

North East Yorkshire and Humber Energy Hub

Green Homes Grant: Local Authority Delivery

Phase 2 Guidance for Local Authorities

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Executive Summary

The Green Homes Grant Local Authority Delivery Phase 2 (LAD2) Scheme aims to improve the energy efficiency of homes of low-income households, help to reduce fuel poverty, phase out high carbon fossil fuel heating, and deliver progress towards the UK's commitment to net zero by 2050.. The scheme aims to harness Local Authorities' existing networks to identify households which are most likely to be in fuel poverty and which would best benefit from energy efficiency upgrades.

Following Green Homes Grant LAD Phases 1a and 1b, Phase 2 comprises £300m allocated through Local Energy Hubs for regional delivery up to December 2021. The North East Yorkshire and Humber Energy Hub (The Hub) has secured £51.95m in LAD2 funding from the Department of Business Energy and Industrial Strategy, plus an additional £1m to support Local Authorities in the development of their projects.

This guidance covers LAD Phase 2 delivery only and should be read by Local Authorities (LA) prior to developing and submitting delivery proposals to the Hub. This guidance is supported by Frequently Asked Questions (FAQs) (See Annex B). The FAQs will be a live document on the Energy Hub webpage, and any future queries or clarifications will be made available to all LAs through this document.

Enquiries

For any enquiries regarding the guidance or any other aspect of the North East, Yorkshire and Humber Energy Hub Local Authority Delivery Phase 2 programme, these should be sent by email to Paul Taylor, Energy Hub Manager, at paul.taylor@teesvalley-ca.gov.uk

1. Introduction

1.1 Overview

The North East, Yorkshire and Humber (NEYH) Energy Hub is one of five Energy Hubs operating in England. It covers an area incorporating 31 Local Authorities within the 6 Local Enterprise Partnership (LEP) areas of Humber, Sheffield City Region, Leeds City Region, York & North Yorkshire, Tees Valley and the North East.

Phase 2 of the Green Home Grants Local Authority Delivery (LAD2) Scheme has been allocated across the 5 Local Energy Hubs. The NEYH Energy Hub has been awarded £51.95m of delivery funding, plus an additional £1m to support the development of LA projects. The programme is launched to LA's from 17th February, open for LA project proposals from 26th March 2021 and all activity must be completed by 31st December 2021.

The primary purpose of the LAD Phase 2 scheme is to raise the energy efficiency rating of low income and low Energy Performance Certificate (EPC) rated **homes** (those with EPCs of E, F or G although D is also in scope subject to a cap of 50% of Band D homes upgraded across each region).

The aims of the LAD2 funding as detailed by the Department of Business Energy and Industrial Strategy (BEIS) are to:-

- Tackle **fuel poverty** by reducing energy bills for low-income households by improving the energy efficiency of their home.
- Deliver cost effective carbon savings to carbon budgets and progress towards the **UK's target for net zero by 2050**.
- Support **economic resilience** and a green recovery in response to the economic impacts of Covid-19, creating thousands of jobs.
- The phasing out of the installation of high-carbon fossil fuel heating and reducing emissions and improving **air quality**.
- Utilise the role of Local Energy Hubs to build Local Authority **capacity and supply chains** to deliver energy efficiency at scale.

This document sets out eligibility parameters to ensure funding is allocated to projects which are aligned to the aims of the fund.

1.2 Outline of the Funding Mechanism

1.2.1 Breakdown of Funding

In order to deliver the Hub allocation in as streamlined a way as possible, and ensure all LAs benefitted from the fund, the £51.95m LAD2 funding has been allocated to Local Authorities in the region based on prevalence of households in fuel poverty within their LA boundary. This was the preferred model of LA's as set out in the Sourcing Strategy submitted to BEIS on 29th September 2020. The £1m development funding has been allocated equally to the 31 Local Authorities in the region, this equates to £32,258 available to each LA.

The allocations are detailed in Annex C.

1.2.2 Sourcing and Preparation

£1m in funding has been allocated for planning, preparation, administrative, and sourcing activities. Example of activities this funding can support include, but are not limited to, recruitment, retrofit coordination, support for LAs within their boundary to deliver LAD Phase 2, acquiring housing stock data by LAs or the Hub, pre- EPC costs and assessments.

The £1m will be provided under the same agreement as the delivery allocation, in recognition that LA's may undertake different sourcing activities with different timelines to begin delivery. This allows LA's greater flexibility with their funding allocation and maximises the development and delivery windows. LA's are not obliged to take up their allocation of development funding.

The development funds can be spent by Local Authorities over the life of their programme but all activity must be complete by 31 December 2021.

1.2.3 Allocation of Funding

Local Authorities are able to access their allocation of delivery funding by completing and submitting a 'LAD 2 Proposal Form' in accordance with this guidance, and having their proposals approved by the Energy Hub Board and Tees Valley Combined Authority (TVCA), the accountable body for the Hub.

The deadline for the receipt of an LA proposal is **5pm, Friday 26th March 2021**. The following documents must be provided as part of the submission:

- **Completed, signed and dated LAD2 Proposal Form**
- **Completed Risk Register**
- **Completed Fraud Risk Assessment**

All three documents must be submitted by email to paul.taylor@teesvalley-ca.gov.uk

Proposals must be submitted by a named, lead LA contact for the project, and will be reviewed initially by the Hub's Technical Advisory Panel (TAP). This group has been established through open procurement to provide specialist and technical advice to the Hub on the LAD2 programme, and is formed of regional experts in the supply chain, procurement, fuel poverty and housing sectors. The TAP will then make recommendations to the Energy Hub Board, which comprises representatives from the 6 LEPs that form the NEYH region.

The Board's evaluation and recommendations are then submitted to TVCA for approval and issuing of funding offers to LA's and the subsequent issuing of grant agreements. In the event that an LA proposal is considered ineligible for support at any stage of the process, the Hub will work with the submitting LA to attempt to rectify the issues in a swift and timely manner to ensure resubmission.

Timelines for LA submissions are as follows:-

Final Submission / Claims and Monitoring Date	Technical Advisory Panel Meeting (w/c)	NEYH Energy Hub Board Meeting (w/c)	TVCA governance, issue of Funding Offer (w/c)	LA programme completion deadline
26/03/21	05/04/21	12/04/21	19/04/21	31/12/21

Table 1: Programme timeline

The completion deadline of 31 December refers to the cessation of all activity under the LA scheme including installations, administration, claims and monitoring. Further guidance on scheme completion will be issued in due course.

