

FOR PUBLICATION

DERBYSHIRE COUNTY COUNCIL

CABINET

25 July 2024

Report of the Executive Director - Adult Social Care and Health

**PROPOSAL TO CONSULT ON OPTIONS TO DELIVER DESIGN SERVICES
FOR DISABLED FACILITIES GRANTS**

(Cabinet Member for Adult Social Care and Health)

1 Divisions Affected

Countywide

2 Key Decision

This is a key decision because, if the proposed changes are made, it is likely to result in the Council making savings which are, significant having regard to the budget for the service or function concerned, which is currently defined as over £500,000.

3 Purpose of Report

To seek Cabinet approval to consult with the public and stakeholders on future options to deliver design services for people in receipt of Disabled Facilities Grants (DFGs).

4 Information and Analysis

4.1 The Government provides grants known as Disabled Facilities Grants (DFGs) to fund adaptations to the homes of eligible adults and children with a disability to help them live independently. The DFG grant scheme is administered in Derbyshire by the District and Borough Councils. Each grant award under the scheme should cover all the works and associated costs of the proposed adaptation including architectural design, drawings, obtaining and

managing builders and meeting all building regulations. When the global costs of the adaptation project is calculated to exceed the relevant upper costs limit i.e. where the applicant requires a complex adaptation like an extension to the property, Derbyshire County Council may have a statutory responsibility to offer financial assistance (see paragraph 4.15 below). Historically, Derbyshire County Council has funded the majority work done by the Council's Disability Design Team (DDT) from its own budget.

- 4.2 Like every Council up and down the country, Derbyshire is facing significant financial challenges that are outside its control. This means we must look at all areas of spending and consider how we prioritise spending on services we're required to provide by law and those we're not legally obliged to. In order to set a balanced budget the Council must review and consider the continuance of discretionary provision of services as against its statutory duties to assess and meet the eligible needs of people in accordance with the Care Act 2014 and the Chronically Sick and Disabled Persons Act 1970.
- 4.3 Since the introduction of the nationally funded DFG programme the Council has provided discretionary services that support the delivery of the Derbyshire DFG programme. This is provided via the work carried out by the DDT which is explained in detail in para 4.17 below.
- 4.4 The County Council also allocates a Major Adaptation Budget (MAB) each year to finance building and adaptation works that the Council are under a statutory duty to fund under the Chronically Sick and Disabled Persons Act 1970 s2(1)(e) and the Care Act 2014. The ways in which this duty could be triggered is set out in detail in paragraphs 4.13 and 4.15 below. The DDT also provides support and assistance in relation to these projects, which is also explained in para 4.17 below and in more detail in Appendix 2.
- 4.5 The process and procedures for the allocation of the MAB will be subject to a future detailed internal review and a Cabinet Report proposing consultation with the public will be prepared if any changes to the allocation process are proposed which could, if implemented, impact Derbyshire residents.
- 4.6 Each year the Council funds the DDT from the Council's Capital Programme. This programme is currently funded from Council reserves or capital receipts at the discretion of the Chief Financial

Officer's annual DCC Capital borrowing.

- 4.7 To support decision making it is important to understand the scope and nature of the work that the DDT undertakes and how this supports the projects which are funded either by DFG's (which is discretionary), the MAB (which supports a statutory duty) or a combination of both. The financial constraints on the Council's budget are such that the current funding arrangements are no longer sustainable and consequently the current model and service levels provided cannot be maintained. It is necessary to consult with the general public and engage with stakeholders on any proposed changes that would impact on the DFG programme due to a potential reduction in the level of discretionary service support that is currently provided by the Council via the DDT.

Disabled Facilities Grant

Disabled adults and children requiring building works and adaptations to their accommodation to enable them to live as independently as possible can apply for a DFG which is a grant that is administered and paid by District and Borough Councils in Derbyshire, as Housing Authorities. They receive an annual grant for the delivery of the DFG programme from the Department of Communities and Local Government, administered via the Better Care Fund and in 2023/24 they received £8.587m including an additional amount of £0.689m in totality. In 2024/2025 they will receive £8.6147m in totality which includes the core annual funding plus an additional allocation that ends 2025.

