**Expression of Interest (EOI)**

**Kingston’s in home energy assessment (Scorecard) Program**

**About the Program:**

The City of Kingston is contracting an accredited [Scorecard](https://www.homescorecard.gov.au/) assessor to provide in home energy assessments for a small number of Kingston’s senior residents (forty households in total).

The aim of the Program is to help our senior residents:

* Reduce energy use and save money by better understanding how to make their homes more energy efficient,
* Get tailored advice on a range of potential home upgrades to achieve better energy efficiency and thermal comfort.
* Reduce energy use and greenhouse gas emissions.

Eligibility criteria and Terms and Conditions for this program apply and are outlined below in this document.

**The benefits for you and what you will get**:

You will receive a personalised in home energy assessment, Scorecard Certificate, and tailored advice at no cost to you.

Your Scorecard assessor will provide you with advice on how to reduce energy costs in your home and make your home more comfortable.

You will receive practical advice as to how to improve:

Your home’s star rating out of 10 • how all the elements of your home, such as the building itself and major appliances, perform against the best available in the market • the performance of your home in hot and cold weather • the contribution from your solar system, or the potential contribution if you don’t have one • your home’s carbon emissions

See the attached Factsheet ‘Introduction to the Scorecard’ to understand more.

What’s involved in Kingston’s in home energy assessment (Scorecard) Program:

* An in home energy assessment by an accredited Scorecard assessor
* It is anticipated that following receipt of the Scorecard certificate and tailored advice that you will make at the least minor/low cost improvements to your home in line with the advice given by the Scorecard assessor (for example, draught proofing, vent covers).
* A follow up assessment (called a ‘variation’ assessment by the Scorecard assessor at approximately 10 months after the first assessment) to understand what, if any home upgrades to achieve better energy efficiency have been made, including a short survey to help Kingston understand what barriers to home upgrades may still persist.

Note: There are various related Government rebate programs that provide discounted services or appliances to help Victorians achieve energy efficiency home upgrades and these will be explained to you by the Scorecard assessor.

These rebate programs include the [Victorian Energy Upgrades Program](https://www.energy.vic.gov.au/for-households/victorian-energy-upgrades-for-households), and the [Solar Homes Program Victoria](https://www.solar.vic.gov.au/).

**Eligibility Criteria**

Eligibility to be considered for Kingston’s in home energy assessments (Scorecard) program:

* Kingston Resident (either home owner or renter); and
* Hold a current Concession Card from Centrelink or Low Income Health Care Card (excluding the Commonwealth Seniors Health Card) and are prepared to show the in-home assessor the original of the card at the first in home assessment; and
* You agree to the Terms and Conditions of Kingston’s in home energy assessments (Scorecard) program.

**To apply:**

Send a completed Expression of Interest Form (on the next page) to the Environmental Planning team at Kingston via:

* Email a copy of your completed form to: [info@kingston.vic.gov.au](mailto:info@kingston.vic.gov.au) attention Susannah Kenny; or
* Post your completed form addressed to: Susannah Kenny, City of Kingston 1230 Nepean Highway Cheltenham 3192.

**For enquiries, contact: City of Kingston on 1300 653 356**

Susannah Kenny, Acting Team Leader Environmental Planning, City of Kingston

Alina Urbanczyk, Social Inclusion Officer, City of Kingston

**Costs?**

There is no cost to participate in the assessments however it is anticipated that following receipt of the assessment report and tailored advice that you will make at the least minor/low cost improvements to your home in line with the advice given by the Scorecard assessor (for example, draught proofing, vent covers) to make your home more comfortable and energy efficient.

As noted on previous page, there are various related Government rebate programs that provide discounted services or appliances to help Victorians achieve energy efficiency home upgrades and these will be explained to you by the Scorecard assessor.

These rebate programs include the Victorian Energy Upgrades Program, and the Solar Homes Program.

**After you apply what happens next?**

You will be notified by the Environmental Planning team of Kingston as to whether you get a place or not in the Program.

If you get a place in the Program you will be contacted by the contractor to arrange the initial in home assessment.

