

**HOME ENERGY CONSERVATION ACT 1995
TWELFTH PROGRESS REPORT (2008)
FOR THE PERIOD 1 APRIL 2007 TO 31 MARCH 2008**



Please complete this form in full and submit it **no later than 14 November 2008**. For details of where to return it please see the covering letter. Before completing this form you should read the accompanying guidance.

Pagination in this version of the form, designed for completion on a PC, differs from that of the printed form. The spaces should expand to accommodate the necessary information – but it would be appreciated if the completed form did not extend beyond a total of 8 pages. Please do not edit the existing text.

The name and details given here will be taken by Defra as the HECA “lead officer” contact. Completing this section indicates that you have read the section of the accompanying guidance headed “Data Protection Act 1998 – Fair Processing Notice” (paragraphs 6-10), which gives details of Defra’s processing of the data that you have provided on this form.

Name	Justin Smith		
Job Title/Department (as appropriate)	Home Energy Officer (Private Sector Housing), Housing Standards		
Authority	Cambridge City Council		
Address	Mandela House, 4 Regent Street, Cambridge, Cambridgeshire		
	Post Code	CB2 1BY	
Telephone	01223 457954	Fax	01223 457909
E-mail	justin.smith@cambridge.gov.uk	Date	4th November 2008

1. Have there been any changes to the following elements of your authority’s Home Energy Conservation Act (HECA) strategy in the period covered by this report?

Please summarise elements of the energy conservation report prepared in 1996 (your “HECA strategy”) in the first column of the table below, taking account of any amendments made to the strategy up to and including 31 March 2007. Changes made prior to this date will already have been recorded by Defra from information you have provided. However, if any changes have been made

between 1 April 2007 to 31 March 2008, please tick the relevant “Yes, changes” box(es) and enter the new figure(s) in the final column. If there have been no changes, please tick the “No change” boxes. Refinements to strategies may be necessary from time to time, but fundamental changes to the original strategy are not anticipated. Please explain any changes.

	HECA strategy up to 31 March '07	No change since 1 April '07	Yes, changes since 1 April '07	New figures following changes since 1 April '07
a) Overall energy efficiency improvement identified	48%	√		per cent
b) Number of years to implement the measures identified	15 years	√		Years
c) Total cost of implementation of all measures	£92 million	√		£ Millions
d) CO ₂ reduction per annum as a result of all the measures identified	17128 tonnes	√		Tonnes per annum
e) Indicate the 1 April 1996 baseline energy use (in GJ) against which energy efficiency improvements are being measured	6811004 GJ	√		GJ

Reasons for any changes identified above: It would be helpful if you could provide details of how development of your strategy has been taken forward.	
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2. Are you monitoring changes in the energy efficiency of the housing stock in your area, in order to be able to report progress as required by HECA? YES NO

If you answered "Yes", please describe briefly:

- (a) the methodology used to monitor progress, listing the main data sources
 (b) how you are monitoring the success of activities designed to promote energy efficiency

If you answered "No", please give reasons.

Methodology used to monitor progress and success of information, advice, education and promotion activities

During this reporting period the Officers' post responsible for HECA was filled on a full time basis. The current post holder Sam Griggs commenced his role in May 2005 and this is a full time post. This relative stability is partially to thank for the consistent reporting approach and improving figures.

The quality of information collected for the Local Authority housing sector is obviously the most reliable. We currently use an Orchard system linked in to NHER Auto Evaluator to provide our energy database. This is automatically updated when heating work is carried out and insulation measures are also updated regularly. Because we are directly responsible for any work carried out in this sector the feedback we obtain is very reliable and comprehensive. With the stock condition surveys now being carried out under the Decent Homes programme this data continues to improve further.

