

Boiler Replacement Scheme  
**Boiler Installer Form**

The applicant for the Boiler Replacement Scheme should ask their installer to complete this Form and return it, when completed, to the Housing Executive. Please read carefully all notes, including the additional notes at the end of this Form.

Please contact the Grants Office if you need advice or guidance on completing this Form. All information provided on this Form will be treated in strictest confidence.

Ref. No. \_\_\_\_\_

**YOU MUST NOT INSTALL YOUR NEW BOILER UNTIL THE HOUSING EXECUTIVE GIVES YOU FORMAL APPROVAL TO DO SO. IF YOU DO, THE BOILER REPLACEMENT ALLOWANCE WILL NOT BE PAID. YOUR NEW BOILER MUST BE SEDBUK RATED FOR ENERGY EFFICIENCY IN LINE WITH THE DOMESTIC BUILDING SERVICES COMPLIANCE GUIDE.**

Please return this Form when completed to:

For assistance telephone 03448 920 900

Tick (✓) answer boxes where appropriate.

1. Name of Applicant

2. Address of Property where the boiler is to be replaced

  
  
**Post Code:** 

3. Installer Details

Name

Address

  

**Post Code:**

Telephone Number

Email Address

4. Under the Gas Safety (Installation and Use) Regulations 1998, it is illegal to work on natural gas installations if you are not Gas Safe registered. The Housing Executive will not make payment in such circumstances. Please provide your registration number in the box below.

Gas Safe Registration Number

If you are OFTEC registered, please provide your registration number in the box below.

OFTEC Registration Number

## 5. Details of Existing Boiler

The Boiler Replacement Scheme is designed for the replacement of central heating boilers that are at least 15 years old. Solid fuel back boilers and stoves and ranges used exclusively for cooking are not eligible for replacement under this Scheme.

Age of existing boiler:

 years

An existing natural gas boiler must have been connected to the natural gas network at least 15 years ago.

## 6. Boiler Replacement Works to be carried out

You must choose an Existing Boiler type from A, B, or C and a New Boiler type from the same section.

Which of the 3 fuel types listed below does the Existing Boiler use? (please choose one only ✓)	What type of New Boiler do you propose to install? (please choose one only of the 11 options listed below ✓)	Depending on the income of the applicant and the boiler options chosen in this section, the Eligible Allowance will be:
<b>A</b> Oil <input type="text"/> <input type="text"/> See note 11 on page 4 See note 12 on page 5 See note 12 on page 5	Oil with no controls <input type="text"/> <input type="text"/>	£400 or £700
	Oil with minimum controls <input type="text"/> <input type="text"/>	£500 or £1,000
	Natural Gas with full controls <input type="text"/> <input type="text"/>	£500 or £1,000
	Wood Pellet with full controls <input type="text"/> <input type="text"/>	£500 or £1,000
<b>B</b> LPG <input type="text"/> <input type="text"/> See note 11 on page 4 See note 12 on page 5 See note 12 on page 5 See note 12 on page 5	LPG with no controls <input type="text"/> <input type="text"/>	£400 or £700
	LPG with minimum controls <input type="text"/> <input type="text"/>	£500 or £1,000
	Oil with full controls <input type="text"/> <input type="text"/>	£500 or £1,000
	Natural Gas with full controls <input type="text"/> <input type="text"/>	£500 or £1,000
	Wood Pellet with full controls <input type="text"/> <input type="text"/>	£500 or £1,000
<b>C</b> Natural Gas <input type="text"/> <input type="text"/> See note 11 on page 4	Nat. Gas with existing controls <input type="text"/> <input type="text"/>	£400 or £700
	Natural Gas with new controls fitted to minimum standards <input type="text"/> <input type="text"/>	£500 or £1,000

## 7. Details of New Boiler

Make:

Model:

Is this new boiler a condensing boiler with a seasonal efficiency in accordance with the Domestic Building Services Compliance Guide?

Yes

No

The new boiler **must** be condensing type with a seasonal efficiency in accordance with the Domestic Building Services Compliance Guide.

## 8. Declaration of Installer.

**Eligibility for the Boiler Replacement Scheme will be based on the information provided by the installer. I undertake to comply with all Building Control and other statutory requirements in the carrying out of works under the Boiler Replacement Scheme.**

<b>Signature of Installer</b>		<b>Date</b>	
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**I declare that the information provided is accurate.**

**I understand that I am liable to prosecution if I make a false statement**

<b>Signature of Installer</b>		<b>Date</b>	
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### Fair Processing Code and Data Protection Act 1998:

The Housing Executive must collect personal details for the purpose of establishing eligibility, facilitating the processing of the application, if eligibility is established, and enabling us to pay the Boiler Replacement Allowance, if approved, to a specified bank account.

