

# Vulnerability & Carbon Monoxide Allowance (VCMA)

Project Eligibility Assessment (PEA)  
*"Planning for Tomorrow"*  
(Carers Trust & Cadent)

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*Simon Hames (Cadent) & Lou Flandrin (Carers Trust)*  
*July 2021*



## Gas Network Vulnerability & Carbon Monoxide Allowance (VCMA) Governance Document - Project Eligibility Criteria

<b>Section 1 - Eligibility criteria for company specific projects (other than condemned essential gas appliance repair and replacement)</b>	
In order to qualify as a VCMA project, a project must:	
<b>VCMA Eligibility Criteria</b>	<b>Criteria Satisfied (Yes/No)</b>
<b>a)</b> Have a positive, or forecasted positive Social Return on Investment (SROI), including for the gas consumers funding the VCMA project;	<b>Y</b>
<b>b)</b> Either: <ul style="list-style-type: none"> <li><b>i.</b> Provide support to consumers in vulnerable situations, and relate to energy safeguarding, or</li> <li><b>ii.</b> Provide awareness on the dangers of CO, or</li> <li><b>iii.</b> Reduce the risk of harm caused by CO;</li> </ul>	<b>Y</b>
<b>c)</b> Have defined outcomes and the associated actions to achieve these;	<b>Y</b>
<b>d)</b> Go beyond activities that are funded through other price control mechanism(s) or required through licence obligations; and	<b>Y</b>
<b>e)</b> Not be delivered through other external funding sources directly accessed by a GDN, including through other government (national, devolved or local) funding.	<b>N</b>
<b>Section 2 - Eligibility criteria for company specific essential gas appliance servicing, repair and replacement projects</b>	
In order to qualify as a VCMA project, unsafe pipework and essential gas appliance servicing, repair or replacement must meet the following criteria:	
<b>a)</b> A GDN has to isolate and condemn unsafe pipework or an essential gas appliance following a supply interruption or as part of its emergency service role;	
<b>b)</b> The household cannot afford to service, repair or replace the unsafe pipework or essential gas appliance; and;	
<b>c)</b> Sufficient funding is not available from other sources (including national, devolved or local government funding) to fund the unsafe pipework or essential gas appliance servicing, repair or replacement.	

## Section 3 - Eligibility criteria for collaborative VCMA projects

In order to qualify as a collaborative VCMA project, a project must:

<b>a)</b> Meet the above company specific and boiler repair and replace (if applicable) project eligibility criteria;	
<b>b)</b> Have the potential to benefit consumers on the participating networks; and	
<b>c)</b> Involve two, or more, gas distribution companies.	

## Gas Network Vulnerability and Carbon Monoxide Allowance (VCMA) Governance Document - Project Registration Table 2

Information Required	Description
<b>Project Title</b>	Carers Trust & Cadent: Planning for Tomorrow (supporting unpaid carers)
<b>Funding GDN(s)</b>	<i>The GDN(s) which register(s) the VCMA project</i> Cadent
<b>Role of GDN(s) *For Collaborative VCMA Projects only</b>	N/A
<b>Date of PEA Submission</b>	1 <sup>st</sup> September 2021
<b>VCMA Project Contact Name, email and Number</b>	Simon Hames
<b>Total Cost (£k)</b>	£99,475.00
<b>Total VCMA Funding Required (£k)</b>	£49,625.00 (+ cost for SROI calculation)
<b>Problem(s)</b>  <i>This should outline the problem(s) which is/are being addressed by the VCMA Project.</i>	<p>On a daily basis Cadent interacts with many customers, some of whom may have taken on a caring role for their loved one(s) due to them having a disability, a chronic or serious illness, or be suffering from mental ill health etc. who may not be able to cope without their support. Unpaid carers save the Government over £132bn per annum, however many of these carers experience severe problems of isolation and ill health, made even worse if they go through a bereavement of the loved one they were caring for. Nearly 300,000 more people in England and Wales are spending 50 or more hours a week caring. This is a full-time workforce greater than that of the National Health Service. The 2019 State of Caring Survey found that 24% of carers were worried about the level of support that they could receive in the future.</p> <p>Every year in England, approximately 500,000 carers face the death of the person they were caring for.<sup>[1]</sup> The data on the Priority Services Register (PSR) indicates that just under 13,000 people are registered against the needs code 'Temporary – Life Changes' (which includes bereavement), within the Cadent footprint. Therefore, this represents a very large gap between those who are registered and those who could benefit from being registered and so we need to take every opportunity we can to raise awareness of the PSR amongst those who have taken on a caring role.</p> <p>Furthermore, a 2019 survey from Carers UK highlighted that 53% of carers who were receiving Carer's Allowance were struggling to make ends meet. Nearly half of all carers (46%) say that they can afford their bills without struggling financially, 21% are or have been in debt as a result of caring, whilst 8% cannot afford utility bills. Of carers who are struggling financially, 15% are falling into arrears with utility bills. Overall, 47% of carers have resorted to cutting back on essential spending such as food and heating.</p> <p>To allow Cadent to be able to help and support carers, we need to make the most of every opportunity and adapt our actions accordingly. We can do this through raising awareness of resources such as:</p> <ul style="list-style-type: none"> <li>• The PSR and the importance of having an alternate contact added (in line with the Power of Attorney process),</li> <li>• The range of energy safeguarding services that are available to them, including the locking cooker valve, the new, innovative EasyAssist ECV which is being developed and the heated seat cover</li> <li>• Providing advice and guidance on fuel poverty (which will include conversations around tariff-switching and the Warm Home Discount), and</li> </ul>

