



Derby City Council

## Local Authority Flexible Eligibility

### Statement of Intent

**Date of publication:** 01 November 2017

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**Weblink:** [www.derby.gov.uk/housing/improvements-and-repairs/](http://www.derby.gov.uk/housing/improvements-and-repairs/)

#### 1) Introduction

Derby City Council recognises the issues surrounding fuel poverty and seeks to address these by every available means. One approach by Government to reduce fuel poverty is to subsidise the cost of installing insulation or more efficient heating systems in homes. The way this operates is for the larger energy companies (those with more than 250,000 customers) to add money to household energy bills to pay for it. This scheme is called the **Energy Company Obligation**.

The energy companies use the money collected to help fund measures that reduce the cost of heating a home. Up to 10% of this money can be spent through **Local Authority Flexible Eligibility (LA-flex)**.

LA-flex allows the Council to nominate households who wouldn't otherwise qualify for financial assistance towards having more efficient heating and/or insulation installed in their home.

#### 2) Fuel Poverty

The percentage of fuel-poor households in Derby is above the national average, and higher than over three-quarters of local authority areas in the East Midlands. (*DECC Sub-Regional Fuel Poverty Statistics 2014 updated June 2016; table 2*).

#### 3) Who qualifies?

The council has a simple assessment test, based on a set of scored questions (see Appendix 3). If the total household income is below a certain level *and* the household score is higher than the threshold score, the household qualifies for assistance.

#### STEP 1

Is the available household income, after paying the rent or mortgage, lower than the income level listed in Part 1 of the eligibility score? If 'yes', go to STEP 2.

#### STEP 2

Is the total of the scored questions equal or higher than the Threshold Score? If 'yes', the household qualifies for assistance as a **Fuel Poor Household**. If 'no', go to STEP 3.

### STEP 3

Does any household member have any of the characteristics listed in Appendix 3, part 3. The council has discretion to qualify the household for assistance as **Vulnerable to the Health Effects of Living in a Cold Home (LIVC)**.

Alternatively if the income threshold test is met, and the property has a current EPC rating of E, F or G the household qualifies for assistance. Similarly, if any household member has any of the characteristics listed in Appendix 3, part 3 and the property has a current EPC rating of E, F or G, the council has discretion to qualify the household for assistance.

### IN-FILLS

Some homeowners can receive help in paying for solid wall insulation even if they don't qualify as an **FP** or **LIVC** household. These properties are called **In-Fills**:

- "50% eligibility" refers to a directly adjoined building, meaning one of a pair of properties, for example a pair of semi-detached houses, or a ground and first-floor flat in one building. If one household qualifies, the other property is **In-Fill**, or
- "66% eligibility" refers to more complex examples, but follows a common theme. In a group of households (for example, a terrace or a block of flats) the eligibility of **In-Fill** properties is at half the rate of qualifying properties. So in a terrace of 9 properties with 4 qualifying properties, a further 2 can be In-Fill.
- "66% eligibility" criteria are in some cases subject to further clarification which for the purposes of the Statement of Intent have been omitted. Further information is available at [www.ofgem.gov.uk/environmental-programmes/eco/contacts-guidance-and-resources/eco-guidance](http://www.ofgem.gov.uk/environmental-programmes/eco/contacts-guidance-and-resources/eco-guidance)

The Council remains acutely aware that even with the financial assistance offered by the Energy Company Obligation, **FP** and **LIVC** households may still have difficulty in funding the most effective measures like solid wall insulation. In view of this the Council has discretion to offer a capped interest-free loan, repayable over up to four years, to help spread the cost of solid wall insulation. Insulated homes help keep occupiers warm and comfortable, keep energy bills low and protect against energy price rises well into the future.

Qualifying households can be nominated by the Council for energy-saving improvements in the form of a Declaration. Please note, however, that inclusion in a Declaration issued by the local authority to a supplier does not guarantee installation of measures, as the final decision does not rest with the Council and will depend on:

- The survey carried out by suppliers, agents/contractors
- Installation costs calculated
- The energy savings that can be achieved for a property
- Whether suppliers have achieved their targets or require further measures to meet their ECO targets.

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

Derby City Council does not currently issue declarations on behalf of other local authorities.

#### **5) Governance**

Local Authority Declarations may be authorised by any one of the following or their nominated representative:

Private Sector Housing Renewals Manager  
Housing Strategy & Initiatives Manager  
Head of Strategic Housing

On behalf of Derby City Council, Council House, Corporation Street, Derby DE1 2FS

#### **6) Referrals**

Since 2012, the Council has managed an award-winning service, the Healthy Housing Hub, which provides a wide range of services to vulnerable households. The service is partnered with Derby & Derbyshire Age UK and the Southern Derbyshire Clinical Commissioning Group, is publicised on the council's website, on leaflets regularly displayed in appropriate locations across the city and liaises with all key public-sector organisations in the area.