Local Authority proposals need to consider the following elements:-

- **Deliverability**

Procurement and project management mechanisms detailed in LA proposals will be scrutinised to ensure that they are robust and are fit-for-purpose to deliver within the timescales set out within the submission.

- **Value-for-money**

Projects will be assessed by the Technical Advisory Panel and Energy Hub Board to ensure they represent value for money, utilising TAP expertise and comparative data to make VFM assessments.

- **Fraud**

LAs must take adequate steps to minimise the risk of fraud at all stages of their schemes including all contracting arrangements

The allocation of the delivery funding is to be used for “Eligible Costs”. An Eligible Cost is one properly incurred in relation to:

- a. A recipient who is an ‘**Eligible Household**’,
- b. Installation of ‘**Eligible Measures**’ which aims to improve homes towards EPC C and above,
- c. Installation is completed by an ‘**Eligible Contractor**’,
- d. Installation is completed during the ‘**funding period**’ with the installation profile enabling the Local Energy Hubs to meet the requirements around ‘**prioritised delivery**’,
- e. Funding to owner occupied ‘**Eligible Household**’ should cover the full cost of upgrading a home and we do not expect the average cost of upgrades to exceed £10,000 per property, *and*
- f. We expect landlords eligible for funding (private and social) would provide at least **33% contribution** towards the cost of the upgrades and we do not expect the

subsidy to exceed £5,000 on average per household (See Table 2 for guidance on landlord contribution).

1.2.4 Funding Agreements

In order to secure its requested allocation, Local Authorities will enter into a funding agreement with Tees Valley Combined Authority, the accountable body for the Hub and LAD2 delivery. This Funding Agreement will detail the purpose of the development funding, and capital funding elements for further sourcing and delivery activities. In addition, it will:

1. Confirm the parameters and resources available to Local Authorities for delivery.
2. Confirm the delivery date and allocation amounts for Local Authorities.
3. Confirm the interaction of this grant with other Government schemes, and commercial use of the grant with reference to the terms of funding.

Requirements include, but are not limited to:

1. Local Authorities will provide information to demonstrate value for money through the structural approach to the scheme.
2. Local Authorities will demonstrate how they have explored opportunities to create further value during the delivery phase.
3. Local Authorities will consider and report on the management and administration costs of their project to ensure value-for-money.
4. Where there is under-delivery of projects, Local Authorities will commit to working with the Hub to take measures to ensure their allocation is fully utilised. Where this is not achievable the funds may be redistributed to other project delivery in the Hub area where schemes can up scale.
5. Local Authorities will be required to work with the Hub through a monthly Claims and Monitoring reporting process to ensure that projects are achieving their delivery profile.

1.2.5 Funding Drawdown

Funding will be drawn down by Local Authorities through a Claims and Monitoring Return. Funding will be re-imbursed for costs incurred monthly in arrears based on the information declared in the monthly claim.

The Claims and Monitoring timetable will be confirmed with LA's prior to the 26th March, once the claims, payments and reporting timetable has been agreed between BEIS and the Energy Hub.

1.2.6 Reallocation of Funds

Where a Local Authority project is under-delivering against their monthly delivery profile, a re-allocation of funds may be considered.

Discussions on performance will be informed by the following criteria. Both delivery outputs and financial spend will be considered in this appraisal.

Performance Levels	Percentile	Action Required by LA
Green (on target)	90-100% of target	No Action
Amber (off target)	70-89% of Target	Identify corrective action to improve delivery
Red (significantly off target)	<70% of Target	Recovery Plan with consideration of funding re-allocation

Table 2: Performance reviews

Progress with LA projects will be reported through the monthly Claims and Monitoring Returns. Where projects have fallen below 90% of target, as outlined in the original proposal, a dialogue would begin between the Energy Hub and Local Authority about potential corrective action.

Where delivery continues to fall below 90%, and particularly where delivery fell below 70%, the Energy Hub will firstly look to support the LA through corrective action and utilise the experience available through the Technical Advisory Panel.

Where corrective action fails to address delivery outputs and completion of the full LA allocation is deemed by the Hub to be at risk, the Hub will make a recommendation to the Hub Board and TVCA for consideration of re-allocation of funds. This will be undertaken through the same reporting channels as original proposals and Claims and Monitoring reports, with proposals for re-allocation being taken to the TAP for recommendations, NEYH Energy Hub Board for ratification, and TVCA for final approval and actioning.

In making additional delivering funding available to other LAs due to underspend in an LA area(s), three factors will be considered by the Hub:-

1. In the first instance, underspent LA funding will be made available to the remaining LAs within the same LEP boundary. Where LAs within a shared LEP boundary of an underspent LA cannot utilise the availability of extra funding, it will then be made available to LAs across the full Hub geography.
2. Within the LAD 2 Proposal Form, LAs are provided an opportunity to outline if their projects are scaleable and spend above their original allocation is deemed deliverable. Where funds are available for re-distribution, increasing allocations to these LAs who have outlined a capacity to scale up delivery on their original allocation will be considered.
3. Local Authorities will only be considered for an additional allocation where they are meeting existing targets against their delivery profile and can evidence scaleability within the remaining delivery window.

2. Detailed Eligibility Guidance

2.1 Parameters and Eligibility Specifications for LAD Phase 2 Delivery

The Energy Hub will work with LAs to develop proposals that can achieve the objectives set out in this guidance.

2.1.1 Subsidy Control

Following the end of the transition period on 31st December 2020, the UK is no longer bound by EU State Aid rules. Instead UK authorities are required to put in place their own processes to ensure that the principles the UK commitment to EU-UK Trade and Cooperation Agreement (TCA) are followed when granting new forms of subsidy. Public Authorities considering giving subsidies in scope of the TCA subsidies chapter (Chapter XI) must comply.

TVCA are administering the LAD2 grant from BEIS and are not acting for economic purposes under the 'wash through' principal and are not economic actors as defined in the TCA. GHG LAD2 grants will be allocated to Local Authorities and the same 'wash through' principal applies here. The Local Authorities will be responsible for procurement of the supply chain. This procurement process will ensure there is no subsidy to procured suppliers.

Local Authorities will also need to consider the question of subsidy control compliance in relation to the ultimate recipient of the grant funded works, The home owner or occupier recipient of the Green Homes Grant in a personal capacity should not be an economic actor for the purposes of the Subsidy Control Rules. However where the property is operated as a business (as a landlord) then subsidy control requirements need to be considered in relation to the benefit received by the landlord business. The Subsidy Control Rules do not apply to subsidies where the total amount granted to a single economic actor is below 325,000 Special Drawing Rights (SDRs) over a period of 3 fiscal years. This equates (at the date of this advice) to approximately £340,000 (Sub Threshold Subsidy (STS)). Landlords can benefit from STS but Local authorities will need to satisfy themselves of eligibility and maintain STS records.

