

**PRIVATE SECTOR HOUSING RENEWAL AND DISABLED
ADAPTATIONS POLICY**

7TH SEPTEMBER 2010

THE BRIDGEND STANDARD

FOR

ADAPTATIONS AND ASSISTANCE

1.00 INTRODUCTION

This document sets out Bridgend County Borough Council's standard for the delivery of disabled adaptations. It explains the responsibilities of different Council services in assessing needs and determining what is provided to applicants for Disabled Facilities Grants (DFG's). Demand for DFG's continues to outstrip resources, and in order to ensure that disabled people do not simply wait longer for the adaptations they need, this standard aims to set out clearly what applicants can expect to receive and how enquiries will be prioritised.

1.01 Collaboration and Consultation

The primary administration of Disabled Facilities Grants rests with the Communities Directorate, who will consult with the Wellbeing Directorate in relation to assessment of the disabled person and recommendations for essential adaptations and equipment.

However, the Communities Directorate itself must decide on what action is to be taken on the basis of the recommendations, and therefore the level of adaptations that will be provided. Due regard will be taken of mandatory funding limits at the time the application is processed.

Joint visits involving the Communities Directorate Building Surveyor and the Wellbeing Directorate Occupational Therapist will be arranged in cases where the proposals are technically complex or likely to exceed the maximum funding allowances. Joint visits may be requested by either party within the two services and the Disabled Facilities Joint Visit Protocol should be complied with by both the Building Surveyor and the Occupational Therapist.

1.02 Prioritisation

Normally enquiries for Disabled Facilities Grants will be processed according to the following priority order:

Priority 1 Urgent enquiries when it can be evidenced that not carrying out the works would lead to certain and permanent loss of independence, and an immediate need for disproportionate social care support; supported and agreed by the “Prioritisation Panel”. The Panel will include Officers from the Communities and Wellbeing Directorates.

Priority 2 All other enquiries processed in date order of receipt.

1.03 **Terminally Ill Applicants**

Applicants who have been identified as being terminally ill and require intervention to meet their immediate needs shall be designated as Priority 1.

Normally, in such cases, works will be limited to those which can be delivered with the minimum of delay and disruption and within an appropriate timescale.

Major works, such as extensions and large civil engineering works, which can take a substantial time period to plan, prepare and deliver would not normally be undertaken under this heading.

In arriving at a scope of works appropriate for applicants with a life-limiting condition the Occupational Therapist should consider whether major adaptations are in the best interests of the applicant.

1.04 **Progressive Conditions**

Where an applicant has been identified as having a progressive condition which is likely to deteriorate over time, adaptations will normally be considered which will be suitable for a period of up to 3 years from the date of assessment. In the event that significant additional recommendations are found to be appropriate following commencement of works it will be necessary for a new enquiry to be submitted. This may mean that the applicant would only benefit from the original works recommended by the OT, until a further grant can be processed subject to available funding and prioritisation.

1.05 **Role of Surveyor**

Subject to taking due account of the issues defined herein it is the role of the Surveyor, acting on behalf of the Authority to decide on the following matters:

- (1) Means of access to a dwelling or to a principal family room (e.g. ramped access or lift)
- (2) Feasibility for a vehicle hardstanding/crossover.
- (3) Appropriate means of making the dwelling safe as defined below.

- (4) Options for providing means of facilitating access throughout the dwelling for the disabled occupant or to provide a room for these facilities.
- (5) Provisions for food preparation.
- (6) Best course of action and options in relation to heating systems.
- (7) Best course of action and options in relation to power, lighting and heating controls.
- (8) Determination of eligibility for adaptations in the case of care by the disabled person of dependents or another disabled person.
- (9) Best course of action in relation to repairs in association with disabled adaptations.

