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Date: 11 April 2011

Dear Licensee

### **Warm Home Discount Regulations 2011**

The Warm Home Discount Regulations 2011 were made on 31 March 2011 and came into force on 1 April 2011. We received official confirmation from the Minister of State, Gregory Barker, that this had occurred in a letter dated 8 April 2011.

With the WHD Regulations now in force, there are statutory deadlines that must be met. The immediate deadlines relate to customer data notification, election to the scheme, information about the legacy spend element and notification of spending obligations and caps. All notifications must be sent electronically to the WHD@ofgem.gov.uk mailbox.

#### *Customer data notification*

Every licensed electricity supplier, and every licensed gas supplier connected to a licensed electricity supplier, must notify the Authority<sup>1</sup> of the number of domestic customers supplied by it on 31 December 2010. Notifications must be received by 15 April 2011. We will accept joint notifications from connected suppliers (suppliers in the same group of companies) as long as each licensed supplier's domestic customer data is detailed separately.

If a licensed electricity supplier or licensed gas supplier fails to provide the notification as required, the supplier will not be in compliance with the WHD Regulations. In that circumstance, the WHD Regulations enable us to determine a supplier's domestic customer numbers. However this does not remove the requirement from a supplier to notify us as set out in the WHD Regulations.

For every licensed electricity supplier and licensed gas supplier who have notified us of their Carbon Emissions Reduction Target (CERT) domestic customer numbers, please be aware that we will treat the CERT notification as notification under the WHD Regulations.

#### *Election to the scheme*

The WHD Regulations set out the different statuses of suppliers in the scheme. A licensed electricity supplier who is not compulsorily required to participate in that scheme year can elect to become a voluntary scheme electricity supplier.<sup>2</sup> Such a supplier is obliged to notify

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<sup>1</sup> The Gas and Electricity Markets Authority. Ofgem is the Office of the Authority.

<sup>2</sup> If that supplier does not meet the criteria for a compulsory scheme electricity supplier.

us by 15 April 2011 of their election to participate in the WHD scheme. Please use Part B of the attached pro forma to notify.

#### *Notification of spending obligations and caps*

We must notify each compulsory scheme electricity supplier of their non-core spending obligation and their spending caps for legacy spend, industry initiatives, and legacy spend and industry initiative combined. In doing so, we will also provide them with their market share calculation for the non-core element.

We must notify by 28 days after the commencement date, which is 29 April 2011. However, where possible, we will endeavour to notify at an earlier date.

#### *Legacy spend information*

Relevant suppliers must provide information required by Regulation 24(1). A relevant supplier is a scheme supplier who participated in the Voluntary Commitment in 2010-11. The information needs to be provided to the Authority by 27 May 2011.

The table below summarises each requirement, the relevant party responsible and the statutory deadline:

<b>Statutory requirement</b>	<b>Responsibility</b>	<b>Statutory deadline</b>
Notify the Authority of supplier's number of domestic customers on 31 December 2010	All licensed electricity suppliers, and licensed gas suppliers licensed connected to a licensed electricity supplier	15 April 2011
Notify the Authority of the intention to elect to become a voluntary scheme electricity supplier	Licensed electricity suppliers	15 April 2011
Notify compulsory scheme electricity suppliers of their non-core spending obligation, and spending caps for legacy spend, industry initiative, and legacy spend and industry initiative combined.	The Authority	29 April 2011
Notify the Authority of legacy spend information listed in Regulation 24(1)	Relevant suppliers	27 May 2011

For an electronic version of the proforma, please request through the Warm Home Discount mailbox ([whd@ofgem.gov.uk](mailto:whd@ofgem.gov.uk)). Alternatively, we have emailed an electronic version to all suppliers who have provided us with an email address for correspondence.

If you have any questions, please refer to the draft supplier guidance, *Warm Home Discount: Draft Guidance for Licensed Electricity Suppliers and Licensed Gas Suppliers*. Alternatively, contact the WHD team on [whd@ofgem.gov.uk](mailto:whd@ofgem.gov.uk) or 020 7901 0524.

Yours sincerely,

Charles Hargreaves  
**Head of Environmental Programmes**