

**REPORT TO:**           **Housing Committee – 18 April 2005**  
                              **Personnel Committee – 18 April 2005**

**REPORT ON:**         **Housing Department - Dundee Energy Efficiency Advice Project**  
                              **(DEEAP)**

**REPORT BY:**         **Director Of Housing**  
                              **Assistant Chief Executive (Management)**

**REPORT NO:**         **202-2005**

## **1       PURPOSE OF REPORT**

- 1.1    To seek approval for Dundee City Council to assume responsibility for Dundee Energy Efficiency Advice Project and employ the existing staff. This report also outlines the need for enhanced energy advice in the city, how this can be achieved and how it will be paid for by the use of funds generated by the preferred energy supplier scheme.

## **2       RECOMMENDATIONS**

It is recommended that the Housing Committee:-

- 2.1    approves the establishment of the Dundee Energy Efficiency Advice Project within the Housing Department;
- 2.2    notes that the project is to relocate in Housing Department offices at 1 Shore Terrace;
- 2.3    agrees the establishment of an Urgent Fuel Poverty Fund of £5,000 paid for from the Community Efficiency Fund, funded through the preferred fuel supplier scheme to allow the Senior Energy Adviser to fund small-scale projects to help individuals in the city overcome fuel poverty, and notes the criteria for deciding on requests detailed at paragraph 8.

It is recommended that the Personnel Committee approves:-

- 2.4    the establishment of a post of Senior Energy Adviser graded AP5, £23,739 - £25,857;
- 2.5    the establishment of a post of Energy Adviser graded AP2, £16,515 - £17,877;
- 2.6    the establishment of a temporary post of Energy Adviser graded AP2, £16,515 - £17,877 for a period of 12 months.

## **3       FINANCIAL IMPLICATIONS**

- 3.1    There is no change to the funding of the project in its current form with the exception of an additional £10k from the Community Energy Efficiency Fund to cover the Economic Development Department's contribution which they have no longer budgeted for and the £5k to establish the Urgent Fuel Poverty Fund.

Funding will come from the following sources:

£10,000	Housing Revenue Account
£40,215	Community Regeneration Fund
£37,800	Community Energy Efficiency Fund

#### 4 SUSTAINABILITY IMPLICATIONS

- 4.1 Access to good quality energy advice will help meet the local agenda 21 themes of:- resources are used efficiently and waste is minimised, and pollution is limited to levels at which natural systems can cope.

#### 5 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 The service will continue to comply with Equal Opportunity policy. The project is open to all Dundee Citizens.

#### 6 BACKGROUND

- 6.1 Dundee Energy Efficiency Advice Project was established in conjunction with Save Cash and Reduce Fuel (SCARF) based in Aberdeen in 1998. The Housing Committee agreed in September 2002 (Report No 602/2002) the setting up of a preferred fuel supplier scheme agreeing a tender from Scottish and Southern Energy plc (*trading locally as Hydro Electric*) to be the preferred fuel supplier for void Council housing stock. Housing Committee agreed to the income from the scheme being spent on energy efficiency works or services, through the Community Energy Efficiency Fund. The first phase of the expenditure was agreed (Report No 324/2002) in advance of the central heating initiative from the Scottish Executive, to provide urgent central heating for Council tenants through the urgent heating allowance. The fund also allowed for the expansion of the DEEAP from one post to 2 posts.
- 6.2 Since then the profile of energy efficiency and fuel poverty has increased and now a legal obligation has been placed on the Council to eradicate fuel poverty, so far as reasonably practicable, by 2016. This means that the Council needs to reassess the scope of the project and whether it best meets the needs of Dundee's citizens at this time.

#### 7 PROPOSAL

- 7.1 The links with SCARF (Aberdeen) have proved vital in getting the DEEAP established in the City and have demonstrated the high need for this type of energy advice. An opportunity arose to physically relocate the project within the Housing Department and a review of the service was carried out. The review found that the project can focus more exclusively on the needs of Dundee's citizens if managed by the local authority. It is therefore proposed that the Housing Department assumes responsibility for DEEAP and employs the existing staff.

- 7.2 The profile of the project will be raised through a new logo and the project will refocus on the City. DEEAP will continue to co-operate and work in partnership with other agencies in the City and indeed this is a key element of the projects success. The Annual Service Level agreement with SCARF ends on 31 March 2005, however SCARF have agreed to employ the staff until 30 April 2005. The effective date for staff taking up employment with the City Council will be 1 May 2005.
- 7.3 The staffing structure of DEEAP will remain unchanged and will continue with work in relation to the Council's fuel poverty strategy, Home Energy Consultation Act and the Housing Capital Programme.
- 7.4 The project works extensively in local communities and has a lot of support both from the communities and within the Council from officers and members. The project works very well with other community groups and agencies and operates very effective referral systems between projects. It also has good contacts within the utilities and acts in an advocacy role for their clients. These links will grow and expand through DEEAP's key collaborative role in relation to the Council's Fuel Poverty Strategy.

## 8 **NEED FOR URGENT FUEL POVERTY FUND**

- 8.1 Committee is asked to agree the establishment of an Urgent Fuel Poverty Fund of £5,000 funded through the preferred fuel supplier scheme to allow the Senior Energy Advisor to fund small-scale projects to help individuals in the City overcome fuel poverty.

### 8.2 **Criteria**

The criteria for deciding on claims will be:

- Person must be in fuel poverty.
- No more than one bid per household.
- Open to all Dundee citizens.
- The project must overcome a barrier to fuel poverty.
- If there is a need to prioritise bids this will be done on the basis of need and the lack of available funding elsewhere.
- Maximum bid per household £150.

- 8.3 This fund will be established on a pilot basis and its aim is to provide practical help to assist people, for example, to overcome an issue which is preventing them getting a fuel supply reconnected. The fund will free up staff from dealing with time consuming applications to charities.
- 8.4 Bids will be made by Senior Energy Advisor and approved by the Housing Investment Manager. The Director of Housing will consider any appeals in accordance with the agreed procedure.

9     **CONSULTATION**

The Chief Executive, Depute Chief Executive (Finance), Depute Chief Executive (Support Services), Trade Unions and Dundee Federation of Tenants' Associations have been consulted regarding the contents of this report.

10    **BACKGROUND PAPERS**

Energy Advice in Dundee May 2002 Report 324/2002  
Preferred Energy Supplier Sept 2002 Report No 602/2002  
Dundee City Council Housing Stock - Preferred Energy Supplier 2004-2007 Report No 55/2004

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**MARCH 2005**

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**MARCH 2005**