|  |
| --- |
| **Compensation for improvements to home form** |

|  |  |
| --- | --- |
| Name |  |
| Address of property with improvements |  |
|  |
| Telephone |  |
| Email |  |
| Date tenancy ends |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description of Improvement** | **Date work completed** | **Cost of work** | **Receipt provided?** | |
| Improvement 1 | | | | |
|  |  | £ | Y | N |
| Improvement 2 | | | | |
|  |  | £ | Y | N |
| Improvement 3 | | | | |
|  |  | £ | Y | N |

|  |  |  |
| --- | --- | --- |
| Grant | | |
| Did you receive any grants from Scottish Homes or under Part XIII of the Housing (Scotland) Act 1987 or under the Home Energy Efficiency Scheme towards the cost of any of the improvement works above? | Y | N |
| If yes, please detail grant type and amount | | |

|  |  |  |
| --- | --- | --- |
| Previous compensation | | |
| Have you previously applied for, or received, compensation for this improvement. | Y | N |
| If yes, please detail when and what amount was received | | |

|  |
| --- |
| **Payment address** |
| Payment of compensation can be made by cheque or BACs transfer. Please note preferred details below.  If you have outstanding payments due to Langstane Housing Association (such as overdue rent or unpaid rechargeable repairs) these will be deducted from any compensation due. |

|  |  |
| --- | --- |
| **Cheque payment** | |
| Cheque to be made payable to |  |
| Address to send cheque to |  |
|  |

|  |  |
| --- | --- |
| **BACs payment** | |
| Account name |  |
| Account number |  |
| Sort code |  |
| Bank |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Declaration | | | |
| I confirm I am the tenant of the property and a seeking compensation on behalf of the household for improvements made to the property. | | | |
| Signed |  | Date |  |

See our guidance notes on the next page for help on completing this form

Send completed form to:

Langstane Housing Association, 680 King Street, Aberdeen, AB24 1SL or email to [**info@langstane-ha.co.uk**](mailto:info@langstane-ha.co.uk)

**How is the compensation amount calculated?**

Compensation is calculated taking into account the original cost of the improvement, the notional life of the improvement and the age of the improvement.

The formula used is **C x (1-(Y/N))**

Where:

C = the cost of the improvement (minus any grants received by the tenant)

Y = the age of the improvement starting on the date the improvement was completed and ending on the date the tenancy ends – a part year is counted as a full year

N = the notional life set out in the Regulations

An example below shows the calculation for a 4 year old bathroom fitted at a cost of £3,500

C = £3,500

Y = 4 years

N = 12 years

3,500 x (1-(4/12))

=3,500 x 0.66

**=£2,310**

The maximum amount of compensation payable is £4,000 and the minimum is £100

**Eligible improvements**

The Scottish Secure Tenants (Compensation for Improvements) Regulations sets out eligible improvements as

|  |  |
| --- | --- |
| Improvement | Notional life in years |
| Bath or shower | 12 |
| Cavity wall insulation | 20 |
| Sound insulation | 20 |
| Double glazing or other external window replacement or secondary glazing | 20 |
| Draught proofing of external doors or windows | 8 |
| Insulation of pipes, water tank or cylinder | 10 |
| Installation of mechanical ventilation in bathrooms or kitchens | 7 |
| Kitchen sink | 10 |
| Loft insulation | 20 |
| Rewiring and provision of power, lighting or other electrical fixtures including smoke detection | 20 |
| Security measures other than burglar alarm | 15 |
| Space or water heating | 12 |
| Storage cupboards in bathroom or kitchen | 10 |
| Thermostatic radiator valves | 7 |
| Wash hand basin or toilet | 12 |
| Work surfaces for food preparation | 10 |

.

**Does the work involve gas or electricity?**

You will need to have the work carried out by a qualified tradesperson and provide us with copies of gas and/or electrical safety certificates for all completed work

If we do not receive certificates we will carry out our own checks of the work and you will be asked to cover the cost

**Exclusions**

Compensation for improvements is not payable if the tenancy has ended because:

* The tenancy has been transferred to another social landlord, for example via a (voluntary) Transfer of Engagements
* The court has granted Langstane a Decree for repossession (for example, eviction for a breach of tenancy conditions)
* The tenant/s has/have been transferred to another Langstane property that is substantially the same as the property where the improvement was carried out

Compensation is also not payable if the calculated amount would be less than £100

**Timescales**

The application for compensation must be made within the period starting 28 days before and ending 21 days after the tenancy ends

Langstane will respond to the claim within 28 days of the date of the claim

**Reviewing the compensation amount**

An amount might be deducted from the compensation calculated if

* the original cost of the improvement was excessive or,
* the condition has deteriorated at a greater rate than expected for the age of the improvement

The amount of compensation might be increased if the improvement is in better condition than expected for its age.

**What costs are not eligible?**

The following costs are not eligible for compensation:

* Costs attributed to the tenant’s own labour
* Any grants received by the tenant towards the cost of the improvement
* VAT paid
* The cost of professional fees
* The cost of any permissions (planning, building warrant etc.)

**Who is eligible to claim compensation?**

* The tenant who carried out the work
* The tenant of a joint tenancy that existed when the work was carried out
* A tenant who succeeded to the tenancy (so long as the tenancy did not stop being a secure tenancy)

**Other considerations**

* The alteration must have had written consent.
* Retrospective consent may be granted – this will be decided on a case by case basis
* The alteration must have been completed after 30th September 2002
* Applications for compensation can only be made at the end of the tenancy
* Receipts must be provided for completed work.
* Where receipts cannot be provided the Property Manager may, at their discretion, consider an estimate of costs
* Compensation will be paid less any amounts owed by the tenancy to Langstane