	<ul style="list-style-type: none"> <li>• Education around CO Safety</li> </ul> <p>In line with our Customer Vulnerability Strategy where we have made a commitment towards 'identifying customer needs and joining up support services' we have discovered an opportunity to work together with Carers Trust on their <i>Planning for Tomorrow</i> programme.</p>
<p><b>Scope and Objectives</b></p> <p><i>The scope and objectives of the VCMA Project should be clearly defined including the benefits which would directly impact customers on the participating GDNs' network(s), and where the benefits of the VCMA Projects lie.</i></p>	<p>Many carers find it too difficult to discuss what might occur in the future if something happened that affected their ability to offer care; experiencing anxiety as a result. For carers who have lost their loved one, life after caring can be a particularly challenging time, as they transition from what can often be an intense caring role to loneliness, isolation and uncertainty. Support is required to help bereaved carers rebuild their confidence, emotional resilience, deal with their grief, make friends and rediscover hobbies.</p> <p>The Carers Trust <i>Planning for Tomorrow</i> programme, which was launched in 2018, aims to help prepare unpaid carers – both emotionally and practically – for the possibility they may not be able to provide care in the future or that their caring role might come to an end. This is done via education and support with their concerns around death / bereavement of the person they were providing care for, whilst also helping them to plan for the future. Therefore we feel this is the perfect opportunity for topics to be covered such as raising awareness of the PSR and energy safeguarding services to support self-resilience, establishing a lasting Power of Attorney and addressing fuel poverty, enabling them to plan for a future where they can be safe, warm and independent in their home.</p> <p><b>Previously the programme has been aimed at older carers, however this funding will be used to extend the programme to involve younger carers too.</b></p> <p>Carers Trust has a structure which means communication is done through what they call 'Network Partners'. They will be the delivery partners for this programme, delivering project activities tailored to the needs of local communities. When the programme launches, they will make a case for support, highlighting how they will reach programme outcomes tailored to local needs.</p> <p>Then Cadent will use their Social Indicator Mapping tool to find location hotspots (relating to Fuel Poverty and CO for example). Cadent will share this hotspot data with the Network Partners to support them with the outreach process and identifying which carers may benefit the most from the project.</p> <p>Based on the local need, the network partners will facilitate activities for unpaid carers, such as:</p> <ul style="list-style-type: none"> <li>• Peer support groups,</li> <li>• Group therapy</li> <li>• Workshops</li> <li>• 121 support</li> </ul> <p>The cohort of carers will be supported through the duration of the programme, accessing as much support as they need to achieve the desired outcomes (meaning they can attend as many sessions as they require).</p> <p>As highlighted above, half of unpaid carers are at risk of fuel poverty, with 47% carers resorting to cutting back on essential spending such as food and heating. By funding <i>Planning for Tomorrow</i> Cadent will help to support Carers Trust with improving outcomes for unpaid carers and their families.</p> <p>In order to allow carers to attend these sessions, replacement care may need to be organised and this is also reflected in the overall cost of the project.</p> <p>We would particularly like to target unpaid carers from hard-to-reach groups, such as LGBT, rural or BAME communities, working with Network Partners to identify them and tailor support.</p> <p>Our objectives for the programme include:</p> <ul style="list-style-type: none"> <li>• <b>90%</b> of carers who have been through the programme will receive a meaningful conversation about the PSR</li> <li>• <b>100%</b> of PSR conversations will include raising awareness of the importance of having an alternative contact added to the PSR</li> <li>• <b>75%</b> of those carers will have increased awareness of support available to them, including how to reduce energy bills, energy safeguarding services and CO safety.</li> </ul> <p>In addition, the following outcomes are expected:</p>

