

Empty Property Loans

How it works



Factsheet HSA3

To help home-owners bring their long-term empty properties back into use, City of York Council has two interest free loan schemes. This factsheet explains how the schemes work.

Stage 1 - Confirming your eligibility

We can normally consider you for a loan if you are:

- the owner of an empty property within the City of York
- a leaseholder with at least 50 years remaining on the lease.

Please note, if there is more than one owner, all parties must give their consent to the loan application proceeding.

Stage 2 - Identifying eligible works

An Empty Property Officer will contact you to arrange a time to survey your property. After the survey, we will draw up a list of works that are eligible for loan assistance. This is known as the schedule of works.

Stage 3 - Pricing the works

We will send you three copies of the schedule of works along with a list of contractors from Age UK's (York) Home Services Directory. Of course, you don't have to use contractors from this list but we hope it gives a helpful starting point.

You will need to get quotes for the work required from at least two contractors and send these in to the Housing Standards and Adaptations Team. Our contact details are below.

City of York Council Housing Services



01904 552300



housing.standards@york.gov.uk



www.york.gov.uk/housing/privatehousing



Housing Standards and Adaptations
City of York Council

West Offices

Station Rise

York

YO1 6GA

Large print,
CD and other
formats are
available on
request

Stage 4 – Approving the loan

We will ask you to confirm the type of loan you wish to apply for and pass your details to the **Homes and Loans** service. They will contact you to take basic details and arrange to meet and complete the loan paperwork.

As part of the application process the **Homes and Loans** caseworker will:

- conduct a credit reference check
- undertake a bankruptcy search
- request an independent professional valuation of your property
- get consent from any lender to register a legal charge on your property for the value of the loan

We will later need to see either a formal agreement with **YorHome** or a fixed-term tenancy (min 12 months and within average York market rents)

Stage 5 - Getting the work done

Once we are satisfied all necessary arrangements are in place we will write to confirm the loan has been approved and work can start.

An Empty Property Officer will visit your property whilst work is underway to make sure everything is progressing smoothly. If you have concerns about any aspects of the work whilst it is being carried out, please get in touch with us straight away.

Stage 6 After the work is completed

When the work has finished, we will need copies of the invoices.

An Empty Property Officer will then visit your property to check the work is satisfactory and all relevant certificates have been provided.

Once we are satisfied with the completed work we will pay your supplier or contractor direct. If the work costs more than your approved loan you will have to pay your share of the cost direct to the contractor yourself.

We will continue to monitor that the property remains occupied in line with the terms of the loan.

Although the loan helped pay for the works to your property, the ongoing responsibility for repairs and maintenance remains yours.

If in doubt, please seek independent financial advice.

Polish : To jest dla kredytów do naprawy pustych domów. Zapewniamy niniejsze informacje w Państwa języku ojczystym

Turkish : Bu boş konutların onarımı için yaklaşık kredileri. Bu bilgileri kendi dilinizde alabilirsiniz.

Cantonese : 这是贷款修空舍. 我們可以您所需的語言提供該資訊