The Hub advises that all LAs secure expert advice on the Subsidy Control implications of delivering their LAD2 programmes, prior to any submission or acceptance of grant..

2.1.2 Eligible Households

The LAD funding applies to England only as fuel poverty is a devolved issue.

Low-income households

Funding must be targeted at low-income households likely to be in fuel poverty. Local Authorities will be required to ensure their approach to checking income eligibility is in accordance with this guidance. Local Authorities will confirm which approach(es) are being used in their proposal form.

The income eligibility approach available to LAs is:

- They will ensure that households receiving measures have a combined household annual income of no more than £30,000 gross, before housing costs and including benefits.

The Hub is not prescribing a particular method to ensure that households are on a low income, but LAs are required to demonstrate and evidence how they measure income eligibility. Examples may include: using receipt of means tested benefits as a proxy for low income; specifying data commonly held by Local Authorities such as existing processes on Council Tax reductions for those on lower incomes; or by setting out permitted innovative approaches such as health-based referrals or advanced statistics and machine learning where Local Authorities can demonstrate these will target low-income households.

As an additional flexibility to enable area-based upgrades, where there is strong evidence for doing so, eligibility may be determined by the average income across a block of flats/houses/maisonettes being below £30,000 per year, or, where the majority of households have a combined income of no more than £30,000 per year. If there are a significant number of households living in a block of flats/houses/maisonettes earning above a combined income of £30,000 a year, it may be more suitable for these households to apply for the Green Homes Grant Voucher Scheme.

Annex A provides further guidance on domestic premises eligible for Phase 2, including households, which we have aligned to the definition in the Energy Company Obligation (ECO) scheme.

Upgrading existing homes that are energy inefficient.

Funding must support the retrofit of existing domestic dwellings only. Newly built homes which have not been previously occupied are not eligible to be upgraded under the Green Homes Grant Local Authority Delivery scheme.

Except in the case of park homes/mobile homes (as discussed below), funding must be targeted at households with an energy performance certificate (EPC) rating of Band D, E, F or G, **although Band D is subject to a cap of 50% of Band D homes in any Local Authority proposal.** Where groups of LAs are working together and submitting a joint proposal with a single lead LA, the overall number of Band D properties must not exceed 50% across the consortium geography.

Households with an EPC rating of Band A, B or C are not eligible for the scheme.

While households with an EPC of Band D to G are in scope of the scheme, funding should be targeted at the least energy efficient housing. The policy intent is to improve these homes up through the energy efficiency scale.

Existing park homes/mobile homes are eligible for support. As park homes/mobile homes typically do not have an EPC, Local Authorities looking to upgrade park homes/mobile homes

will need to outline why the stock is energy inefficient and high cost to the homeowner or tenant. As set out above, funding should focus on the least energy efficient housing and therefore those park homes/mobile homes expected to be equivalent to EPC ratings E, F and G.

Tenure type

Funding is available for all tenure types. This includes owner occupied, private landlords, registered social landlords, Housing Associations and Local Authority owned housing.

The LAD2 scheme is a mechanism that could be used for mixed tenure estates and communities as part of area-based regeneration. As part of implementing a LAD project we expect that Local Authorities will use this as an opportunity to reinforce domestic minimum energy efficiency standards under the Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 for existing F&G rated properties and seek to use available grant funding as an incentive for landlords to go further than their statutory duties.

Where housing is owner occupied (private homeowners) we do not expect those households to have to contribute to the costs of upgrades for the property and we do not expect the costs of upgrades on average to exceed £10,000 per property.

Where a property is rented to a tenant (social or private), including a Local Authority owned property, we expect there to be a minimum contribution by the landlord to the cost of upgrades of 1/3, with the average subsidy cost not to exceed £5,000 per property.

Where groups of LAs are working together and submitting a joint proposal, the average cost in total across the consortium geography must not exceed £10,000 per property for private homeowners, and £5,000 for social or private rented. In the case of consortia bids, this may result in higher costs in one LA area but lower in another.

Please see the table below for the breakdown of landlord contributions:

LAD funding	Minimum Landlord contribution	Total cost
£1,000	£500	£1,500
£2,000	£1,000	£3,000
£3,000	£1,500	£4,500
£4,000	£2,000	£6,000
£5,000	£2,500	£7,500

Table 3: Minimum Landlord contributions for rented accommodation (private and social)

2.1.3 Eligible Measures

Funding must only be provided in relation to eligible measures. Eligible measures are any energy efficiency and heating measures compatible with the Standard Assessment Procedure (SAP) that will help improve EPC Band D, E, F or G rated homes. This includes, but is not limited to, measures such as wall, loft and underfloor insulation, as well as low carbon technologies and solar photovoltaics.

This is with the exception of fossil fuel heating systems. One of the core objectives of this scheme is to support progress for the UK to reach its Net Zero target by 2050. Our priority is to support low carbon heating systems that maximise carbon savings. Therefore, fossil fuel measures, such as the installation of a new fossil fuel-based heating system, or the replacement or repair of an existing fossil fuel-based heating system with another fossil fuel-based heating system, are not in scope.

Further, projects may include hybrid heating systems, but should be mindful of the need to ensure that these would be used primarily for low-carbon heating as opposed to fossil fuel heating. For hybrid heat pump installations, the installation of a new air source heat pump alongside an existing fossil fuel boiler, for example, would be ineligible as the fossil fuel element of the system would also need to be new. LAD funding cannot be used to subsidise fossil fuel products or to fund gas boilers.

Where LAD2 projects do propose using hybrid heating systems, the LA will need to be satisfied that the renewable component will be primarily used rather than fossil fuel component and that their measures choice is the most appropriate technology for the specific housing stock. The heat pump element of any hybrid system must be used at least for space heating and may be used for domestic water heating. It should be capable of providing the vast majority (above 50%) of the space heating demand for the property.

We also do not expect projects will include measures such as biomass boilers due to the operational costs for low-income households and ongoing requirements for biomass on fuel sustainability and air quality. If the use of biomass boilers is intended in a LAD2 scheme, the LA will be required to outline why biomass is the most appropriate technology and how it intends to ensure the ongoing use of sustainable fuels, such as by adhering to the sustainability and air quality requirements from the Renewable Heat Incentive (RHI) scheme.

