



**Democratic Services**

**Location:** Phase II  
**Ext:** 0636  
**DDI:** 01895 25 0636  
**CMD No:** 2026/1712

**To: COUNCILLOR EDDIE LAVERY  
CABINET MEMBER FOR FINANCE**

**COUNCILLOR NICK DENYS  
CABINET MEMBER FOR PLANNING, HOUSING &  
PROPERTY**

c.c. All Members of the Corporate Resources & Infrastructure Select Committee  
c.c. Dan Kennedy – Corporate Director of Residents Services  
c.c. Alan Galloway – Residents Services

**Date:** 15 June 2026

**Non-Key Decision request**

**Form D**

**CAPITAL RELEASE REPORT (JUNE 2026) DEPARTMENT:  
HOUSING GRANTS & ADAPTATIONS SERVICE AREA /  
PROGRAMME: RESIDENTS SERVICES RELEASE NO: 1**

Dear Cabinet Members,

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such, the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Tuesday 23 June 2026** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Naveed Ali  
Democratic Services

**Title of Report:** CAPITAL RELEASE REPORT (JUNE 2026) DEPARTMENT: HOUSING GRANTS & ADAPTATIONS SERVICE AREA / PROGRAMME: RESIDENTS SERVICES RELEASE NO: 1

**Decision made:**

**Reasons for your decision:** (e.g. as stated in report)

**Alternatives considered and rejected:** (e.g. as stated in report)

Signed ..... Date.....

Cabinet Member for Finance / Cabinet Member for Planning, Housing & Property

## CAPITAL RELEASE REPORT (JUNE 2026)

DEPARTMENT: HOUSING GRANTS & ADAPTATIONS

SERVICE AREA / PROGRAMME: RESIDENTS SERVICES

RELEASE NO: 1

<b>Cabinet Member &amp; Portfolio</b>	Councillor Eddie Lavery, Cabinet Member for Finance Councillor Nick Denys, Cabinet Member for Planning, Housing & Property
<b>Responsible Officer</b>	Daniel Kennedy, Residents Services
<b>Report Author &amp; Directorate</b>	Alan Galloway, Residents Services
<b>Papers with report</b>	Appendix A – Capital release request for approval

## HEADLINES

<b>Summary</b>	To seek Cabinet Member approval for the release of capital funds.
<b>Putting our Residents First</b>  <b>Delivering on the Council Strategy 2022-2026</b>	This report supports our ambition for residents / the Council of: Stay living independently for as long as they are able  This report supports our commitments to residents of: Thriving, Healthy Households  This report also supports our Housing Assistance (Adaptations) Policy
<b>Financial Cost</b>	This report seeks the release of £2,146,000 from the Disabled Facilities Grant (DFG) Major Adaptations to Property 2026/27 budget for adaptations to privately owned properties for disabled tenants.  The project manager is Alan Galloway. The works will commence upon release of the funds and are due for completion by March 2027.
<b>Relevant Select Committee</b>	Corporate Resources & Infrastructure Select Committee.
<b>Relevant Ward(s)</b>	All Wards

## RECOMMENDATIONS

**That the Cabinet Member for Finance & Transformation, in consultation with the Cabinet Member for Planning, Housing & Property, agree to the following capital release requests of £2,146,000 from the Disabled Facilities Grant (DFG) Major Adaptations to Property 2026/27 programme budget (Appendix A).**

### Reasons for recommendation

The requested grant funding represents the 2026/27 annual budget, amounting to £2,146,000. This sum is intended to cover major adaptation works for tenants in privately owned properties. This funding release will enable the team to manage service delivery effectively and ensure they meet the required timescales.

### Alternative options considered

An alternative approach would be to request capital release for each property after receiving quotes for multiple workstreams. However, this method was previously used and found to delay urgent or reactive works due to waiting for funding approval. The goal is to implement major adaptations swiftly to minimise risks to residents and help them maintain independence in their homes.

### Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

The Council commissions major adaptations to its properties to help disabled tenants adapt and improve their homes, enabling them to live independently.

