**ECO4 - Flexible Eligibility Statement of Intent**

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**Local Authority name: North Lanarkshire Council**

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**Statement of Intent**

This statement sets out **North Lanarkshire Council’s** flexible eligibility criteria for the Energy Company Obligation (ECO 4) scheme from April 2022 – March 2026. The ECO 4 scheme will focus on supporting low income and vulnerable households. The scheme will improve the least energy efficient homes helping to meet the Government’s fuel poverty and net zero commitments.

The flexible approach for Local Authorities (LAs) to identifying fuel poor and vulnerable households who may benefit from heating and energy saving measures is referred to as “ECO 4 Flex”. The Council welcomes the introduction of the ECO 4 Flex eligibility routes as it helps the Council achieve its plans to improve the homes of those in fuel poverty or vulnerable to the cold.

**Identification of Eligible Households**

The Council published its Statement of Intent (SoI), Version 1.1 on 09/06/2023to confirm that each of the households declared will adhere to at least one of the four available routes.

**Route 1:** SAP bands D-G owner-occupied households and private rented sector E-G households with a gross income less than £31,000. This cap applies irrespective of the property size, composition, or region

**Route 2:** SAP bands E-G for owner-occupied households and private rented sector households that meet a combination of two of the following proxies.

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| **Proxy 1)** Index of Multiple Deprivation for 2020 published by the Scottish Government1. |
| **Proxy 2)** Householders receiving a Council Tax rebate (rebates based on low income only, excludes single person rebates). |
| **Proxy 3)** Householders vulnerable to living in a cold home as identified in the National Institute for Health and Care Excellence (NICE) Guidance ([Overview | Excess winter deaths and illness and the health risks associated with cold homes | Guidance | NICE](https://www.nice.org.uk/guidance/NG6)).  Only one from the list can be used, excludes the proxy ‘low income.’ |
| **Proxy 4)** A householder receiving free school meals due to low-income. |
| **Proxy 5)** NLC do not currently support this route. |
| **Proxy 6)** A household referred to the LA (Local Authority) for support by their energy supplier or Citizen's Advice or Citizen’s Advice Scotland, because they have been identified as struggling to pay their electricity and gas bills. |
| **Proxy 7)** NLC do not currently support this route. |

***Route 3:*** *NLC do not currently support this route.*

***Route 4:*** *NLC do not currently support this route.*

**Important Route Guidance Notes**

\* Route 1 - P60 and P45 documentation must be provided for all members earning income in household. 3 wage slips only will not be permitted as they do not reflect annual salaries. Such documents are available at UK Gov website link [P45, P60 and P11D forms: workers' guide: P60 - GOV.UK (www.gov.uk)](https://www.gov.uk/paye-forms-p45-p60-p11d/p60) for all household members. From 01/04/2023 If the P60 is dated out with 6 months of the signed declaration, 3 wages slips will be required for further evidence.

\* Route 2 - Proxies 1 & 3 & Proxies 6 & 7, cannot be used in combination with each other.

\* Route 2 - Proxy 3 – North Lanarkshire Council are currently suspending the signed referral letter from Doctor/GP but will accept at least one of the non-exhaustive suggestions in written form, which may apply for other conditions/diseases etc in the NICE Guidelines (we recommend providing more for greater certainty)

* People with cardiovascular conditions.
* People with disabilities.
* Older people (65 and older).
* Households with young children (5 or under).
* Pregnant women

North Lanarkshire Council reserve the right to reintroduce the signed referral letter from a Doctor/GP and update its SoI accordingly if this changes.

\* Route 2, Proxy 5 & 7 - are currently not available. North Lanarkshire Council reserve the right to implement this route and update its SoI accordingly if this changes.

\* Route 3 - Currently not available. North Lanarkshire Council reserve the right to implement this route and update its SoI accordingly if this changes.

\* Route 4 - Currently not available. North Lanarkshire Council reserve the right to implement this route and update its SoI accordingly if this changes.

