

## **Energy Bill Relief Scheme (ERBS) review - Introduction and Completion guide**

### **Context**

On 1<sup>st</sup> October 2022 the Government launched the Energy Bill Relief Scheme. This will provide support with energy costs relief to eligible businesses until at least through to 31<sup>st</sup> March 2023.

In parallel, the Government has also launched a three month review which will identify businesses, charities and organisations most at risk from higher energy costs that will still require support after 31<sup>st</sup> March, and will consider the most appropriate means of providing this support. Those in need of continued support are likely to be those who are least able to adjust, for example by reducing energy usage or increasing energy efficiency. Continuing support to those deemed eligible would begin at the end of the initial 6-month support scheme, without a gap.

### **Purpose**

The Department for Business, Energy and Industrial Strategy (BEIS) are inviting businesses and charities to complete a survey on their energy use, the impacts of cost increases and removing the energy support package, and any measures to reduce energy costs. The data drawn from this survey will be provided directly to His Majesty's Government (HMG) to help inform the findings of the Review, which will enable HMG to identify those vulnerable sectors most in need of further support beyond 31<sup>st</sup> March 2023.

This survey includes questions on a range of topics, including information about your business, energy costs and usage, other business costs and your expectations for the months ahead. Responses to this questionnaire will help inform and shape the review of the Energy Bill Relief Scheme. The questions within the survey are designed to be applicable to businesses and organisations across the economy. DCMS has worked closely with BEIS to enable organisations in the cultural sector to be able to complete as much of the survey to the best of their ability.

We encourage all organisations to complete the survey to the best of their ability to ensure the impacts of rising energy costs on the cultural sector is accurately recorded. This process will enable organisations across the various sub sectors to highlight any key vulnerabilities that they think government needs to be aware of, and present comprehensive information to help HMG understand if a sector or grouping might have a solid case for requiring energy costs support beyond April 2023.

All of the data that you provide will be treated as confidential and will not be shared outside of government.

### **How to complete the survey**

Please only complete the survey if you are an organisation or charity that is subject to business expenditure. This survey is not designed to be completed by individuals, nor does it relate to domestic tariffs and expenditure.

A breakdown of the questions within the survey, the field requirements and a rationale for their inclusion is below to assist organisations completing the survey. Please ensure you review these details before commencing the survey to ensure you have the required information available to you. You do not need to complete all the questions if they do not relate to you. For example, if you answer 'no' in a particular way to some questions (e.g when asked about your gas use and you do not use gas), you will automatically be moved ahead to the next relevant question. If you do not have the requested information please move on to the next question.

Within the survey you will be asked to provide a description of the industry in which your organisation operates. Please provide a sub sector description that best reflects your organisation from the list of unique descriptors detailed towards the end of this document. Take care to input your answer exactly as listed, taking note of spaces and upper and lower case. Do not list more than one sub sector to avoid double counting or distorting the response.

### **Survey link**

Please follow this link: [https://beis.fra1.qualtrics.com/jfe/form/SV\\_cTob3uhBoMiwgOW](https://beis.fra1.qualtrics.com/jfe/form/SV_cTob3uhBoMiwgOW)

### **Deadline**

Completion required by **23.55hrs on 24th October 2022.**

## Breakdown of Survey Questions

Question Number	Question	Field requirements e.g % figure, drop down selection or free text	Rationale
Q1.1	What is your company registration number as used by Companies House? If you do not know this, please leave this question blank and proceed to the next question.	Free text - If you do not know this, please leave this question blank and proceed to the next question.	To confirm if the organisation exists and its legitimacy.
Q1.2	Please select the standard industrial classification (SIC) code for the industry in which your organisation operates. If you do not know this, please leave this section blank.	Free text. Identify the SIC that best represents your activities. If you do not know this, please leave this section blank.	To confirm if the organisation exists and its legitimacy.
Q1.3	Please provide a description of the industry in which your organisation operates (e.g. hospitality).	Free text. Provide a sub sector description that best reflects your organisation from the list of unique descriptors detailed below this table. Take care to input your answer exactly as listed, taking note of spaces and upper and lower case. Do not list more than one sub sector to avoid double counting or distorting the response.	To ensure responses are collated by BEIS under the correct sector/sub-sector, which is particularly important if no SIC code can be provided.

Q1.4	Is your organisation a non-profit organisation? (e.g. a charity).	Yes/ No / Don't know / Prefer not to answer	To confirm the type of organisation completing the survey.
Q1.5	If possible, please provide your charity number.	Question will not show if you did not respond yes to the previous answer.	To confirm if the organisation exists and its legitimacy.
Q1.6	How many people does your organisation currently employ?	0-9 / 10-49 / 50-249 / 250+ / Don't know / Prefer not to answer	To determine the scale of the workforce across the sector/sub sector.
Q1.7	What is the postcode of the main site of your organisation?	Free text - If you do not know this, please leave this section blank	To provide a breakdown of results by geography.
Q2.1	What type of energy does your organisation currently use?	Only electricity / Only gas / Electricity & Gas / Neither electricity or gas / Don't know / Prefer not to answer	To illustrate the energy composition of the sector/sub sector.
Q2.2	What type of electricity tariff does your organisation currently use?	Fixed / Variable / Deemed / Flexible / Other / Don't know / Prefer not to answer	To provide a sector/sub sector snapshot of what types of tariff are currently in use.
Q2.3	Please provide any additional details, including the expiry date of your fixed tariff if applicable. If you have no additional information to add, please leave this section blank.	Free text - If you do not know this, please leave this section blank	To provide a sector/sub sector snapshot of what types of tariff are currently in use.
Q2.4	What was your organisation's estimated	Free text - If you do not know	To provide a sector/sub sector snapshot of electricity

