

# Perth & Kinross Council

## Vacant Property Feasibility Funding Guidance

### **1.0 Background**

Perth & Kinross Council is keen to encourage owners of empty buildings to bring them back into economic use either as homes or businesses. In order to assist owners, the Council is prepared to provide grant funding towards the cost of professional fees incurred in the preparation of a feasibility study for the repair or conversion of empty buildings on the following basis:

### **2.0 Eligible Buildings**

2.1 The building must :

2.1.1 be located within Perth and Kinross Council geographical boundary.

2.1.2 be below the necessary standard and be unlikely to be brought back into use without the proposed repair or conversion work being undertaken.

2.1.3 have been unoccupied for at least 6 months up to the date of the application for the grant.

2.1.4 be owned by the applicant

### **3.0 Eligible Fees**

3.1 The fees can be incurred in relation to the provision of the following professional services:

3.1.1 Architect's design drawings

3.1.2 Quantity surveyor's cost estimates

3.1.3 Structural engineer's report

3.1.4 Chartered surveyor's valuation advice or development appraisal

3.2 VAT can be included in the claim provided that the applicant provides confirmation that they are unable to recover VAT.

### **4.0 Amount of Grant**

4.1 The maximum contribution towards fees will be £3,000 for individual projects and up to £5000 for larger projects which will represent up to 50% of the total fees incurred. A higher grant may be considered for larger projects.

4.2 The amount of grant will be based on a fee proposal received from the applicant which will be submitted along with the application form.

### **5.0 Offer and payment of grant**

5.1 Any offer will be made subject to these general conditions and any other specific conditions included within the letter of offer.

5.2 The feasibility study must be completed and grant claim invoices received within 6 months of the date of the offer. Perth & Kinross Council reserves the right to withdraw the offer of grant if the feasibility study is not completed within this timescale.

5.3 Payment of the grant will not be made prior to the completion of the feasibility study.

5.4 A claim invoice must be submitted to Perth & Kinross Council along with copies of receipted invoices of the fees which have been incurred in connection with the feasibility study. The invoice must contain the grant reference number and refer to the sum claimed being 50% of the total fees. The invoice should be addressed to the Vacant Property Development Officer, Estates & Commercial Investment Team, Planning & Regeneration, Perth & Kinross Council, Pullar House, 35 Kinnoull Street, Perth, PH1 5GD.

5.5 The grant is given on the basis that Perth & Kinross Council shall only be responsible for paying 50% of the fees incurred up to a maximum of £3,000 and on the understanding that they will under no circumstances be responsible for the remainder of the fee in the event of non-payment by the applicant.

## **6.0 Start and completion dates**

6.1 Instruction to consultants to proceed should not be given until Perth & Kinross Council have confirmed the amount of the grant in writing.

6.2 The award of the grant is entirely at the discretion of Perth & Kinross Council. Each case is considered on its own merits and there should be no presumption that a grant will or will not be made until a written decision has been issued.

6.3 Retrospective applications will not be considered.

## **7.0 Other Funding**

Other funding may be available for the repair of historic buildings located within the Perth Central and Kinnoull Conservation Areas through Perth & Kinross Heritage Trust. Further information and details of qualifying criteria should be made directly to Perth & Kinross Heritage Trust at [pkht@pkc.gov.uk](mailto:pkht@pkc.gov.uk) or telephone 01738 477082.

## **8.0 Publicity**

8.1 The building owner must be prepared to participate in publicity initiatives with Perth & Kinross Council to promote this grant scheme

## **9.0 Additional Information**

Additional information and an application form can be obtained from Isobel Butt, Vacant Property Development Officer, Planning & Regeneration, Perth & Kinross Council. Tel 01738 475955. E mail [IJButt@pkc.gov.uk](mailto:IJButt@pkc.gov.uk)