**Declaration and Evidence Check Confirmation**

All potentially eligible households should apply through Home Energy Scotland/North Lanarkshire Council or an ECO installer assessed to work within North Lanarkshire to ensure they can either benefit from the scheme or be assessed for eligibility under any other relevant programme.

The final decision on whether any individual household can benefit from funding for energy saving improvements under ECO- Flex will be made by the appropriate ECO supplier and their contractors/agents. Eligibility does not guarantee funding and the final decision of whether measures will be undertaken will depend upon

* Surveys carried out by an ECO contractor/agent of properties and household circumstances and the installation costs calculated.
* The energy savings that can be achieved the property.
* Whether suppliers have achieved their relevant Affordable Warmth targets or require further measures to meet such targets.
* Where the assessment process identifies that a household is required to pay a proportion of the cost of potential measures themselves, this would be the subject of agreement between the parties.

When evidence is collected from an installer for a declaration it is North Lanarkshire Councils role to ensure we are satisfied that the evidence we are presented with is correct where reasonably possible. As long as we carry out a review of the evidence and deem it to be reasonable it is not our role to authenticate what has been provide.

**Compliance**

ECO installers will be responsible for the collection of any necessary evidence from applicants to enable an application to be verified as meeting the necessary criteria as set out in this Statement of Intent.

All route applications, supporting documentation, methods, details, formatting, evidence, must be on the appropriate OFGEM application, template and procedure forms, including any amended, updated or new documents or requirements. Any applications on incorrect forms will be rejected.

All route evidence set by OFGEM will be accepted on face value as being accurate and all risks and liabilities reside with the contractor to ensure those submitted are true and accurate, due to inability to verify GDPR (General Data Protection Regulations) access restrictions on sensitive information as a third party on behalf of other third parties.

Any party providing such information and supporting evidence to NLC will need to ensure that it has received an informed consent form from the household for such information to be shared and that it is compliance with its company data protection policies in line with the Data Protection Act 2018.

ECO installers will liaise with North Lanarkshire Council and energy suppliers around the eligibility and measures that are proposed to be installed.

ECO installers will cooperate with North Lanarkshire Council fully with any audits or investigations and provide access to all relevant paperwork at any time during ECO4 to ensure regulatory compliance. Failure to do so would result in a temporary ban and review to determine continued eligibility to deliver this scheme in North Lanarkshire.

**Governance**

North Lanarkshire Council will administer the scheme according to BEIS (Business, Energy and Industrial Strategy) ECO 4 Order and will identify eligible households via OFGEM’s application process. The Head of Housing and Projects will oversee the process of identifying eligible households under ECO 4 Flex.

The eligibility information will be stored securely in line with the Council’s data protection policy, Information Commissioner’s Office Data Sharing Code, and BEIS guidance. Details of how North Lanarkshire Council complies with Data Protection law is available at [Data protection | North Lanarkshire Council](https://www.northlanarkshire.gov.uk/your-council/managing-information/data-protection)

The officers below will be responsible for checking and verifying declarations and associated evidence submitted by applicants/ECO installers on behalf of the local authority prior to any declaration being issued.

Lorna Kilpatrick, Property Delivery Manager, [kilpatrickl@northlan.gov.uk](mailto:kilpatrickl@northlan.gov.uk)

Douglas McCabe, Project Manager, [mccabed@northlan.gov.uk](mailto:mccabed@northlan.gov.uk)

Nicola Hanrahan, Project Assistant, [hanrahann@northlan.gov.uk](mailto:hanrahann@northlan.gov.uk)

As outlined in Declaration and Evidence Check information, NLC will require all necessary evidence and any necessary consent for information sharing from applicant's to be provided by the referring agency ahead of any application being considered.

North Lanarkshire Council will actively review on a quarterly basis ECO installer whose Trustmark accreditations enable them to work within North Lanarkshire. Any installer currently accredited to work within North Lanarkshire not having submitted a declaration(s) for consideration within a three-month period will be informed they are no longer considered to be meet the requirements of NLC’s SoI.

**Authorised Signatory**

**Name:** Brian Lafferty

**Job Title:** Chief Officer (Property)

**Date of signature:** 09/06/2023

**Signature:**  