



Eligible Impacted Property Relocation Assistance Grant Guidelines

LOOSE FILL ASBESTOS INSULATION ERADICATION SCHEME

July 2022

OVERVIEW

These Guidelines provide information about the Eligible Impacted Property Relocation Assistance Grant for owner occupiers and tenants of properties identified as an impacted property. The primary focus of the Eligible Impacted Property Relocation Assistance Grant is to assist residents to move out of their impacted property.

THE SCHEME

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

Under the Scheme the ACT Government has offered to purchase all Affected Properties. A small number of Affected Properties share a wall, roof space or sub-floor space with one or more adjoining properties. In these cases, it has not always been possible to safely and efficiently demolish the Affected Property and completely remove the risks of loose fill asbestos insulation unless some, or all, of the adjoining property is demolished. These properties are considered to be 'Potentially Impacted Properties'.

The Asbestos Response Taskforce (Taskforce) will consider whether it is necessary to purchase a Potentially Impacted Property in order to facilitate the safe and efficient demolition of an Affected Property acquired under the Scheme's Buyback Program. A property becomes an Eligible Impacted Property where it meets the matters for consideration set out in the Voluntary Eligible Impacted Property Buyback Program Guidelines.

When an Eligible Impacted Property affected by loose fill asbestos insulation is vacated, the owner occupier or tenant becomes eligible for a Relocation Assistance Grant. The Eligible Impacted Property Relocation Assistance Grant can assist with the associated costs of transitioning to a new home or living arrangements.

WHO CAN APPLY FOR THE GRANT?

To be eligible for the Grant you must be an Eligible Applicant.

An Eligible Applicant must have been living in the Eligible Impacted Property at the date that it was determined by the responsible Minister to be an Eligible Impacted Property, and be either:

1. an owner occupier, or
2. a tenant under a valid tenancy agreement.

At the time of your application you must already have moved out of the Eligible Impacted Property and it must remain vacant. Applications for the Grant cannot be lodged while any residents remain in the Eligible Impacted Property.

Tenants will need to provide with their application a copy of their residential tenancy agreement and evidence of lodgement of their bond with Access Canberra. Applications for the Grant can only be made by those Tenants named on the valid residential tenancy agreement.

Landlords/lessors of Eligible Impacted Properties are not eligible to claim the Eligible Impacted Property Relocation Assistance Grant.

WHEN DO I NEED TO APPLY BY?

An Eligible Applicant must apply for the Eligible Impacted Property Relocation Assistance Grant within three months from when the impacted property is permanently vacated.

HOW MUCH IS THE GRANT?

The Grant is a lump sum payment of \$5,000 per household, regardless of the number of people residing in the Eligible Impacted Property.

The Coordination Team will not split payments. Any division of funds must occur between the relevant parties.

Payments will be made by electronic bank transfer to a single recipient, who must be nominated on the application form. Where possible applications will be processed within 15 working days of receipt of an application and all support material.

GRANT CRITERIA

To be eligible to receive the Grant, an Eligible Applicant must satisfy the following criteria:

1. be a participant in the Eligible Impacted Property Buyback Program relevant to their property
2. were an Owner Occupier or a Tenant at the time that the Eligible Impacted Property was assessed and determined by the responsible Minister to be an Eligible Impacted Property
3. have permanently vacated the Eligible Impacted Property at the time of application

4. have signed a statutory declaration agreeing not to return to reside in the Eligible Impacted Property
5. have signed a statutory declaration agreeing not to knowingly allow anyone else to reside at the Eligible Impacted Property.

HOW DO YOU APPLY FOR THE GRANT?

An Eligible Applicant will be required to lodge an application form with the Coordination Team following relocation from the Eligible Impacted Property. There are separate forms for owner occupiers and tenants. Applications will not be able to be lodged while any residents remain in the Eligible Impacted Property. However, in circumstances where this will cause hardship, you can apply for a partial payment to be made available prior to vacation of the affected property.

Owner Occupiers

All owners (that is all registered proprietors on the title of the Eligible Impacted Property) will need to sign the application form.

Tenants

Tenants will need to provide with their application a copy of their residential tenancy agreement and evidence of lodgement of their bond. Applications can only be made by those tenants named on the valid residential tenancy agreement. All tenants named on the residential tenancy agreement will be required to sign the application form.

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 GRANT PAYABLE?

Payment of the Grant will be made following approval of the application including provision of evidence from the Eligible Applicant that all persons have permanently vacated the Eligible Impacted Property.

The application form cannot be processed until the Eligible Impacted Property has been vacated.

REVIEW PROCESS

An Eligible Applicant may submit a decision review using the Loose Fill Asbestos [Complaint and Review Form](#) in regard to the decision of their Relocation 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 complainant.

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 information relevant to the review having been provided by the complainant.

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, email ombudsman@ombudsman.gov.au or phone 1300 362 072.

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.

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.



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.