The service managed over 700 cases in 2016-17, receiving referrals from:

- Care co-ordinators
- Carelink
- Councillor
- Community groups
- Derby Advice (the council's advice line)
- Derby Homes
- Derbyshire Carers
- EMAS (East Midlands Ambulance Service)
- Environmental Health
- DFRS (Derbyshire Fire & Rescue Service)
- First Contact
- GP's
- Handyperson service (the council's service for low-cost health & safety related interventions for vulnerable households)
- Hospital
- Housing Options

- Housing Standards
- Local area co-ordinators
- Mental health service
- Occupational Health (Hospital)
- Occupational Health (Social Services)
- Resident (self-referral)
- Social Services (other than OT)

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

In 2014 the independent charity The King's Fund advised that every £1 spent on improving homes saves the NHS £70 over 10 years (Report: 'Making the case for public health interventions').

A case study jointly commissioned by Derby CC and Southern Derbyshire CCG advised that targeted home improvements and modifications result in reduced risk of poor health and home accidents.

Eligibility for the service is based on the system described in Appendix 3 and may also include home visits, property surveys and provision by applicants of back-up information.

The effectiveness of the service is monitored on a case-by-case basis, in particular with reference to:

- Hazards identified
- Outcomes (up to 5 per referral)
- Improvement in personal wellbeing
- Referrals forwarded

### **8) Statement of Intent Authorisation**



**Signed:** \_\_\_\_\_

**C M Durrant, Strategic Director for Communities and Place**

## APPENDIX 1

### Local Authority Flexible Eligibility Declaration for all projects except “in-fill”

This declaration must be used to demonstrate eligibility of premises under the local authority flexible eligibility provision of Affordable Warmth. This declaration can be used for all Affordable Warmth measure types **except** for projects including solid wall insulation (SWI) “in-fill”. More than one premise can be listed on this form.

|                                                                             |                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Name of local authority making declaration                                  | Derby City Council                                                                                                                                                                                                                                                                                                                                           |
| Name of local authority you are acting on behalf of (if different to above) | Not applicable                                                                                                                                                                                                                                                                                                                                               |
| Declaration URN                                                             | E06000015                                                                                                                                                                                                                                                                                                                                                    |
| Statement of intent version number and publication date                     | Version Number [N], Published [DD/MM/20YY]                                                                                                                                                                                                                                                                                                                   |
| Statement of Intent internet link                                           | <a href="http://www.derby.gov.uk/housing/improvements-and-repairs/">www.derby.gov.uk/housing/improvements-and-repairs/</a>                                                                                                                                                                                                                                   |
| <b>Address of premises</b>                                                  | <p><b>The premises are occupied by (one of the following):</b></p> <ol style="list-style-type: none"> <li>1. A household living in fuel poverty</li> <li>2. A household living on a Low income and vulnerable to the effects of living in a cold home (LIVC)</li> </ol> <p>(Please insert “Fuel Poor” or “low income and vulnerable” into the box below)</p> |
|                                                                             |                                                                                                                                                                                                                                                                                                                                                              |
|                                                                             |                                                                                                                                                                                                                                                                                                                                                              |
| <b>Local authority declaration</b>                                          |                                                                                                                                                                                                                                                                                                                                                              |
| <b>I declare that:</b>                                                      |                                                                                                                                                                                                                                                                                                                                                              |
| <b>X</b>                                                                    | the Statement of Intent (Sol) for this local authority was published before the date this declaration was made and is currently available to view at the above location.                                                                                                                                                                                     |
| <b>X</b>                                                                    | the local authority has been consulted on the installation of a measure (“heating qualifying action”) at the premises listed above.                                                                                                                                                                                                                          |
| <b>X</b>                                                                    | in the opinion of the local authority, the premises listed above are occupied by a household(s) either: <ol style="list-style-type: none"> <li>a) living in fuel poverty, OR</li> <li>b) are occupied by a household(s) living on a low income and vulnerable to the effects of living in a cold home.</li> </ol>                                            |
| Local authority officer name                                                |                                                                                                                                                                                                                                                                                                                                                              |
| Local authority officer signature                                           | Date: __ / __ / ____                                                                                                                                                                                                                                                                                                                                         |
| Job title                                                                   |                                                                                                                                                                                                                                                                                                                                                              |
| Local authority address                                                     | Council House, Corporation Street, Derby, DE1 2FS                                                                                                                                                                                                                                                                                                            |

|                                  |              |
|----------------------------------|--------------|
| Local authority telephone number | 01332 293111 |
|----------------------------------|--------------|