To clarify, there are no requirements regarding primary and secondary measures as there are under the Green Homes Grant Voucher scheme. Within proposals Local Authorities are required to quantify the mix of measures they are intending to install, why they are considered the appropriate measures to upgrade the targeted properties and why they represent good value for money. For example, where the project involves the installation of double glazing, a typically less cost-effective measure, the Local Authorities will be required to quantify how many double-glazing installs are planned and specify whether double glazing will replace single glazing only.

2.1.4 Funding and Eligible Costs

The primary funding for the LAD scheme is capital funding distributed by Section 31 of the Local Government Act 2003. The funding must therefore be used in line with section 11 of the Local Government Act 2003, for example for the creation of an asset or the modification or improvement of an existing asset. However, given the scale of the projects envisaged it is recognised that there will be set up, ongoing and evaluation costs to administer projects and enable the funding to be capitalised. Therefore, Local Authorities may also use **up to 11% of their total grant funding allocation on administrative and ancillary works** to support delivery, such as project management and administration, the completion of EPCs, essential repair, maintenance, and preparation of properties to facilitate energy efficiency upgrades and other support as required for low-income households. The 11% for administrative and ancillary work is aimed at supporting delivery of Phase 2, rather than sourcing activities. This is therefore separate to the £32k per LA for sourcing and preparation activities.

Local Authorities should note that the maximum administration and ancillary allowance of 11% is based on the LA delivering and completing its full allocated sum by December 2021. For example, if an LA has a total grant allocation of £1m and delivers its full programme of measures, it can claim and spend a maximum of £110k on administration and ancillary works over the life of the project. However, if the LA was to only complete 50% of its programme of measures (£500k) by December 2021, it can only claim and spend a maximum of £55k on administration and ancillary works over the lifetime of the LA scheme. Therefore, LA's should take steps to develop appropriate and deliverable proposals, and manage risk accordingly to mitigate overspend on administration. Any overspend of the 11% administration budget will have to be returned to the Hub at the completion of the project, and will be set out in the LA grant agreement.

We understand that although most costs are straight forward to allocate between admin, ancillary and capital, other costs incurred within the delivery of measures to eligible households could sit in more than one of the categories of funding. Local Authorities will be required to detail areas of spend, and which budgets this spend is utilising. There is some flexibility in this- for example, Local Authorities can determine how costs such as the TrustMark lodgement fee of £30+VAT (for up to 6 measures per property), and post installation EPCs are accounted for.

Examples of what spend could be included in the admin and ancillary budget and what counts as capital costs are given below. This is not an exhaustive list and Local Authorities should engage with the Energy Hub where clarification is required.

Example admin and ancillary costs (max 11%)

- Project management, reporting and governance costs;
- New Pre installation EPCs to target households, verify eligibility and demonstrate starting EPC rating and improvements made to the property;
- Building works to prepare for install – for example if there are issues with the walls that need to be rectified prior to insulation being applied;
- Retrofit coordinator training costs; *and*
- Resident targeting, low-income verification and sign-up including lead generation and communication activities.

Example capital costs

- Installer and designer labour costs;
- PAS 2035 on-site costs such as airtightness test, SAP measurements and retrofit coordinator costs (although this could also sit in admin);
- Materials (insulation, Air Source Heat Pump) and transportation, ventilation upgrades; *and*
- TrustMark lodgement fees (see above).

2.1.5 Eligible Contractors

Installers of energy efficient measures must be TrustMark registered, or part of a scheme that the Secretary of State is satisfied is equivalent. Businesses delivering energy efficiency measures within the scope of PAS2035:2019 and PAS2030:2019 must be certified to PAS 2030:2019 and comply, and be able to evidence compliance, with both PAS2035:2019 and PAS2030:2019. Local Authorities must not wait until 30 June 2021 to require compliance with PAS2035:2019. It must be adhered to from the beginning of delivery.

It is a requirement for low carbon heat installers to be certified under MCS or part of a scheme that the Secretary of State is satisfied is equivalent. MCS certification requires an installation company to be assessed by an affiliated certification body, have consumer code membership, and to have demonstrated suitable competency against relevant technology standards, as well as carry out installations in accordance with MCS installation standards.

These requirements largely mirror the requirements under the Energy Company Obligation (ECO) and Renewable Heat Incentive (RHI).

The Hub does not take any financial liability for costs incurred for registration or accreditation for businesses that do not receive funding under LAD Phase 2.

2.1.6 Interaction with other funding

LAD funding cannot be combined with Green Homes Grant Vouchers as it falls under the same GHG scheme, as such a property must not receive support under both LAD and the Voucher scheme, even if it is for different measures.

LAD cannot be blended with other government schemes such as ECO or the Social Housing Decarbonisation Fund Demonstrator (SHDF Demonstrator) for the same individual measure (except for Renewable Heat Incentive, for which see below), although it is possible for installations to be undertaken for the same property where the installation measures are not the same. For example, a contractor delivering support to a household may be funded through LAD to install a heat pump and funded separately by ECO to install solid wall insulation.

The Hub will work with Local Authorities to ensure households are not in receipt of funding from LAD Phase 1 and the GHG Voucher scheme and will not allow the blending of funding with other government scheme (such as SHDF or ECO) on the same individual measure. Where measures

are delivered to a household in Phase 1 and the cost expectation for that household were not met, additional measures can be installed at the same address within the LAD cost guidance, which states household has received subsidy of up to £5,000 for rented accommodation or up to £10,000 for a low-income owner occupier from the wider Green Homes Grant.

For the purposes of the Renewable Heat Incentive (RHI), LAD funding is a grant from public funds and as a result LAD Phase 2 funding would be deducted from RHI payments as per the RHI rules on grant funding. Local Authorities should be aware of RHI rules, including that to be eligible for RHI the applicant must have made some financial contribution towards the cost of purchasing or installing their heating system.

LAD funding can however be blended with other third-party finance or Local Authority budgets to deliver additional support to communities. Bringing additional funding to projects would be viewed positively in Value for Money assessments, and where this approach is being adopted, this should be highlighted in the Local Authorities LAD2 Proposal.

2.1.7 VAT

Eligible Expenditure consists of payments by the grant recipient during the Funding Period for the purposes of the Project. Eligible Expenditure is net of VAT recoverable by the grant recipient from HM Revenue & Customs, and gross of irrecoverable VAT. This means that all grants are outside the scope of VAT.

For clarity, this means that the Energy Hub will not pay VAT upon the transfer of grant funds.