	<ul style="list-style-type: none"> <li>• <b>70%</b> of unpaid carers who go through this programme report an increased confidence for the future of their loved one if they can no longer provide care.</li> <li>• <b>70%</b> of unpaid carers who go through this programme report feeling better able to plan for the future, with reduced levels of anxiety.</li> <li>• <b>80%</b> of bereaved carers report feeling less isolated and less anxious about life after caring.</li> </ul> <p>This programme will support 300 unpaid carers to be better equipped to plan for the future and will indirectly support an estimated 200-250 persons in receipt of care.</p> <p>Frontline workers will be equipped with the knowledge and resources to have conversations about the PSR, energy safeguarding and fuel poverty /energy efficiency to carers outside of the project cohort, so the indirect reach will be much greater.</p> <p>Through the frontline workers, we estimate that for each local project (20 in total), an average of 20 unpaid carers and persons in receipt of care will indirectly benefit: reaching a further 500-550 individuals.</p> <p><b>Therefore, overall, we estimate that around 1000 individuals will benefit from this funding.</b></p> <p>Learnings from the programme will be used as a blueprint to influence the design and delivery of future Carers Trust programmes.</p>
<p><b>Why the Project is Being Funded Through the VCMA</b></p> <p><i>This should include an explanation of why the VCMA Project meets the VCMA eligibility criteria.</i></p>	<p>The <i>Planning for Tomorrow</i> programme will provide support to customers in vulnerable situations, helping them to prepare for a future where they and their loved ones can stay safe, warm and independent in their homes.</p> <p>Carers Trust and Cadent will work together to develop tailored resources such as leaflets and webinars guiding frontline staff to support carers with practical steps linked to energy safeguarding.</p> <p>This will be embedded within a wider programme of work with core outcomes on addressing isolation and increasing confidence in the future.</p> <p>As highlighted earlier in the proposal, fuel poverty can lead to decreased health and wellbeing for carers and their cared for – both directly as a result of not being able to stay warm, and indirectly, as paying the bills may prevent carers to afford other essential such as healthy food or time for respite.</p>
<p><b>Evidence of Stakeholder/Customer Support</b></p> <p><i>This should provide information of the customer engagement that has taken place in the development of VCMA Projects where appropriate. If there is no evidence of stakeholder engagement or customer support, this should justify why it was not appropriate to engage with stakeholders and customers.</i></p>	<p>Carers Trust Social Care Survey 2020 found that only 12% of unpaid carers say they get enough support from social care system. When asked what would make the most difference for them, the top choices were better support for the person they cared for (60%) and <b>more support with finances (59%)</b>. 33% of carers also asked for practical advice:</p> <p>“Proper support and advice from social worker and proper funding for their future needs without having to mortgage my retirement.”</p> <p>“Being well informed about what support is available. A wide range of support which is easier to attain than having to be on waiting lists.”</p> <p>“The support is important. To feel that I’m not the only one who is feeling frustrated, annoyed, guilty. To be given solutions to think about and how I can implement these in my daily life.”</p> <p>The right support for unpaid carers means that their health and wellbeing isn’t adversely impacted, that they can make decisions about the amount and type of caring they want to do, that they have time for themselves to do the things they enjoy, and to undertake their choice (or not) of work, study or volunteering.</p> <p>This programme will offer practical help and advice which will help provide better support for both the carer and the cared for, as well as a more secure financial future. This will include guidance on how to set up lasting power of attorney, as well as sign-posting to the PSR and helping carers to reduce their energy bills.</p>
<p><b>Information Required</b></p>	<p><b>Description</b></p>

## Outcomes, Associated Actions and Success Criteria

*Details of the VCMA Project, outcomes and the associated actions to achieve these, interim milestones and how the Funding Licensee will evaluate whether the project has been successful. Each action should have a proportion of the funding allocated.*

Cadent and Carers Trust will develop and run sessions aimed at bereaved carers and unpaid carers, enabling them to better plan for the future, with an estimated reach of 500-550 carers and their loved ones, as well as an indirect reach of between 400-500 individuals: giving an estimated total of around 1,000 beneficiaries. Together, we will identify and work with a number of Carers Trust Network Partners to run activities, selecting them based on previous experience working with unpaid carers and successfully achieving outcomes to budget.