	electricity usage in the last 12 months? Please provide your answer in kWh. If you are not sure of the exact figure, please provide your best estimate.	this, please leave this section blank	usage.
Q2.5	What type of gas tariff does your organisation currently use?	Fixed / Variable / Deemed / Flexible / Other / Don't know, Prefer not to answer	To provide a sector/sub sector snapshot of gas usage.
Q2.6	Please provide any additional details, including the expiry date of your fixed tariff if applicable. If you have no additional information to add, please leave this section blank.	Free text - If you do not know this, please leave this section blank	To provide a sector/sub sector snapshot of what types of tariff are currently in use.
Q2.7	What was your organisation's estimated gas usage in the last 12 months? Please provide your answer in kWh. If you are not sure of the exact figure, please provide your best estimate.	Free text - If you do not know this, please leave this section blank	To provide a sector/sub sector snapshot of gas usage.
Q2.8	What percentage of your organisations total costs were energy costs in the past 12 months? If you are not sure of the exact figure, please provide your best estimate.	0 - 100%	To determine the percentage of sector/sub sector organisations finances are devoted to energy costs.
Q2.9	If you were no longer eligible for government support through the Energy Bill Relief Scheme after the end of March 2023, what percentage increase in your	0 - 100%	To determine the percentage of sector/sub sector organisations finances are devoted to energy costs.

	<p>energy costs would you expect? If you are not sure of the exact figure, please provide your best estimate.</p> <p>To note: A 0% increase would be no change in energy costs, and a 100% increase would be a doubling of energy costs.</p>		
Q2.10	Please provide any other additional details about the energy your organisation uses, including any details on renewable fuels and energy your organisation generates itself.	Free text - If you do not know this, please leave this section blank	To provide a sector/sub sector snapshot of the use of alternative energy sources.
Q3.1	Has customer demand for your organisation's products and/or services changed over the past 6 months compared with the previous 6 month period?	Decrease / Increase/ No change / Don't know / Prefer not to answer	To understand recent demand and revenue impacts across the sector/sub sectors.
Q3.2	Please provide additional information about the changes in demand for your organisation's products and/or services, including the size of the change in demand and any potential reasons behind these changes. If you have no additional information to add, please leave this section blank.	Free text - If you do not know this, please leave this section blank	To understand recent demand and revenue impacts across the sector/sub sectors.
Q3.3	What percentage rise in input prices (such	0-100%	To provide a sector/sub sector snapshot of organisational

	<p>as wages, transport and rent) has your organisation experienced over the past 6 months compared with the previous 6 months, excluding energy costs? If you are not sure of the exact figure, please provide your best estimate.</p> <p>To note: A 0% increase would be no change in input prices, and a 100% increase would be a doubling of input prices.</p>		finances.
Q3.4	<p>Apart from energy, what are the other factors that are driving your cost increases? Please tick all that apply.</p>	<p>Labour costs / Costs of goods and services / Taxes / Regulations / Property costs (e.g rent) / Repayment of previous loans / Other (please specify)</p>	To provide a sector/sub sector snapshot of organisational finances.
Q4.1	<p>Compared with this time last year, by what percentage have you reduced your total energy usage by introducing steps such as energy efficiency measures? If you are not sure of the exact figure, please provide your best estimate.</p> <p>To note: A 0% reduction would be no change in energy usage, and a 100% reduction would be a complete reduction in energy usage.</p>	0 - 100%	To determine how the sector/sub sector is readjusting to offset rises in energy costs.

Q4.2	<p>Compared with this time last year, by what percentage have you reduced your total energy usage by reducing your output? If you are not sure of the exact figure, please provide your best estimate.</p> <p>To note: A 0% reduction would be no change in output by reducing energy usage, and a 100% reduction would be a complete reduction in output by reducing energy usage.</p>	0-100%	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.3	<p>To what extent do you expect to be able to reduce your energy usage further over the next 6 months? Please provide your answer in percentage terms. If you are not sure of the exact figure, please provide your best estimate.</p> <p>To note: A 0% reduction would be no change in energy usage, and a 100% reduction would be a complete reduction in energy usage.</p>	0 - 100%	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.4	Have you tried to negotiate lower energy prices with your energy supplier/third party intermediary since the start of 2022?	Yes / No / Don't known / Prefer not to answer	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.5	Were your negotiations with your energy supplier/third party intermediary	Yes / No / Don't know / Prefer not to answer	To determine how the sector/sub sector is readjusting to offset rises in energy costs.



