HOUSING.

Grants.

MEMORANDUM AND RULES MADE BY THE MINISTRY OF HOME AFFAIRS WITH RESPECT TO GRANTS TO PERSONS OR BODIES OF PERSONS CONSTRUCTING HOUSES, AND TO LOCAL AUTHORITIES CARRYING OUT SCHEMES FOR THE PROVISION OF HOUSES FOR THE WORKING CLASSES.

1933. No. 126.

Memorandum.

Considerable changes have been made by the Housing Act (Northern Ireland), 1933, in regard to the method of affording financial assistance to persons or bodies of persons constructing houses and to local authorities carrying out schemes for the provision of houses for the Working Classes, and it may be of assistance to summarise the scheme as follows :—

Houses commenced under the provisions of the Housing Act, 1932, and completed before the 31st March, 1934, will be dealt with as if the Act had not been passed and the subsidy for which they are eligible is £25 payable by the Ministry of Home Affairs.

Houses commenced after the passing of the Act.

(1) *Assistance by way of subsidy and/or relief from rates.*

The Ministry of Home Affairs will pay subsidy at the rate of £25 per house in respect of houses completed in accordance with the Act and the Rules thereunder in any district in which the local authority agrees to pay a subsidy of equal amount or to give exemption from rates for a period of 10 years and not in any other district.

A local authority may attach conditions to the grant of subsidy or exemption from rates including a condition as to the rent at which a house is to be let for a period of three years from completion.

Houses commenced after the passing of the Act may, therefore, fall into one of two categories, viz. —:

(*a*) Those erected in districts where the local authorities do not impose conditions.

(*b*) Those erected in districts where the local authorities impose conditions.

It should be carefully noted that that procedure from the point at which the houses are completed will be different in the case of houses falling within the two categories. Up to the point of completion it will be the same.

Other forms of assistance.

(2) Local authorities may advance money to builders at a cheap rate of interest.

(3) Local authorities may guarantee repayment of a proportion of loans obtained by builders from Building Societies or other bodies.

NOTE.—One or other of the three forms of assistance enumerated may be given in any case but not more than one.

PART I.
PAYMENT OF GRANTS.

(1) *Payment of grants without conditions.*

A grant will be paid by the Ministry at the rate of £25 per house provided that such house is completed before the 1st April, 1936, and that in pursuance of a general resolution approved by the Ministry, a local authority or rural district council undertakes to pay to persons or bodies of persons constructing houses of the prescribed type in their area a further grant of £25 per house, *or* alternatively to exempt all houses of the prescribed type from rates in respect of such houses for a period of ten years from the date of completion of the houses.

(2) *Payment of grants where conditions are imposed by local authorities or rural district councils.*

A local authority or rural district council may by resolution determine that the grant of £25 or the exemption from rates for ten years to be given in respect of an approved house, may be made subject to such conditions, with the approval of the Ministry, as they may impose, including a condition that for a period of three years the house will not be let at a rent in excess of that fixed by the authority or council.

In the event of such resolution being adopted the grant made by the Ministry will be paid to the local authority or council in whose area or district the houses are situate, and will be subject to the same conditions as are imposed by the authority or council. The authority or council will then pay the government grant to the person or body of persons constructing the house in the same manner as if it were a grant given by the authority or council.

(3) It should be noted that no grant or exemption from rates will be payable in respect of any house where the builder has obtained assistance by means of an advance from a local authority at a cheap rate of interest or by having repayment of a loan from an approved company guaranteed by the local authority.

(4) *General conditions as to the Houses.*

The houses must be of the kitchen or small parlour type and must satisfy the Ministry as to structural stability and proper sanitation.

The dimensions of the houses must comply with the following conditions :—

(1) The house must have minimum dimensions of 500 superficial feet and maximum dimensions of 550 superficial feet ;
(2) The house must contain four apartments, the scullery, sanitary accommodation and usual offices being included in the measuring of dimensions but not in the numbering of the apartments ;
(3) Plans showing the lay-out of the site and the type, design and method of construction of the house must have been approved by the Ministry before its commencement ;
(4) Where restrictive conditions have been imposed by the local authority or council the maximum area may be either 550 superficial feet or such greater number of superficial feet not exceeding 600 as the local authority may decide.

No subsidy is payable in respect of a separate and self-contained dwelling or flat which forms a part only of a house, or the house of which such dwelling or flat forms part.

Persons or bodies of persons and local authorities proposing to construct houses with a view of obtaining grants and the officers of a local authority or a council shall observe the procedure outlined in Schedule I of the Rules.

(5) *Certificates of completion of Houses.*

Certificates as to the completion of houses erected by persons or bodies of persons in Urban Areas are issued by the County Borough Council, Borough Council, Urban District Council or Town Commissioners as the case may be. Any person aggrieved by the refusal or neglect of such a body to give a certificate of completion may appeal to the Ministry.

Certificates as to the completion of such houses erected in rural districts are issued by the Ministry. Certificates as to the completion of houses erected by County Borough Councils, Borough Councils, Urban District Councils or Town Commissioners are issued by the Ministry of Home Affairs.

Where the Ministry of Home Affairs is satisfied that a house has been designed with the view of being or is intended to be, upon completion, enlarged or altered in such a manner that it will cease to conform to the requirements as to type or dimensions for the time being in force for the purpose of the building grant or amalgamated with any other house or houses so that such houses will together form a single house, then the Ministry may refuse to pay a building grant in respect of the house or may suspend payment of such building grant until any requirements of the Ministry in relation to the house are complied with.

Where housing facilities have been granted in respect of a house and at any time after the completion of the house and before the expiration of three years from the date of payment of the building grant, the house is enlarged or altered in such a manner that it ceases to conform to the requirements as to type or dimensions for the time being in force for the purpose of the building grant, or the house is amalgamated with any other house or houses so that such houses together form a single house or all or any of the conditions imposed by the local authority or rural district council (as the case may be) on the grant of such facilities are broken, a sum equal to the amount paid or allowed by way of housing facilities may be recovered as a debt due to the authority or council, or in the case of any grant of exemption from rates, where within three years from the date of payment of the building grant, all or any of the conditions imposed are broken, then the exemption from rates in respect of any such house ceases as from the date of such breach.

