Intent

- 1) Babergh District Council  
Mid Suffolk District Council  
West Suffolk Council  
Ipswich Borough Council  
East Suffolk Council  
Suffolk County Council
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- 5) Contact [emma.flint@suffolk.gov.uk](mailto:emma.flint@suffolk.gov.uk) or 01473 264810

### 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.

### **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.*

### **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: Recommended after housing costs equivalised income thresholds, by household composition**

Household composition	2019
<b>1 Adult</b>	£ 9,300
and 1 child	£ 12,200
and 2 child	£ 15,000
and 3 child	£ 18,000
and 4+ child	£ 21,000
<b>2 Adults</b>	£ 15,200
and 1 child	£ 18,200
and 2 child	£ 21,100
and 3 child	£ 24,100
and 4+ child	£ 26,800

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

In some cases, one of the below named local authorities might issue declarations on behalf of another of the below named local authorities.

Suffolk County Council, East Suffolk Council, Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and West Suffolk Council.

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, East Suffolk Council, Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and West Suffolk 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.

#### **West Suffolk Council**

Fiona Quinn, Service Manager Environmental Health, West Suffolk House, Western  
Way, Bury St Edmunds, Suffolk, IP33 3YU – or delegated officer in their absence.

#### **East Suffolk 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 (WHHP) 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 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.

### **West Suffolk Council**

Ian Gallin, Chief Executive Officer.

### **Suffolk County Council**

Nicola Beach, Chief Executive Officer.

### **East Suffolk Council**

Andrew Jarvis, Strategic Director