



South Lakeland District Council

South Lakeland House
Lowther Street
Kendal
Cumbria
LA9 4DQ

Tel: 01539 733333

www.southlakeland.gov.uk

22nd December 2015

Account Ref;

Dear Sir/Madam

Council Tax - Flooding between the 3rd and 11th December 2015

We are writing to you because we believe you have been affected by the events between the 3rd and 11th December. Please accept our sincere sympathies and we hope the measures outlined below offer you some assistance and comfort at this distressing time.

We are providing information about the assistance being offered to residents who have been adversely affected. You may have previously contacted the council about the information requested in this letter, however for completeness it was felt preferable to provide full information now we are fully aware of the assistance being offered.

The assistance takes three forms; immediate, short-term, and long-term. I will detail these in turn:-

Immediate assistance

• **Flood Grant**

A one off payment of £500 payable to all households which were flooded (Water in your property) irrespective whether you are eligible for any other type of relief. Please complete the enclosed form confirming:

- Name & Addresses (affected and forwarding address if applicable)
- Contact Phone Number
- You are the householder
- Provide bank details (We are unable to process payments without this information)

To qualify your property must have been flooded and have been your sole or main residence at the time. Further details are included

• **Cumbria Flood Recovery Fund 2015 (Individuals)**

Funded by Cumbria Community Foundation and public donations. Grants may be made to individuals and families and to community organisations for charitable purposes to relieve hardship caused directly or indirectly by the storm and flooding which took place in December 2015. Further details are available at www.cumbriafoundation.org

Short Term - Council Tax Relief

This relief is aimed at homes where flooding has affected how you use your property, either by having to vacate or live in a limited part of the dwelling (for example upstairs).

- Council Tax residents who have decamped from their property will be treated as being temporarily absent and exempted from council tax providing the property was their sole or main residence between the 3rd and 11th December.
- It will provide a 100% discount for those properties affected by flooding but whose residents choose to remain in the property
- Owners of second Homes are eligible for this relief
- Properties that were empty at the time of the flooding will be treated on a case by case basis
- The relief will remain whilst the premises are empty up to a maximum of 12 months. The relief will end when the property becomes reoccupied

*** Please complete the enclosed application form**

Long Term – Future Flood Resilience Grants

Those responsible for properties affected by flooding may apply for a grant of **up to** £ 5,000 from the local authority. Providing satisfy the following criteria and the grants are intended only to fund measures which improve the property's resilience or resistance to flooding, over and above repairs that would normally be covered by insurance. Where resilient measures can be provided at the same cost as standard like-for-like repairs, insurers should act to encourage take-up as part of the standard reinstatement process

- The funding is for the impacts of flooding from adverse weather conditions and not, for instance, from the failure of water main, internal water systems or the failure of a sewerage system (unless the failure was itself caused by the adverse weather conditions).
- Homes which were flooded in whole or in part between the 3rd and 11th December 2015 as a result of the adverse weather conditions will be eligible to apply.
- Grants will be payable to the person responsible for the fabric of the property, normally the property owner
- Consideration will be given to homeowners who wish to pool grants to enable community level flood arrangements to be put place

Full details can be obtained from the councils' website www.southlakeland.gov.uk

Please do not hesitate to contact us if you have any further queries regarding this matter

Yours sincerely



Revenues and Benefits Manager

Flood Grant Claim Form 2015



South Lakeland District Council
South Lakeland House
Lowther Street
Kendal
Cumbria
LA9 4DQ
Tel: 01539 733333
www.southlakeland.gov.uk

Council Tax Ref No

Name and Current Address
E-mail Address
Phone Number

What is Flood Grant

It is a one off payment of £500 payable to all households whose property was flooded, irrespective whether you are eligible for any other type of relief. Payments will only be made via BACs transfer directly to your bank account.

You must complete the information below fully

Properties Flooded are those homes where it is considered that the property has been flooded internally. i.e. water has entered the property:

- Basements and below ground level floors are included
- Garages are included if in the fabric of the building. Garages adjacent or separate from the main building are not included
- Includes occupied caravans and park homes but not tents

To qualify your property must have been flooded and have been your sole or main residence at the time. Further details are included (overleaf)

Affected Address (If you live in a flat state which floor and who is responsible for the Council Tax)

Bank/Building Society Details	
Account Name	
Account/Roll Number	
Sort Code	

I confirm that I am the householder (resident) and my property was flooded between the 3 rd December and 11 th December 2015. <i>We may inspect your dwelling to verify your claim.</i>	<input type="checkbox"/>
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Signature	
Name (Printed)	
Date	
if you knowingly or recklessly make a false statement to obtain grant for yourself or anyone else you risk prosecution, and the recovery of all grant payments. By signing this form you are agreeing that you have read and agree with the above declaration.	

Cumbria 2015 Household Flood Payment Scheme

* The Flooding Incident that this scheme applies to is where domestic properties have been flooded between the 3rd and the 11th December 2015 in Cumbria.