- 4.8 The availability of a DFG is regulated by the Housing Grants, Construction and Regeneration Act 1996 (HGCRA) and supporting regulations.
- 4.9 Whilst many minor adaptations funded by DFGs are relatively routine and straightforward, many still require the input of an occupational therapist before being approved. Derbyshire County Council Occupational Therapy (OT) oversight is therefore commonplace as regards to many proposed projects to ensure that the suggested works are a reasonable and proportionate response to the applicant's situation.
- 4.10 The decision whether or not to approve the DFG lies with the relevant District or Borough Council. There are three possible outcomes for applicants:

- a. a Grant is awarded that covers the entire cost of the agreed adaptation, ordinarily up to a maximum of £30,000 but see 4.12 below as the Districts and Boroughs have the power to award a higher discretionary grant;
 - b. a Grant is awarded that covers only part of the cost of the total work with the requirement that the applicant meets the remaining costs.
 - c. the application is refused as the applicant is deemed ineligible for a Grant as they are assessed to be able to meet all the costs of the work or the Housing Authority does not consider the proposed works to be reasonable or practicable.
- 4.11 In respect of paragraph 4.11(a) above, the Districts' and Borough Councils have a discretionary power under the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 (RRO 2002) to provide additional financial support in specific circumstances. There is no restriction on the amount of assistance that may be given.

Situation where the cost of the work exceeds the DFG awarded.

- 4.12 Cases arise where the County Council have statutory duties under The Care Act 2014 (CA 2014) and the Chronically Sick and Disabled Persons Act 1970 (CSDPA 1970) and may assess a need for an adaptation, but the associated cost is not met fully or at all by the District or Borough Council by way of a DFG.
- 4.13 Specifically, the Council may be asked to assist in one of three ways:
1. the applicant requests financial assistance towards their assessed contribution towards the DFG due to financial hardship, or
 2. the applicant is assessed as not eligible for a DFG, or
 3. that the costs of the work assessed as being necessary exceeds the DFG award agreed by the District or Borough Council

- 4.14 In this situation, where a statutory duty to provide care and support is assessed as arising under s8 CA 2014 or the criteria in s2(1)(e) CSDPA 1970 is met, the Council may be asked to consider funding the costs of adaptations by way of meeting the persons assessed needs. The merit of the application is considered in accordance with the relevant applicable legislation and funded by the MAB, referred to in paragraph 4.4 above. The DDT is involved in this process, providing assistance and information as to issues such as the viability of the project and any risks arising (see 4.20 & 4.21 below and Appendix 2)
- 4.15 In previous years the Council, at its discretion, used £4m funding either from Council reserves or Capital receipts, to fund services that currently support the delivery of the Derbyshire DFG programme along with the projects financed by the MAB. This Council funding supports the operational running costs of the DDT and both Adult's and Children's Occupational Therapist services, the latter having a broader operational scope and remit than merely advising on and supporting property works and adaptations. Both these in house services support DFG awards and MAB projects.

Disability Design Team

- 4.16 The DDT supports the provision of architectural, design and procurement activities and sits within Property Services within Corporate Services and Transformation. The scope of the works undertaken by the DDT extends to:
- (a) the majority of their work is with six of the eight District and Borough Councils to support the delivery of DFGs with architectural services and clerk of work functions to manage the design and build of adaptations funded exclusively by DFGs.
 - (b) supporting the delivery of MAB projects with architectural services, project management, overseeing Construction Design and Management (CDM) Regulations, procurement of trades, quality assurance of building works and clerk of work functions to manage the design and build of adaptations funded partly by DFGs and partly by additional CA 2014/CDSPA 1970 funding for major adaptations (see 4.20 and 4.21 below)
- 4.17 The operational costs of the DDT amounts to £1.098m per annum. Most of the costs associated with the provision of the DDT are funded by the Council. Six District and Borough's contribute agency fees that will amount to a projected 10% of

overall costs once the new increased Agency Service Fees payable for DFG Design and Project Management Services provided by the Design Team implemented as of the 01 April 2024. It is anticipated that this will result in income of up to £0.300m during 2024/25.

