

Local Authority Common Ask Electricity

Checklist – Small Solar PV



Quick reference checklist for assembling data for your local network operator's forecasting from a Local Area Energy Plan for Small Solar PV

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Acronyms and Abbreviations

Name	Description
LAEP	Local Area Energy Plan
LSOA	Lower Layer Super Output Areas
DFES	Distribution Future Energy Scenarios
ONS	Office for National Statistics

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1. INTRODUCTION

This checklist was written to accompany version 2 of the LAEP input for modelling Local Authority Common Ask. It is designed to be a quick reference guide to help with the assembly of the data required for your local network operator's forecasting tool, but the Local Authority Common Ask definition itself is to be used as the comprehensive definition of requirements. This checklist specifically covers the compilation of small solar PV data. Other checklists are provided to support the compilation of data for other technologies.

2. SMALL SOLAR PV (<150 KW)

Note that if possible, domestic and non-domestic solar data should be provided separately for this technology. For more information, see the Small Solar PV guide.

2.1 Domestic PV Data

- ☐ Convert the LAEP output data on domestic PV less than 150 kW into a CSV indexed by geographical area.
- ☐ Check that the units of the data used matches the units stated in the Local Authority Common Ask questionnaire.
- ☐ Check that the geographic area naming of the data exactly matches the naming used for the area stated in the Local Authority Common Ask questionnaire, wither custom or official (check the [ONS Open Geography Portal](#) for official boundary naming definitions).
- ☐ If providing LSOA level data, check that data is only included for LSOAs listed in the "List of relevant 2011 LSOAs" or "List of relevant 2021 LSOAs" files provided in the "General Information" folder.
- ☐ Ensure that each year between the base year and 2050 has a column, even if empty.
- ☐ If relevant for your LAEP, ensure that the year definition used for the data matches the definition given in the Local Authority Common Ask questionnaire in the "General Information" folder.
- ☐ Add a column with the LAEP name to indicate the data origin.
- ☐ Make sure naming doesn't have typos (check capitalisation, spelling, spaces).
- ☐ Make sure the file is saved in the CSV UTF-8 (Comma delimited) format.

laep_name	geographical_area	unit	2023
TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH GEOGRAPHICAL AREA IN YOUR LAEP	TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH GEOGRAPHICAL AREA IN YOUR LAEP	As defined in data dictionary questionnaire	TO BE COMPLETED BY LAEP PRACTITIONER - COMPLETE ALL YEARS FOR WHICH YOUR LAEP REPORTS DATA

Figure 1: First row of domestic solar PV uptake data template including first year of data, with comments detailing how data should be entered. Identical to non-domestic template.

2.2 Non-Domestic PV Data

- ☐ Convert the LAEP output data on non-domestic PV less than 150 kW into a CSV indexed by geographical area.
- ☐ Check that the units of the data used matches the units stated in the Local Authority Common Ask questionnaire.
- ☐ Check that the geographic area naming of the data exactly matches the naming used for the area stated in the Local Authority Common Ask questionnaire, wither custom or official (check the [ONS Open Geography Portal](#) for official boundary naming definitions).
- ☐ If providing LSOA level data, check that data is only included for LSOAs listed in the “List of relevant 2011 LSOAs” or “List of relevant 2021 LSOAs” files provided in the “General Information” folder.
- ☐ Ensure that each year between the base year and 2050 has a column, even if empty.
- ☐ If relevant for your LAEP, ensure that the year definition used for the data matches the definition given in the Local Authority Common Ask questionnaire in the “General Information” folder.
- ☐ Add a column with the LAEP name to indicate the data origin.
- ☐ Make sure naming doesn’t have typos (check capitalisation, spelling, spaces).
- ☐ Make sure the file is saved in the CSV UTF-8 (Comma delimited) format.

laep_name	geographical_area	unit	2023
TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH GEOGRAPHICAL AREA IN YOUR LAEP	TO BE COMPLETED BY LAEP PRACTITIONER - ADD ROWS FOR EACH GEOGRAPHICAL AREA IN YOUR LAEP	As defined in data dictionary questionnaire	TO BE COMPLETED BY LAEP PRACTITIONER - COMPLETE ALL YEARS FOR WHICH YOUR LAEP REPORTS DATA

Figure 2: First row of domestic solar PV uptake data template including first year of data, with comments detailing how data should be entered. Identical to domestic template.