We will also aim for a good geographical spread to ensure we are responsive to regional, urban and rural differences.

**There are 40 Carers Trust Network Partners within Cadent's footprint, and Carers Trust have confirmed they can restrict our funding to support projects in our footprint only.**

As mentioned previously, Cadent will use their Social Indicator Mapping tool to find location hotspots (relating to Fuel Poverty and CO for example). Cadent will share this hotspot data with the Network Partners and Carers Trust to support them with the outreach process and identifying which carers may benefit the most from the project.

An example of the data Cadent could provide is shown below:

Local authority	Cadent_region	PSR: Estimate of PSR gap (between eligibility and number of records)	Over 65 years	Fuel poor household (England)	People providing over 20hrs/week of care
East Lindsey	East Midlands	966	40.72%	21.76%	9.43%
Great Yarmouth	East Anglia	694	29.21%	21.25%	6.65%
Copeland	North West	407	29.46%	20.86%	4.71%
Herefordshire, County of	West Midlands	692	35.18%	20.14%	4.14%

We will measure success against a set of key indicators, using feedback forms and one-to-one interviews with participating carers. Target indicators include:

- 300 unpaid carers and bereaved carers attend sessions run by Network Partners.
- 200-250 persons in receipt of care indirectly supported (this is less than the number of carers supported, as some carers may be supported to plan for the future following bereavement of the cared for)
- 400-500 carers and their cared for indirectly supported through support worker education
- 70% of unpaid carers report feeling better able to plan for the future, with reduced levels of anxiety.
- 80% of unpaid carers report feeling less isolated and less anxious about life after caring.
- 25% of carers supported through the programme will be from harder to reach groups, such as LGBT, rural or BAME communities.
- 90% of carers will receive a meaningful conversation about the PSR, as part of the programme
- 100% of PSR conversations will include raising awareness of the importance of having an alternative contact added to the PSR
- 75% of carers have increased awareness of support available to them, including reduced energy bills, Warm Home Discount and energy safeguarding services.
- Share project details with Cadent colleagues across the business to highlight support available via Carers Trust for situations which might impact those directly
- This project will impact the work Cadent do with Marie Curie with regards to how we can better support bereaved customers.

We hope this will help to make carers feel more supported and aware of the resources available should they find them beneficial for their own, personal situation.

Additionally, over 10% of the UK population are carers. Equating that to the workforce of Cadent, this project can directly support us as a business and potentially benefit the mental health of many of our colleagues.

### Timeline:

- August 2021: Programme Launch

- September 2021: Selection of delivery partners
- October 2021-March 2022: Year 1 delivery: 300 carers & 200 persons in receipt of care reached across 20 local projects
- April 2022-June 2022: Evaluation

**Delivery Flowchart:** The below chart offers a top-level summary of how the programme will be delivered.

### Planning

- Programme launched to Carers Trust Network Partners: invited to become delivery partners.
- Carers Trust and Cadent work on joint leaflets and resources, including a webinar for frontline staff.
- Network Partners assess local need and create a business plan to become delivery partners: this includes a delivery plan, targeted groups, estimated reach and outcomes and budget needed.
- Carers Trust programme team reviews business plans and selects delivery partners.



### Launch

- Selected Network Partners are informed and agree on launch date with Carers Trust.
- Resources on energy safeguarding and PSR are shared with delivery partners.
- Network Partners identify carers cohort through outreach or through current reach, also making use of the hotspot data shared by Cadent.
- Involve carers to shape local delivery and design



### Delivery

- Programme is delivered at a local level: sessions, workshops, peer support and 121 support.
- Carers Trust Programme Lead offer guidance and support, and monitor delivery.



### Evaluation

- Carers are surveyed about impact of the interventions
- Network Partners report on wider outcomes and provide case studies
- Carers Trust compiles all data and reporting to provide final evaluation and share learnings.