Part II.

Advances by Local Authorities.

(1) *Loans to persons or bodies of persons.*

Under Section 4 of the Housing Act, 1933, a local authority or rural district council have power to advance loans to persons or bodies of persons for the purpose of enabling them to build approved houses.

Such loans may be advanced to persons desiring to build houses for their own occupation or to build one or more houses for sale or letting or to Public Utility Societies or other Societies or bodies undertaking to build houses.

Before granting assistance a local authority or council must satisfy themselves that the houses in respect of which assistance is to be given will comply with the requirements as to dimensions, etc., prescribed in paragraph (*b*) of Section 1 (1) of the Housing Act (Northern Ireland), 1933. These have been referred to in paragraph 4 of Part I of this Memorandum (p. 2).

The loans must be secured by mortgage. The amount of the advance may not exceed 90 per cent. of the value of the interest of the mortgagor in the property, after deducting therefrom the amount (if any) advanced by way of grant by the Ministry and the local authority or rural district council, but will otherwise be within the discretion of the local authority or council, subject to the approval of the Ministry.

During construction the local authority or council are empowered to make advances up to 50 per cent. of the value of the work done, including the value of the builder's interest in the site. Loans to persons having a leasehold interest are permissible, but in such cases the unexpired period of the lease at the date of the advance of the loan must be at least 60 years.

Advances may only be made after a valuation duly made on behalf of the local authority or council, and they may either decide to charge the ordinary rate of interest, or they may resolve to charge a reduced rate as referred to in the following paragraph. If they decide to charge the ordinary rate of interest the builder will not be precluded from receiving the building grant of £25 and the equivalent facilities offered by the local authority or council.

Government Contribution towards Advances made to Builders by local authorities or rural district councils.

If the local authority or rural district council advance the money to builders at one-half per cent. per annum below the rate at which they themselves borrow, the Ministry of Home Affairs will recoup one-half per cent. per annum on the amount which the local authority or council have borrowed and advanced and which remains outstanding for a period not exceeding twenty years from the date of the borrowing. Advances to builders at this reduced rate cannot be made if a money grant or exemption from rates is being given, or if the local authority is guaranteeing repayment of the loan (see next paragraph).

(2) *Guarantees to Corporations or other bodies of persons.*

Many of the agencies of private enterprise will have available the resources necessary to provide approved houses. Section 4 (1) (*b*) and Section 5 of the Act which relate to guarantees by local authorities and rural district councils of advances made by Corporations* or other bodies of persons approved by the Ministry in regard to the provision of new houses, are designed to provide an additional supply of finance on easy terms for those builders and investors who require it. The proposals originate in offers made by Corporations and other bodies of persons to make their large financial resources available on favourable terms to private builders and investors willing to undertake the provision of approved houses, and will, it is hoped, prove one important means of facilitating the return of private enterprise on a large scale to the provision of such houses.

This new provision enables the Ministry, where approved houses are built, to share equally with the local authority or council and the Corporation or other body of persons the risk involved by making advances up to 90 per cent. of the valuation in lieu of the limited advances (70 per cent. of the valuation) which would, apart from this special arrangement, be made by the Corporation or other body of persons. The liability of the local authority or council is thus in effect limited to one-third of any excess advance.

*These include such bodies as Building Societies, Insurance Companies, etc.

Under the Scheme embodied in the Act the bulk of the risk of making advances is taken by the Corporation or other body of persons, and in these circumstances, the Ministry would think it reasonable that local authorities and councils should, ordinarily, accept and act on the valuation of the houses made for the bodies concerned, thus avoiding the expense and delay of a double valuation.

It should be emphasised that the new provisions are limited to the building of new approved houses.

It is requested that the local authority or council, in submitting proposals to the Ministry, will follow as closely as possible Form A contained in the Appendix to this Memorandum. That form embodies the conditions prescribed by the Statute.

A model form of guarantee has been prepared and is printed in Form B of the Appendix to this Memorandum.

It is requested that in the absence of special circumstances the model should be used, and that no substantial departure from the form should be made without prior consultation with the Ministry. It will be observed from the model that the council's liability under the guarantee will cease when the amount of the advance has been reduced by repayments to 45 per cent. of the valuation.

If there should be default and the Body concerned exercise their power of sale, the amount to be deducted from the principal and interest owing in order to arrive at the " Deficiency " will be the net proceeds of sale less the costs involved.

The Ministry, when approving the local authority's or council's proposals, will undertake to reimburse the authority or council to the extent of one-half of any loss necessarily sustained by them arising out of guarantees given under the Act in accordance with the terms of the approved proposals. The Ministry will require to be furnished at the 31st March, 30th June, 30th September and 31st December of each year with a progress return in the Form C, contained in the Appendix to this Memorandum, showing the action taken by the authority or council under the approved proposals.

Before meeting any claim for reimbursement in accordance with its undertakings, the Ministry would require to be satisfied that the authority or council had taken all reasonable steps to restrict their liability under the guarantee to the minimum.

This form of assistance cannot be given in addition to a grant, exemption from rates, or the advance of money at a reduced rate of interest.

APPENDIX TO MEMORANDUM.

FORM " A."

HOUSING ACT (NORTHERN IRELAND), 1933.

.....Council.

I am directed by the Council to apply for the Ministry's approval to the following proposals of the Council for guaranteeing advances under Section 5 of the Housing Act (Northern Ireland), 1933 :—

1. These proposals extend to approved houses.

2. The guarantees will (as required by Section 5 of the Act) in no case extend to more than two-thirds of the principal of and interest on the amount by which the sum to be advanced by the exceeds the sum which would normally be advanced by them without any guarantee, namely seventy per cent. of the valuation.

3. The rate of interest at which the advances will be made will not exceed per cent. per annum.

4. The area of the houses shall comply with the provisions of the Housing Acts (Northern Ireland), 1890-1933.

5. Unless the Ministry's special approval or dispensation has been obtained—

(*a*) the density of the houses on any particular site will not exceed to the acre ;

(*b*) the period of all loans in respect of which guarantees are to be given will not exceed 30 years.

6. The loans in respect of which guarantees are to be given will not in any case exceed 90 per cent. of the mortgagor's interest in the property as assessed after a valuation made by the in agreement with the Council.