* The definition to be used for this scheme is from the National Flood Emergency Framework for England. Therefore the definition of flooded properties is :

Properties Flooded are those homes where it is considered that the property has been flooded internally. i.e. water has entered the property:

- Basements and below ground level floors are included
- Garages are included if in the fabric of the building. Garages adjacent or separate from the main building are not included
- Includes occupied caravans and park homes but not tents

* The definition of a **household** is where a family/ group of people live together in one property; in a bedsit or in a flat

* For households that fit within this definition a payment of £500 for each household will be authorised. Authorisations will be checked against a list of flooded properties that is being collated by the Environment Agency and District Councils.

* For Houses in Multiple Occupation (HMO) only one payment will be made to the household (see definition above). It is for the household to agree the share of this payment. It is expected that such payments will need the scheme application form to be completed to determine who will initially receive the payment.

* For flats e.g upper floors that have not been flooded (see definition above) or not affected by flooding the household payment will not apply.

* Where flooded properties were empty (using the Council Tax definition) immediately prior to or during the flood incident these will be excluded from the scheme.

* Where flooded properties are rented. The payment is intended to be made to the tenant (household not individual) rather than the landlord. Where automatic payments are made it is for the landlord to ensure that the tenant receives the payment. Where an automatic payment has not been made an application form from the tenant is to be completed.

* Second Homes are excluded from the scheme.

* Where a property was flooded more than once the payment will only be made once.

* For domestic properties, excluding Houses in Multiple Occupation (HMO), where the property has been identified as flooded (see definition above) automatic payments will be made if there is information held on the Council Tax system and the District Council has direct debit/ bank detail information. These will be through usual payment mechanisms.

* Where a domestic property has been flooded but no bank details are held households will be requested to complete the scheme application form to provide the relevant District Council with that information. Once that information has been received in written format or via email signed by the household member applying the District Council's will make the £500 payment. In exceptional circumstances information can be provided by phone with appropriate follow up checks.

* The scheme will end in December 2016

Flood Relief Claim Form 2015



South Lakeland District Council
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 Lowther Street
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 Tel: 01539 733333
www.southlakeland.gov.uk

	Date of issue:
1. Address of property	
2. Ref number if known	
3. If you have had to move out of your property please provide the date it became unoccupied	
4. Temporary forwarding address	
5. If you are only occupying the upstairs parts of the property please provide the date this started	
6. Has all ground floor furniture been removed or damaged and awaiting removal?	Yes/No
7. Has the structure of the property been damaged rendering it requiring structural work? (if yes please give brief details)	Yes/No
8. Is the damage such that it does not require structural work, e.g. redecoration? (if yes please give brief details and expected work completion date)	Yes/No

Signature

Name (Printed)

Date

if you knowingly or recklessly make a false statement to obtain grant for yourself or anyone else you risk prosecution, and the recovery of all grant payments. By signing this form you are agreeing that you have read and agree with the above declaration.

You Must Notify us when you move back in or re-occupy the whole property

Full Details of the scheme can be found overleaf

Cumbria 2015 Council Tax Relief Scheme

- * The Flooding Incident that this scheme applies to is where domestic properties have been flooded between the 3rd and the 11th December 2015 in Cumbria.
- * The definition to be used for this scheme is from the National Flood Emergency Framework for England. Therefore the definition of flooded properties is :

Properties Flooded are those properties where it is considered that the property has been flooded internally. i.e. water has entered the property:

- Basements and below ground level floors are included
- Garages are included if in the fabric of the building. Garages adjacent or separate from the main building are not included
- Includes occupied caravans and park homes but not tents

The relief will apply to both Unoccupied and Partly Occupied properties

Unoccupied Properties

- * For properties that fit within this definition a 100% Council Tax Discount will apply to all properties that have been rendered uninhabitable¹ due to the flooding.
 - This relief will apply for the period the property remains unoccupied and uninhabitable
 - for a maximum period of 12 months.
 - Will cease on reoccupation of the whole premises.

Partly Occupied Properties

- * For properties that fit within this definition a 100% Council Tax Discount will apply to all properties that have been rendered partly uninhabitable¹ due to the flooding and the residents have remained in the property but occupation of the whole property is limited by flood damage.
 - This relief will apply for the period the property remains partly occupied
 - for a maximum period of 12 months.
 - Will cease on reoccupation of the whole premises
 - Will be subject to verification by Council Officers

2nd Homes and Empty Properties

Properties which were empty or 2nd Homes at the time of the flooding will be allowed to claim the relief for a maximum period of 6 months

- * **YOU MUST NOTIFY US WHEN YOU MOVE BACK IN OR RE-OCCUPY THE WHOLE PROPERTY**

The scheme will reviewed in December 2016

¹ Uninhabitable refers to the house, flat, bedsits, caravans and park homes but not garages

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