In arriving at the above decisions, the Surveyor will be bound by or as appropriate, pay due regard to the following:

- (1) The relevant legislation and guidance at the time of the decision.
- (2) The recommendations provided by the Occupational Therapist together with any specialist professional advice required.
- (3) The provisions of this standard.
- (4) Current building regulations and planning provisions.
- (5) Current occupancy and the occupancy requirements.
- (6) Relevant technical advice from qualified specialist companies.

Additionally the Surveyor will be responsible for the following where relevant to the case:

- (1) Checking occupancy in relation to the occupancy requirements.
- (2) Reporting on observations relating to means testing information.
- (3) Reporting on observations relating to occupancy conditions (e.g. whether the disabled person is officially resident or going to be officially resident).
- (4) Ensuring that the requirements of this standard are adhered to.

1.06 **Role of the Occupational Therapist**

The role of the Occupational Therapist is to carry out a functional assessment of the person's abilities in relation to their personal and domestic activities of daily living within their home and provide recommendations to the Communities Directorate. The assessment will be carried out on the persons current needs. Should an application for Disabled Facilities Grant not be submitted within 6 months of the date of the OT assessment a re-assessment will be required in order to assess any change of circumstances.

During the assessment, the Occupational Therapist will consider the medical, psychological, social and cultural needs, functional abilities and environmental barriers, the requirements of the care plan, manual handling issues and any related technical issues.

Where relevant the recommendations given will address the following matters:

- (1) Requirements for access to the property from the footpath or other location, including the need for ramps, vertical lift, off road parking, handrails and door entry systems.
- (2) Requirements for internal access arrangements including stairlifts or vertical lifts, door widths, the need for same floor living, bedroom sharing etc.
- (3) Requirements for bedroom accommodation including space for manual handling and equipment, proximity of toilet/bathroom facilities, etc.
- (4) Requirements for living room accommodation including space for mobility, space for manual handling and equipment, etc.
- (5) Requirements for accessible light switches, power, heating controls, etc.
- (6) Requirements for bathing, toileting and showering arrangements including special equipment, space requirements for manual handling, variations from the standards defined elsewhere, etc.
- (7) Requirements for food preparation.
- (8) Requirements for creating a safer environment including enhanced alarms, lighting, safe areas, bedroom arrangements, fences, etc.

The Occupational Therapist will have regard to the mandatory upper limit of DFG, and ensure that where major adaptations are likely to be required, then the option of rehousing must be discussed with the applicant and the appropriate housing provider i.e. Registered Social Landlord; private landlord; member of the family.

Where necessary, the Occupational Therapist will seek such medical or technical advice as required to enable the necessary judgements to be made.

Regular liaison with the Surveyor should take place during the planning stage to identify and resolve potential problems as early as possible and to facilitate a smooth transition to completion of adaptations.

In the case of large scale adaptations; remodelling; or complex cases a joint visit is to be conducted by the OT and the Surveyor to determine the best course of action.

Following completion of the scheme the Occupational Therapist will conduct a review to evaluate that the needs of the person have been met and that the case file can be closed.

1.07 Discretionary Grants

A discretionary grant may be available to those who can satisfy the criteria of eligibility for a Mandatory Disabled Facilities Grant **when it can be evidenced that not carrying out the works would lead to certain and permanent loss of independence, and an immediate need for social care support disproportionate to the cost of the works required.**

The applicant will be given the option to apply for an Adapted Home Relocation Grant to enable the disabled person to move to a property that can be more easily adapted, or to a property identified through the BAH project. If the scheme cannot be reduced and the applicant does not wish to move then a discretionary lifetime grant may be available in certain cases over and above the £36,000 mandatory level for **professional and ancillary fees only up to a maximum of £4,000.**

The decision to offer a discretionary addition to DFG rests with the Corporate Director, Communities in consultation with the Cabinet Member for Communities.

1.08 Referrals for Children

When making recommendations for children, the normal developmental milestones must be taken into account. Recommendations should not be made unless the child presents with needs that are outside the range that would be considered typical and appropriate for their age and developmental stage. Normally recommendations would not be made for a child below the age of 4 years at the time of assessment.