7. The model form of guarantee printed as Form " B " in this appendix will be followed.

8. Before giving a guarantee the Council will satisfy themselves that the houses to which the guarantee relates comply with the terms of the approved proposals.

9. Quarterly returns of progress substantially in the form set out in Form " C " of this appendix will be duly furnished at the end of each quarter.

Clerk of the Council.

Form "B."

Model Form of Guarantee.

This Guarantee is made the day of
One Thousand nine hundred and
Between the
(hereinafter called "the Authority" (or "Council")) of the one part and The
of the other part.

Whereas by a Mortgage (hereinafter called "the Mortgage") bearing the date mentioned in the first column of the Schedule hereto the property which is shortly described in the second column of the said Schedule is mortgaged to the
to secure payment to them by
of (hereinafter called "the Mortgagor") of the principal sum mentioned in the third column of the said Schedule with interest thereon at the rate of per centum per annum and the Mortgage contains a covenant by the Mortgagor to repay to the the said principal sum together with interest thereon by means of equal (monthly) payments of £ during a period of years* commencing on the day of 19 , the first of such (monthly) payments to be made on the day of 19 .

And Whereas the interest of the Mortgagor in the property comprised in the Mortgage is valued at the sum (hereinafter called "the assessed value") specified in the fourth column of the said Schedule.

And Whereas the principal sum secured by the Mortgage exceeds by the amount (hereinafter called "the additional sum") specified in the fifth column of the said Schedule the sum which would normally be advanced by the
that is to say, 70 per cent. of the assessed value but does not exceed ninety per cent. of the assessed value.

And Whereas pursuant to the provisions of Section 5 of the Housing Act (Northern Ireland), 1933, the Authority (or Council) have agreed to guarantee repayment to the
of the additional sum in the manner and to the extent hereinafter appearing.

Now this Deed Witnesseth and it is hereby covenanted and agreed as follows :—

1. If the Mortgagor shall at any time make default in payment in accordance with the terms of the Mortgage and the after duly exercising all or any of the powers vested in them as Mortgagees for recovering the principal and interest secured thereby shall have failed to recover the full

*The period must not exceed thirty years.

amount of such principal and interest for the time being outstanding then the Authority (or Council) shall within one month after demand duly made in that behalf pay to the
a sum equal to two-thirds of the difference between the actual deficiency which has arisen and the deficiency that would have arisen if the principal sum secured by the Mortgage had been 70 per cent. of the assessed value and the amount of the periodic payments specified in the mortgage had been proportionately less :

PROVIDED always that no liability shall attach to the Authority (or Council) under the foregoing covenant, unless :—

(i) the within one month after the happening of any event giving rise to the exercise of the power of sale of the property comprised in the Mortgage shall have given notice thereof to the Authority (or Council) by registered letter ; and

(ii) the shall have demanded payment of the principal and interest owing on the security of the Mortgage and in default of payment have taken all measures which may be open to them as mortgagees for the recovery of the full amount due to them under the Mortgage and which the Authority (or Council) may have required them to take.

Provided also that in no case shall the Authority (or Council) be liable for such deficiency or any part thereof which is caused by or arises from any defect in the title of the mortgagor to the property comprised in the mortgage.

2. The guarantee hereby given shall determine at the date on which the principal sum remaining outstanding under the Mortgage shall have been reduced to forty-five per cent. of the assessed value.

IN WITNESS whereof the Authority (or Council) and the have hereunto affixed their common seals the day and year first written above.

THE SCHEDULE.

Date of Mortgage. (1)	Property mortgaged. (2)	Amount of Loan. (3)	Assessed Value. (4)	Additional Sum. (5)

FORM "C."

HOUSING ACT (N.I.), 1933.

.....COUNCIL.

PROGRESS RETURN.

Mortgagor (name, address and description).	Corporation or other body.	Particulars of approved houses in respect of which guarantees have been given during the quarter.				Particulars of Guarantees.					
		Name and description of site.	Houses on each site.			Amount advanced by in respect of houses on each site.	Amount guaranteed by Local Authority.	Date of Guarantee.	Period of Advance.	Rate of Interest.	Method of repayment (Instalment or Annuity).
			Number.	Superficial area (sq. ft.).	Assessed value of house.						
TOTAL OF HOUSES GUARANTEED SINCE PASSING OF THE ACT											

The houses to which the above quarterly return applies comply with the proposals approved by the Ministry.

.....

Clerk of the Council.

NOTE.—Particulars already reported in a previous Quarterly Return need not be repeated unless they need amendment, in which case full particulars should be given, with a reference to the earlier Return for which the new particulars are to be substituted.

Rules.

The Ministry of Home Affairs for Northern Ireland, in pursuance of the powers conferred on it by the Housing Acts (Northern Ireland), 1890-1933, and of all other powers thereto enabling it, do hereby make the following Rules :—

Interpretation.

RULE I.—In these Rules, unless the contrary intention appears :—

(*a*) The expression "local authority" means a County Borough Council, Borough Council, Urban District Council or a body of Town Commissioners.

(*b*) The expression "Council" means a Rural District Council.

(*c*) The expression "persons or bodies of persons" shall mean persons or bodies of persons constructing houses in respect of which grants may be made under these Acts, but shall not be deemed to include any person or body of persons constructing houses as builders or contractors in pursuance of any contract entered into for such construction.

(*d*) "An approved house" means a house complying with the conditions laid down in paragraph (*b*) of Sub-section (1) of Section 1 of the Housing Act (Northern Ireland), 1932, and includes a house to which paragraph (*d*) of Sub-section (2) of Section 2 of the Act of 1933 applies.

(*e*) The "Acts" mean the Housing Acts (Northern Ireland), 1890-1933.

(*f*) The "Ministry" means the Ministry of Home Affairs for Northern Ireland.

Measurement of superficial area.

RULE II.—The rules for the measurement of superficial area will be as follows :—

(*a*) The area will be measured within the external or containing walls of the house (so as to include the area of staircases, landings, interior walls, chimney breasts, bay windows and similar space), and, in the case of two-storey houses, will be the combined areas as so measured of the two storeys.