- 4.18 The other two District and Boroughs that do not use the Council's Design Team are completely self-sufficient and administer their DFG allocation without reliance upon the Council's DDT. They do not contribute to their operational costs.
- 4.19 It is recognised the DDT provides added value when the assessed person's needs are complex, and the practical solutions to best meeting needs are not obvious. This is particularly beneficial in high value projects that are funded by the Council in discharging its statutory duty under CA 2014 and CDSPA 1970.
- 4.20 The DDT also provides further assistance collaborating between the Adult Social Care or Childrens' Needs Assessment Author (Occupational Therapist), Architect, Clerk of Works and Grants Officer to find a solutions-based outcome. Specific actions undertaken by DDT include architectural design, overseeing Construction Design and Management (CDM) Regulations, procurement of trades and quality assurance of building works see Appendix 2 for more detail.
- 4.21 It is recognised that the majority of the assistance provided by the DDT relates to exclusively DFG work which is entirely discretionary, detail in Appendix 2, and this consultation will inform a decision about if this should continue or not and if it should how this could be funded beyond 31st March 2025.
- 4.22 The purpose of the consultation will be to request views and feedback on the following three options being considered by the Council.
1. Retain an in-house DDT Service but seek full funding from the Districts and Boroughs for all the discretionary services and support that is provided by the DDT that supports the delivery of the DFG Programme in their localities.
 2. Retain the in-house DDT Service to only support DCC statutory project work funded by the MAB. Discontinue all discretionary work the DDT undertakes to support the

wider Derbyshire DFG Programme.

3. Cease to operate an in-house DDT Service. The work the DDT undertakes to support the projects funded by the MAB, would still be undertaken on a case by case basis if required, but by external provider(s).

4.23 Whilst the Council considers the three options set out above to be the most viable options at this stage, it is vital to the process that the views of the public and other stakeholders are sought prior to any decision being taken regarding the proposed changes. The Council will keep an open mind as to whether these options remain the most viable throughout any approved consultation exercise and will need to evaluate any responses received to such a consultation to ascertain whether further viable alternative options have been put forward or give the Council reason to reconsider whether the other options than the three above represent a more suitable alternative working model. Specific questions in this regard would form part of any approved consultation exercise.

Impact of proposals

- 4.24 Option 1 - The delivery of the DFG programme with support from a DCC hosted DDT offer would continue with the services utilised by the Districts and Boroughs being fully funded through their DFG allocations. This would mean that the Districts and Boroughs would be expected to fund all DFG work outside the scope of DCC's mandatory responsibility.
- 4.25 Option 2 -The delivery of the DFG programme would revert to the six District and Borough Council who all have a statutory duty as Housing Authorities to administer the DFG monies allocated to them. This would mean the DDT would only support projects that the Council is under a statutory duty to provide i.e. projects that are funded wholly or partially by the Major Adaptations Budget.
- 4.26 Option 3 – It is recognised the Council has a statutory duty to consider requests to support needs by way of adaptations and any redesign would have to incorporate measures to discharge the Council's statutory duties in this regard. The Council would engage and collaborate with all eight local District and Borough Council's and other stakeholders to identify alternatives ways to undertake the work that is currently fulfilled by the Council's DDT with regard to projects that are funded wholly or partially by the

Major Adaptations Budget.

- 4.27 Should the proposals be approved following consultation, it is recognised that DFG applicants in the six District & Borough areas where the current DDT offer is available, would be impacted by all proposals, particularly with regards to the planning, design, procurement and oversight of building works as these aspects would no longer be provided and would have to be sourced by the applicant at a financial cost. It is recognised all proposed changes would need to have regard to DFG projects already underway, to avoid any being adversely affected so a negotiated transition phase may be necessary but this, and other options will be covered in a future Cabinet report that outlines the outcome of the consultation.
- 4.28 Should any services cease to operate following a thorough consultation, the usual Derbyshire County Council procedures would apply to any impacted colleagues and be implemented, as appropriate.
- 4.29 If the consultation is approved, a full Equality Impact Assessment ('EIA') will also be prepared during the consultation process reflecting issues that are raised. This will be reported in full to Cabinet and a full copy of the EIA made available to Members in order that any adverse impact along with any potential mitigation can be fully assessed. Cabinet members will be reminded at that time of the need to have careful regard to the conclusions of the EIA.

5 Proposed Consultation

- 5.1 Consultation is required to enable officers to seek the views of the general public, various stakeholders, and people drawing on the service, to understand the implications of the proposals regarding future options for the DDT. Engagement will also be necessary with the local Housing Authorities who would be impacted if either of the proposals were implemented in due course following the outcome of the consultation and the further views of Cabinet.
- 5.2 If the recommendations in this report are approved, it is proposed that formal public consultation would commence in August or September for eight weeks. A public consultation would be carried out seeking people's views on the three options being presented.
- 5.3 Purpose of the consultation will be to:

- Seek stakeholder’s views on the options proposed.
- Seek the view of Derbyshire residents and those who have DFG projects underway
- outline how the proposal may impact on them; and
- offer consultees the ability to suggest viable alternatives.

