

Historic Buildings Grants – information item

Purpose of report

To inform Members of the conditions attached to the Historic Building Grants awarded from the Council's Conservation and Heritage Fund.

Members have asked for information on the Historic Buildings Grants scheme, namely what standard conditions are attached to the approval of a grant and what mechanisms are in place to ensure that the proposed work is carried out to an appropriate standard.

On approval of a grant by the Planning Committee, the Conservation Officer sends the applicant an offer letter with the following standard conditions attached:

- 1. That acceptance of this letter is made within two months of the date of this letter.*
- 2. That the works commence within 9 months and are completed within 1 year of date of this letter.*
- 3. That there is a reasonable level of access to the structure to view the grant aided repairs.*
- 4. That my Conservation Officer is satisfied with the standard of the grant aided works.*
- 5. That the grant is payable on completion of the work and on submission of receipted accounts and that the grant is claimed within 1 year of the date of this letter.*

The letter also asks that applicants give the Council notice by accepting the offer of grant aid and the attached conditions and that they notify the Conservation Officer when the work commences to enable inspection of the work. If the applicant anticipates any issues in meeting Conditions 2 and 5, they are asked to contact the Officer in plenty of time to allow discussions and agreement of revised timescales.

Conditions 3 and 4 ensure that the Conservation Officer is satisfied with the quality of the work and a site visit is usually undertaken. The applicant pays for the work on completion, submits the receipts to the Council and the grant is paid.