(*b*) Accommodation provided in an attic or storey formed in the roof will be included without regard to the use to which it may be intended to be put.
The area of so much of the attic as is less than 5 feet in height will be excluded in measuring the accommodation.

(*c*) Cellars will not be included.

(*d*) Out-buildings detached from the house will be excluded if they do not contain accommodation which is necessary to the occupation of the house or is usually included within the containing walls of the house.
The area of an out-building attached to the house will be included if it exceeds 30 square feet. The area to be measured will be that within the containing walls of the building.

(*e*) A porch may be provided, and the area of such porch shall not be reckoned in measuring the area of the house provided it does not exceed 16 square feet.

Planning and Standard of Construction.

RULE III.—Houses shall be constructed of brick, stone or concrete, or other form of construction previously sanctioned by the Ministry. The planning and standard of construction must comply with the requirements prescribed by Part II of Schedule II of these Rules ; provided that grants will not be payable :—

(*a*) in respect of any house constructed by means of the conversion of an Army hut or similar structure ;

(*b*) in respect of any house, which is constructed by the conversion, adaptation, or extension of an existing building ;

(*c*) in respect of any house which contains or is constructed for occupation with an office, shop, business premises, public garage, stable, or similar building.

Procedure.

RULE IV.—Persons or bodies of persons, local authorities and councils proposing to construct houses with a view of obtaining grants and the officers of a local authority or a council shall observe the procedure outlined in Schedule I to these Rules.

Definition of date of commencement.

RULE V.—A house shall be deemed to have been commenced on the day the actual construction of the foundations was begun. Excavation or the clearance of a site or cartage of materials thereto, is not deemed to be commencement of a house.

Questions.

RULE VI.—Any questions which may arise as to whether a grant is payable or any other questions as to the interpretation of these Rules shall be referred to and determined by the Ministry, whose decision shall be final.

Stipulations with regard to Rules made on 20th June, 1932, now revoked.

RULE VII.—The Rules made by the Ministry on the 20th day of June, 1932, under the provisions of the Housing Acts (Northern Ireland), 1890-1932, are hereby revoked, but nothing herein contained shall affect the right of any person, body of persons, local authority or Council to claim a grant which they may have

been entitled to claim under the provisions of the said Rules. Nothing in these Rules, however, shall enable any person, body of persons, local authority or Council, who has received, or is entitled to receive, a grant under these Rules in respect of any house to claim a grant in respect of the same house under the Rules made by the Ministry on the 20th day of June, 1932.

Title. RULE VIII.—These Rules may be cited as the Housing Grant Rules (Northern Ireland), 1933.

Given under the Seal of the Ministry of Home Affairs for Northern Ireland this 21st day of December, in the Year of our Lord One Thousand Nine Hundred and thirty-three.

(L.S.) *D. L. Clarke,*
Assistant Secretary.

SCHEDULE I.

PROCEDURE WHICH MUST BE FOLLOWED IN REGARD TO HOUSES BUILT BY PRIVATE PERSONS OR BODIES OF PERSONS.

1. Plans shall be submitted to the local authority or council in whose area the houses are proposed to be erected in the form required by the bye-laws (if any) in force with regard to new streets and buildings or by any local Act. In every case, whether bye-laws are in force or not, there shall be submitted to the local authority or council concerned by the person or persons who propose to construct the houses :—

(*a*) A block plan (in duplicate) to a scale of 1/500, or other scale of not less than one inch to 44 feet, showing the lay-out, roads and sewers ; and

(*b*) Complete plans, sections and specifications (in duplicate) of the proposed house or houses, to a scale of not less than one inch to eight feet. The over-all dimensions, heights of ceilings, sizes of bearing and roof timbers should be shown in figures on the plan.

(*c*) An undertaking in writing made by an endorsement upon the plans that the standard of construction will be in accordance with Part II of Schedule II or equivalent thereto.

(*d*) Where any form of construction other than brick, stone or concrete approved by the Ministry is proposed, a description of the method to be adopted and an undertaking that the construction will be carried out strictly in the form approved and will comply with the conditions in Part II of Schedule II so far as they are applicable.

(*e*) In Rural Districts a certificate from the Medical Officer of Health of the District to the effect that he is satisfied that the proposed site is suitable for the erection of dwelling houses, and that the proposed arrangements for sanitation and water-supply are satisfactory. The Medical Officer of Health shall be entitled to a fee of ten shillings and sixpence for giving such certificate in respect of each site, whether one or more houses are to be erected thereon.

2. On receipt of such plans and other documents the local authority or council concerned shall cause them to be examined with all possible speed by their Surveyor or other qualified person specially authorised by them with the approval of the Ministry, and, subject to the compliance of the plans and specifications with the conditions set out in Schedule II below, shall prepare, in triplicate, a certificate (Certificate A.) under the hand of their Clerk, Surveyor or other duly authorised person, in the form set out in Schedule III or Schedule V as the case may be below. Three copies of the certificate, accompanied by the two sets of plans and specifications, shall be forwarded to the Ministry for approval. If the Ministry is satisfied with the plans and specifications, two copies of Certificate A.

and the plans and specifications endorsed with the Ministry's approval shall be returned to the local authority or council. The local authority or council shall retain one copy of Certificate A. and one set of the plans and specifications, and shall forward the other copy of Certificate A. and the second set of plans and specifications to the person or body of persons concerned.

The houses should not be commenced until the receipt of the certificate accompanied by the approved plans from the local authority or council concerned. Before the foundations of the house or houses are laid notification should be sent to the Ministry intimating that it is proposed to lay the foundations, and specifying the date on which it is intended to lay them.

If any doubt, difficulty, or dispute arises in regard to the issue or refusal to issue a certificate, the question may be referred by any of the parties concerned to the Ministry, whose decision shall be final.

3. When houses have been completed in the area of a local authority, the person or body of persons constructing the houses shall apply to the local authority concerned for a Certificate that they have been completed in a proper and workmanlike manner and that body shall at once cause the houses to be examined by their Surveyor or other qualified person specially authorised by them, and, if satisfied, shall issue a Certificate (Certificate B.) in the form set out in Schedule IV or Schedule VI as the case may be. If the body concerned refuse or neglect to grant such a Certificate any person aggrieved may appeal to the Ministry, and the Ministry, if satisfied that the Certificate has been unreasonably or wrongfully withheld, may issue the Certificate.