2.00 GENERAL ACCESS

The Housing Grants, Construction and Regeneration Act 1996 -
Section 23(1)(a) of facilitating access to and from the dwelling
Section 23 (1)(c) facilitating access to a room used or useable as the principal family room.

2.01 General

Where access to the property cannot be provided reasonably, nor within maximum financial allowances, it will be deemed that the property is **unsuitable** and **relocation/rehousing** will be considered.

Only one point of access to a property will normally be considered. Access may reasonably be provided to the front, side or rear of the property as necessary. Access to rear garden or other amenities will not be considered. Only where it is deemed as a means of escape, will an additional door opening be funded.

Provision of access adaptations within communal areas (e.g. ramp, stairlifts, etc.) may be considered but provision is subject to other legislative or safety considerations (fire regulations, health and safety of third parties, etc.) and subject to the agreement of all relevant parties.

Access adaptations for owner occupiers can only be considered where the property owner has a title to the land in question. In this respect the only work which can be considered on land outside the applicant's ownership is work that is ancillary to other primary work within the area of ownership (e.g. pavement crossover in connection with vehicle hardstanding, utility connection in roadway or public land).

2.02 **Door Entry Systems**

Provision of a door entry system may be considered where the applicant has severely restricted mobility, is regularly left alone for long time periods several times a week, is at high risk for health and safety reasons and where there is a need to facilitate entry for formal carers to call on a regular basis.

Equipment will be considered to provide a suitable system for safe access by the disabled person to the property and as a means of monitoring callers to the property.

The number of handsets, locations and types will be stipulated by the Occupational Therapist (OT).

Door entry systems in properties where the main entrance is communal cannot be considered.

2.03 **Intercoms (Internal)**

Equipment will be considered to provide a suitable system for communication within the property where the applicant has severely restricted mobility or where health and safety issues could put the applicant at risk.

Normally two handsets will be provided unless otherwise stipulated by the OT.

2.04 **Ramps**

Subject to the general provisions above and where practically possible ramps will be considered to provide access from the public footpath or other public access to a single point of entry for wheelchair users, powered wheelchair users and ambulant disabled people.

Normally all ramps will be designed to the gradient appropriate (normally 1:12 gradient) for assisted wheelchair use where that is possible.

Ramp design, where practicable, will conform to the appropriate British Standard.

Normally the most economic solution should be considered and will be adopted.

Ramps will not be provided to fit the needs of motorised trikes or scooters unless these have been prescribed or provided following an ALAC assessment.

2.05 **Paths**

Subject to the general provisions above construction of new or reconstruction of uneven or unsound existing paths will be considered.

Path width should have due regard to whether the applicant is ambulant or a wheelchair user.

Where handrails are required these must be specified by the OT and fitted at the appropriate height to suit the service user.

2.06 **External Lifts**

Subject to the general provisions above, provision of external lifts of a type and model as appropriate will be considered, as an alternative if deemed more appropriate and more cost effective than full ramping.

The choice of equipment will be made in consultation with the OT.

2.07 **Steps**

Subject to the general provisions above, construction of new or reconstruction of unsound existing steps will be considered.

Step going/rise will be considered to meet the needs of the applicant following consultation with the OT.

Handrails/grabrails will be provided if recommended by the OT and fitted at the appropriate height to suit the service user

2.08 **Vehicle Hardstanding/Crossovers**

Subject to the general provisions above construction of a vehicle hardstanding may be considered but subject also to the following provisions.

- (1) The applicant is a current Blue Badge holder AND
- (2) The applicant is the driver who can only mobilise themselves a short distance and does not have regular assistance.

- (3) Passengers would not normally qualify, as it is reasonable to expect that drivers should double park when setting down.
Exceptions will be made for passengers who require constant attention, where the driver is also disabled or in the case of dependent children
AND
- (4) Where traffic orders limit parking (e.g. yellow lines, proximity to junction, etc.)