2.2 Reporting and Governance Commitments

Local Authorities will be required to provide a monthly Claims and Monitoring report to the Hub Project Team for the Delivery Period, set out in greater detail in the funding agreement between Hub and LA.

During the Funding Period, the report shall detail:

1. Monthly progress
2. Eligible expenditure
3. Eligible costs
4. Costs incurred when delivering the admin and ancillary budget
5. Costs incurred when delivering the capital assets
6. Update and review of the Risk Register
7. An update of the progress against Key Performance Indicators (KPIs) and additional Performance Indicators (PIs)
8. Evidence of due diligence processes to demonstrate how it is managing the fraud risks

The following table provides the KPI's that LA's will be required to report on monthly. Between the issuing of this guidance and the provision of a grant agreement, further iterations of the KPI's may occur, and these will be communicated to LA's with a revision to the guidance.

No.	Key Performance Indicator	Description
1.	Eligible homes signed up to receive measure(s)	The number of homes, eligible under the scheme, that have agreed to an installed measure, where the LA has taken all reasonable steps to ensure delivery within the programme deadlines, with data presented by tenure.
2.	Number of measures installed	The number of completed individual measures installed across all eligible homes.
3.	Number of homes receiving their first measure this month	The number of homes that have received their first measure in a given month, with data presented by EPC band.
4.	Number of homes completed	The number of homes that have received all identified measures under LAD2, in a given month.
5.	Number of homes that improve to an EPC band C or above	The number of homes that improve to an EPC band C or above as a result of measures installed through LAD 2. This should be broken down by tenure and starting EPC band.
6.	Number of homes that have been improved by at least one EPC band from a starting SAP 1-54 rating (EPC EFG)	This should identify pre- and post-EPC ratings/ SAP scores and the type of measure installed.
7.	Approximate Carbon Savings	Using the provided Carbon Savings rubric, the estimated total carbon savings of measures installed in a given month
8.	Overall actual and forecasted spend	The actual and forecasted spend under the Local Authority project. For consortia programmes, this should be presented by both LA and consortia area
9.	Average cost per home	The average total cost per completed home (as per KPI 4) not including administration or ancillary costs. This should be presented by tenure.
10.	Number of jobs supported	The number of jobs supported through LAD2, including apprenticeships.

Table 4: Programme KPI's

2.2.1 Monitoring & Evaluation

The Hub has the responsibility of ensuring that all Local Authorities, installers or delivery partners collect and provide the appropriate information to support monitoring and evaluation. To achieve this Local Authorities are expected to:

- Provide scheme delivery data through monthly Claims and Monitoring reports. The Energy Hub will issue LAs with the final Claims and Monitoring Form as soon as all reporting requirements are confirmed between Energy Hub and BEIS. These are still subject to discussion. It is the Hubs intention that these arrangements and templates are issued ahead of the proposal submission deadline.
- Include data collection requirements in all relevant contracts with installers and delivery partners.
- Ensure projects fully comply with eligible measures and eligible households, and the associated parameters for these found in this guidance.
- Collate the data across their projects, check data for completeness (e.g. missing or inappropriate data). Ensure all relevant data is retained for audit purposes including, but not limited to, eligibility checks, installation information and evidence of expenditure.
- Inform the Energy Hub immediately of any reports it has received relating to any suspected fraudulent activity relating to the delivery of Phase 2 and include a summary of investigative and/or corrective action.

Local Authorities are responsible for the accuracy of the data. Through the auditing process the Hubs may perform core checks on the data.

The Hub, representatives from BEIS or their auditors may at any time request information as part of their audit of an LA scheme. Local Authorities shall respond fully, truthfully and promptly to any enquiries made about the use of the Grant and provide any information and evidence reasonably requested.

Upon completion of the scheme Local Authorities are expected to return a declaration, in the form of the requirements set out by BEIS, stating that ““To the best of our knowledge and belief, and having carried out appropriate investigations and checks, in our opinion, in all significant respects, the conditions attached to GREEN HOMES GRANT: LOCAL AUTHORITY DELIVERY GRANT DETERMINATION (20/21): No 31/5337 have been complied with”. This declaration is to be signed by the Chief Internal Auditor and section 151 Officer and will form part of the funding agreement.

Data accuracy checks will include the following:-

- Firstly, checks that the installation data is for an eligible household and the installer meets the necessary standards (either through Trustmark or other means agreed as part of the grant award).
- Secondly, data completeness checks to ensure that all mandatory and required fields are completed.
- Thirdly, simple data validation checks, such as checking field formats (e.g. a date field is in date format) or that entries are valid (e.g. a postcode is alphanumeric).

Interviews and market assessments

As part of LAD2 evaluation, the Energy Hub, Local Authorities, and, where relevant, lead delivery partners will be required to participate in interviews and market assessment surveys led by evaluation contractors appointed by BEIS. These interviews and surveys ensure that wider insights can be provided on the experience of delivering measures under LAD as well as the success of the commercial delivery model. It is expected that the Energy Hubs, Local Authorities and delivery partners will be asked to take part in 2 interviews and 1 market survey.

GDPR

A central part of the evaluation commissioned by BEIS will be collecting data from households and landlords receiving measures, the installers delivering them as well as households who were eligible but opted out of receiving a measure, where possible. In addition to re-contacting households and installers as part of the evaluation, data linking to existing datasets will also be required for both compliance and evaluation purposes. It is the responsibility of Local Energy Hubs to ensure sufficient provisions are in place to support the data linking required to support scheme compliance checks as well as data linking for the purpose of evaluating the schemes. Explicit consent will be required to support recontact of the households, landlords and installers as part of the scheme evaluation. Both the Energy Hub and Local Authorities will need to comply with GDPR when collecting and sharing this information. A data sharing agreement will form part of the funding agreement between the LA and the Energy Hub to support the sharing of household, landlord and installer data, to enable audit at Hub level and for BEIS to carry out evaluation work.

SMETER evaluation

BEIS has funded the development and testing of innovative “SMETER” technologies to assess the thermal performance of homes during occupancy. The programme is to assess the build quality by comparing measurements of thermal performance before and after retrofit, and compare against expected improvement. As part of the Hubs’ and Local Authorities’ cooperation in the evaluation activities, BEIS have requested that Hubs and LAs facilitate engagement with households in advance of measures being installed. This research activity would require the installation of match-box sized in-home temperature sensors one month before their installation takes place as well as a home air-tightness test (which requires a home visit from the research team before and after the installation).