The general method of monitoring the energy efficiency changes in local housing is that of knowing the numbers of each measure installed and then relating this to the typical savings (both carbon and financial) for each measure. Considerable effort has been put into obtaining real data from our strategic partners so that the report is as reliable as possible. The non-response of some partners means that the figures shown will be an underestimate of the actual situation. Full details of this methodology, including the energy savings assumed for each measure, are provided in the supplementary report. The following partners have provided information for this report:-

- Cambridge City Council Housing department - improvements carried out as part of the planned programme and day to day repairs
- Cambridge City Council Home Aid department
- Cambridge City Council Building Control
- Housing Associations
- Insulation installers operating in the area (outside of the Warm Front grant scheme)
- Central heating installers operating in the area (outside of the Warm Front grant scheme)
- HEAT Project
- EST Advice Centre Anglia
- Warm Front
- Energy suppliers on measures installed under their EEC programmes (including energy advice)

3. It is helpful for Defra to be able to judge the extent to which the HECAMON software (Version 3, issued by Defra in April 1999 and updated in April 2001) is used each year. Therefore, please would you indicate whether or not you used the software when collecting and collating the data to enable you to complete this form?

Postal Telephone Both HECAMON not used

4. Please briefly describe in part a) all activities that are specifically designed to assist in the development and achievement of your HECA strategy. For both parts a) and b) it would be helpful if you could include details of how these activities address the following points:

- Obtaining corporate commitment / Integration of strategy with other council policies
- Any barriers and how these have been addressed
- Information, advice, education and promotion activities / Making grants and loans
- What linkages you have with energy efficiency schemes such as Energy
- Efficiency Commitment and Warm Front
- New and innovative approaches

In part b) describe new activities you expect to **commence in the 2008/09 financial year.**

a) activities in 2007/08 financial year			
Activity	Who is involved?	Partners' contribution (£) in 2007/08	Will this continue into 2008/09?
Council housing Decent Homes insulation programme – More than 220 lofts and 4 cavity walls have been insulated; solid wall insulation has been applied to approximately 10 properties and carefully monitored.	LA, local contractor, EEC funding body.	£50,000	Yes
Council housing Decent Homes heating programme – More than 650 properties switched to A-rated gas fired condensing boiler central heating systems.	LA, City Services, Apollo.	£1.1 million	Yes
Developed and implemented a Home Energy Strategy covering all housing in Cambridge.	LA, numerous partners.	Unknown	Yes
Regional HEON Forum – regular attendance at meetings and improved networking.	LA, HEON, GO East, EST.	c. £20,000	Yes
HEAT Cambridge Project – insulation grants (for loft and cavity wall) for the private sector.	LA, Enact Energy	c. £8,000 (insulation grants)	Yes
Targeted promotional work – local papers/ media, Energy Saving Week, Environment Festival.	LA, EST	c. £10,000	Yes
Increased working with other Cambridge City Council departments such as Housing Standards, Grants & Loans, Environment Centre and Building Control.	LA	Unknown	Yes
Developed and implemented a home energy grant to increase energy work and to assist residents who are refused Warm Front aid.	LA, Home Improvement Agency, West Anglia Insulation, Aran Services	c£20,000	Yes
Developed an Action Zone based on the Warm Zone principle to a concentrated approach to efficiency promotion.	LA, Norwich & Peterborough Building Society, Aran Services	Unknown	Yes
Implemented Anglia Energy Services scheme for all council owned void properties. It improves tenants incoming experience and also provide new source of funding for further energy efficiency work in council housing stock.	LA, PCL-E	Unknown	Yes

