

I/we confirm that the above information is true and I/we have no household members who are capable of cutting the grass or internal decorating.

Signed .....

Print Name .....

Date .....

How we use your personal information

The information provided will be used by Cannock Chase Council, who are the data controller, to allow us to administer and manage your tenancy. We will only share your information when necessary, with other departments such as Housing benefits, Council Tax, Environmental Health and external agencies such as Social Services, Staffordshire Police, NHS Choices, or where the law requires or allows us to. For further information please see [www.cannockchasedc.gov.uk/PrivacyNotice](http://www.cannockchasedc.gov.uk/PrivacyNotice)

Data Matching

Cannock Chase Council is under a duty to protect public funds and, to this end we may use the information held or provided by you for the prevention and detection of fraud. We may also share this information with other bodies including credit reference agencies, for these purposes and also for the administration and collection of taxes and charges and for performing other statutory enforcement duties.

Tenants are reminded of the conditions detailed in Sections 3.1 and 3.6 of CCDC's Tenancy Agreement which states 'You agree to live in your home as your only or main home and keep it secure', 'You agree not to part with possession of or sub-let the whole of your home'. Tenants found breaching these conditions may be prosecuted under the Prevention of Social Housing Fraud Act 2013.

Please note, you only need to complete one form to apply for both vulnerable tenants grass cutting scheme and vulnerable tenants internal decorating scheme.

Please return your completed application form to:

Tenancy Services  
Cannock Chase Council  
Civic Centre, P O Box 28  
Beecroft Road  
Cannock  
WS11 1BG

Tel: 01543 462621  
Fax: 01543 462317

Email: [customerservices@cannockchasedc.gov.uk](mailto:customerservices@cannockchasedc.gov.uk)

For further information about the Scheme or need assistance to complete the application form, please contact the Neighbourhoods Team direct on 01543 462621 or email us on [EMTeam@cannockchasedc.gov.uk](mailto:EMTeam@cannockchasedc.gov.uk).

This leaflet can be provided in Braille, on audio cassette tape/disk or **large print** on request to Cannock Chase Council on 01543 462621.

? =  **01543 462621**

Updated June 2018



# Vulnerable Tenants Grass Cutting Scheme

Introduction

Cannock Chase Council has recently reviewed its Policy for the Vulnerable Tenants Grass Cutting Scheme and has made some changes to the eligibility criteria which will enable more tenants to qualify to receive a free grass cutting service from the Council.

How to apply for the Scheme

To qualify for the Vulnerable Tenants Grass Cutting Scheme, you must complete the application form attached with this leaflet and be eligible by meeting the following criteria below:-

Eligibility Criteria

- The grass cutting service is available to tenants who live in any type of property provided they meet the following criteria:
- Be an **introductory or secure** tenant of Cannock Chase Council
  - **Are either:**
    - Aged **70 or over** or;
    - Live in a property with disabled adaptations and are in need of those adaptations or;
    - Be in receipt of one or more of the following benefits:
      - Attendance Allowance
      - Disability Living Allowance
      - Severe Disablement Allowance
      - War Disablement Pension
      - Long Term Incapacity Benefit (note long term only)
      - Employment Support Allowance - Support Component only

- The grass cutting service **will not be** available to those who:
- Hold a license with the Council
  - Have a household member living with you who is capable of cutting the grass
  - Are aged under 70 and
    - Do not receive any benefits specified above
    - Live in a property with disabled adaptations and are **not** in need of those adaptations

Standard of Service

The grass cutting service is provided by the Council’s Grounds Maintenance Contractor. The Contractor will provide a basic grass cutting service for front and rear lawns which will be cut and edged up to 16 times a year, in accordance with the growing season (between March and October), this may be reduced as a result of changes in weather conditions.



The Contractor must have access to cut your grass. After they have finished cutting the grass, they will dispose of the grass cuttings in the brown ‘wheelie bin’ provided by the Council.  
**Please note: The Contractor will refuse to cut the grass for health and safety reasons if there is dog excrement and/or any rubbish, obstacles or garden ornaments on the lawn.**

Security

All employees/contractors involved with the ‘Vulnerable Tenants Grass Cutting Scheme’ will wear official clothing with a logo attached or will have with them an official identification badge.

Finally

Once you have completed the attached application form and we have checked all relevant proof of documents provided, you will be notified by letter, advising you if you have or have not qualified for the service. If you do not meet the criteria, you have the Right to Appeal by writing to the Head of Housing.

Please note that the number of households who will receive this service each year will be restricted by the budget provision set by the Council. This will mean that the number of households for whom this service can be provided **is limited**. Therefore, any qualifying households exceeding the budget provision will be placed on a waiting list and dealt with on receipt of application on a date order basis.



Application for Vulnerable Tenants  
Grass Cutting Scheme/Internal Decorating Scheme

To enable you to qualify, each member of the household must provide proof of age and up-to-date proof of benefits with this application

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone - Home: \_\_\_\_\_

Telephone - Mobile: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Are you a sole tenant or a joint tenant?      sole ☐      joint ☐  
*(please tick)*

Which scheme are you applying for?      grass cutting ☐      decorating ☐  
*(please tick either or both)*

You must answer all of the questions set out below:  
*(please tick YES or NO)*

		YES	NO
1	I am aged 70 years or more		
2	I live in a property with disabled adaptations and am in need of those adaptations		
3	I have <b>NO</b> household members living with me who are capable of cutting the grass		
(a)	I am in receipt of Attendance Allowance		
(b)	I am in receipt of Disability Living Allowance		
(c)	I am in receipt of Severe Disablement Allowance		
(d)	I am in receipt of War Disablement Pension		
(e)	I am in receipt of Long-term incapacity benefit		
(f)	I am in receipt of Employment Support Allowance - Support Component only		