5.4 It will include the following elements:

- Identification of people, groups, Local Authorities with a housing responsibility and other stakeholders who should be informed of and included in the proposed consultation.
- Online information and survey, including format.
- Information and survey available in hard copy or alternative language / format, on request.
- Following the completion of the consultation, and the analysis of the responses, a Report to Cabinet would be prepared containing the consultation findings and recommendations with an Equality Impact Assessment.

5.5 The table below outlines who the Council will be consulting and engaging with and why:

Who	Why
General Public	<ul style="list-style-type: none"> • The proposal could impact on current and future recipients and the service they receive. • To understand what impact the proposal could have on residents
Local Authorities with a Housing Responsibility	<ul style="list-style-type: none"> • Some use the service to support their local residents
Colleagues in the Council	<ul style="list-style-type: none"> • To understand the potential impact the proposal could have on partners.

5.6 We also propose formally engaging with colleagues working in the DDT as part of the consultation exercise. Such engagement will encourage all colleagues to participate in the consultation and to share their experiences and views on the proposals. We will also offer support through the process.

5.7 The table below describes the expected consultation activities and timelines:

Date	Action
July 2024	<ul style="list-style-type: none"> • Work with partners to identify people with DFG applications pending or underway that are being supported or likely to be supported by the Disability Design Team • The consultation, if approved, will be publicised on the Council's website and various media, with information about the impacted services • Equality Impact Analysis commences.
Aug – Sept 2024	<ul style="list-style-type: none"> • Consultation opens for eight weeks. • Online Consultation Survey published. Information and survey available in hard copy or alternative language / format, on request. Those service users/clients who have been identified by the affected grant recipients as requiring alternative formats will receive this without having to make a specific request. • Outputs from the consultation collated, reviewed and considered. • Equality Impact Assessment drafted. • Report for Cabinet to be drafted.
Nov / Dec 2024	Report to Cabinet sharing the findings of the consultation (14 Nov or 5 Dec).
January – March 2025	Implementation of Cabinet decisions, if applicable.

6 Alternative Options Considered

- 6.1 Option 1 – Do nothing. Do not remodel the service and allow the service to continue in its current form. This option is not recommended as the financial cost to the Council is not sustainable. To do so will not offer any savings and continuation of the current model, therefore this is not a viable option.
- 6.2 Option 2 - Do not consult. This will not be pursued as a viable option because proposals to make significant changes in service provision require consultation with the public and those directly affected and relevant stakeholders. This would be unlawful and would expose the council to legitimate legal challenge while at the same time undermining the quality of its decision-making.

7 Implications

7.1 Appendix 1 sets out the relevant implications considered in the preparation of the report.

7.2 Appendix 2 – Summary of DDT activities

8 Background Papers

8.1 None

9 Appendices

9.1 Appendix 1 – Implications

10 Recommendation

10.1 That Cabinet:

- a. Approves the programme of formal public consultation for a period of 8 weeks on the three proposed options to deliver design services for Disabled Facilities Grants (DFGs)
- b. Receives a further report following the conclusion of the consultation, including a Equality Impact Analysis.

11 Reasons for the Recommendation(s)

11.1 Proposals to make significant changes in service provision require consultation with the public and those directly affected, including people who use the service and relevant stakeholders to ensure that their views can be taken into account when a final decision is made. Consultation for 8 weeks is proposed to ensure the Council complies with its legal obligations.

11.2 A further report following the conclusion of the proposed consultation is recommended to ensure that Cabinet is fully informed of the outcome of the consultation and Equality Impact Analysis when it makes a decision on the future of this topic.

12 Is it necessary to waive the call-in period?

No

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Implications

1 Financial Considerations

- 1.1 The report sets out that £1.189m of funding either from Council reserves or Capital receipts at the discretion of the Chief Financial officer are required to continue to fund the facilitation of the Derbyshire DFG programme.

Description	Annual amount 24/25	Current FTE's
Design Team	£1,098,132	23
Design Team overheads	£390,864	
Less estimated income	-£300,000	
Total Est Cost	£1,188,996	

- 1.2 Any potential staff termination and exits costs will be considered at a later date after options have been consulted on.
- 1.3 The DFG allocation for the Districts and Boroughs for 2024-2025 is £8.615m.

2 Human Resources Considerations

- 2.1 Any workforce implications arising from the proposals will be the subject of further reports on the conclusion of public consultation. Staff will be included in engagement and there will be HR support as part of any consultation exercise.

