



# Lessor Assistance Grant Guidelines

## LOOSE FILL ASBESTOS INSULATION ERADICATION SCHEME

July 2022

### OVERVIEW

**These Guidelines provide information about the Lessor Assistance Grant for lessors of properties added to the Affected Residential Premises Register (the Register). The primary focus of the Lessor Assistance Grant is to provide financial assistance to Lessors.**

### THE SCHEME

The ACT Government's Loose Fill Asbestos Insulation Eradication Scheme is designed to eradicate the ongoing exposure risks from the continuing presence of loose fill asbestos insulation in Canberra houses. This will be achieved through the demolition of affected properties and site remediation.

When a property affected by loose fill asbestos insulation is vacated by the current tenants, the Lessor becomes eligible for a Lessor Assistance Grant. The Lessor Assistance Grant provides financial assistance to Lessors to contribute to the loss of rental income from the affected property.

### WHO CAN APPLY FOR THE LESSOR ASSISTANCE GRANT?

The Lessor Assistance Grant is available to the registered owner/landlord (Lessor) who was the Lessor of an affected property at the time it was added to the Affected Residential Premises Register (Register).

At the time of your application, the affected property must be vacant and remain vacant. Applications for the Lessor Assistance Grant cannot be lodged while anyone remains in the affected Property.

Owner-Occupiers of affected properties are not eligible to claim the Lessor Assistance Grant but may be eligible to apply under the Relocation Assistance Grant.

### WHEN DO I NEED TO APPLY BY?

Lessors need to apply within three months from when the affected property is permanently vacated.

### HOW MUCH IS THE RELOCATION ASSISTANCE GRANT?

The Lessor Assistance Grant is a lump sum payment of \$5,000 per affected property.

The lump sum payments will not be means-tested. Payments will be made by electronic bank transfer. Where possible, applications will be processed within 15 working days of

receipt of a completed application, associated statutory declaration and all supporting material.

## GRANT CRITERIA

To be eligible to receive the Lessor Assistance Grant, Lessors must satisfy the following criteria:

- (1) the affected property must have been the subject of a residential tenancy agreement at the date the affected property was added to the Register
- (2) have not been residing in the affected property at the date the affected property was added to the Register
- (3) provide evidence at the time of lodging the application that the affected property is vacant with no current tenant or occupier (including you or anyone permitted by you) residing in the affected property
- (4) have agreed not to return to reside in the affected property
- (5) have not knowingly allowed anyone else to reside at the affected property.

Lessors are encouraged to maintain insurance on the affected property.

## HOW DO YOU APPLY FOR THE RELOCATION ASSISTANCE GRANT?

A Lessor will be required to lodge an application form and statutory declaration with the Loose Fill Asbestos Coordination Team (Coordination Team) following the affected property being permanently vacated. Applications will not be able to be lodged while any residents remain in the affected property.

All Lessors (that is all registered proprietors on the title of the affected property) will need to sign the application form and statutory declaration.

Lessors will need to provide with their application a copy of the residential tenancy agreement and evidence of lodgement of their 'tenants' bond.

## ADDITIONAL INFORMATION

Additional information may be requested upon receipt of an application. Applicants will need to provide the requested information to enable the application to be assessed.

## WHEN IS THE LESSOR ASSISTANCE GRANT PAYABLE?

Payment of the Lessor Assistance Grant will be made following approval of the application including provision of evidence from the Lessor(s) to the Coordination Team that all persons have permanently vacated the affected property.

The application form cannot be processed until the affected property has been vacated.

## REVIEW PROCESS

A Lessor may submit a decision review using the Loose Fill Asbestos [Complaint and Review Form](#) in regard to the decision of their Lessor Assistance Grant application. The decision review will be referred initially to the relevant Director for investigation and response.

If the applicant is not satisfied with the response to their complaint, they can seek further review.

A first level review will be undertaken by the Executive Group Manager responsible for the Coordination Team (or another person at the equivalent level).

Should the applicant remain dissatisfied with the outcome they can seek a second level review. This will be undertaken by the Deputy Director-General, Planning and Sustainable Development, EPSDD (or another person at the equivalent level).

Written notice of each review will be provided to the applicant.

Any request for a review should be made using the Loose Fill Asbestos Complaint and Review Form and set out the basis of their dissatisfaction with regards to the response received.

Each review process will be conducted within 20 business days of a request being received subject to all the information relevant to the review having been provided by the applicant.

Following a second level review, applicants can contact the ACT Ombudsman Office. The ACT Ombudsman is available to assist people who have complaints against the administrative actions of Government departments and agencies. Visit [www.ombudsman.act.gov.au](http://www.ombudsman.act.gov.au), email [ombudsman@ombudsman.gov.au](mailto:ombudsman@ombudsman.gov.au) or phone 1300 362 072.

## **LESSOR ASSISTANCE GRANT FOR AFFECTED PROPERTIES COMPULSORY ACQUIRED**

The Lessor Assistance Grant will not be able available to Lessors, where the affected property is compulsory acquired by the Territory as they will be entitled to other forms of compensation.

## **FURTHER INFORMATION**

Call Access Canberra on 13 22 81 and ask to speak with the Loose Fill Asbestos Coordination Team, or email [loosefillasbestos@act.gov.au](mailto:loosefillasbestos@act.gov.au)

## **ACCESSIBILITY**

The ACT Government is committed to making its information, services, events and venues as accessible as possible. If you have difficulty reading a standard printed publication and would like to receive this publication in an alternative format, such as large print, please phone 13 22 81 or email [loosefillasbestos@act.gov.au](mailto:loosefillasbestos@act.gov.au)



If English is not your first language and you require a translating and interpreting service, please phone 13 14 50 and ask for 13 22 81.

If you are deaf, or have a speech or hearing impairment, and need the teletypewriter service, please phone 13 36 77 and ask for 13 22 81.

For speak and listen users, please phone 1300 555 727 and ask for 13 22 81. For more information on this service visit [www.relayservice.com.au](http://www.relayservice.com.au)