

Healthy Homes on Prescription - Terms and Conditions

1. This grant, to a maximum of £5000, is available to vulnerable persons (whether due to a disability or long-term health condition) to provide small scale adaptations, repairs or improvements to their home to enable the applicant to remain safe & independent in their home or to allow them to return from hospital more quickly.
2. To be eligible for the grant a referral will be required from a health professional with access to verified health information, to confirm that the applicant is at high risk of emergency hospital admission or to enable hospital discharge.
3. Grant funding is available only for the completion of measures identified following an inspection by an officer of AVDC and with the prior agreement of the Council. Any diversion from the agreed measures may result in the offer of grant funding being withdrawn.
4. The grant is available to owner occupiers only. Proof of ownership will be required prior to the approval of grant funding. For structural works, all owners of the dwelling must consent to the work being undertaken.
5. In order for the grant to be approved, the Council must be in receipt of the following information
 - a) Two quotations for the agreed works (for measures in excess of £500). In exceptional circumstances one quotation may be accepted if agreed by the Principal Enforcement Officer/Team Leader.
 - b) Invoice for the amount corresponding with the accepted quotation
 - c) Evidence that the installation has been carried out to the satisfaction of the customer (signed completed install – sign off form)
 - d) Additional information required for the following measures –
 - New gas boiler – gas safety certificate
 - Electrical work – electrical safety certificate
 - Windows & doors – FENSA certificate
 - Cavity wall insulation – an appropriate insurance backed guaranteed
 - Other energy efficiency measures – Building control compliance certificate or evidence that the install has been carried out by a Competent Person working through a Competent Person scheme (if applicable)
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6. The Council is not able to recommend installers but in exceptional circumstances (i.e. in the case of the applicant being in hospital) may contact an installer on behalf of the applicant to arrange a quote and the installation.
7. Grant funding will be paid directly to the contractor completing the work and will only be paid on receipt of an invoice which matches the accepted quotation. If there is likely to be any increase in cost from the accepted quotation, the applicant or installer must contact the Council immediately and in advance to agree changes to the grant amount. Please note that any increase in grant amount may not be agreed and in some circumstances the grant may no longer be payable. The applicant remains liable for any amount in excess of the grant limit (£5000).
8. Grants are paid against the cost of installation of the agreed measures. The cost of any future servicing or maintenance required (if any) is the responsibility of the applicant.
9. At all times the contract is an agreement between the installer and the applicant. The applicant must be happy that the installer can provide the service required prior to entering into a contract. The Council cannot accept responsibility for any issues with the installation or installer.
10. The Council reserves the right to use its absolute discretion to refuse the offer of grant in respect of any given property.

11. The Council will investigate applications that they suspect to be fraudulent and will liaise with and refer to the local Police, Benefits Agency, Fraud Office and Inland Revenue.
- a) Where a person has made a fraudulent application they will lose the right to apply for assistance. If assistance has been paid and is it subsequently proven that fraud was involved, action will be taken to recover the amount paid.
 - b) Any applications which are being investigated in respect of fraud will not be processed whilst the investigation is ongoing.

Last updated: 05.08.18

Privacy Notice - Healthy Homes on Prescription

Aylesbury Vale District Council (AVDC) is the controller for the personal information we use about you. We are committed to protecting your privacy when you use our services.

The law requires us to give you a Privacy Notice which gives you details about how we use and protect your information.

Our contact details are:

The Gateway, Gatehouse Road, Aylesbury, Buckinghamshire, HP19 8FF. Telephone: 01296 585858

Our Data Protection Officer is Mr Andy Barton. He can be contacted on jbinning@aylesburyvaledc.gov.uk or telephone 01296 585495.

What information do we have about you:

- Name, date of birth, address and contact details.
- Whether you are an owner occupier, private tenant or social housing tenant
- The works required at your property.
- Details of your health problems (associated with the referral). (*this is special information, please see below.)
- Details of your GP, doctor or health professional.

The above information will be detailed on the referral form received from your GP, doctor or health professional.

Why are we using your information?

We need your information so that we can:

- Determine whether you are eligible for our Healthy Homes on Prescription Grant.
- To contact you regarding the service.
- You have given us your permission to use your information.

Special Information*

If we need to use your special information for medial purposes (please also see the councils main Privacy Notice), we can use it because you have given us your permission.

This information is only used for the reasons above but if we need to use it for any other reason we will normally tell you.

We will not carry out any automated decision making.

We may share your information with:

We may share your information with the contractors carrying out the works, your doctor or health professional, Council Tax department, our Recycling and Waste department (in the event that the works affect the collection of waste), Housing services (if the works may affect benefits) and Social Services in the event of any safeguarding issues.

We may also share information provided with other bodies responsible for auditing or administering public funds, or in connection with the prevention of crime, criminal or legal investigations or proceedings including fraud (and the National Fraud Initiative) or regulatory functions.

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Your rights

If you do not give us your information we may be unable to determine whether you are eligible for the Healthy Homes on Prescription Grant.

You have the right to stop us using your information at any time by contacting the Staying Put team at stayput@aylesburyvaledc.gov.uk

You have legal rights over your information. For details of those rights, how long we keep your information and how we keep it safe, our main Privacy Notice can be found on www.aylesburyvaledc.gov.uk

If you have any concerns and/or complaints you may write to Jackie Binning, Data Governance Officer, on email jbinning@aylesburyvaledc.gov.uk or telephone 01296 585495, or use the following link:
<https://www.aylesburyvaledc.gov.uk/section/comments-compliments-or-complaints>