The following table describes how Carers Trust estimate the project funding will be allocated:

	% of funding	Details
Programme Management	15.9% (£15,800)	This will cover 0.3FTE of a Grants & Programme Manager who will be leading on this programme: selection process, data management, best practice and case studies collection
Programme delivery: launching 20 local projects (£3,000 per project)	60.3% (£60,000)	20+ Carers Trust Network Partners will be awarded up to £3,000 each to deliver the programme. Budget allocation for each will be agreed with the Grants & Programme Manager and Network Partner Lead based on local need and may include: <ul style="list-style-type: none"> <li>- Workshops &amp; external trainers</li> <li>- Support worker salary to provide 1-to-1 support and advice</li> <li>- Venue &amp; catering costs for events and training</li> <li>- Replacement care costs for carers who might not be able to engage with the programme otherwise</li> </ul>
Impact & Evaluation	9.2% (£9,200)	Working with Carers Trust's Intelligence & Insights Manager and potentially an external consultant to evaluate the programme and review an SROI model – sharing learning to build new programmes.
Comms & resources	1.5% (£1,500)	Newsletters and leaflet design.
Overheads	13.1% (£12,975)	HR, finance, fundraising, premises.

## Project Partners and Third Parties Involved

### Details of Project Partners or third-party involvement.

Cadent will be working in partnership with Carers Trust on this project. Carers Trust is the UK's leading charity for unpaid carers. They work to improve support, services and recognition for anyone living with the challenges of caring, unpaid, for a family member or friend who is ill, frail, disabled, who could be struggling with their mental health or have an addiction.

	<p>As previously mentioned, Carers Trust will be utilising their UK wide network of quality assured independent partners to help to deliver this programme. With locally based Network Partners, they are able to support carers in their homes through the provision of replacement care, and in the community with information (including how to set up a lasting Power of Attorney and how best to reduce bills), advice, emotional support, hands on practical help and access to much needed rest-breaks.</p>								
<p><b>Potential for New Learning</b></p> <p><i>Details of what the GDN(s) expect to learn and how the learning will be disseminated.</i></p>	<p>Cadent have made a commitment to have 2 million direct conversations to raise awareness of the PSR during the RIIO-2 period. Therefore, the conversations we have with carers as part of this project will not only contribute towards the 2 million, but will also allow our engineers to arrive at those properties fully informed, knowing how they can adapt their actions accordingly, to benefit the needs of the household.</p> <p>Currently a minimal number of customers registered on the PSR have an additional contact listed, therefore we can use this opportunity to highlight the importance of a customer listing their carer as an additional contact.</p> <p>Furthermore, in the three years up to 2019, Power of Attorney registrations doubled to 3.85 million,<sup>[2]</sup> however with over 7 million unpaid carers in the UK, there is still a large gap which needs to be filled. By proactively educating carers on the benefits of either registering or having someone registered as the Power of Attorney, we hope to reduce the stress and difficulty when responding to and making decisions about personal finances / bills for those they care for, should there be a loss of mental capacity.</p> <p>Additionally, as already mentioned, over 10% of the UK population are carers. Equating that to the workforce of Cadent, this project can directly support us as a business and potentially benefit the mental health of many of our colleagues. We could use techniques and learnings from this project to further work with Carers Trust to possibly implement a similar initiative within the business, for Cadent employees who may find themselves in a caring role.</p> <p>Learnings from this programme could be used to develop a wider education programme, targeting a larger number of beneficiaries across the UK. This could be developed as a UK-wide programme as part of the collaborative funding opportunity.</p>								
<p><b>Scale of VCMA Project and SROI Calculations</b></p> <p><i>The Funding Licensee(s) should justify the scale of the VCMA Project – including the scale of the investment relative to its potential benefits. As part of this it should provide the SROI calculation.</i></p>	<p><b>Total figures (5-year) when including Warm Home Discount and tariff switching advice</b></p> <table border="0" style="width: 100%;"> <tr> <td><b>Total cost</b></td> <td style="text-align: right;">£99,475.00</td> </tr> <tr> <td><b>Total gross present value</b></td> <td style="text-align: right;">£134,120.19</td> </tr> <tr> <td><b>NPV</b></td> <td style="text-align: right;">£34,645.19</td> </tr> <tr> <td><b>SROI</b></td> <td style="text-align: right;">£0.35</td> </tr> </table> <p>As the figures show above, the Net Present Value over a 5-year period has been calculated as <b>£34,645.19</b>.</p>	<b>Total cost</b>	£99,475.00	<b>Total gross present value</b>	£134,120.19	<b>NPV</b>	£34,645.19	<b>SROI</b>	£0.35
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<p><b>VCMA Project Start and End Date</b></p> <p><i>Detail start and end date of the VCMA project and, where relevant, the VCMA project the proceeded this initiative.</i></p>	<p>15/08/2021 – 31/06/2022</p>								
<p><b>Geographical Area</b></p> <p><i>Details of where the VCMA Project will take place. If the VCMA Project is</i></p>	<p>We will aim for a good geographical spread to ensure we are responsive to regional, urban and rural differences.</p> <p>There are 40 Carers Trust Network Partners within Cadent's footprint, and Carers Trust have confirmed they can restrict Cadent's funding to support projects in our footprint only.</p>								

