A GUIDE TO SCHEME OF ASSISTANCE
USEFUL INFORMATION FOR HOME OWNERS
introduction

The Scheme of Assistance is a public statement which details how the council may assist private owners to carry out essential repairs and maintenance to their homes.

Although homeowners are ultimately responsible for maintaining their properties, the scheme recognises that owners may require a range of help, not always financial, to assist them to carry out any necessary work. This might include adapting their homes to meet the needs of a disabled person, or carrying out essential repairs and maintenance.

All assistance under the scheme whether practical, technical or financial is subject to council priorities, available resources, and tailored to individual needs and circumstances. Two adjoining owners experiencing the same problems of disrepair may not require and therefore may not receive the same assistance package.

The scheme also sets out the range of assistance available to disabled homeowners and private tenants who require adaptations to their homes to meet identified needs.

Information

Information will be made available to anyone who wishes guidance on issues regarding repairs, maintenance and adaptations. North Lanarkshire Council will offer information to all homeowners and private landlords. This type of assistance is offered on the basis that it is non personal, i.e. the information is general and applicable to all. The provision of information aims to enable the enquirer to carry out the necessary activities themselves.
A range of information leaflets prepared by the council and other agencies to assist owners and private landlords to repair, improve and adapt their properties is currently available relating to:-

- Community Equipment, Housing Solutions and Adaptations
- General Property Maintenance
- Identifying & Preventing Condensation, Damp, Wet & Dry Rot & Woodworm
- Identifying and Replacing Lead Pipe
- Paying for Repairs & Maintenance
- Employing Tradespersons and Professional Services
- Common Repairs & Responsibilities
- Factoring Services
- Landlord Registration
- The Tolerable Standard
- North Lanarkshire Care & Repair Service
- Energy Advice
- Electrical Safety

Advice

Advice will be available from the council or a relevant agency where an owner, private landlord or private tenant has a specific enquiry. Such advice will be more tailored to a particular issue and/or the needs of the individual and may include:

- Options available to an owner in receipt of a statutory work notice
- What owners can expect from property managers
- Where owners can find title deed information
- The Community Care assessment process
- Options for housing solutions to meet disabled peoples needs
- Disability and independent living information/advice
Practical and Technical Assistance

Some owners require additional assistance with carrying out some or all of the actions involved in the maintenance and repair of their property and in some circumstances this assistance may be provided by the Private Sector Housing Section, other council department or other relevant organisation.

Assistance may be provided to owners with sole responsibility for works, those who share responsibility for common elements of repair, and owners or private tenants carrying out adaptations to suit the identified needs of a disabled person. This type of assistance is tailored to meet the specific needs of the owner(s).

Details of the types of assistance which may be made available are:

- carrying out an assessment of what repair/maintenance works are required where a problem has been identified
- reviewing and assessing estimates obtained by an owner for works
- assisting an owner in the completion of statutory forms required to allow repair works to commence
- post-inspecting completed repair works
- issuing correspondence to and/or attend meetings arranged by owners who share responsibility for common repairs
- assistance in tracing missing owners with a shared repair responsibility
- assistance in drawing up maintenance plans where a property is served with a Maintenance Order
- the provision of additional assistance for disabled home owners who require an adaptation to their home or require another housing solution

Financial Assistance for Properties in Serious Disrepair

If your property is in serious disrepair or fails the tolerable standard, financial assistance may be available to assist you in carrying out the necessary repair works. This depends on the type and extent of repair work required, whether your property falls into a priority category and the financial circumstances of all owners as named on the title deeds and subject to the availability of funding.
Where owners involved in common works are unable or unwilling to contribute towards the cost of works, missing shares of 100% can be paid and an interest accruing repayment charge put on the property to recover all costs, fees and interest on re-sale of the property.

Even if not eligible for direct financial assistance, the council’s Private Sector Housing Section may be able to help you by signposting you to other appropriate financial assistance such as:

- Income maximisation
- DWP referral
- Independent Financial Advisors
- Credit unions
- High street lenders

Whilst North Lanarkshire Council may provide assistance directly, other external agencies may be used to provide this where appropriate, for example the North Lanarkshire Care and Repair Service.

**Disabled Adaptations**

Mandatory financial assistance is available to owners carrying out adaptations to their home which are required to meet the needs of a disabled person. The level of assistance available is 80% or 100% where owners are in receipt of certain benefits. Financial assistance under this category is only offered when a person’s assessed need is deemed to be eligible for support and is also a priority for assistance through the community care assessment and planning process.
Further Information

Disabled Adaptations

For further information on the types of financial and practical assistance towards works to meet the needs of a disabled person please contact:

North Lanarkshire Council
Integrated Equipment and Adaptation Service
Tel: 01698 274584
www.northlanarkshire.gov.uk

Social Work Assessment

If you need to find out if a person is eligible to receive assistance towards works to meet the needs of a disabled person, you should contact Social Work Reception Services for an assessment of the persons needs. Please contact your nearest social work locality office as below:

Airdrie
Floor 2, Coats House
Gartlea Road
Airdrie ML6 9JA
t: 01236 757000
e: AirdRecServices@northlan.gov.uk

Bellshill
303 Main Street
Bellshill ML4 1AW
t: 01698 346666
e: BellRecServices@northlan.gov.uk

Coatbridge
Municipal Buildings
Kildonan Street
Coatbridge ML5 3LN
t: 01236 622100
e: CoatRecServices@northlang.gov.uk

Cumbernauld & Kilsyth
Bron Chambers, Bron Way
North Carbrain Road
Cumbernauld G67 1DZ
t: 01236 638700
e: CumbRecServices@northlan.gov.uk

Motherwell
Scott House
73-77 Merry Street
Motherwell ML1 1JE
t: 01698 332100
e: MothRecServices@northlan.gov.uk

Wishaw
King’s Building
King Street
Wishaw ML2 8BS
t: 01698 348200
e: WishRecServices@northlan.gov.uk