To collect temperature data during a heating season, a sample of around 200 homes who have installations completed between mid-October and early December 2021 would be required from the Energy Hub to represent its region. BEIS would require either pre-installation access to contact details of recruited households, or that LAs/installers provide temperature sensors at the point households are recruited. While this is likely to be a challenge and will not be possible within every delivery model, the research will provide valuable evidence into the real-world impact of installations. BEIS will provide updates on this research project to the Energy Hub by Summer 2021 as the research methodology is being finalised, however, early expressions of Local Authorities’ ability to support this approach are welcomed. The Energy Hub will inform all Local Authorities of developments following BEIS’s Summer 2021 briefing.

Local Authorities are required to collect data including on energy, bills and carbon savings delivered in each home. This information will be requested by the Energy Hub on completion of the project. Options for calculating energy savings include, but are not limited to:

- Use of pre- and post-EPC certificates, including providing reference numbers of each EPC.
- Conducting pre- and post-assessments under the PAS2035 installation standards (where appropriate), including providing reference numbers of each PAS2035 lodgement.
- Conducting pre- and post-SAP 2016 energy assessment, including evidence of calculations.

Annex A – Defining Domestic Premises

For the purposes of the Green Homes Grant Local Authority Delivery scheme, a domestic premises is defined in the same way as they are for the Energy Company Obligation scheme.

Domestic premises

Domestic premises test, other than a Park Home/Mobile home

We use a two-part test to determine whether premises, other than a mobile home, are domestic premises by asking:

Test I. are the premises self-contained by containing kitchen facilities for occupants to prepare food?

Test II. are the premises used by the occupants wholly or mainly for domestic purposes (ie as a home)?

If the answer to each question is yes, then we consider the premises to be domestic premises. Further information is provided below about each part of this test.

Test I. Are the premises self-contained?

This part of the test is about the physical layout and setup of the building.

Premises may be part of a building (for example, a flat in a tower block) or may be the whole building (for example, a detached bungalow).

Premises will be considered to be *separate and self-contained* if, within the boundaries of the premises, they contain:

- a. one or more bedrooms, and
- b. private kitchen facilities, including a kitchen sink and stove, for occupants to prepare food.

Note that a portable microwave or campfire stove would not be considered as a stove for this purpose. Kitchen facilities are private when they are accessible only to the occupants of the bedroom or bedrooms within the part of the building that forms the premises.

Our test does not take account of bathroom facilities.

Bedrooms

A space can function as both a bedroom and a living area – for example, a studio or a bedsit.

Kitchen facilities

Kitchen facilities include a kitchen sink and a stove. Where one of these items is not present in the kitchen, then we do not consider the premises to contain kitchen facilities.

Kitchen facilities may be located in the same space that functions as a bedroom – for example, a studio or bedsit.

Kitchen facilities are private when they are accessible only to the occupants of the bedroom or bedrooms within the part of the building that forms the premises.

Examples of premises that are self-contained (although might fail the domestic purposes test):

- a. a studio (containing private kitchen and bathroom facilities).
- b. a bedsit (containing private kitchen facilities, with access to shared bathroom facilities).
- c. an apartment, including a shared apartment where the occupants of each bedroom share a communal kitchen.
- d. a house, including a shared house where the occupants of each bedroom share a communal kitchen.

The following are not self-contained premises:

- a. a bedroom which does not contain private kitchen facilities
- b. a bedroom which contains some kitchen facilities, for example a refrigerator and a microwave oven, but does not contain a kitchen sink and/or stove
- c. two or more bedrooms with a kitchen that is not for the exclusive use of the occupants of those bedrooms, and
- d. any facility where the occupants do not have access to kitchen facilities to cook for themselves.

Determining the boundary of premises

The boundaries of the premises are the outermost walls of the total space used exclusively by the occupants of the premises. For example:

- a. in a shared apartment or house, the total space includes all bedrooms and the common areas (kitchen, bathroom(s) and living area(s), halls and corridors), or
- b. for a bedsit containing a kitchen, the boundaries of the premises are the walls of that bedsit, or
- a. for mixed use premises, such as a Bed & Breakfast with both commercial and domestic parts, the premises boundaries of the domestic part would be the outermost walls of the area that is self-contained and used for domestic purposes (ie, it contains its own kitchen and has one or more bedrooms).

Test II. Are the premises used as a home?

Premises are considered to be *used wholly or mainly for domestic purposes* if the premises are used by the occupants as a home.

This part of the test considers the way in which the building is generally used. In most cases it should be clear that premises are being used as a home, ie the premises are used by the occupants for living in on more than a short term basis (typically more than three months).

Suppliers are normally expected to check the length of a lease or licence to occupy in scenarios where you would expect the lease or licence to be short term, e.g. hostels.

The use of premises as a home can be evidenced in the following ways:

- a. Owner-occupied premises: the receipt by the occupant of utility bills or mortgage statements relating to the premises may indicate that the premises are used as a home. There may be other indicators such as mortgage deeds naming the occupant.
- b. Premises occupied under a lease or licence to occupy: the receipt by the occupant of 3 months of utility bills relating to the premises, or the existence of a lease or licence of longer than 3 months in the name of the occupant (such as a tenancy agreement) may indicate that the premises are used as a home. There may be other indicators that may be considered acceptable evidence.

Commercial activities

Occupants may carry out some commercial activities at the premises from a room also used for domestic purposes, provided that the primary use of the premises is as a home. Examples of commercial activities include working or running a business from home. Areas used solely for commercial purposes should not be included in calculation of savings for that premises.

Examples of premises that are not generally used as a home:

- a. a hotel, or guest houses (including 'bed and breakfast' properties), where guests do not usually stay for periods of longer than a couple of weeks,
- b. a short-stay apartment or hostel, where occupants usually stay for periods of less than 3 months, or

There may be examples where a clear distinction between commercial activities and domestic living space, can be made within a single premises. An example of this could be a flat located above the ground floor of a premises which contains a shop. In this scenario, only the percentage of the floor, wall, or roof area directly adjoining the areas used as a domestic living space or domestic premises would count towards any score.

Suppliers should contact BEIS if they are unsure how to score a premises with both domestic living spaces and areas used for commercial purposes.

Care homes

Care homes do not meet the domestic premises requirement, and are therefore outside of the scope of the GHG LAD scheme.

Student halls of residence

Student halls of residence do not meet the domestic premises requirement, and are therefore outside of the scope of the GHG LAD scheme.

Mobile homes

For a structure to be considered a mobile home, and therefore a domestic premises, it must:

- a. be a caravan, AND

- b. be used as a dwelling.

