

GUIDANCE NOTES AND CONDITIONS FOR: EMPTY HOMES REPAIRS GRANT

ENVIRONMENT AND DEVELOPMENT

Environmental Health and Housing
Municipal Buildings, Earle Street,
Crewe, CW1 2BJ.

e-mail: colin.wyatt
@crewe-nantwich.gov.uk

Tel: 01270 537532

Fax: 01270 537758

Date: 28 June 2006

Please note: - This guidance is to be read in conjunction with the application form, application letter and proof of ownership certificate.

1. The Grant is available for private sector domestic properties only.
2. The Grant is for a maximum of £1000.
3. The property has to have been empty for at least 3 months.
4. Only one Grant will be made available in the lifetime of the property.
5. Properties that are to be let must comply with the Councils "Property Accreditation Scheme" standards and be registered with the Council under this scheme.
6. Essential structural improvements and/or essential general repair works will only be considered. Note! Provision of central heating will not be eligible.
7. No Grant will be payable on professional fees, decorating or carpets (including wooden/laminate floors).
8. The property has to be occupied before payment of the Grant will be processed.
9. Payment of the Grant will be on receipt of acceptable receipted invoices.
10. In cases where there are a number of empty units within a property: -
 - ∅ If the works are carried out in the communal areas or are works for the benefit of the whole property e.g. fire alarm system, then only one Grant is payable.
 - ∅ If repair works are carried out in individual empty units, then a grant can be claimed for each individual unit.
 - ∅ Note! Compliance with the Councils "Property Accreditation Scheme" will be required.
11. Proof of Ownership Certificate and application form would need to be completed before Grant Offer Letter is sent out.
12. The Grant Offer Letter is a provisional approval only; payment will be subject to funding being available (first come, first served basis will be in operation).
13. No payment will be made until the Grant Offer Letter has been sent out, the approved works complete and the property reoccupied.
14. There are no repayment conditions relating to the Grant.
15. The Grant and the Conditions are subject to change at anytime, without prior notice.