An Occupational Therapist assesses each resident and recommends major adaptations based on their needs. A grant surveyor then visits the property to determine if the recommendations are reasonable and practical. Common adaptations include level access showers and stairlifts.

These adaptations significantly enhance the well-being of vulnerable residents by reducing the risk of hospitalisation and lowering health service and social care costs from falls and other accidents. This aligns with the policy of prevention and support, allowing individuals to live safely in their homes rather than moving to long-term residential care.

Several hundred grant applications are submitted (across all tenures, including privately owned properties). Each case may involve multiple elements, such as a ramp, stairlift, and level access shower.

Officers are requesting grant funding of £2,146,000. This funding will cover major adaptation works for residents in privately owned properties. This will enable the team to manage service delivery effectively and ensure they meet the required timescales. The works will be completed

by framework contractors who have gone through the procurement process, unless the works are specialist, in which case quotes will be requested in line with procurement policy.

<b>Project / Programme Cost plan</b>	<b>£</b>
<i>Works</i>	<i>1,845,560</i>
<i>Internal Fees @ 10%</i>	<i>214,600</i>
<i>Contingency Fees @ 2%</i>	<i>85,840</i>
<b>Total</b>	<b>2,146,000</b>

## Financial Implications

### **HRA Major Adaptations Budget 2026-27 £2,146k, Previously Released Nil, Capital Release Requested £2,146k – Appendix A**

The 2026/27 capital programme approved by Cabinet and Council in February 2026 included a budget of £2,146k for the Disabled Facilities Grant (DFG) for major adaptations to private properties for elderly and disabled residents to live independently.

This report is requesting capital release of £2,146k for adaptation works. This release includes the cost of works based on the National Housing Federation Schedule of Rates (NATFED Version 7), internal project management fees and project contingency of 10% and 2% respectively of the programme work costs.

## RESIDENT BENEFIT & CONSULTATION

### **The benefit or impact upon residents, service users and communities**

The programme delivers targeted home adaptations within LBH residents' homes for vulnerable and disabled residents, enabling them to live safely and maintain independence. The works support the Council's duties under the Equality Act 2010 by providing reasonable adjustments that remove physical barriers and prevent residents being placed at a substantial disadvantage due to disability. This approach improves health, safety and wellbeing outcomes, supports residents to remain in their own homes for longer, and helps reduce longer-term demand on health and social care services.

### **Consultation carried out or required**

None required.

## CORPORATE CONSIDERATIONS

### **Corporate Finance**

Corporate Finance have reviewed the report and concur with the financial implications set out above, noting the recommendation for capital release to fund adaptation work from the approved 2026-27 DFG budget for Major Adaptations to Property.

## **Legal**

Legal Services confirms that the Council is responsible for carrying out this function pursuant to the disabled facilities grant scheme governed by sections 19 to 24 of the Housing Grants, Construction and Regeneration Act 1996. Section 23 sets out the purposes for which grants must or may be given.

Thus, there are no legal impediments to the capital release being authorised, although any contract that the Council enters into must comply with the Council's Procurement Standing Orders.

## **Infrastructure / Asset Management**

Asset management are the authors of the report.

## **Capital Release Protocol**

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for the general release of funds for projects to be identified at a later date.

No block releases of capital or funding will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet or Cabinet Member agreement has been given to the project and only if there is an approved budget.

## **BACKGROUND PAPERS**

NIL.

## APPENDIX A

### Disabled Facilities Grant Major Adaptations to Property 2026/27 Release No. 1

Location	Project / Expenditure Title	Information	Funds Release Sought £	Approve	Hold	More Information Required
Multiple	Major Adaptations	Major adaptation works to privately owned dwellings	1,845,560			
	Internal Fees @ 10%		214,600			
	Contingency @ 2%		85,840			
<b>Total seeking release</b>			<b>2,146,000</b>			
<b>Previously released</b>			<b>0</b>			
<b>Budget</b>			<b>2,146,000</b>			
<b>Remaining budget</b>			<b>0</b>			