



**An Roinn Tithíochta,  
Rialtais Áitiúil agus Oidhreachta**  
Department of Housing,  
Local Government and Heritage

**Terms and Conditions for grant aid for eligible works to  
domestic waste water treatment systems in houses  
selected under the EPA's National Inspection Plan**

Rural Water Services,  
Operations Directorate,  
Cork City Council,  
City Hall,  
Cork  
T12 T997

021 4924178

[waterservices@corkcity.ie](mailto:waterservices@corkcity.ie)

Version (2): October 2020

**Grants payable under the Housing (Domestic Waste Water Treatment Systems Financial Assistance) Regulations 2020 (S.I. No. 184 of 2020)**

- Please read the following information notes before completing the application form.
- All questions on the form must be answered and, where specified, supporting documents must be provided. Incomplete forms or those which are not accompanied by the appropriate documents will not be processed.
- Work must NOT start before the housing authority or its representative's visit. If work has commenced before that date, your application will not be considered and payment will be refused.
- The grant scheme is administered by housing authorities. All matters relating to the day-to-day operation of the grant scheme, including applications and payments, are a matter for the relevant housing authority.
- Any enquiries about the grant should be addressed to the relevant housing authority's Rural Water Programme Liaison Officer.

**1. Purpose of grant**

This grant is available to assist with the costs of remediation, repair or upgrading works to, or replacement of, a domestic waste water treatment system (DWWTS) that serves a house, where the works arise directly from an inspection carried out under Part 4A of the Water Services Act 2007 (as inserted under the Water Services (Amendment) Act 2012), and the subsequent issue of an Advisory Notice by the housing authority.

Important: Costs associated with the routine maintenance or servicing of DWWTS, or of de-sludging such systems, do not qualify for grant aid.

**2. Level of grant**

The level of grant aid available is determined on the basis of 85% of the approved cost of the works subject to a maximum of €5,000. There is no minimum expenditure requirement on the eligible works in order to qualify for a grant.

**3. Eligibility**

An applicant is not eligible for a grant if, in the opinion of the housing authority:

- (a) The house served by the DWWTS concerned is not occupied by the applicant as their primary place of residence (e.g. a holiday home), or
- (b) The house served by the DWWTS concerned is at present connected to a public sewerage scheme, or
- (c) The house served by the DWWTS concerned can be connected to an existing sewerage scheme, or
- (d) The house served by the DWWTS concerned is under construction or has been constructed within the previous 7 years, or

- (e) A grant for improvement of the DWWTS that serves the house concerned has been paid within the previous 7 years, or
- (f) The improvement works are not completed satisfactorily in their entirety as detailed in their proposals, or
- (g) The house served by the DWWTS concerned has not been registered with [www.protectourwater.ie](http://www.protectourwater.ie) by the prescribed date (see below).

#### Planning Permission

Planning Exemptions may apply under Section 4(1)(h) of the Planning and Development Act 2000 (hereinafter known as the “Act”) for an existing DWWTS where the works are for the purpose of maintaining or improving the system.

However, where there is any uncertainty as to what, in any particular case, is or is not considered to be development, or is or is not exempted development within the meaning of the Act, any person can request in writing a declaration on that question, from their relevant planning authority (local authority) under Section 5 of the Act.

#### **4. Prescribed date**

The owner of the DWWTS must have, by the prescribed date of 1 February 2013, applied to have the treatment system entered in the register of DWWTS systems maintained in accordance with Section 70B(2) of the Water Services Act 2007 (as amended).

or

The owner of a DWWTS, constructed or installed after 1 February 2013, must have applied to have the treatment system entered in the register of such systems within 90 days of connection of the premises to the DWWTS, in accordance with Regulation 3 of the Domestic Waste Water Treatment Systems (Registration) (Amendment) Regulations 2013 (No. 180 of 2013).

#### **5. Approved cost**

For the purposes of this scheme, approved cost means the actual cost of remediation, repair or upgrading works to, or replacement of, a DWWTS, or the costs estimated by the housing authority to be the reasonable costs of carrying out such works, whichever is the lesser.

#### **6. Receipts**

Each claim for grant aid must be accompanied by a receipt(s) from each contractor engaged for the purpose of eligible works. Receipts must include details of the works carried out and the associated costs.

#### **7. Tax clearance requirements**

In the case of each contractor engaged to carry out remediation, repair or upgrading works to, or replacement of, a DWWTS, a copy of a current tax clearance certificate issued to the contractor by the Revenue Commissioners must be submitted.

#### **8. Processing of claims for payment**

Claims for payment should be submitted to the housing authority in whose functional area the DWWTS, the subject of the application, is located. Claims will be processed as quickly as possible. If assistance with completing the form is required, please contact the relevant housing authority.

The housing authority reserves the right to make any enquiries it considers necessary to verify information or supporting documents provided as part of a claim for grant aid and may exclude from consideration for grant aid any applicant who supplies false or misleading information or documents.

# FORM DWWTS 1a

**Claim form – Remediation, repair or upgrading works to, or replacement of a domestic waste water treatment systems (DWWTS) related to inspections under the Water Services Acts National Inspection Plan**

<b>1. Details of the applicant</b>	
Name of applicant (in BLOCK):	
Address (location of DWWTS):	
EIRCODE (required):	
Daytime telephone No:	
Email address:	
PPSN:	
<b>2. Details of the DWWTS</b>	
DWWTS registration reference (available from your Registration Certificate):	
Date inspection carried out:	
Advisory Notice reference number:	
Date of housing authority Notice of Compliance:	
<b>3. General description and cost of works carried out (Itemised receipt(s) must be provided when the works are completed):</b>	
<b>4. Details of contractor(s): (copy of Tax Clearance Certificate for each contractor <i>must</i> be provided)</b>	
Contractor 1	Contractor 2 (if applicable)
Contractor name:	Contractor name:

# FORM DWWTS 1a

Contractor address:	Contractor address:
EIRCODE:	EIRCODE:

## DECLARATION

I declare that the information provided by me on this application form are correct and I understand that the provision of any false or misleading information or invalid supporting documents may result in this claim being cancelled.

Signature of claimant:

Date:

## CHECK LIST

Please ensure that the following documentation is included with your claim for payment of grant aid:

- Itemised receipts for all work(s) carried out,
- A copy of a current Tax Clearance Certificate for each contractor engaged.

**PLEASE SUBMIT THE FULLY COMPLETED **FORM DWWTS 1a** AND SUPPORTING DOCUMENTATION TO YOUR HOUSING AUTHORITY OFFICE.**