3 Legal

- 3.1 DFGs are regulated by the Housing Grants, Construction & Regeneration Act 1996. Section 23 sets out the purposes for which a grant must be approved.
- 3.2 The provisions of the HGCA 1996 are fleshed out by regulations, principally the Housing Renewal Grants Regulations 1996, with separate regulations dealing with such matters as the maximum amounts of the grant.

- 3.3 Housing Authorities are responsible for the administration of the DFG, through all stages from initial inquiry to post-completion approval, s24(3) HGCRA 1996 refers.
- 3.4 Article 3 Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 enables Housing Authorities to give discretionary assistance, in any form, for adaptations or other housing purposes.
- 3.5 Community equipment costing less than £1000, aids and minor adaptations are required to be provided by social services authorities without charge pursuant to Care and Support (Charging and Assessment of Resources) Regulations 2014 SI No 2672, Reg 3(2)(a) and 3(3) pursuant to the Care Act s14(5). These costs are met via Departmental core budgets.
- 3.6 The Adult Social Care Directorate and Childrens Service Directorate also have responsibilities respectively under The Care Act 2014 to make arrangements for meeting assessed need and under the Chronically Sick and Disabled Persons Act 1970 to provide assistance in arranging for the carrying out of any works of adaptation in their home or the provision of any additional facilities designed to secure their greater safety, comfort or convenience.
- 3.7 For adults this will generally relate to the key outcomes listed in the Care and Support (Eligibility Criteria) Regulations 2014, (amongst others) 'being able to make use of the adult's home safely' and for adults in need and carers, 'maintaining a habitable home environment, Regulations 2(2)(e), (f) and 3(2)(b)(iii)
- 3.8 The Care Act Care & Support Statutory Guidance at para 6.106 gives examples of what these might mean and also refers to equipment/minor household adaptations in terms of preventative services (e.g. at para 6.25) and provides examples.
- 3.9 In terms of children, s2(1)(e) Chronically Sick & Disabled Person Act 1970 applies in respect of any child requiring adaptations to their home
- 3.10 The HCGRA 1996 may not address some or all of the individual's needs. This Report sets out the circumstances when Adult Social Care and Childrens Services may be required in paragraph 4 above. The Council's Major Adaptations Budget currently provides funding for the cost of projects that the Council has

determined it should fund in accordance with its statutory duties as these cannot be funded wholly or partly by DFG funding.

- 3.11 Continuing funding for the Major Adaptations budget is necessitated as this meets the cost of discharging the Council's aforementioned statutory duties. There is no statutory duty for the Council to have an in-house design service, if such expertise is needed for the purposes of the major adaptations funded by the Council, the Council is able to procure that service externally.
- 3.12 The Council's Design Team provides a blended statutory and discretionary service as outlined in this Report. The discretionary element has been provided by the Council, which supports six District and Borough Councils. These currently depend upon the DDT to meet their statutory duties under HCGRA 1996 in administering DFGs.
- 3.13 Proposals to make significant changes in service provision require consultation with the public, and those directly affected including Housing Authorities and other relevant stakeholders.
- 3.14 Case law has established the minimum requirements of consultation, which, if not met, usually renders the consultation unlawful and any consequential decision liable to be quashed. When undertaking a consultation exercise, a public authority must:
 - a) undertake the consultation when the proposals are at a formative stage;
 - b) provide sufficient reasons for the proposal, so as to permit intelligent consideration and response;
 - c) provide adequate time for consideration and response; and
 - d) take the results of consultation conscientiously into account in finalising any proposal and provided to the decision maker to inform their decision.
- 3.15 Whilst there is a requirement to undertake the consultation when the proposals are at a formative stage, this does not preclude the local authority from consulting on its preferred option, provided the decision maker's mind remains open to change. The proposed consultation will provide an opportunity for consultees to provide wider comments and suggestions, which will be duly considered.
- 3.16 In assessing these proposals, the Council should also have regard to the Public Sector Equality Duty ('PSED') under the

Equality Act 2010.

3.17 The PSED requires public authorities to have "due regard" to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010 (section 149(1) (a)).
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it (section 149(1) (b)). This involves having due regard to the need to:
- remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic.
- take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it (section 149(4)); and
- encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- foster good relations between persons who share a relevant protected characteristic and those who do not share it (section 149(1)(c)).

3.18 Preliminary consideration has been given to the impact of the proposals on persons with protected characteristics in drawing up these proposals. It is recognised that the methods and content of the consultation will need to be designed so as to fully reflect the needs of the relevant protected groups, in particular older people and disabled people.

