**ECO Steering Group |MINUTES**

**11 October 2013 | 14.00 | 3 Whitehall Place**

## Actions from the previous meeting held on 13 September 2013

| **Action :** DECC to circulate questions on data sharing and for ECO Steering Group members to provide comments to Tash Shotton. **Circulated to the ECO Steering Group on 30 September.** |
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## Ofgem update

Caroline Bradley spoke to slides (circulated with these minutes) describing the latest progress report to July 2013. The most dominant installed measures were loft insulation and boiler replacements. The measure mix may change going forwards as other insulation measures, such as SWI, were beginning to pick up.

In response to questions on the quantity of data reporting errors, Caroline explained that Ofgem had been working with suppliers to reduce errors. Supplementary guidance had been produced and Ofgem were running a number of training sessions with suppliers to improve reporting. Suppliers would have to increase their rate of delivery in order to meet their obligations.

Installers were keen to learn when CERT/CESP excess actions flowing through to ECO would be announced. Will confirmed that Ofgem was hoping to be able to publish in November however this may slip to December.

Cassie Sutherland indicated that there had been a high number of responses to Ofgem’s consultation on HTT cavities with over 50 responses having been received. The consultation closed on 30 September and Ofgem were now in the process of sifting responses and considering. The Steering Group was assured that a decision would be communicated as soon as possible. When a decision is reached, a revised Supplier Guidance document will be produced.

Ofgem advised that they would have to publish a new version of the Supplier Guidance as a result of ECO 1.1 changes. Therefore they were inviting stakeholders to tell them if they think any specific sections of the Supplier Guidance are unclear or misleading so that changes could be incorporated into the new version.

**Action: All ECO Steering Group members to provide comments to Ofgem on the Supplier Guidance no later than 30 November 2013.**

## HECA/Green Deal Communities

Steve Ives gave a presentation Green Deal Communities (slides circulated with these minutes) noting that this was providing £20 million of capital funding for Local Authorities to embark on a street-by-street approach to retrofitting. The scheme was open until 31 December or until the funds were exhausted.

He then gave a short overview on the latest state of play with regard to HECA and demonstrated the sort of information that could be pulled from the summary spreadsheet. The statistics were now beginning to yield useful data. Details of the link to these are included with these minutes.

## Action Plan

Marcus Brooks provided an overview of a number of activities that DECC had identified (slides attached to these minutes) and invited Steering Group members to provide comments on whether this represents the right approach or if there are key omissions.

In response, the meeting felt that it might be helpful if DECC were to publish case studies particularly so with regard to Affordable Warmth as it was felt that this is a complex subject to get across.

**Action : ECO Steering Group members to provide Marcus Brooks with comments no later than Monday 21 October.**

## Progress on Reporting Requirements

Charles Phillips drew attention to a number of supply chain complaints that were reaching the ears of Ministers regarding payment. DECC was trying to unpick the issue which were complex but was looking with Ofgem, suppliers and the insulation industry at what had to be reported and would aim to produce a standardised template for installers to use with suppliers. In addition, it was thought helpful to produce a checklist of required reportable items together with “nice-to-haves”. He said that DECC had set up a working group to consider the issue with two sub-groups.

**Action: suppliers to look at their own reporting spreadsheets to see if they might be simplified and to inform reporting working group asap.**

## ECO 1.1

There was a brief discussion on ECO 1.1. The consultation had now closed and had not thrown up any surprises. The most likely date for legislation changes to be implemented was April 2014.

## Another other Business

## The Chair indicated that the Steering Group membership had outgrown the ability of DECC’s accommodation to satisfactorily hold a meaningful meeting. Therefore going forward, DECC would want only one delegate per organization, and would only accommodate those members who had confirmed their attendance (through calendar appointment or email) in advance. Papers would continue to be circulated to a wider distribution and in response to requests, papers, agendas and minutes would be published on the GOV website.

## Date of Next Meeting

8th November 2013 – subjects for discussion will be ECO Brokerage.

## Action List

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| Action | For Whom | When |
| Steering Group members to provide feedback to Ofgem on any unclear sections of the Supplier Guidance. | Steering Group | 30 November |
| Steering Group to provide comments on the Action Plan to Marcus Brooks. | Steering Group | 21 October |

## Attendees

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| Siobhan Stanger (Chair) | DECC |
| Adrian Wright | Happy Energy |
| Andy Charalambous | GD Scheme |
| David Osman | RWE nPower |
| Christopher Ridgeway | Ridgeway Partnership |
| Claire Doherty | Scottish Power |
| Clarissa Corbisiero | Local Government Association |
| Jeremy Parsons | K F Homes |
| John Mason | EDF Energy |
| Kirk Rogers | Climate Energy |
| Matthew Tunstall | Anesco |
| Mike Newll | EON |
| Paul Roche | Grafton |
| Paul Joyner | Travis Perkins |
| Peter O’Neil | Insta |
| Pippa Read | National Housing Federation |
| Sally Harrison | Carillion |
| Sofia Gkiousou | EnergyUK |
| Victor Baines | GD Energy Services |
| Aileen Duffy | Ofgem |
| Walter French | Mark Group |
| William Gillis | Warm Zones |
| Neil Marshal | National Insulation Association |
| James Court | Consumer Futures |
| Chetan Lad | Centrica |
| Cassie Sutherland | Ofgem |
| Zach Cashin | Ofgem |
| Deborah Dillon | Co-Operative |
| Frances Williamson | EnergyUK |
| Anna Livesey | Micropower Council |
| Jane Knight | Network Green Deal Ltd |
| Stephen Millward | SSE |
| Nicola O’Connor | DECC |
| Hanne Giil | DECC |
| Jo Keefe | DECC |
| Chris Nicholls | DECC |
| Rita Wadey | DECC |
| Paul Egerton (Secretariat) | DECC |