## APPENDIX 2

### Local Authority Flexible Eligibility Declaration for Solid Wall Insulation projects including “in-fill”

This declaration must be used to demonstrate eligibility of premises under the local authority flexible eligibility provision of Affordable Warmth. **This declaration can only be used for solid wall insulation (SWI) projects including “in-fill”.**

|                                                                                                                                                                  |                                                                                                                                                                          |                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| Name of local authority                                                                                                                                          | Derby City Council                                                                                                                                                       |                                                                   |
| Name of local authority you are acting on behalf of (where applicable)                                                                                           | Not applicable                                                                                                                                                           |                                                                   |
| Declaration URN                                                                                                                                                  | E06000015                                                                                                                                                                |                                                                   |
| Statement of intent version number and publication date                                                                                                          | Version Number [N] Published [DD/MM/20YY]                                                                                                                                |                                                                   |
| Statement of Intent location                                                                                                                                     | <a href="http://www.derby.gov.uk/housing/improvements-and-repairs/">www.derby.gov.uk/housing/improvements-and-repairs/</a>                                               |                                                                   |
| Address of premises                                                                                                                                              | <b>Relevant eligibility criteria</b>                                                                                                                                     | <b>Premises type</b>                                              |
|                                                                                                                                                                  | <i>(please see the Notes section on how to fill this section)</i>                                                                                                        | <i>(please see the Notes section on how to fill this section)</i> |
| <b>Project 1</b>                                                                                                                                                 |                                                                                                                                                                          |                                                                   |
|                                                                                                                                                                  |                                                                                                                                                                          |                                                                   |
|                                                                                                                                                                  |                                                                                                                                                                          |                                                                   |
| Percentage of households listed in project that are either living in fuel poverty or are low income and vulnerable to the effects of living in a cold home ____% |                                                                                                                                                                          |                                                                   |
| <b>Project 2</b>                                                                                                                                                 |                                                                                                                                                                          |                                                                   |
|                                                                                                                                                                  |                                                                                                                                                                          |                                                                   |
|                                                                                                                                                                  |                                                                                                                                                                          |                                                                   |
| Percentage of households listed above that are either living in fuel poverty or low income and vulnerable to the effect of living in a cold home ____%           |                                                                                                                                                                          |                                                                   |
| <i>(You can include more projects if needed)</i>                                                                                                                 |                                                                                                                                                                          |                                                                   |
| <b>Local authority declaration</b>                                                                                                                               |                                                                                                                                                                          |                                                                   |
| <b>I declare that:</b>                                                                                                                                           |                                                                                                                                                                          |                                                                   |
| <b>X</b>                                                                                                                                                         | the Statement of Intent (SoI) for this local authority was published before the date this declaration was made and is currently available to view at the above location. |                                                                   |
| <b>X</b>                                                                                                                                                         | the local authority has been consulted on the installation of the solid wall insulation at the premises listed above prior to the installation of a measure.             |                                                                   |

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <ul style="list-style-type: none"> <li>• <b>(tick box only if relevant)</b> the premises listed in the project list [insert project number(s)] above are situated in a semi-detached house, a semi-detached bungalow or a building containing no more than two domestic premises; and</li> <li>• to the best of the local authority's knowledge and belief, both houses or bungalows in the pair of semi-detached properties or both premises in the building in that list are private domestic premises; and</li> <li>• in the opinion of the local authority, at least one of the premises in the pair of semi-detached properties or in the building is occupied by a household living in fuel poverty; or</li> <li>• in the opinion of the local authority, at least one of the premises in the pair of semi-detached properties or in the building referred to in the list is occupied by a household living on a low income and vulnerable to the effects of living in a cold home.</li> </ul> |
| <input type="checkbox"/> | <ul style="list-style-type: none"> <li>• <b>(tick box only if relevant)</b> all of the premises included in the project list(s) [insert project number(s)] above are situated in the same building, in immediately adjacent buildings or in the same terrace; and</li> <li>• to the best of the local authority's knowledge and belief, all of the premises included in the project list(s) above are private domestic premises; and</li> <li>• in the opinion of the local authority, at least 66% of the premises included in that list are occupied by households living in fuel poverty or by households living on a low income and vulnerable to the effects of living in a cold home.</li> </ul>                                                                                                                                                                                                                                                                                               |

|                                   |                                            |
|-----------------------------------|--------------------------------------------|
| Local authority officer name      |                                            |
| Local authority officer signature | Date: __/__/____                           |
| Job title                         |                                            |
| Local authority address           | Council House, Corporation Street, DE1 2FS |
| Local authority telephone number  | 01332 293111                               |

**Notes**

For each premise, one of the following must be selected for relevant eligibility criteria:

1. "Fuel poor" (if the premise is occupied by a household living in fuel poverty)
2. "Low income and vulnerable" (if the premise is occupied by a household living on a low income and are vulnerable to the effects of living in a cold home)
3. "SWI Infill 50%" (if the premise is not occupied by a household in fuel poverty or low income and vulnerable. The percentage is dependent on the property type (see table below)).
4. SWI Infill 66%" (if the premise is not occupied by a household in fuel poverty or low income and vulnerable. The percentage is dependent on the property type (see table below)).