Houses in Multiple Occupation

Houses in Multiple Occupation (HMOs) are eligible to receive measures, except for district heating system (DHS) measures. As specified in the Housing Act (2004) and the Housing (Scotland) Act 2006, an HMO is a building that contains living accommodation where 'two or more of the households who occupy the living accommodation share one or more basic amenities or the living accommodation is lacking in one or more basic amenities. Therefore, the arrangement of kitchen facilities within an HMO is critical in determining eligibility under GHG LAD.

Based on the definition of self-contained premises, we recognise two distinct categories of HMO:

- a. An HMO with shared cooking facilities (e.g. a shared house).
- b. An HMO with private cooking facilities in each bedroom (e.g. bedsits).

The eligibility, notification and scoring methodology is dependent on which of the above categories the HMO falls in.

Generally, an HMO with shared cooking facilities should be treated as if it were a single domestic premise. This type of HMO follows the same eligibility, notification, and scoring rules as non-HMO properties. This means that the deemed scores may be used.

An HMO with private cooking facilities is treated differently to other types of domestic premises. This is because individual bedrooms may meet the GHG LAD definition of a self-contained premises. The eligibility, notification, and scoring of an HMO with private cooking facilities in each bedroom is set out below.

Eligibility

Each tenant's eligibility only extends to their individual private rooms, not the HMO as a whole. This means that one occupant in receipt of benefits would qualify their individual room, but not the whole HMO. For the whole HMO to be eligible, all rooms would need to have an eligible occupant, or meet other eligibility criteria.

Annex B – Frequently Asked Questions

Overview

Q.1 How is funding allocated in Phase 2?

£300m has been allocated between the 5 regional Local Energy Hubs in England. The NEYH Energy Hub in partnership with Local Authorities and Local Enterprise Partnerships are responsible for coordinating and delivering energy projects within their region..

Q.2 What are the timescales/milestones for Phase 2?

Local Authorities will have until December '21 to deliver their funding allocation.

Monthly reports will be completed by the Hubs to demonstrate their delivery activities. Hubs will start reporting on all activities started this Financial Year in accordance with funding allocation requirements.

Q.3 Is there an overlap with Phase 1B & Phase 2?

Phase 2 is intended to fill the gaps where LAs were unable to use LAD Phase 1A and 1B funding to address fuel poverty and make homes more energy efficient. Phase 2 allows the 5 Local Energy Hubs to support LAs who were unable to independently deliver and/or apply for Phase 1A and 1B.

Eligible Households

Q.4 Is the 50% EPC Band D cap for the average across the authority (i.e. 45% Band D home in one area and 55% Band D home in another)?

The Energy Hub requires that each Local Authority proposal has a maximum of 50% EPC D-rated properties. Where LAs are working collaboratively on a joint proposal, individual LA figures can exceed 50%, as long as the proposal as a whole does not exceed this level.

Q.5 Is the £10k spend per household average spend (i.e. £8k on one house, £12k on another)?

The Energy Hub requires that each Local Authority proposal works to an average of £10k a property. Where LAs are working collaboratively on a joint proposal, individual LA figures can exceed £10k, as long as the proposal as a whole does not exceed this level.

Eligible Measures

Q.6 Does ventilation count as a measure? If yes, what part of the budget cost does it fall under?

Ventilation is not a standalone measure, however, upgrading and ensuring adequate ventilation is a requirement of PAS2035:2019 and therefore it should be included under the capital costs of the upgrade cost. This means that ventilation measures come out of the capital allocation, rather than the admin budget, or sourcing funding.

Funding and Eligible Costs

Q.7 Can administrative funding be used for retrofit coordination?

Hubs can use part of the 11% admin and ancillary budget for retrofit coordination and retrofit coordinators.

Q.8 Can Phase 2 allocations be added to the Phase 1 MOUs?

Allocations from Phase 2 cannot be added to the Phase 1 MOU. The funding from Phase 1 and Phase 2 are separate and will be delivered in two different ways: Phase 1 funding is granted to Local Authorities following a competition, whereas in Phase 2 funding has been allocated to the 5 Local Energy Hubs. BEIS will not be entering into MoUs with individual LA projects under Phase 2 and the MoU between BEIS and participating Phase 1 LAs is independent of any arrangements under Phase 2.

Q.9 Can the £1m sourcing allocation be used by LAs for pre-EPCs to plug data gaps and improve their understanding of stock condition?

Yes, the £1m can be used for anything that broadly fits into sourcing, planning and preparation activities. Expanding data on housing stock and conducting pre-EPC assessments are considered planning and preparation activities.

Q.10 Can the funding be used to fund project management costs of an external delivery partner?

Local Authorities can use up to 11% of Hub grant funding to fund administrative, delivery and ancillary works to support delivery, as outlined in point 2.1.4 of the guidance.

Please find below some examples of what administrative or ancillary support can be used for:

- Administration costs typically reflect staff costs and the proportion of staff FTE spent managing LAD projects and overseeing the projects with e.g. contractors.
- Ancillary support allows for any costs that might arise when making a home suitable for retrofit. It could cover any building defects that might need to be resolved before applying a retrofit solution, such as solid wall insulation, or the removal of a gas boiler or cabinetry installed to accommodate hot water tanks or a heat pump. – MAKE CONSISTENT WITH GUIDANCE

Q.11 Can you give an example of how the landlord contributions will work with the match funding?

The grant can be used to fund a maximum of 66% of the total cost of upgrades in rented properties and the landlords need to fund the remaining 33%. The maximum average expectation is £5,000 of LAD funding per home. For higher cost upgrades we expect a larger landlord contribution from the Local Authority or landlord.

LAD funding	Minimum contribution	Landlord	Total cost
£1,000	£500		£1,500
£2,000	£1,000		£3,000
£3,000	£1,500		£4,500
£4,000	£2,000		£6,000
£5,000	£2,500		£7,500

Eligible Contractors

Q.12 Are you expecting LAD Phase 2 to be delivered using PAS 2030:2019 and PAS 2035:2019? Will this be a hard requirement or a recommendation?

Yes, this is a requirement of Phase 2. Businesses delivering energy efficiency measures within the scope of PAS2035:2019 and PAS2030:2019 must be certified to PAS 2030:2019 and comply, and be able to evidence compliance, with both PAS2035:2019 and PAS2030:2019.

Impact of COVID-19 Restrictions

Q.13 Are supply chain capacity issues being addressed?

