

Renewal Grant Application

PLEASE DELETE AS APPROPRIATE:

- * **Renovation Grant - for major works over £8000, limited to tax bands A,B,C,D.**
- * **Empty Homes Grant - to enable reoccupation of homes empty for over 12 months.**
- * **Houses in Multiple Occupation - for fire safety works to registered HMO's.**
- * **Homemove Assistance - to assist moving to more suitable accommodation.**

Please carefully read the following notes on grant conditions before completing this form

Please complete in Block Capitals and with black ink

If you require any assistance or advice regarding grants or adaptations please contact our Housing Grants Officers on 01386 565000 or write to: Housing Grants Officer, Wychavon District Council, Civic Centre, Queen Elizabeth Drive, Pershore, Worcs. WR10 IPT

These conditions apply to grants issued in accordance with the Council's Housing Grants & Renewal Policy. Free copies of the full policy are available on the Council website www.wychavon.gov.uk

SUMMARY OF CONDITIONS

- 1) Should the Council be unsatisfied with the status of any application it shall use its discretion at any time to cease or refuse assistance. Applicants must immediately notify any change in their financial circumstances.
- 2) Except in the case of Disabled Facilities Grant and Home Move, no assistance shall be given if the applicant or relevant person(s) are tenant(s) or licensee(s) of a Local Authority, or if the applicant or relevant person(s) are tenant(s) or licensee(s) of a Registered Social Landlord.
- 3) The applicant is responsible for obtaining all permissions and statutory consents, prior to grant approval, such as Planning, Building Regulation, Party wall etc. Act 1996, and access to adjoining property. The applicant is responsible for paying any such associated fees should the works not go ahead.
- 4) The Council shall not entertain applications in respect of premises less than ten years from their construction or conversion, except where, the application relates to means of escape from fire and other fire precautions for Houses in Multiple Occupation or the application is for a Disabled Facilities Grant or the application relates to statutory overcrowding.
- 5) Assistance is not available for works already started or completed, or for repairs covered by household insurance.
- 6) Any dwellings to which grant assistance relates must remain occupied by the applicant (or tenant nominated by the Council) for a period of no less than five years, or period otherwise agreed in writing.
- 7) The applicant must submit a minimum of two acceptable quotations from suitable competent contractors and contractors must submit to the Council, before works commence, a copy of their current public liability insurance.
- 8) All works must be undertaken in accordance with current health and safety requirements, in accordance with manufacturer's recommendations and to the satisfaction of the Council within six months from date of approval.
- 9) Payment of grant shall be made, in whole or by part payment, on receipt of contractors invoice following satisfactory completion and inspection of the eligible works.
- 10) Where grant conditions are not met or where false or fraudulent information is supplied, the Council may recover the whole grant from the applicant and or contractor, where appropriate a local land charge shall be entered against the property for the purpose of debt recovery.

Address and postcode of property at which works will be carried out

(or the address and postcode of the property you intend to move to:)

(For the purposes of this form this property will be referred to as 'the dwelling')

Property Type - *please delete as appropriate*

Detached / semi / mid terrace / end terrace

House / bungalow / flat

Was the dwelling constructed, or built by conversion, less than 10 years ago? YES / NO

Property description including number of floors, room types, construction type and age

Current Occupancy

Owner Occupied / Tenant / Multi Occupied / Empty

Applicant Name and Address *(if different from above)*

Date of Birth:

Ownership and Occupancy Details

Name of all persons with a freehold interest in the dwelling

Name of all persons with leasehold interest in the dwelling

Name of all persons with any other interest in the dwelling

Please provide the full names and ages of all persons residing in the dwelling

Names	Age

Have you previously made an application for a grant on this or any other dwelling? YES / NO

Please give details

Is the dwelling subject to formal notice issued under the Housing Acts? YES / NO

Please give details

Is the dwelling a House in Multiple Occupation subject to fire safety improvement notice? YES /NO

Please give details

Is the dwelling a listed building or within a conservation area? YES / NO

Please give details

Have any of the works started or been completed? YES / NO

Please give details

Do you agree for the grant to be paid directly to the contractor? YES / NO

Are you (or your company) registered for VAT YES / NO

Please describe the proposed works and give approximate cost

Are there any additional ancillary fees? YES / NO *Please give details with approximate costs*

Is planning permission or listed building consent required? YES / NO *Please give details*

Is building regulation approval required? YES / NO *If yes please give details and reference number(s)*

Additional documentation required

Proof of Ownership and Title - Current Tenancy Agreements - Certificate of Intended Letting
- Plans and specifications - A minimum of two quotations from reputable approved contractors

Please delete as appropriate

I have read and understood the grant conditions and intend to remain resident in this property for the next five years.

I have read and understood the grant conditions and will make the property available to let for a period of five years following completion of the grant works.

I agree to accept nomination rights, at a fair rent, from the Council on vacant tenancies for a period of five years (or other period agreed in writing) following completion of the grant works.

I declare the information given is correct and authorise the Housing Grants Officer to check the information given against existing records held by Department of Social Security, The Inland Revenue, Credit Reference Agencies and Wychavon District Council.

Signed

Date

Please return this form together with the relevant paperwork to Housing Grants Officer

Wychavon District Council, Civic Centre, Queen Elizabeth Drive, Pershore, Worcs. WR10 IPT

Useful Contact Numbers

Housing Grant Officer - 01386 565228

Care and Repair - 01386 565289

Planning Department - 01386 565565

Conservation and Heritage - 01386 565327

Building Regulation - 01386 565384

Energy Efficiency Advice Centre - 0800 5120 012

CORGI (to locate gas engineers) - 0870 4012 3000

NICEIC (to locate electrical engineers) - 020 7564 2333

OFTEC (to locate oil engineers) - 0845 6585080