b) activities planned in 2008/09 and not mentioned in a) above

Activity	Who is involved?	Partners' contribution (£) in 2008/09	Will this continue into 2009/10?
Create a Home Energy Officers post with responsibility for the private sector, allowing current Home Energy Officer to be responsible for Local Authority Housing. This will allow more time to develop more specific assistance for residents.	LA	Unknown	Yes
Develop information and assistance given to resident including a more hands on approach with local residents - advisory, visits etc	LA,	Unknown	Yes
Develop resources to give residents advice and best practice information for the home efficiency and heating systems	LA, EST	Unknown	Yes
Increase and improve promotional events; Investigate potential to make more innovative.	LA, EST	Unknown	Yes
Develop the Action Zone project to increase success and develop residential ownership.	LA, Various Partners	Unknown	Yes
Investigate feasibility of a Landlord Accreditation Energy Grant Scheme. Landlords must meet a certain energy criteria for the building for rent with a possible grant available to assist with energy works.	LA, EERA	£50,000	Yes
Review Home Energy Grant Scheme to ensure maximum amount of people can take advantage of it.	LA	Unknown	Yes
Update the city council website with more energy information and guidance.	LA	Unknown	Yes
Update Home Energy Strategy to reflect recent developments in the energy market.	LA	Unknown	Yes
Develop an Affordable Warmth Policy in response to the increased number of people in fuel poverty.	LA	Unknown	Yes
Improve reporting mechanism between the Home Energy Officer and Building Control department – a valuable source of information on the private sector is only being partially utilised.	LA	Unknown	Yes

5a. Does your authority have an affordable warmth/fuel poverty strategy? YES NO

5b. If you answered 'no' to question 5a, do you have plans to develop an affordable warmth/fuel poverty strategy? YES NO

5c. If you answered 'yes' to question 5a or 5b, please briefly describe below how you are taking forward or planning to take forward a fuel poverty/affordable warmth strategy and advise on successes to date, key partners and anticipated future developments, with a particular emphasis on private sector housing stock.

A new citywide Home Energy Strategy was adopted in November 2006 and much of this focuses on providing affordable warmth for all local residents. This strategy includes an action plan to improve energy efficiency across all housing in the city and includes some focused proposals for dealing with local homes most likely to be at risk of fuel poverty. These includes the potential to utilise the existing private sector grants and loans scheme to fund energy efficiency improvement work in the most vulnerable households in Cambridge as well as additional work in the private rented sector and with our own sheltered housing schemes.

An affordable warmth policy will be developed during 2008/09.

The Home Energy Officers Network (HEON) Data Analysis Toolkit has been used in order to help identify potential areas of fuel poverty issues and to further improve our understanding of the problem locally. We plan to increase our use of this software to more effectively target our limited resources.

6. Please indicate below, for the period 1 April 2007 to 31 March 2008, the percentage improvement in energy efficiency recorded for each of the four housing sectors shown. In each case, please also indicate the resulting annual

reduction in CO₂ emissions and the costs involved. If you do not have the information available by sector, please ensure that you provide overall totals for each column in the table below.

Sector of housing	% improvement in energy efficiency achieved in 2007/08	Reduction in CO ₂ emissions 2007/08 (tonnes)	Cost of the measures in 2007/08	
			Cost to your authority £ millions	Overall cost £ millions
Total for each sector April 2007 to March 2008:				
Owner/Occupied	1.82	9,345	0.00	2.896
Local Authority	0.59	3,163	0.92	0.923
Private Rented	0.07	1,127	0.00	0.092
Housing Associations	0.02	334	0.00	0.029
OVERALL TOTAL FOR HOUSING, APRIL 2007 TO MARCH 2008				
	2.50	13,970	0.92	3.94
Any qualifying comments on the figures should be included here:				
<p>1. In the private rented sector it has not been possible to report separately on energy efficiency improvements except for grants awarded through the Warm Front scheme and some Energy Saving Trust advice provision and Home Energy Officer work. The figures quoted above for the owner occupied sector may therefore include some improvements to the private rented sector.</p> <p>2. Only one of the ten Housing Associations with local housing stock replied to the request for information so this is an area of missing data which seriously needs to be improved in the next year. With the appointment of a private sector Home Energy Officer it is expected this will develop communication with Housing Associations.</p> <p>3. The percentage improvements in energy efficiency figures quoted above are expressed in relation to the 1 April 1996 baseline energy use of 6,811,004 GJ/year. These can therefore simply be totalled to give the overall percentage improvement. This means that the percentages reported above for each tenure may be significantly lower than those reported by some other local authorities (especially those using the HECAMON procedure where the percentages are reported in relation to baseline energy consumption figures for each tenure individually). If the total estimated energy consumption saving in 2007/08 of 110,630 GJ/year is divided by the estimated total energy consumption as at 1 April 2007 (based on the savings reported in the previous HECA reports), the overall percentage energy saving for 2007/08 is 3.85%. This is the figure that has been entered in 7(a12) overleaf (full details of the calculation procedures used are provided in the supplementary report).</p> <p>4. These energy efficiency improvements are the result of over 38,883 individual actions or energy advice that the Council knows to have occurred in the year. This equates to 154 actions per working day throughout the year.</p> <p>5. We are particularly pleased that these results are not based on sample surveys of data and we can therefore be confident that they provide a reliable indication of the energy efficiency activity in the District.</p>				