Severe parking stress in an area is not sufficient grounds for construction of an off-road vehicle hardstanding.

Provision of a vehicle hardstanding will not be considered unless permission is obtained for a crossover.

Crossovers and dropped kerbs will only be considered in association with a viable off road vehicle hardstanding.

Provision of on road parking bays will **not be** considered.

2.09 **Wheelchair Access**

Subject to the general provisions above, the following will be considered in relation to wheelchair access.

- (1) Provision of low level or level access thresholds to one external door as required by the OT.
- (2) Widening of external and internal door openings as required by the OT.
- (3) Provision of kick plates, sliding doors, bi-fold doors, remote controls as dictated by the circumstances.

2.10 **Garage Doors**

Subject to the general provisions above, provision of a remote opening mechanism for a garage door will be considered but subject also to items (1) to (4) under Vehicle Hardstandings/Crossovers.

Construction of garages and car-ports will not be considered.

3.00 **MAKING SAFE**

The Housing Grants, Construction and Regeneration Act 1996 - Section 23(1)(b) making the dwelling safe for the disabled occupant and other persons residing with him/her.

3.01 **General**

The WAG guidance (02/02) identifies that this may include the provision of lighting, where safety is an issue, or for adaptations designed to minimise the risk of damage where a disabled person has behavioural problems which causes them to act occasionally or regularly in a boisterous or violent manner

which may put themselves and other family members in danger, especially young children.

For those who have a sensory impairment an enhanced alarm system may be considered in the dwelling to provide improved safety for the disabled occupant in connection with the use of cooking facilities or works to provide means of escape from fire.

Fences will only be considered in cases where it is considered that there is a substantial risk of deliberate harm to themselves or others. Occasional reckless behaviour or a tendency to wander does not constitute “substantial or deliberate”.

Where fencing is deemed necessary only close board timber fencing will be considered. Metal fences or masonry walls should not be specified for this purpose unless planning regulations refuse the construction of a timber panel fence.

Fences will only be considered to a rear garden area. It will not be considered in a front garden or entrance pathway since it is deemed that supervision will always be at hand in these areas.

Additional quiet space is **not eligible** for consideration.

In the case of children the following recommendations may require a supporting independent professional report.

- (1) Outside safe play area (only one would be considered).
- (2) Bedrooms in addition to the minimum requirement under the Definition of Occupancy Requirements.
- (3) Fences.

4.00 ACCESS TO ROOMS FOR SLEEPING, LAVATORY OR BATHING

The Housing Grants, Construction and Regeneration Act 1996 -

23(1)(d) facilitating access by the disabled occupant to, or providing for the disabled occupant a room used or useable for sleeping.

23(1)(e) facilitating access by the disabled occupant to, or providing for the disabled occupant, a room in which there is a lavatory, or facilitating the use by the disabled occupant of such a facility.

23(1)(f) facilitating access by the disabled occupant to, or providing for the disabled occupant a room in which there is a bath or shower (or both) or facilitating the use by the disabled occupant of such a facility.

23(1)(g) facilitating access by the disabled occupant to, or providing for the disabled occupant a room in which there is a wash hand basin or facilitating the use by the disabled occupant of such a facility.

4.01 **General**

First preference will be given to facilitating access within the existing layout by whatever means is necessary (door widening, stairlift installation, etc.)

Second preference will be given to installing such a facility within the existing property layout in an accessible location but only if the first priority solution cannot be met (e.g. because the disabled occupant cannot use a stairlift or vertical lift).

Third preference will be given to providing such a facility by means of a partial extension to increase the size of an existing room.

Fourth preference will be given to providing such a facility by means of a new extension **but only** if any of the first 3 previous solutions are not feasible, and after relocation options have been considered.

In arriving at a decision as to which room to be used the Housing Authority may require changes to the use of existing bedrooms/living rooms within the property.

