**Present**: Neil Diddams, WKHA; Oliver Garsed-Bennet, Rapport; Simon Lees, Ashford; Lucy Breeze, KCC; Mia Davis, TCH; Brian Horton, SELEP; Jason Amos, MHS; Robert Hendry, Dartford; Neil Sargent, GCH; Mark Breathwick, Medway; Kerry Elliman, WKHA; Owen Goymer, Clarion; Helen Miller, KHG;

**Apologies:** Dipna Pattni, GSE Energy Hub; Steve Stratford, Goldings; Lee Gilbert, Dartford; Nicole Arthur, Gravesham; Elspeth Brown, TCH;

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| Reference | Notes/Outcome | Who  | Action/Decision |
| PAS 2035:2019 | Dr Peter Rickaby of The Retrofit Academy gave a presentation on the BSI Retrofit Standards Framework and PAS: 2035 which is circulated as a pdf. These notes don’t replicate the presentation and more reflect the questions asked afterwards. The post works monitoring and evaluation questionnaire completed by the client and occupier was limited by the insulation industry to some extent. Some may not choose to complete the questionnaire. PR recognises the evaluation process has some weaknesses and these will be addressed going forward. PR The energy efficiency industry can lack training and expertise and may not be fully ready for PAS: 2035. Ventilation may be a weak area for some. Competence is being developed and best practice and technical guides are available. There may be a shortage of retrofit installers for up to 5 years when the level of national ambition is considered. New technologies are being produced and learning is developing every year and companies and installers will wish to keep themselves in touch with new developments. PAS: 2035 is also updated each year. Occupants, landlords, and funders needs and wishes should all be considered. The ‘resident client’, the person who lives there, is getting more say than in the past. Occupiers may welcome some measures, not others, for example they may want the cavity wall insulation but not want the trickle vents added. PR suggests that landlords could help occupiers understand the need to accept the package, not just individual measures.PAS 2035 does not state where the retrofit coordinator sits. PR believes they should sit on the client side, with the owner/landlord/occupier, not the installer side. There are more than 1000 retrofit coordinators and more are being trained each year so numbers are growing fast. PR thinks the shortage of trained operatives or installers could be more of a barrier than a shortage of coordinators.TrustMark are finding some non-compliance and then money is withheld until problems are addressed. It is hard to know the additional costs associated with PAS: 2035 compared to managing a range of contractors in house. BEIS estimated 20% additional costs. PR estimated the standard costs an extra 50% per project. PR believes that ECO underfunded works so the new prices are more realistic. Works done well first time are cheaper than remediation and are positive for the reputation. These higher costs could lead to fewer homes being improved using the same budget. PR has suggested that the caps on LAD funding are too low to allow a whole house approach. BEIS have said further works can be done at subsequent stages in the medium term plan. When considering reaching net zero by 2050 the medium terms plans help enormously for planning. Some of the works will be different, perhaps heat pumps not gas boilers. Some works will be part grant funded. PR believes that even with those issues considered the new works needed will cost more than business as usual. He believes this won’t all be picked up by grant funding and other funds will be considered, perhaps financial opportunities may be considered. There is a political will to find solutions to fund these changes and that needs to happen quickly. We need to build new builds that are net zero compliant, or accept they will need retrofitted before 2050. Developers want this to be via Building Regulations so there is a level playing field. PR explained that the Retrofit Academy's Centre of Excellence provides a large range of retrofit material to support housing organisations, including guides, workshops, mini-conferences, software, FAQs and a comprehensive Social Housing Retrofit Toolkit.  It's a subscription service but it isn't expensive and it now has nearly two hundred social housing members. See [www.retrofitacademy.org](http://www.retrofitacademy.org) and click Support or Centre of Excellence. |  |  |
| Roundtable discussions; | ND shared learning from using IRT surveys and they produce reports, the SAP rating, their location, dashboards on costs, current carbon footprint, any grant funding, average running costs, CO2 emissions per property, the journey to SAP C, (the works needed and the costs), same for SAP B and SAP A. IRT costs 90p per asset per year, with costs dropping per year. IRT provide other services, including infrared surveys, mapping by 3D, etc. This should help WKHA build their path to net zero. WKHA gave the data to IRT RdSAP 2012 data as a spreadsheet, but if none available IRT would fill it in with data from similar homes nearby, and grade the reliability of the data as red, amber, green. WKHA were part of the EPC pilot so they have that base data and update it as they do works. [Services - IRT (irtsurveys.co.uk)](https://irtsurveys.co.uk/services)WKHA also considered Savills which was more expensive. IRT required no IT support. JA MHS do their own and have their own retrofit assessor and hope to move towards doing that function in house.  |  |  |
| Draft ToR | BH chairs Kent and Medway Sustainable Energy Partnership (KMSEP). The RPs did attend initially but dropped away as the funding faded (Green Deal, ECO etc.), leaving LAs private sector housing staff attending. LB from KCC team provided secretariat. LB is leaving KCC and joining Golding Homes leading on retrofit issues. There is also Kent Energy Efficiency Partnership (KEEP) that focuses on fuel poverty and energy efficiency, mainly in the private sector. KMSEP needs to be reviewed as its membership is now too narrow and KCC is unlikely to be able to provide the secretariat function going forward. Unfortunately when LAD funding presented the group was unable to coordinate a response, as it may have in the past. We need a place for social landlords to focus on net zero and the broader agenda. KEEP will need to interface with private and RPs landlords. This group and the KHG Executive Board also needs to agree lines of governance with Kent Environment Group, which may also change as the secretariat changes. BH will speak with colleagues at KCC and also with KHG Executive Board with a view to ensuring the governance to become more agile to secure large scale public sector funding into the county, sharing best practice, learning and experience can be shared and also help the public and private housing have a frank dialogue to support delivery. JA – we do need to understand the remit for each group, and map for each group to avoid duplication, gaps, and know how to share useful information. ND Also need to consider Safety Compliance, next Decent Homes Standard, disrepair, and energy efficiency. ND happy to work with BH and volunteers to work on ToRND was interested in whether the group could share experiences and share expertise. Meet every two months.  | ND & BHHM | Draft ToR for this groupBook December meeting |
| Volunteers for chair/VC role | The volunteers were Neil Diddams, Chair, and Mark Breathwick Vice chair.  |  |  |
| AOB & topics for next time | BH, please encourage your peers to send colleagues, and those from other organisations, to join the group.JA; let’s begin sharing solutions, innovations, now. |  |  |