

Our commitments to you

Stratford-on-Avon District Council is committed to reducing the number of empty properties across the district. By using funding effectively to bring empty properties back into use, additional affordable housing will be created for those in housing need. The Empty Properties Team provides advice and support for owners of empty properties offering information on solutions to help bring their properties back into use.

The Council aim to provide all of its services in accordance with the law and good practice. We will provide the services described in this leaflet with due regard to the need to eliminate discrimination and to promote equality of opportunity, and we aim to ensure that we do not unlawfully discriminate against anybody.

If you provide personal information to us in connection with an application for an Empty Property Assistance Grant we will only use that information:

1. In connection with a service provided by, or a function of, the Council OR
2. For the prevention or detection of crime or the apprehension or prosecution of offenders.

The information will not be used for any other purposes.

If you are unhappy with any decision that we have made...

Please contact the Private Sector Housing Manager on **01789 260125**.

How can I help?

To:

- **Report an empty property;**
- **Seek advice about what to do with an empty property;**
- **Enquire about grant aid for empty properties; or**
- **Ask any further questions.**

Then please contact us using the details below:

**Empty Properties Team
Private Sector Housing
Stratford-on-Avon District Council**

phone: **01789 260866 / 07974 653048**

fax: **01789 260895**

e-mail: **psht@stratford-dc.gov.uk**

or visit the Council's web page on:
www.stratford.gov.uk

If you find the text in this leaflet difficult to read we may be able to supply it in a format better suited to your needs.

Telephone 01789 260848



Private Sector Housing Team

Elizabeth House, Church Street
Stratford-upon-Avon CV37 6HX

Telephone: **01789 267575**
Minicom: **01789 260747**

E-mail: **psht@stratford-dc.gov.uk**
Website: **www.stratford.gov.uk**

Empty Property Assistance Grant



Empty Property Initiative

Private Sector Housing

**Private Sector Housing Team
Stratford-on-Avon District Council**

Telephone: **01789 260848**
Email: **psht@stratford-dc.gov.uk**
Website: **www.stratford.gov.uk**



What is an Empty Properties Assistance Grant?

This is a grant to help towards renovation costs to bring your empty property back into residential use.

Are there any conditions?

YES – Please read the following points carefully and discuss them further with the Empty Properties Team before applying.

- The property must have been empty for at least 6 months.
- The property must be located within a community that is in an area of housing demand, as deemed by the Council.
- On completion of the works, the Council will require nomination right for 5 years.
- The rent will be set at affordable rent levels.
- The grant will be registered as a legal charge against the property at the Land Registry for 5 years.
- The grant will not be repayable where the terms and condition of the agreement are met.



How much assistance is available?

- The maximum grant award is £20,000 per housing unit.

Are there any costs involved?

- Costs to appoint a suitable qualified person to draw up a schedule of works and coordinate the project to completion.
- Fees to register a legal charge on the property at the Land Registry.
- Fees to become a member of a Landlord Accreditation Scheme or to employ a property manager.

For larger scale works the following fees may be incurred:

- Architect fees.
- Planning Permission fees.
- Building Control fees.

A separate application will need to be made where Planning Permission or Building Control is required.



Am I eligible?

- You will need to be the owner of the property.
- Your property will need to be inspected by the Empty Properties Team to determine eligibility.

How do I apply?

Contact the Empty Properties Team on 01789 260848 or email psht@stratford-dc.gov.uk who will arrange to visit you at the property to discuss possible grant aid and provide you with advice on the next steps to the procedure.

The Empty Property Assistance Grant is awarded at the discretion of the Council, subject to availability and meeting the required criteria including the Terms and Conditions of the Grant Agreement.