When houses have been completed in a Rural District the person or body of persons concerned shall apply to the Ministry* for Certificates of completion, enclosing with the application the relative Certificate A. issued to them by the Council concerned.

4. Local Authorities shall keep a register of applications made to them and of Certificates A. and B. issued by them and shall give a serial number to each of the Certificates A. and also to each of the Certificates B. A Rural District Council shall observe the same procedure as regards Certificates A. issued by them.

5. The local authority or the Council in whose area houses are proposed to be built may require the applicant to give an undertaking in writing to pay to them, in respect of any expenses incurred by them in the examination of plans and any other work involved in connection with the application, a fee not exceeding £3 3*s*. 0*d*. (three guineas) for each type of house for which separate plans are required, provided that where more than three houses are to be erected to the same plan a fee not exceeding £1 1*s*. 0*d*. (one guinea) per house may be charged. The fee will be payable to the local authority when Certificate B. is applied for, and to a Rural District Council when Certificate A. is issued.

6. When any person or body of persons constructing houses has received both the Certificates A. and B., he or they will forward to the Ministry each of the original Certificates with a written application made on the back of Certificate B. in the form set out in Schedule IV or Schedule VI as the case may be (Claim for Grant) for the grant claimed to be payable.

7. If the local authority or the Council have not attached any conditions to the housing facilities granted by them then the Ministry if and when satisfied as to the correctness of the application will pay the amount of the building grant, and will notify the local authority or the Council concerned that the application has been approved. Upon receipt of this notification the local authority or the Council concerned shall pay such grant to the person or body of persons concerned as may have been determined by the resolution passed by such local authority or Council under the Acts.

The local authority or council concerned may further make arrangements for the remission of rates in respect of the houses concerned for whatever period may have been determined by the resolution passed by the local authority or the Council concerned in accordance with the provisions of Section 3 of the Housing Act (Northern Ireland), 1925, as amended.

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*Address :—Secretary, Ministry of Home Affairs (Local Government Department), Stormont, Belfast.

8. If the local authority or council have attached conditions in pursuance of Section 2 of the Housing Act (Northern Ireland), 1933, to the facilities granted by them, then the Ministry if and when satisfied as to the correctness of the application, will pay the building grant to the local authority or council concerned, and the latter shall pay the building grant together with the grant payable by them to the person or body of persons concerned, or if exemption from rates is granted they shall pay the building grant to the person or body of persons concerned and arrange for the remission of the rates in respect of the houses.

PROCEDURE IN REGARD TO HOUSES CONSTRUCTED BY LOCAL AUTHORITIES UNDER THE ACTS.

The proposals of local authorities in regard to the construction of houses under the Acts shall be submitted to the Ministry in accordance with the procedure already in force with regard to applications for sanction to loans for carrying out Schemes under the Housing of the Working Classes Acts. Lay-out plans, house plans, &c., should be submitted in duplicate.

A formal certificate of approval of such proposals will be issued to the Local Authority by the Ministry when the Scheme is sanctioned.

When the houses have been completed a Certificate (Certificate B.) similar in form to that issued to private persons by the local authority will be issued by the Ministry to the local authority concerned if the Ministry is satisfied that they have been completed in a proper and workmanlike manner and in accordance with the conditions prescribed in the Acts and in the Rules made by the Ministry. Upon receipt of the Certificate the Local Authority shall make application for the grant payable on the form printed on the back of the Certificate.

PROCEDURE IN REGARD TO HOUSES PROPOSED TO BE ERECTED IN AREAS SCHEDULED UNDER SECTION 4 OF THE HOUSING ACT (NORTHERN IRELAND), 1929.

Any person proposing to erect a house in a scheduled area should, in the first instance, communicate with the Ministry with a view of ascertaining whether the house will be recognised for subsidy. Only houses which are intended for continuous as distinct from occasional occupation are eligible for subsidy in scheduled areas, and the person proposing to build the house must forward to the Ministry a statutory declaration setting out that this condition will be complied with.

The houses should not be commenced until the receipt of the certificate accompanied by the approved plans from the local authority or council concerned. Before the foundations of the house or houses are laid notification should be sent to the Ministry intimating that it is proposed to lay the foundations, and specifying the date on which it is intended to lay them.

If any doubt, difficulty, or dispute arises in regard to the issue or refusal to issue a certificate, the question may be referred by any of the parties concerned to the Ministry, whose decision shall be final.

3. When houses have been completed in the area of a local authority, the person or body of persons constructing the houses shall apply to the local authority concerned for a Certificate that they have been completed in a proper and workmanlike manner and that body shall at once cause the houses to be examined by their Surveyor or other qualified person specially authorised by them, and, if satisfied, shall issue a Certificate (Certificate B.) in the form set out in Schedule IV or Schedule VI as the case may be. If the body concerned refuse or neglect to grant such a Certificate any person aggrieved may appeal to the Ministry, and the Ministry, if satisfied that the Certificate has been unreasonably or wrongfully withheld, may issue the Certificate.

SCHEDULE II.

CONDITIONS PRESCRIBED BY THE MINISTRY OF HOME AFFAIRS AS TO THE PLANNING AND CONSTRUCTION OF HOUSES IN RESPECT OF WHICH GRANTS MAY BE MADE UNDER THE HOUSING ACTS (NORTHERN IRELAND), 1890-1933.

PART I.—PLANNING.

(*a*) *Site.*—The site must be suitable for the building of dwelling-houses; be reasonably dry and free from any liability to flooding. In rural districts, the certificate mentioned in paragraph (1) (*e*) of Schedule I must be obtained from the Medical Officer of Health of the district. In all cases, prior to the issue of

Certificate "A," the Surveyor must satisfy himself that the site is in all respects a suitable one.

(*b*) *Number of Houses per acre.*—The standard to be aimed at should be not more than 30 houses to the acre, but on land partly developed, it will be within the discretion of the local authority or council to allow a larger number; provided that in no case shall the number of houses per acre exceed 40 without the express authority of the Ministry. The houses shall be set back not less than 30 feet from the centre of the street; but this requirement may be dispensed with by the Ministry in any particular case if it is satisfied, on the representation of the local authority or council concerned, that exceptional circumstances exist which render rigid adherence to the requirement undesirable.