The decision identifying the room to be used is to be made by the Surveyor after consultation with the applicant and the OT.

In arriving at the choice of the above four solutions due regard will be given to normal occupancy of the dwelling but no allowance shall be made for existing overcrowding or overcrowding occasioned by a move into the dwelling by the disabled occupant or a carer. (See below definition of occupancy)

Additional sleeping space will not be provided where completion of the work perpetuates or causes inappropriate occupancy as this would be regarded as unreasonable and impractical. (e.g. overcrowding or inappropriate mixed sex bedroom occupancy) (see below definition of occupancy).

Ground floor toilet or bathroom facilities will not normally be considered if the applicant is not also sleeping on the ground floor unless there is a clear medical reason to support the requirement.

4.02 **Stairlifts**

Subject to the general provisions above and the OTs assessment that a stairlift is required, consideration will be given to provision of a stairlift.

The choice of stairlift and the design of facilities including seat and operation to be provided will be subject to a full stairlift assessment carried out by the OT.

Where a new stairlift is required as a result of an existing stairlift being beyond reasonable repair then a report to that effect will be required from a competent stairlift installer. The report must provide exact details of the defects and appropriate costs of repairs in order for consideration and options to be considered. In such circumstances the application will be dealt with in normal date order and be subject to a full stairlift assessment carried out by the OT unless the priority criteria are met.

A stairlift will not normally be considered in the following circumstances:

- (1) .Where it has been assessed that an applicants longer term needs cannot be met by providing a stairlift and the provision of other adaptations are deemed to be more appropriate.
- (2) Where the applicant or someone who may use the stairlift has cognitive impairment problems such as to make use of the stairlift dangerous or risky. (e.g. through Alzheimers)
- (3) Where the applicant or someone who may use the stairlift has uncontrolled epilepsy or suffers frequent blackouts.

4.03 **Vertical Through Floor Lifts**

Subject to the general provisions above, a vertical through-floor lift may be considered only if the installation and/or use of a stairlift has been discounted by the adaptations officer, the OT or the stairlift manufacturer as being not appropriate.

Installation of a vertical through-floor lift will only be considered if it is more economic solution after taking account of all other alternatives.

The provision of compensatory accommodation displaced by installation of the vertical lift will only be considered if the installation would otherwise cause overcrowding or worsen already existing overcrowding (see below definition of occupancy).

4.04 **Short Rise Lift**

Subject to the general provisions installation of a short rise lift may be considered only if the user is unable to use steps or stairs and there is insufficient space to provide a ramp of appropriate gradient to access the facilities. This may be necessary where there are split levels within old terraced type properties and the provision of level floors cannot be achieved.

4.05 **Level Access Showers**

Subject to the general provisions above where installation of a shower tray has been recommended by the OT the following will apply. In most cases the creation of a wet room would be considered the best course of action as this would prevent successive applications should the condition of the disabled person's condition deteriorate.

Where practicable a level access shower will normally be installed. Where it is not practicable consideration will be given to a step in shower or other arrangement in consultation with the applicant and the OT.

Where a level access shower is provided this will normally take place in association with removal of the bath unless a bath is recommended for another disabled purpose.

Normally shower area dimensions will be a minimum of 1350 x 820mm unless space restrictions dictate otherwise, in which case the OT's advice will be sought.

All facilities required in conjunction with level access showering facilities will be specified by the OT.

4.06 **Overbath Showers**

Subject to the general provisions above overbath showers shall be considered if recommended by the OT.

If the future prognosis indicates that a level access shower tray will be needed in the foreseeable future then consideration should be given to that option instead.

DFG should not be given for the provision of overbath showers in RSL properties, as they should be provided by the landlord to comply with Welsh Housing Quality Standard..

4.07 **Specialist Equipment** (e.g. special baths, hoists, washing/drying W.C., body driers, etc.)

Subject to the general provisions above special equipment as necessary will be considered. The OT recommendations will define the necessary range of options in any particular case.