	successful?		
Q4.6	Since 1 April 2022, have you increased prices for your customers in order to pass on costs?	Yes / No / Don't known/ Prefer not to answer	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.7	In the next 6 months, how much do you expect you will need to increase prices for customers to pass on costs? Please provide your answer in percentage terms. If you are not sure of the exact figure, please provide your best estimate.  To note: A 0% increase would be no change in your prices, and a 100% increase would be a doubling in your prices.	0 - 100%	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.8	If possible, please provide any additional information regarding your planned price increases, including the potential size of the increases and main reasons behind them. If you have no additional information to add, please leave this section blank.	Free text - If you do not know this, please leave this section blank	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.9	In the past 6 months, have you drawn on cash reserves and/or accessed additional finance?	Yes / No / Don't known/ Prefer not to answer	To determine how the sector/sub sector is readjusting to offset rises in energy costs and how this is impacting wider financial matters.
Q4.10	In the next 6 months, do you plan to draw	Yes / No / Don't known /Prefer	To determine how the sector/sub sector is readjusting to

	on cash reserves and/or access additional finance?	not to answer	offset rises in energy costs and how this is impacting wider financial matters.
Q4.11	Are there any other steps your organisation is taking to mitigate wider cost pressures? Please select all that apply.	Reducing opening hours / Reducing the variety of goods and services your business offers / Reducing production or output / Reducing the number of staff you employ / Reducing the amount of hours worked by staff / Training staff to perform a range of tasks / Renegotiate supplier contracts / Shutting down some production or premises / Other (please specify)	To determine how the sector/sub sector is readjusting to offset rises in energy costs.
Q4.12	Do you currently receive, or are you currently repaying, any other financial support from the UK Government through government support schemes?	Yes / No / Don't know / Prefer not to say	To determine the extent to which the sector/sub sector is in receipt of third party funds.
Q4.13	What government support are you currently receiving or repaying? Please select all that apply and provide additional information where necessary.	Grants and/or loans through Innovate UK / Help to grow finance / Coronavirus loans (CBILS, CLBILS, BBLS) / Other (please specify)	To determine the extent to which the sector/sub sector is in receipt of third party funds.
Q5.1	Are there products and/or services that your organisation produces that must be	Yes / No / Don't know / Prefer not to answer	To determine the extent to which sector/sub sectors deliver statutory/essential services.

	continued to be produced (e.g. by law) or would there be wider impacts on society if your products and/or services were not produced?		
Q5.2	Please provide details of the products and/or services that you must continue to produce as well as any potential impacts on society if they were not produced.	Free text - If you do not know this, please leave this section blank	To determine the extent to which sector/sub sectors deliver statutory/essential services.
Q5.3	To what extent have your current levels of cash reserves increased or decreased compared with 1 April 2022? Please provide your answer in percentage terms. If you are not sure of the exact figure, please provide your best estimate.  To note: A 100% reduction would mean you have used all of your cash reserves, and a 100% increase would be a doubling in your cash reserves.	-110 - 100%	To provide a sector/sub sector snapshot of organisational finances.
Q5.4	How would you describe the impact on your organisation from recent energy and other cost increases?  Please use the scale below, based on: 1 - Currently not impacted 2 - Financial short-term impacts (no operational changes need to be made)	1-5	To provide a sector/sub sector snapshot of organisational finances due to energy costs.

	<p>3 - Financial and operational short term impacts</p> <p>4 - Long term impacts (financial or operational)</p> <p>5 - Insolvency expected within 6-12 months</p>		
Q5.5	<p>What factors should government consider when determining which organisations/sectors are most at risk and therefore receive future energy support? Please list all that apply.</p>	<p>Free text - If you do not know this, please leave this section blank</p>	<p>To provide a sector/sub sector snapshot of organisations at risk and in need of future energy support.</p>
Q.6.1	<p>Please provide any additional information on the Energy Bill Relief Scheme that you would like us to consider as part of this review.</p>	<p>Free text - If you do not know this, please leave this section blank</p>	<p>To collate the sector/sub sector's views on the Energy Bill Relief Scheme</p>

### **Sub Sector Description (supporting the completion of Q1.3)**

- Sound and music recording, rehearsal or production studio
- Live music venue
- Music venue or concert hall
- Music publisher
- Festival/event organiser or promoter
- Literary creation and musical composition activities
- Live dance venue
- Dance agencies, production companies, and production support activities
- Dance production companies
- Live opera venue
- Opera production support activities
- Live theatre venue
- Theatrical production companies, and production support activities
- Art gallery
- Artist's studio/s
- Art centre
- Community arts venue
- Music publisher
- Festival/event organiser or promoter
- Literary creation and musical composition activities
- Film, video and television programme production activities
- Film, video and television programme post-production activities
- Film, video and television programme distribution activities
- Cinemas
- Radio broadcasting
- Television programming and broadcasting activities
- Architecture
- Crafts
- Specialised design activities
- Advertising and marketing activities
- Publishing of video games
- Development of video games software and tools
- Publishing of books
- Publishing of newspapers
- Publishing of magazines, journals and periodicals
- Other publishing activities
- Museum activities
- Libraries activities