(*c*) *Height of rooms.*—No house shall be approved which contains a living room or bedroom of a less height than 8 feet. In the case of a room partly in the roof, the height of the ceiling shall be not less than 8 feet for at least two-thirds of the floor area.

(*d*) *Baths and W.C.'s.*—A house for which a sufficient water supply is available must be provided with a W.C., and a bath; but the Local Authority or Council, with the approval of the Ministry may dispense with the fitting of a bath if space for its future installation is provided. Where no sewerage is available a pail or other suitable closet must be provided. Chemical closets must be installed in a separate structure outside the main house.

(*e*) It shall be open to the Local Authority or Council, where it appears to them desirable, to approve proposals with regard to the level, width, and construction of streets which do not comply in all respects with the building bye-laws in force.

(*f*) It shall be open to the Local Authority or Council, where it appears to them desirable to permit the drainage of not more than 14 houses in any one case by a common drain.

PART II.—CONSTRUCTION WHEN HOUSES ARE BUILT IN BRICK, STONE, CONCRETE OR OTHER FORM OF CONSTRUCTION APPROVED BY THE MINISTRY (SEE RULE III).

Houses shall comply with the standard of construction required by the following specification. It is intended, however, that the normal methods and materials which are customary in each particular district shall be adopted to the extent that such methods and materials do not fall below the standard hereby prescribed.

Specifications.

Foundations.—Where the nature of the soil so requires, suitable foundations of concrete must be provided not less than 6 inches thick and 9 inches wider than the bases of the walls; the concrete to be composed of one part of Portland cement made to British standard to not more than seven parts of a good clean aggregate.

Surface Concrete.—Where the nature of the soil so requires, a bed of cement concrete 4 inches thick, or of an approved tar concrete 3 inches thick, is to be laid and well consolidated over the whole area covered by the house.

Drains.—The drains, sanitary work and plumbing are to be laid out and constructed to the approval of the Local Authority or Council.

Bricks.—All bricks are to be good, hard and well burnt.

Mortar.—Mortar is to be composed of one part of good lime and not more than three parts of clean sharp sand, or of one part of Portland cement made to British standard to five parts of sand.

Brickwork.—No main external brick wall is to be less than 9 inches thick if solid, or, if hollow, than two 4½ inch brick walls with a 2-inch cavity and with galvanized iron ties, two at least for every superficial yard. External solid walls must be rendered in cement or finished rough cast unless such walls are faced with facing brick of good quality. All division ground floor walls carrying upper floor joists are to be 4½ inches thick of brick or cement concrete. The joints of all brickwork are to be filled solid with mortar and well flushed up.

Party walls.—Party walls between houses, where unsupported by chimney breasts, piers, etc., for a distance of more than six feet must be built 9 inches in thickness and in every case must be carried up to the level of the rafters.

Ventilation.—Provision must be made for thorough ventilation under all ground floors constructed of wood.

Damp Courses.—Lay adequate damp courses of approved quality the full thickness of all walls and under all tassels on offsets and dwarf walls.

Stud Partition Walls.—Stud partition walls must be of substantial construction and be lathed and plastered or be covered with approved incombustible material.

Rendering.—Roughly render with cement mortar the faces of brickwork or walling over smoke flues passing through floors, ceilings and in roof spaces.

At least 4½ inches of fire proof cover must be provided between a flue and any woodwork.

Stone Walls.—Stone walling, at least 18 inches in thickness, may be substituted for brickwork.

Roof Coverings.—Roofs must be covered with tiles, slates or other fire resisting material approved by the Ministry. All slates are to be equal in quality to second quality Bangor slates. Roof coverings other than slates, such as artificial slates, tiles, etc., shall be of a standard make approved by the Ministry.

Flashing.—Where brickwork or stonework rises above the roof level proper lead flashing of at least 3 lbs. to the square foot must be provided.

Flues.—Where flues are constructed of any form of concrete, fire-clay flue liners must be used.

Trap-doors.—In every house an adequate trap-door must be provided to afford access to the roof space.

Concrete Houses must be built in accordance with the Ministry's Standard Specification, a copy of which may be obtained on application to the Ministry, or to a special method of construction previously approved by the Ministry.

Timber.

General.—Timber must not be inferior to unsorted quality grown and produced in Canada, Scandinavia, Finland, or European Countries north of Riga.

Timber in general must be straight, close grained, free from decay, and suitable in durability for the purpose intended.

All timber must be reasonably free from sapwood, and waney edges. It shall not contain any loose, large, dead or rotten knots, or knots approximately one quarter the width of face in question.

Twist open shakes, cross shakes, upsets and splits will not be permitted.

All timber shall be properly seasoned and shall receive proper protection against the weather.

The timber used for external door frames, window frames and sashes shall be good quality red deal.

Home-grown timber for carcassing.—Home-grown timber may be used for carcassing, if of approved quality and thoroughly seasoned.

Spacing of timber.—All joists and rafters are to be spaced not more than 14 inches apart, centre to centre.

Doors.—All front doors shall be framed, braced and sheeted where not of superior construction, and all other external doors shall be ledged, braced and sheeted where not of superior construction.

Floor Joists.—The wood floors are to be constructed with joists of the following scantlings or of equal strength and suitable depths :—

	Dimensions. Inches.		Inches.
Length between bearings not exceeding 5 feet ..	4	×	1½
,, ,, ,, 6 ,, ..	4½	×	1½
,, ,, ,, 8 ,, ..	6	×	1½
,, ,, ,, 10 ,, ..	7	×	1½
,, ,, ,, 12 ,, ..	8	×	1½
,, ,, ,, 14 ,, ..	9	×	1½

Trimmers and trimming joists are to be twice the thickness of the ordinary joists. One row of herring-bone strutting is to be provided for a span exceeding eight feet.

Roofs.—The roofs are be constructed with rafters of the following scantlings or of equal strength and suitable depths :—

	Dimensions. Inches.		Inches.
Length unsupported not exceeding 4 feet ..	3	×	1½
,, ,, ,, 5 ,, ..	3½	×	1½
,, ,, ,, 6 ,, ..	4	×	1½
,, ,, ,, 8 ,, ..	4½	×	1½

Where necessary, suitable braces, purlins, hips and valleys are to be provided.