Fixed specialist equipment will normally only be considered where the use of freestanding equipment is not feasible.

4.08 **Electric Wheelchair Storage/Recharging Supply**

Normally a convenient storage space or simple structure will be considered for the storage of an electric wheelchair which has been prescribed by an appropriate agency. Such a space or structure should be sited in close proximity to other adaptations, ramps, etc.

A suitable electric recharging point and a light should be installed in the space or structure.

No such space or structure will be considered in the case of scooters/trikes or wheelchairs which have not been prescribed. The provision of storage/recharging facilities rests with the owner in such cases.

4.09 **Extensions**

Subject to the general provisions above, extensions **will only** be considered if all other options for the provision of the necessary adaptations have been considered and found to be non-viable.

Where the only option is to build an extension it will be constructed to the minimum specification level to meet the requirements of the current building regulations.

5.00 **FOOD PREPARATION**

The Housing Grants, Construction and Regeneration Act 1996 – Section 23(1)(h) facilitating the preparation and cooking of food by the disabled occupant.

5.01 **General**

Specialist facilities for the preparation of food will not be considered unless the disabled person lives alone or with dependent children or all members of the household have a disability that affects their ability to use conventional kitchen facilities.

Where the disabled person is not the person normally responsible for food preparation consideration will be given to provision of a small area of an existing kitchen to be adapted for use by the disabled person for preparation of easily prepared food and drink .

Where a disabled person is not the person normally responsible for food preparation but has the potential for rehabilitation, recovery or development, consideration may be given to provision of limited specialist facilities. This will only apply if a full rehabilitation plan is prepared by the Occupational Therapist.

Kitchen adaptations, where required, will be carried out where possible using existing fixtures and equipment. New fixtures will only be installed where it is not possible to complete the works using existing.

While it is intended that new fixtures are installed to match existing, if this is not possible there will be no grounds arising to justify replacing existing fixtures to match the new items.

Only fixed specialist equipment will be included in any adaptation scheme (e.g. lower or height adjustable cookers, etc.). Standard cookers, hobs, ovens, fridges, washing machines, dishwashers and freestanding microwave ovens cannot be provided. In certain instances it may be more cost effective to

provide an additional length of worktop with a low level sink unit fitted rather than providing a more costly rise and fall sink unit.

6.00 HEATING SYSTEMS

The Housing Grants, Construction and Regeneration Act 1996 –
Section 23(1)(i) improving any heating system in the dwelling to meet the needs of the disabled occupant or, if there is no existing heating system in the dwelling or any such system is unsuitable for use by the disabled occupant, providing a heating system suitable to meet his needs.

6.01 General

Normally the following will be considered in arriving at a decision to carry out heating adaptations.

- (1) Severe limited mobility.
- (2) Specific medical conditions severely affecting the body's ability to control temperature.
- (3) Severe medical conditions which would be exacerbated by uneven room temperature.
- (4) Where the applicants functional physical disabilities mean that they cannot manage their existing means of providing a warm environment.
- (5) The existing method of heating is contra-indicated through a medical condition.

In all of the above cases an independent medical opinion may be sought.

6.02 Scope of Adaptation

Subject to the general provisions above, adaptations to an existing heating system will be considered to meet the specific needs of the applicant.

Normally existing systems will be adapted to the minimum extent required to provide the required facilities in the rooms provided by the adaptations.

Where an existing system cannot be adapted, installation of a new system may be considered. In this case a report may be sought from gas safety registered heating engineer.

Consideration will not be given to adapting or installing heating systems in rooms not normally used by the disabled person or rooms of substandard construction.

6.03 Extensions to Existing Systems

When new works involve the need to extend the heating within a dwelling, where possible this will be carried out by extension of the existing system.

However if such extension would necessitate the upgrading of the existing system or boiler, consideration will be given to installation of an independent heat source (e.g. electric convector, etc.)