3.19 A full Equality Impact Assessment (EIA) will be prepared reflecting issues that are raised during the consultation process. This will be reported in full to Cabinet and a full copy of the EIA made available to Members in order that any adverse impact along with any potential mitigation can be fully assessed. Cabinet members will be reminded at that time of the need to have careful regard to the conclusions of the EIA.

Information Technology

4.1 None directly arising.

Equalities Impact

- 5.1 The Council has a duty to recognise and mitigate the impact of any changes it proposes upon people in protected groups. The proposals in this report affect people with disabilities needing adaptations to their homes. These people have protected characteristics.
- 5.2 The Council will take account of the challenges which the people affected by the proposals in this report face, both in terms of participation in the consultation and in ensuring that the impact of any changes is mitigated if they are to be implemented. Those with pending DFG applications and grant projects underway will be invited to participate in the consultation.
- 5.3 A full Equality Impact Assessment will be undertaken and this will be reported to Cabinet on the completion of the consultation on the proposals in this report, should a consultation exercise be approved by Cabinet.

Corporate objectives and priorities for change

- 6.1 In the Council Plan 2021 – 2025 the Council states that listening to, engaging, and involving local people to ensure services are responsive and take account of what matter most to people, as being a core value.
- 6.2 The Council commits to work together with its partners and communities to be an enterprising council, delivering value for money and enabling local people and places to thrive, and to spend money wisely making the best use of the resources that it has.

Other (for example, Health and Safety, Environmental Sustainability, Property and Asset Management, Risk Management and Safeguarding)

- 7.1 As set out in the report.

Disability Design Team Activities

1. Simple adaptations which do not constitute construction projects are undertaken by direct order to framework providers e.g:
 - Simple access equipment / simple ramps
 - Simple ceiling track hoists
 - Simple grab rails
 - Simple stairlifts
 - Simple wash dry toilet / bio bidet installations
2. The DDT service deals with more complex projects which constitute construction work (and are therefore also subject to the provisions of the Construction, Design and Management Regulations (CDM) 2015).

These projects include:

- Complex or bespoke ramps.
- Level Access Showers. (funded via DFG)
- External works.
- Major / Complex adaptations including internal alterations or extensions.
- Ceiling track hoists requiring structural engineering input
- Through floor lifts and external lifts

Level Access Showers (LAS)

3. These projects constitute most project referrals and involve adaptation of an existing bathroom. The design and procurement service takes approximately 10 hours per project and provides an hazardous material survey, design, specification, competitive tender, and a contractors quote for grant officer approval. From 2024 the grant award generates fee income at 10% of the project cost. After contract award, the Council undertakes contract management and quality inspection to completion.
4. Extensions and complex internal alteration projects constitute much of the remainder of the project work.
5. These projects require a feasibility design service to consider options and alternatives. This service is subsidised by the council.

6. The approved design is then subject to detailed design, procurement, and competitive tender prior to issue for grant approval. From 2024 grant award generates fee income at 10% of the project cost. After contract award, the Council undertakes contract management and quality inspection to completion.
7. DFG funded (or part-funded) projects which do not reach tender return and grant award do not receive DFG agency fee income. The abortive cost is currently subsidised by the Council.
8. The Council has entered into a Service Level Agreement with districts and boroughs which commits the Council to continue to provide the current service until April 2025.
9. The DDT team includes technicians, managers, and clerks of works with back office administrative support to deal with the necessary project administration, payments, and recovery of fee income.
10. The approximate allocation of resource is shown:

Job Type	Referrals	Estimated service Cost	Includes
Level Access showers	300	£0.300m	Capacity for 400 referrals Recovering 50% fees 10% fee 33% aborted projects Project funded by DFG Competitive tender CDM compliant Contract admin by DCC Post-contract QA by DCC Fees Funded by DFG Additional and abortive costs subsidised by DCC.
Other adaptations	100*	£0.135m	Mix of low value projects Funded by DFG and MAB
Extensions	28	£0.600m	Complex needs Complex technical solutions Recovering 25% fees 10% fee 50% aborted projects Project funded by DFG / MAB / other top-up

			Competitive tender CDM compliant Contract admin by DCC Post-contract QA by DCC Fees part funded by DFG Additional and abortive costs subsidised by DCC.
Feasibilities	50	£0.100m	
Sub Total		£1.135m	In year position (2024/25) estimated by property team