Plastering.—The walls and ceilings of living rooms and bedrooms shall be plastered, or otherwise finished to the approval of the Local Authority or Council.

Eaves Gutters.—Eaves gutters are to be cast iron, the joints made in red lead and bolted, fixed on suitable brackets, or screwed to rafters or fascias.

Down Pipes.—All the down pipes are to be cast iron.

Soil Pipes.—All the soil and ventilating pipes are to be 3½ inches cast iron dipped in Dr. Angus Smith's solution, the joints caulked and run with lead.

SCHEDULE III.

Grants to Private Persons constructing Houses.

Certificate A.

[No conditions imposed by Local Authority or Council.]
To be prepared in Triplicate, One Copy to be forwarded at once to the Ministry.

Certificate of Approval of Proposals to Construct Houses under the Housing Acts (Northern Ireland), 1890-1933.

Note.—This Certificate must be carefully preserved by the person or body of persons to whom it is granted, and must be sent to the Ministry of Home Affairs for Northern Ireland together with the first Certificate B issued in respect of the houses certified therein.

To* Certificate No.

of

This is to Certify that the
have approved the block plans, house plans, and sections, and the method of construction proposed, as submitted to them on the day of
193 by of
in respect of the houses described below.

And that the said plans and sections and method of construction comply with the conditions prescribed by the Ministry as to the planning and construction of houses, in respect of which grants may be made under the aforesaid enactments;

And that, subject to the conditions set out below, the person(s) named above appears to the Local Authority or Council to be eligible for the grants which the Ministry of Home Affairs may make under the Housing Acts (Northern Ireland), 1890-1933.

Schedule.

Locality and Description of Houses.	No. of Houses.	Particulars of accommodation.	Total Superficial area. sqr. feet.	Method of construction.†	Grant payable.
(The Locality and description must be sufficient for identification)		Living Room ..... and ..... bedrooms.			£ per house.

*The persons named in the Certificate shall be the persons as defined in Rule 1 (*c*) of the Rules made by the Ministry.

†*e.g.*, Brick, stone, concrete or any approved method of construction. If available, the trade name of the method should be given.

The conditions referred to above are as follow:—

(*a*) The construction of the houses must be commenced within the period specified in the Acts.

(*b*) The houses when completed must be certified by the said Local Authority or Council§ or, on appeal by the Ministry of Home Affairs, to have been completed in a proper and workmanlike manner and to be fit for occupation.

(*c*) If the houses are not so completed before the 1st day of April, 1936‖, no grant will be payable.

(*d*) The houses must comply with the standards of planning and construction prescribed in Schedule II to the Rules made by the Ministry of Home Affairs.

(*e*) The houses to which this Certificate refers shall be open to inspection by any duly authorised Officer of the Local Authority or Council or of the Ministry of Home Affairs at any time before the grant is made.

(*f*) The Ministry of Home Affairs may in any case where they are not satisfied that the necessary conditions have been complied with refuse to make the grant of £25.

Given under my hand this day of 19 .

(Signed).....

‡Clerk to the
‡Surveyor to the
‡Authorised Officer of the } .....

Schedule IV.

Grants to private Persons constructing Houses.

Certificate B.

[No conditions imposed by Local Authority or Council.]

(To be prepared in Triplicate, one copy to be forwarded at once to the Ministry.)

Certificate that Houses constructed under the Housing Acts (Northern Ireland), 1890-1933, have been completed in a proper and workmanlike manner.

Certificate No.

Note.—This Certificate must be carefully preserved by the person or body of persons to whom it is issued, and must be sent to the Ministry of Home Affairs for Northern Ireland in support of any claim that may be made for a grant.

To

of

This is to Certify that each of the following houses comprised in Certificate A numbered which was granted on 193 by the , was completed fit for occupation on the date set opposite to its description below.

That the houses have been measured by me, or under my instructions, in accordance with the Rules prescribed by the Ministry of Home Affairs for Northern Ireland, and that the superficial area of each of the houses as so measured is that set opposite to its description below.

That the houses have been constructed in a proper and workmanlike manner, and in compliance with the requirements as to size, materials, type of construction, &c., prescribed by the Act and by the Ministry of Home Affairs in the Rules above referred to.

That the houses are of entirely new construction, and do not contain or are not constructed for occupation with an office, shop, business premises, garage, stable or similar building.

And that the houses are of a type for which a loan period of not less than sixty years is allowed by the Ministry of Home Affairs, or which has been specially approved by the Ministry.

§In the case of a Rural District Council by the Ministry.

‖1934 if the local authority or council does not give a subsidy or exemption from rates for ten years.

‡Strike out inappropriate words.

*Locality and Description of House.	Date of Commencement.	Date of Completion.	Superficial Area sq. feet.	No. of Houses.	Total Amount of Grants for which eligible.

*The locality and description must be sufficient for identification.

Given under my hand this day of 193 .

(Signed)

Surveyor or other authorised Officer to the

If this certificate does not include all the houses comprised in the Certificate A referred to, this should be clearly stated.

CLAIM FOR GRANT.

(NOTE.—Certificate A must accompany this claim unless it has already been lodged with and retained by the Ministry.)

To the Assistant Secretary,
Ministry of Home Affairs for Northern Ireland
(Local Government Department),
Stormont, Belfast.

I/WE, being the person/body of persons to whom the foregoing certificate has been granted thereby make application for payment of grant(s)† amounting to £ claimed by me/us under the Housing Acts (Northern Ireland), 1890-1933, in respect of the houses covered by the foregoing Certificate B.

I/We certify that I/we have not received or am/are entitled to receive any other Government contribution in respect of the houses included in the foregoing Certificate, nor do I/we intend to claim any other such contribution.

Signature(s) :—

.....Signed by person,

.....

.....

.....

.....

or body of persons.

Address.....

.....

Date.....

*Section I of the Housing Act (N.I.) 1933 provides that no grant shall be payable by the Ministry unless a grant of £25 or exemption from rates for a period of ten years in respect of each house is given by a local authority or rural district council (except in the case of a house completed on or before 31st March, 1934).

SCHEDULE V.