In line with the provision not to provide heating in rooms not normally used by the disabled person, in the case of extensions, it may be considered to disconnect some rooms to enable connection of the extension without boiler upgrading.

6.04 **Specification Level**

Normally heating installations entirely funded through adaptations budgets will be installed to the minimum basic standard necessary to meet the needs of the disabled person (e.g. TRVs would not normally be provided unless specifically indicated in the prognosis).

6.05 **Alternative Funding**

In considering the best course of action for heating systems, consideration will be given to the applicant's eligibility to receive alternative means of funding for central heating installations and other energy saving measures.

The use of HEES grants should be considered where the applicants qualify for the schemes available, it would be the responsibility of the appointed agent to co-ordinate the schemes.

6.06 **Economic Considerations**

Where installation of a specific type of heating would be more expensive than normal (e.g. where an expensive gas mains installation is required) consideration will be given to other forms of heating including LPG or electric storage radiators. The Council reserves the right to opt for the most economical solution.

7.0 POWER, LIGHTING AND HEATING CONTROLS

The Housing Grants, Construction and Regeneration Act 1996 - Section 23(1)(j) facilitating the use by the disabled occupant of a source of power, light or heat by allowing the position of one or more means of access to or control of that source or by providing additional means of control.

7.01 **General**

Normally, only minor adaptations will be carried out to existing systems to meet the specific identified needs of the disabled person. Due regard will be taken of whether the disabled person lives alone or with a carer.

Full rewiring of electrical systems will not be funded. If necessary, new works will be provided independently and certified in isolation from the main supply.

The provision of additional or security lighting will not be funded from adaptations budgets.

8.0 CARE BY DISABLED PERSON

The Housing Grants, Construction and Regeneration Act 1996 - Section 23(1)(k) facilitating access and movement by the disabled occupant around the dwelling in order to enable him to care for a person who is normally resident in the dwelling and is in need of such care.

8.01 General

This provision shall apply in circumstances where the disabled person is the primary carer for dependant children or another disabled person.

It would not normally apply when there is another able bodied person in the household but may apply if that person is in full time employment.

9.0 REPAIRS

Repairs will not normally be considered for funding.

In circumstances where an adaptation cannot be provided or will not function effectively unless repairs are carried out then the following course of action will be taken.

- (1) Consideration will be given to other funding sources either through the applicant's eligibility for other grants or property appreciation loans or by reference to the applicant's savings
- (2) Only in the absence of any other funding source as above will repairs be carried out under an adaptations budget. Such repairs will be limited to the minimum required to facilitate the provision or use of the adaptation.

10.0 ANCILLARIES

10.01 Specification levels and Colour Options

All specifications for construction work and equipment shall be set at the minimum level to meet the requirements of all statutory regulations and to fulfil their purpose.

All sanitary fittings shall be provided in white.

All wall tiling shall be provided in white 150 x 150 tiles.

There will be no requirement to change existing finishes or fittings which remain because they are of a different pattern or colour from those provided.

Colour options will only be given where there is no cost implication or in cases where the colour is an integral part of the recommendations (e.g. visual impairment cases).

Installation of finishes beyond the minimum requirement will be carried out only to meet health and safety requirements and not for aesthetic reasons (e.g. to prevent a trip hazard in flooring). Any works over and above the minimum specification will be the responsibility of the owner.

Only internal painting and decoration to new works will be provided. Other rooms will not normally be redecorated.

10.02 Definition of Occupancy Requirements

For the purposes of this policy, the following is the minimum requirement of a dwelling.

Living Room - One

Bedrooms for

- Couples/single parent or occupant
- Each person over the age of 16
- Two children over the age of 7 of the same sex
- Each child over the age of 7 of different sex
- Two children under the age of 7 of either sex

To be counted as resident each person over the age of 16 has to be in residence more than 50% of the time and proof has to be provided.

To be counted as resident each dependent child has to live at the property with the relevant responsible person (i.e. the person who receives child allowance).