

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution) **Council's Constitution**

Subject: Approval of a policy for discretionary disabled facilities grants and other forms of assistance to enable residents to stay in their own homes

(Please use the same title as provided in the Forward Plan)

Staff Contact: Steven Lee-Foster, Operations
Director, ACS

Executive Member: Colette Wyatt-Lowe

Portfolio: Adult Care Services

Tel: 01992 555748

1. **Decision** ²

To approve the Discretionary Disabled Facilities Grants policy in respect of the member authorities of the Hertfordshire Home Improvement Agency (HHIA).

2. **Reasons for the decision** ³

The member authorities of the HHIA (Broxbourne Borough Council, East Herts Council, North Hertfordshire District Council, Stevenage Borough Council and Watford Borough Council) have delegated their statutory responsibility for the provision of Disabled Facilities Grants under the Housing Grants, Construction and Regeneration Act 1996 (as amended) to Hertfordshire County Council. The discretionary policy complements the existing mandatory grants policy and has been approved by the member authorities and enables the County Council to provide discretionary grants on the member authorities' behalf.

3. **Alternative options considered and rejected** ⁴

The policy relates to the provision of discretionary disabled facilities grants. The members of the HHIA, including the County Council, wish to extend the range of support available and use the powers available to provide discretionary support. The option of only providing mandatory grants was considered but the HHIA member authorities wish to extend the range of support available, and simplify certain aspects of the application process in relation to the means-test.

4. **Consultation**

(a) **Comments of Executive Member** ^{5 6}
No comment

(b) **Comments of other consultees** ⁷
No comment

The policy has been endorsed by the member authorities of the HHIA.

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5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: ..

Title: Director of Adult Care Services

Date: 25/02/18

6. **Copies of agreed document to:**

- All consultees
- All members of the County Council (Democratic Services to send)
- Hard & electronic copy (for public inspection both at County Hall and on hertfordshire.gov.uk) to the Democratic Services Manager - Room 213 County Hall; democratic.services@hertfordshire.gov.uk

¹ Please refer to the Call-in and Contract Award Process for officers to determine if notice on this decision record for successful and unsuccessful bidders is exempt information and is therefore subject to inclusion in Annex 'A'

² If this decision relates to the award of contract, please provide a summary of the evaluation process and reasons for the award of contract to the successful bidder.

³ for guidance see Chief Legal Officer's note "Taking Decisions"

⁴ details of any alternative options considered and rejected by the officer at the time the decision was made

⁵ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without taking advice from the Chief Legal Officer

⁶ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of The Council will need to be consulted

⁷ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by email) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.