GRANTS TO PRIVATE PERSONS CONSTRUCTING HOUSES.

CERTIFICATE A.

[Where conditions are imposed by a Local Authority or Council.]

To be prepared in Triplicate, One Copy to be forwarded at once to the Ministry.

CERTIFICATE OF APPROVAL OF PROPOSALS TO CONSTRUCT HOUSES UNDER THE HOUSING ACTS (NORTHERN IRELAND), 1890-1933.

NOTE.—This Certificate must be carefully preserved by the person or body of persons to whom it is granted, and must be sent to the Ministry of Home Affairs for Northern Ireland together with the first Certificate B issued in respect of the houses certified therein.

To* Certificate No.

of

This is to Certify that the
have approved the block plans, house plans, and sections, and the method of construction proposed, as submitted to them on the day of 193 by of
in respect of the houses described below.

And that the said plans and sections and method of construction comply with the conditions prescribed by the Ministry as to the planning and construction of houses, in respect of which grants may be made under the aforesaid enactments;

And that, subject to the conditions set out below, the person(s) named above appears to the Local Authority or Council to be eligible for the grants which the Ministry of Home Affairs may make under the Housing Acts (Northern Ireland), 1890-1933.

SCHEDULE.

Locality and Description of Houses.	No. of Houses.	Particulars of accommodation.	Total Superficial area. sqr. feet.	Method of construction.†	Grant payable.
(The Locality and description must be sufficient for identification)		Living Room ..... and ..... bedrooms.			£ per house.

The conditions referred to above are as follows:—

(*a*) The construction of the houses must be commenced within the period specified in the Acts.

(*b*) The houses when completed must be certified by the said Local Authority or Council§ or, on appeal by the Ministry of Home Affairs, to have been completed in a proper and workmanlike manner and to be fit for occupation.

(*c*) If the houses are not so completed before the 1st day of April, 1936‖, no grant will be payable.

*The persons named in the Certificate shall be the persons as defined in Rule 1 (*c*) of the Rules made by the Ministry.

†*e.g.*, Brick, stone, concrete or any approved method of construction. If available, the trade name of the method should be given.

§In the case of a Rural District Council by the Ministry.

‖1934 if the local authority or council does not give a subsidy or exemption from rates for ten years.

(*d*) The houses must comply with the standards of planning and construction prescribed in Schedule II to the Rules made by the Ministry of Home Affairs.

(*e*) The houses to which this Certificate refers shall be open to inspection by any duly authorised Officer of the LocalAuthority or Council or of the Ministry of Home Affairs at any time before the grant is made.

(*f*) The Ministry of Home Affairs may in any case where they are not satisfied that the necessary conditions have been complied with refuse to make the grant of £25.

(*g*) The person(s) named undertake(s) to comply with any conditions that the local authority or council with the approval of the Ministry of Home Affairs may attach to the granting of housing facilities.

Given under my hand this day of 19 .

(Signed).....

‡Clerk to the
‡Surveyor to the
‡Authorised Officer of the } .....

SCHEDULE VI.

GRANTS TO PRIVATE PERSONS CONSTRUCTING HOUSES.

CERTIFICATE B.

[Where conditions are imposed by a Local Authority or Council.]

(To be prepared in Triplicate, one copy to be forwarded at once to the Ministry.)

CERTIFICATE THAT HOUSES CONSTRUCTED UNDER THE HOUSING ACTS (NORTHERN IRELAND), 1890-1933, HAVE BEEN COMPLETED IN A PROPER AND WORKMANLIKE MANNER.

Certificate No.

NOTE.—This Certificate must be carefully preserved by the person or body of persons to whom it is issued, and must be sent to the Ministry of Home Affairs for Northern Ireland in support of any claim that may be made for a grant.

To

of

This is to Certify that each of the following houses comprised in Certificate A numbered which was granted on 193 by the , was completed fit for occupation on the date set opposite to its description below.

That the houses have been measured by me, or under my instructions, in accordance with the Rules prescribed by the Ministry of Home Affairs for Northern Ireland, and that the superficial area of each of the houses as so measured is that set opposite to its description below.

That the houses have been constructed in a proper and workmanlike manner, and in compliance with the requirements as to size, materials, type of construction, &c., prescribed by the Act and by the Mnistry of Home Affairs in the Rules above referred to.

That the houses are of entirely new construction, and do not contain or are not constructed for occupation with an office, shop, business premises, garage, stable, or similar building.

And that the houses are of a type for which a loan period of not less than sixty years is allowed by the Ministry of Home Affairs, or which has been specially approved by the Ministry.

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‡Strike out inappropriate words.

*Locality and Description of House.	Date of Commencement.	Date of Completion.	Superficial Area sq. feet.	No. of Houses.	Total Amount of Grants for which eligible.

*The locality and description must be sufficient for identification.

Given under my hand this day of 193 .

(Signed)

Surveyor or other authorised Officer to the

If this certificate does not include all the houses comprised in the Certificate A referred to, this should be clearly stated.

CLAIM FOR GRANT.

(NOTE.—Certificate A must accompany this claim unless it has already been lodged with and retained by the Ministry.)

To the Assistant Secretary,

Ministry of Home Affairs for Northern Ireland
(Local Government Department),
Stormont, Belfast.

I/We being the person/body of persons to whom the foregoing certificate has been granted thereby make application for grant(s) amounting to £ claimed by me/us under the Housing Acts (Northern Ireland), 1890-1933, in respect of the houses covered by the foregoing Certificate B, such grant(s) to be made payable to the in accordance with Section 2 (2) (*a*) of the Housing Act (Northern Ireland), 1933†.

I/We certify that I/we have not received or am/are entitled to receive any other Government contribution in respect of the houses included in the foregoing Certificate, nor do I/we intend to claim any other such contribution.

Signature(s) :—

.....Signed by person.

.....

.....

.....

.....

} or body of persons.

Address.....

.....

Date.....

†A grant paid to a local authority or rural district council under Sec. 2 (2) (*a*) of the Housing Act (N.I.), 1933, shall be subject to the same conditions as are imposed by the resolution on grants or exemptions from rates given by such authority or council, and shall be paid by the authority or council to the person or body of persons constructing the houses in the same manner as if it were a grant given by the authority or council.