<p><i>collaborative, the Funding Licensee area(s) in which the project will take place should be identified.</i></p>	<p>As mentioned previously, Cadent will use their Social Indicator Mapping tool to find location hotspots (relating to Fuel Poverty and CO for example). Cadent will share this hotspot data with the Network Partners to support them with the outreach process and identifying which carers may benefit the most from the project.</p> <p>An example of the data Cadent could provide is shown below:</p> <table border="1" data-bbox="501 443 1575 584"> <thead> <tr> <th>Local authority</th> <th>Cadent_region</th> <th>PSR: Estimate of PSR gap (between eligibility and number of records)</th> <th>Over 65 years</th> <th>Fuel poor household (England)</th> <th>People providing over 20hrs/week of care</th> </tr> </thead> <tbody> <tr> <td>East Lindsey</td> <td>East Midlands</td> <td>966</td> <td>40.72%</td> <td>21.76%</td> <td>9.43%</td> </tr> <tr> <td>Great Yarmouth</td> <td>East Anglia</td> <td>694</td> <td>29.21%</td> <td>21.25%</td> <td>6.65%</td> </tr> <tr> <td>Copeland</td> <td>North West</td> <td>407</td> <td>29.46%</td> <td>20.86%</td> <td>4.71%</td> </tr> <tr> <td>Herefordshire, County of</td> <td>West Midlands</td> <td>692</td> <td>35.18%</td> <td>20.14%</td> <td>4.14%</td> </tr> </tbody> </table>	Local authority	Cadent_region	PSR: Estimate of PSR gap (between eligibility and number of records)	Over 65 years	Fuel poor household (England)	People providing over 20hrs/week of care	East Lindsey	East Midlands	966	40.72%	21.76%	9.43%	Great Yarmouth	East Anglia	694	29.21%	21.25%	6.65%	Copeland	North West	407	29.46%	20.86%	4.71%	Herefordshire, County of	West Midlands	692	35.18%	20.14%	4.14%
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<p><b>Remaining Amount in the Allowance at Time of Registration</b></p> <p><i>Remaining funding left in the Licensee's/ Licensees' funding pot.</i></p>																															

## References:

1. <https://nationalbereavementalliance.org.uk/wp-content/uploads/2019/06/Care-after-Caring-for-carers-organisations-v2-1.pdf>
2. <https://www.thisismoney.co.uk/money/pensions/article-7306577/Number-people-setting-lasting-power-attorney-soared.html>

## Gas Network Vulnerability and Carbon Monoxide Allowance (VCMA) Governance Document - PEA Control Table

In order to ensure that a VCMA project is registered in accordance with the Ofgem VCMA governance document (incl. project eligibility assessment), the below table should be completed as part of the project registration process.	
Stage 1: Customer Strategy Team PEA Peer Review	
Date Immediate Team Peer Review Completed: 20 <sup>th</sup> August 21	Review Completed By: Gemma Norton
Stage 2: Customer Strategy Team Management Review	
Date Management Review Completed: 13 <sup>th</sup> September 21	Review Completed By: Jo Giles
Step 3: Director of Customer Strategy Sign-Off	
Director of Customer Strategy Sign-Off Date: 1 <sup>st</sup> September 21	
Step 4: Upload PEA Document to the Website & Notification Email Sent to Ofgem (vcma@ofgem.gov.uk)	
Date that PEA Document Uploaded to the Website: 17 September 21	
Date that Notification Email Sent to Ofgem: 22 <sup>nd</sup> September 21	

## Gas Network Vulnerability and Carbon Monoxide Allowance (VCMA) Governance Document - Project Registration Process