**What happens if I apply but don’t get a place?**

You will be notified whether you get a place or not.

If you are unsuccessful this time you will be given the option to be retained on a waiting list for potential future programs.

This is the first program of this type for Kingston (a pilot program) and following review, it may be expanded or repeated.

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| **Kingston’s in home energy assessments (Scorecard) Program** | | | | | |
| **Expression of Interest Form** | | | | | |
| Name: |  | | | | |
| Address (you must be a Kingston resident to be eligible): |  | | | | |
| Contact phone: |  | | | | |
| Contact email: |  | | | | |
| Are you aged 65 or above? |  | YES | NO |  | |
| Are you the holder of a current Centrelink Concession Card, Department of Veteran’s Affairs Gold Card or Low Income Health Care Card (excluding the Commonwealth Seniors Health Card)? | YES | | NO |  |  |
| Do you wish to be informed of future similar programs? | YES | | NO |  |  |

**Terms and Conditions:**

Terms and Conditions of being a Participant in Kingston’s in home energy assessments (Scorecard) Program:

* You consent to us collecting information necessary to participate in the program including sharing that information with the Scorecard assessor conducting the in home assessments (a third party provider). Kingston’s privacy statement is attached.
* You are available to have the assessments completed within the program period (initial assessment August-October 2023, variation assessment at around 10-12 months after the initial assessment).
* You agree to show your current Centrelink concession card or low income Health Care card to the Scorecard assessor at the initial home assessment (to validate you are eligible to participate in the program).
* You agree to allow the Scorecard assessor into your home for both initial assessment and follow up assessment (follow up assessment could be via a phone call or other method). You also agree to participate in a short survey during the follow up assessment. This survey will help clarify what, if any barriers in relation to undertaking any of the suggested home upgrades you experienced and are willing to share.
* You consent to your household energy efficiency Scorecard assessment report and the variation assessment report (de-identified) being available to City of Kingston.
* You agree that the contractor and/or City of Kingston may use de-identified information from your assessments and the survey for report writing and case studies which may include promoting the results and benefits of the program in future.
* You agree that the City of Kingston may contact you to collect feedback for program evaluation purposes.

I consent to the Program’s Terms and Conditions as listed above.

I consent to City of Kingston collecting information necessary to participate in the program including sharing my details as provided in the EOI form with the Scorecard assessor conducting the in home assessments (as a third party provider).

Name………………………………………………………. Date:…………………………………………….

**Kingston’s Privacy Collection Notice**

The personal information requested on this form is being collected by City of Kingston for the purpose of the administration of Kingston’s in home energy assessment (Scorecard) Program or any other directly related purpose. The personal information will be disclosed to the staff relevant to the Program administration at Kingston and the contractor (third party) that will be contracted to provide the services within the Program for the purpose of administering and reporting on the Program. It will not be disclosed to any other external party without your consent, unless required or authorised by law. If the personal information is not collected, we cannot include you in the program. If you wish to alter any of the personal information you have supplied to the City of Kingston, please contact Council via telephone 1300 653 356 or email info@kingston.vic.gov.au

You can also view a copy of Kingston’s Information Privacy Policy here [Information privacy - City of Kingston](https://www.kingston.vic.gov.au/council/council-documents/plans-policies-and-reports/information-privacy)

**Scorecard Privacy Information:**

Scorecard Assessors must provide householders with a copy of the [Scorecard Privacy Statement](https://www.homescorecard.gov.au/__data/assets/pdf_file/0039/588459/Privacy-Statement-A-10-0121.pdf) at the start of each Scorecard assessment. The Privacy Statement explains what information will be collected in the home and how it will be protected. The Statement must be signed by a householder before the Assessor can proceed with the Scorecard assessment.

Assessors must comply with the Privacy and Data Protection Act 2014 (Vic) and the Information Privacy Principles. Full details of Protecting Privacy under the Scorecard program are available here:

<https://www.homescorecard.gov.au/about-scorecard/privacy-code-of-conduct-and-complaints>

Scorecard assessors must also abide by a Code of Conduct.