



## **Guidance for applying to remove brick sheds**

- The standard of workmanship must be to the satisfaction of Ongo Homes, and carried out by qualified and competent trade person. A permission form must be completed including a sketch of the proposed layout and written method statement.
- The asbestos report must be checked to ensure Asbestos Containing Materials' (ACM's) are not being removed or encapsulated. Any removal required will be undertaken by Ongo Homes at your expense.
- Local Authority planning and building regulations must be satisfied and provided upon application.
- Any relevant demolition licenses must be sought and provided upon application.
- All relevant safety compliance certificates must be provided upon completion of the works.
- Regard should be made to electric, plumbing and drainage.
- If the brick shed is party with a neighbouring property, you must seek ongo homes advice to discuss party wall implications before progressing.
- Neighbouring residents are informed of the works to minimise disruption.
- All rubbish and debris relating to the works must be removed by the tenant to an appropriate disposal or recycling facility.
- No costs in connection with the work to be incurred by Ongo Homes.
- The work must be completed within 3 months of the initial request. Failure to do so will mean you having to apply again for permission.
- Once completed Ongo Homes will inspect the completed work and if the work is not completed to an appropriate standard may recharge to complete any remedial work required.