7. Please indicate at (a) the annual percentage improvement (i.e. the reduction in consumption in GJ based on standard occupancy reported in each of the previous progress report periods and, at b) the overall progress recorded up to 31 March 2008. Please add any supplementary information below.

Please note that the figure entered at (b) will NOT be a sum of the figures entered at (a). Please see paragraph 26 of the accompanying guidance.

(a1) Progress reported between 1 April 1996 and 30 June 1997 (1 st progress report)	2.00 %
(a2) Progress reported between 1 April 1997 and 31 March 1998 (2 nd progress report)	3.06 %
(a3) Progress reported between 1 April 1998 and 31 March 1999 (3 rd progress report)	1.05 %
(a4) Progress reported between 1 April 1999 and 31 March 2000 (4 th progress report)	1.06 %
(a5) Progress reported between 1 April 2000 and 31 March 2001 (5 th progress report)	2.15 %
(a6) Progress reported between 1 April 2001 and 31 March 2002 (6 th progress report)	1.88 %
(a7) Progress reported between 1 April 2002 and 31 March 2003 (7 th progress report)	21.51 %
(a8) Progress reported between 1 April 2003 and 31 March 2004 (8 th progress report)	5.25 %
(a9) Progress reported between 1 April 2004 and 31 March 2005 (9 th progress report)	2.41 %
(a10) Progress reported between 1 April 2005 and 31 March 2006 (10 th progress report)	3.42 %
(a11) Progress reported between 1 April 2006 and 31 March 2007 (11 th progress report)	4.29 %
(a12) Progress reported between 1 April 2007 and 31 March 2008 (this progress report)	3.85 %
(b) Overall improvement in energy efficiency from 1 April 1996 to 31 March 2008	43.21 %
<p>Any qualifying comments or supplementary information should be included here:</p> <p>As shown in last year's report, we have come in to line with a more standard and widely used (at least locally) reporting mechanism. The figures shown above in part (a) are now all expressed in relation to the estimated baselines total energy consumption for the whole housing stock as at 1st April each year. This means that they cannot be simply totalled to give the overall total.</p> <p>As previous years, reported progress between 1 April 2002 and 31 March 2003 will continue to be investigated but emphasis is being placed upon ensuring future figures are more reliable and reflective of the real situation.</p> <p>The report shows a noticeable improvement on this Council's fifteen-year target plan as set out in the adopted energy policy. This set a target for the first 12 years of an improvement of 38.4% and we are currently achieving 43.21%. The graph included in the supplementary report shows progress versus the overall target of 48% by 2011. It also highlights the impact of the higher than average 2002/03 percentage improvement figure of 19.3%.</p>	

Before returning this form to your Government Office it must be authorised by the Chief Executive of your authority.

I confirm that I have seen and agreed this report of the progress made by this authority to implement its energy efficiency report as required under the Home Energy Conservation Act 1995.

Signature, Chief Executive

Name

Authority

date