In order to comply with the requirements of the "Fair Processing Code" and other obligations under the Data Protection Act 1998, the Housing Executive has prepared an information leaflet which is available at your local grants office, or by visiting our website:

[www.nihe.gov.uk](http://www.nihe.gov.uk)

## Notes to Installer

1. The Housing Executive accepts no duty of care for any works carried out under this Scheme.
2. The Housing Executive accepts no responsibility for the quality/standard of any work carried out under this Scheme.
4. The new boiler must be condensing type with a seasonal efficiency in accordance with the Domestic Building Services Compliance Guide.
5. The boiler manufacturer will issue a specific warranty for the boiler. The installer should make clear to the householder that he will guarantee his workmanship. He should make clear what aspects of the works he will guarantee and for how long he will guarantee them.
6. All electrical works carried out under this Scheme should be carried out by a competent electrician registered with NICEIC, ECA or an equivalent body.
7. If you are installing a natural gas boiler, you **MUST** be Gas Safe registered and you **MUST** provide a Landlord/Home Owner Gas Safety certificate to the householder on completion of the works.
8. The installer must ensure that all works carried out under this Scheme comply with all statutory requirements.
9. A Building Regulations Application **MUST** be made to the Building Control department of your local council **BEFORE** any boiler replacement works are started. A fee of £72 will have to be paid with the application. If the application is not made before the works start, the fee will be £86.40. The application to Building Control must clearly specify the nature of boiler replacement works planned, particularly if you intend installing full dual controls.
10. It is permissible to replace an existing LPG boiler with a new LPG boiler or to convert from LPG to oil or natural gas. However, we will not fund conversion from oil or natural gas to LPG.
11. If you replace an existing oil, LPG or natural gas boiler with a new boiler of the same fuel type and provide full dual controls, the minimum standards we will expect to see are:
  - **Pumped System:**

The hot water and space heating should be fully pumped  
(Gravity circulation is not acceptable)  
A bypass valve should also be fitted at the boiler
  - **Time Control Of Space And Water Heating:**

The hot water has to be heated independently and a two channel time clock has to be provided
  - **Temperature Control Of Space Heating:**

Space heating zones shall be provided by fitting thermostatic radiator valves (TRVs) on all radiators (except heat leak radiators linked to solid fuel appliances)
  - **Temperature Control Of Hot Water:**

1. A thermostatically controlled motorised valve with a cylinder stat on the hot water circuit shall be provided, or
2. A thermostatically controlled mechanical valve shall be fitted on the hot water circuit at the hot water cylinder or
3. A combination boiler providing instantaneous hot water shall be installed to provide temperature control to the hot water.

- Carbon Monoxide detectors shall be installed in accordance with Building Regulations.

12. If you change the fuel type, the minimum standards we will expect to see are:

- **Boiler Interlock:**

Boiler-based systems should have boiler control interlock in which controls are wired so that when there is no demand for either space heating or hot water, the boiler and pump are switched off.

- **Time Control Of Space And Water Heating:**

All dwellings should have a separate hot water zone in addition to space heating zones. A separate hot water zone is not required if the hot water is produced instantaneously, such as a combination boiler.

- **Temperature Control Of Space Heating:**

Space heating zones shall be divided into at least 2 zones by using

1. Room thermostats or programmable room stats in all zones or
2. A room thermostat or programmable stat in the main zone and individual radiator controls such as TRVs on all radiators in the other zones or a combination of 1 and 2 above.

- **Temperature Control Of Hot Water:**

Domestic hot water systems should be provided with a cylinder thermostat and a zone valve or a three port valve to control the temperature of the hot water.

- Carbon Monoxide detectors shall be installed in accordance with Building Regulations.

13. The Housing Executive will not pay any allowance under this Scheme until we have received the following documents:

- Notification of Completion of Works form;
- a final, detailed invoice, signed and dated by the installer (or if you have already been paid, a copy of your signed and dated receipt);
- clear instructions on paying the allowance (BACS 01 or BACS 02);
- a Boiler Installation Minimum Standards Checklist appropriate to the type of new boiler installed;
- A Building Control completion certificate;
- Copy of Planning Approval where necessary.