For each premise, one of below property types must be selected for each address:

| SWI infill property types                                                                                                                                                         | in-fill % |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <ul style="list-style-type: none"> <li>• Semi-detached house; or</li> <li>• semi-detached bungalow;</li> <li>• building that contains no more than 2 domestic premises</li> </ul> | 50%       |
| <ul style="list-style-type: none"> <li>• All properties listed are in the same building; or</li> <li>• in immediately adjacent buildings; or</li> <li>• same terrace</li> </ul>   | 66%       |

## APPENDIX 3

### Flexible Eligibility Assessment Criteria

A household may be assessed under flexible eligibility as either 'Low Income + High Cost' ( LIHC) or 'Low Income + Vulnerable [to] Cold' ( LIVC) where:

#### 1 Low income: 'LI'

Is the 2017/18 household income\* lower than:

| Household composition |                 | Income  |         |
|-----------------------|-----------------|---------|---------|
| Adults                | Children <18yrs | Annual  | Monthly |
| 1                     | 0               | £8,900  | £740    |
| 1                     | 1               | £11,700 | £980    |
| 1                     | 2               | £14,400 | £1,200  |
| 1                     | 3               | £17,300 | £1,440  |
| 1                     | 4+              | £20,100 | £1,680  |
| 2                     | 0               | £14,600 | £1,220  |
| 2                     | 1               | £17,400 | £1,450  |
| 2                     | 2               | £20,200 | £1,680  |
| 2                     | 3               | £23,100 | £1,930  |
| 2                     | 4+              | £25,700 | £2,140  |

\*defined as the household disposable income after paying for rent or mortgage and comprises income from all sources such as net earnings (after tax), income from savings and investments, pensions, all benefits (including housing benefit) and net council tax payments.

#### 2 High cost: 'HC'

|                                           |                               |     |
|-------------------------------------------|-------------------------------|-----|
| How many bedrooms are there in the home?  | 1                             | 0   |
|                                           | 2                             | 10  |
|                                           | 3                             | 17  |
|                                           | 4                             | 27  |
|                                           | 5+                            | 36  |
|                                           | No response                   | 17  |
| Are energy payments made by direct debit? | Yes                           | -7  |
|                                           | No                            | 0   |
|                                           | No response                   | -7  |
| What type of house is it?                 | Semi-detached                 | -4  |
|                                           | Detached                      | 6   |
|                                           | Mid terrace                   | -10 |
|                                           | End terrace                   | -4  |
|                                           | Converted flat                | -9  |
|                                           | Purpose built flat, high rise | -20 |

|                                                                          |                              |          |
|--------------------------------------------------------------------------|------------------------------|----------|
|                                                                          | Purpose built flat, low rise | -34      |
|                                                                          | Bungalow                     | 0        |
|                                                                          | No response                  | -4       |
| Was the home built before 1964?                                          | Yes                          | 17       |
|                                                                          | No                           | 0        |
|                                                                          | No response                  | 17       |
| What is the main heating fuel?                                           | Gas                          | -14      |
|                                                                          | Electricity                  | 0        |
|                                                                          | Oil                          | 12       |
|                                                                          | Other                        | -10      |
|                                                                          | No response                  | -14      |
| Does at least one member of the household spend most of the day at home? | Yes                          | 1        |
|                                                                          | No                           | 0        |
|                                                                          | No response                  | 0        |
| <b>Threshold score for 'High Cost' definition</b>                        |                              | <b>5</b> |

### 3 Vulnerable to the health effects of living in a cold home: 'VC'

|                   |                                                                          |
|-------------------|--------------------------------------------------------------------------|
| Health conditions | Cardiovascular (including stroke)                                        |
|                   | Allergies (dust/mould/childhood asthma)                                  |
|                   | Diabetes                                                                 |
|                   | COPD/Other respiratory condition                                         |
|                   | Mental health (including dementia/Alzheimer's)                           |
|                   | Disability                                                               |
|                   | Pregnancy                                                                |
|                   | Terminal illness                                                         |
|                   | Suppressed immune system                                                 |
|                   | Addiction                                                                |
|                   | Mobility issues (including falls, arthritis, recent hospital attendance) |
|                   | General frailty                                                          |
| Age               | Under 5                                                                  |
|                   | 65-84                                                                    |
|                   | Over 84                                                                  |