All schemes under this economic stimulus investment package: Social Housing Decarbonisation Fund Demonstrator, Public Sector Decarbonisation Fund, Green Homes Grant Voucher and the LAD scheme, will draw upon a similar supply chain. BEIS is taking a coordinated approach in mitigating capacity issues, working very closely with TrustMark, MCS and PAS certification organisations to ensure the supply chain is ready to support and benefit from these schemes. The number of TrustMark registered and MCS or PAS certified installers continue to grow in response to the above schemes being announced.

The Energy Hubs will work closely with LAs through the life of the programme to understand delivery capacity issues across and provide mitigations that will support the delivery of the LAD scheme. Information will be shared with BEIS on supply chain capacity.

Q.15 How will the scheme be delivered safely safe for members of the public given the COVID-19 pandemic? What happens in the case of a household needing to self-isolate – can delivery be extended in these circumstances?

Any installer carrying out works under the LAD Scheme should follow government advice on what can be done. At present, work in and around peoples' homes can continue and COVID-19 secure guidelines should be followed which you can access here: <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>.

TrustMark also provides additional information to help tradespeople stay safe which is available here: <https://www.trustmark.org.uk/>. A '[Work Safe, Safe Work](#)' campaign has also been launched by TrustMark to help households keep themselves and tradespeople safe during any installations or works.

In the event that COVID-19 impacts the delivery of projects, the Energy Hub will work closely with BEIS to agree how to manage the situation.

Interaction with Other Funding

Q.16 Can a Local Authority blend LAD funding with other schemes? Can a LA apply for vouchers and use LAD funding?

LAD cannot be combined with Green Homes Grant Vouchers as it falls under the same GHG scheme. LAs are not able to blend funding with other Government schemes for the same individual measures but are able to do so for different measures at the same property.

For example, a contractor delivering support to a household may be funded through LAD to install a heat pump and funded separately by ECO to install solid wall insulation.

An exception to prohibiting the blending of funding for the same individual measures is the Renewable Heat Incentive (RHI) as it would consider LAD funding to be a grant from public funds and as a result, LAD Phase 2 funding would be deducted from RHI's payments as per the RHI rules on grant funding. For more information, see "Interacting with Other Funding" in the main body of this guidance document.

Q.17 How are the Green Homes Grant Voucher Scheme and the LAD Scheme linked?

The schemes are both being funded through the same allocation of government money entitled "Green Homes Grant", however they operate completely separately. The Voucher Scheme is aimed directly at homeowners and landlords to help them upgrade the energy efficiency of their properties. More information on the Voucher Scheme can be found on the [Simple Energy Advice \(SEA\)](#) website which can be used to assess eligibility. Under the scheme, up to £5,000 is available to homeowners and landlords in England to pay part of the cost of installing energy efficient measures. Low-income households can get 100 per cent of the cost of work, up to £10,000.

The LAD Scheme aims to deliver energy efficiency upgrades to low income and low energy efficiency rated homes, including those living in the worst quality off-gas grid homes. Funds under this scheme will enable LAs to support low-income, fuel-poor households in their local area.

Funds under the LAD Scheme must not be used for those homes who have also received a voucher. LAs must declare in their application that they will introduce controls designed to prevent households receiving funding from both the Voucher and LAD schemes.

Annex C – LAD2 Allocations

NORTH EAST YORKSHIRE AND HUMBER GREEN HOMES GRANT LAD2 ALLOCATIONS

Local Authority	LEP Area	Number of households in fuel poverty	Allocation (including admin costs)	Maximum Allowance for admin costs (if full delivery of measures)
Leeds	LCR	34,657	£ 5,332,256	£ 528,422
Bradford	LCR	25,934	£ 3,990,153	£ 395,421
Sheffield	SCR	25,121	£ 3,865,066	£ 383,025
County Durham	NE	22,919	£ 3,526,271	£ 349,450
Kirklees	LCR	19,294	£ 2,968,536	£ 294,179
Northumberland	NE	14,182	£ 2,182,014	£ 216,236
East Riding of Yorkshire	Humber	14,027	£ 2,158,166	£ 213,872
Newcastle upon Tyne	NE	12,935	£ 1,990,153	£ 197,222
Wakefield	LCR	12,915	£ 1,987,076	£ 196,917
Doncaster	SCR	12,728	£ 1,958,304	£ 194,066
Kingston upon Hull City of	Humber	12,445	£ 1,914,762	£ 189,751
Sunderland	NE	11,533	£ 1,774,444	£ 175,846
Rotherham	SCR	10,814	£ 1,663,820	£ 164,883
Barnsley	SCR	10,266	£ 1,579,506	£ 156,528
Calderdale	LCR	9,448	£ 1,453,650	£ 144,055
Gateshead	NE	8,047	£ 1,238,095	£ 122,694
Stockton-on-Tees	TV	7,474	£ 1,149,934	£ 113,957
York	YNY	7,408	£ 1,139,780	£ 112,951
North Tyneside	NE	7,286	£ 1,121,009	£ 111,091
Middlesbrough	TV	7,092	£ 1,091,161	£ 108,133
Redcar and Cleveland	TV	6,385	£ 982,383	£ 97,353
Scarborough	YNY	6,237	£ 959,612	£ 95,097
South Tyneside	NE	6,139	£ 944,534	£ 93,602
Harrogate	YNY	5,832	£ 897,300	£ 88,922
Darlington	TV	4,402	£ 677,283	£ 67,118
Hartlepool	TV	4,274	£ 657,589	£ 65,166
Hambleton	YNY	3,790	£ 583,122	£ 57,787
Selby	YNY	3,006	£ 462,497	£ 45,833
Ryedale	YNY	2,782	£ 428,033	£ 42,418
Craven	YNY	2,733	£ 420,494	£ 41,671
Richmondshire	YNY	2,201	£ 338,641	£ 33,559
		334,306	£ 51,435,644	£ 5,097,226

Annex D – KEY DATES

**Please note: these are subject to change and confirmation*

Submission / Claims and Monitoring Date	Technical Advisory Panel Meeting (w/c)	NEYH Energy Hub Board Meeting (w/c)	TVCA Sign-off (w/c)
26/03/21	05/04/21	12/04/21	19/04/21
23/04/21	03/05/21	10/05/21	17/05/21
21/05/21	31/05/21	07/06/21	14/06/21
25/06/21	05/07/21	12/07/21	19/07/21
23/07/21	02/08/21	09/08/21	16/08/21
20/08/21	30/08/21	06/09/21	13/09/21
24/09/21	04/10/21	11/10/21	18/10/21
22/10/21	01/11/21	08/11/21	15/11/21
19/11/21	29/11/21	06/12/21	13/12/21
23/12/21	03/01/22	10/01/22	17/01/22