THE LONDON BOROUGH

Bromley Housing Assistance Policy

2024 to 2027

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1 Introduction



This policy sets a framework of grant assistance and other forms of help that supports our residents and reduces the rising escalating needs of our communities.

The policy supports objectives and commitments the Council has identified in the *Bromley Better Care Fund Plan 2022 to 2023*. It includes commitments to improve standards and affordability in the private rented sector. This policy directly focuses on some of the most vulnerable in the borough and recognises the strong link between housing and health and the role of the Council in protecting public health.

This policy is aligned to the Council's corporate strategy for 2021 to 2031, *Making Bromley Even Better*, and will support the delivery of Ambition 1 (E*nsure children and young people have the best life chances*) and Ambition 2 (*Adults and older people age well and retain independence*).

Whilst it is reasonable to assume that owners are responsible for maintaining the standards of their own property, not all owners can afford to, or are able to do so, especially older frailer people, people with disabilities, the vulnerable and those on a low income.

This policy enables the Council to play a vital role in assisting these groups to improve poor living conditions in the private sector. In addition, it encourages sustainable communities through the provision of advice and referral to other agencies.

1.1 Purpose

The Council is required to publish this policy under Article 4 of the *Regulatory Reform (Housing Assistance) (England and Wales) Order 2002*.

The Order provides Councils with the discretion to develop schemes to provide financial assistance to deal with a range of housing issues. This policy sets out the areas on which Bromley will focus available resources, to improve housing conditions across the area. Funding will be targeted at those areas that contribute to the delivery of the Better Care Fund and the Integrated Commissioning Wellbeing Board Priorities.

The policy covers a period of three-financial years:

Year 1	Year 2	Year 3
2024/25	2025/26	2026/27

The policy will give the Council the flexibility and discretion to provide appropriate assistance to meet the aims and priorities set out in section 3 (page 10).

1.2 Review

The policy will be monitored, and minor changes will be made on an annual basis, to keep up to date with legislative changes and any new requirements including budgetary changes. A formal review of the whole policy will be made after three years.

1.3 Funding

The assistance contained within this policy can only be provided subject to the availability of funding. Where funding is limited, priority for spend will be given to the Mandatory Disabled Facilities Grant (MDFG). All funding for this policy will come from the Disabled Facilities Grant (DFG) budget.



2

Context



2.1 Housing and health

Housing is a key determinant of health, and by promoting good quality housing this policy can contribute to reducing health inequalities for the residents of Bromley.

Part 1 of the *Housing Act 2004* was based on research specifically looking at the hazards in the home which caused hospital visits to A&E, hospitalisation and death. Removing these hazards in the home will greatly reduce the escalating needs of our aging and disabled population and the growing number of families with children with complex needs.

In 2008, the Government introduced flexibilities allowing local authorities to use grant money that had been allocated for DFG to be used more intelligently, to deliver adaptations for disabled people outside of the mandatory grant regime.

Research has shown that there is a direct impact on the health and wellbeing of residents resulting from the condition of the homes they live, meaning that poor housing can contribute to poor health and greater costs to the NHS as well as other services.

Each year hazards (as defined by Part 1 of the *Housing Act 2004*) in the home result in unnecessary injuries, episodes of ill-health and harm to the mental health. In many cases the occupiers do not link the poor condition of their homes with the potential negative impact on their health. The poorest housing stock can be found in the private sector, and in some cases, residents who own their own home are not able to maintain them and as a result hazards can develop. There is sometimes a perception that Bromley residents are wealthy. However, whilst their homes can be of significant value, often some of these residents are not cash rich and are not only unable to fund the cost of works to their homes, but also unable to source a loan to do so.

An estimated 28,300 excess winter deaths were recorded in England and Wales in 2019 to 2022 as reported by the Office of National Statistics (ONS) in their document *Excess Winter mortality in England and Wales 2019 – 2022 (provisional)* and *2018 to 2019 (final)*. Please note these figures do not include instances where coronavirus had been included on the death certificate. It is also noted that London was the third highest area with 18.6 % of all winter deaths.

Many of these people die unnecessarily because of living in cold homes each year. Although the data collected does not identify the number of people that die directly because of the home environment, various studies have found a link and these are detailed within the Office of National Statistics (ONS) report. In extreme cases the inability to afford to heat the home results in cold temperatures that create hypothermic conditions, but for many individuals (particularly older persons) cold homes may result in trips, slips and falls, or injuries/health impacts resulting from cardiovascular, circulatory diseases and respiratory disease.

This policy aims to address these issues and to minimise the impact to these vulnerable residents.

Note:

Bromley is one of the few London boroughs that have a lower proportion of fuel poverty households than the national average.That said, we still have over 14,000 households living in fuel poverty. We are noticing more and more that our residents are unable to afford to put their heating on during the winter months, which is resulting in damp and mould to their property which will eventually take a toll on their health.

Fuel Poor Households 2021 (Figure 1)

AREA	NUMBER OF HOUSEHOLDS	NO. OF HOUSEHOLDS IN FUEL POVERTY	% OF HOUSEHOLDS IN FUEL POOR
England	24,070,861	3,162,752	13.1%
Outer London	2,125,164	257,837	12.1%
Bexley	100,611	9,866	9.8%
Bromley	143,280	14,219	9.9%
Croydon	161,376	21,165	13.1%
Greenwich	120,478	13,896	11.5%

Source:
Department of Energy Security and Net Zero Sub Regional Fuel Poverty England 2023 (2021 data)
www.gov.uk/government/statistics/sub-regional-fuel-poverty-2023-2021-data/sub-regional-fuel-poverty-in-england-2023-2021-data

2.2 Better Care Fund

In 2015 the Government introduced the Better Care Fund (BCF) to bring health and social care together in an integrated way. The fund is a combination of Government funding from the Department of Health (DoH) and Ministry of Housing, Communities and Local Government (MHCLG). It includes the grant allocation for:

- Disabled Facilities Grants (DFG).
- Minimum NHS contribution.
- Improved Better Care Fund (iBCF).
- Discharge funding.

The Government's *Better Care Fund Policy Framework 2023 to 2025* lists the national conditions that the BCF must be used to address:

- A jointly agreed plan between local health and social care commissioners, signed off by the Health and Wellbeing Board (HWB).
- Implementing BCF policy objective 1: enabling people to stay well, safe and independent at home for longer.
- Implementing BCF policy objective 2: providing the right care, at the right place, at the right time.
- Maintaining the NHS's contribution to adult social care (in line with the uplift to the NHS minimum contribution to the BCF), and investment in NHS commissioned out of hospital services.

In this document, consideration has been given to the *Bromley Better Care Fund Plan 2022 to 2023* which has been discussed with representatives from this Board. This is an ongoing discussion and will be presented to the Bromley Health and Wellbeing Board to ensure a consistent approach across health care, housing and wider public services in Bromley.

The *Bromley Better Care Fund Plan* fully supports the introduction of a Housing Assistance Policy (HAP), as this enables the borough to take advantage of the *Regulatory Reform (Housing Assistance) (England and Wales) Order 2002* to use a proportion of DFG funding for discretionary purposes, in line with our policies and the Government's Disabled Facilities Grant (DFG) delivery as expressed in the Guidance for local authorities in England.



3 Objectives and priorities

In Bromley, the BCF priorities aim to achieve the following outcomes:



To meet these priorities and objectives, raised by our partners, colleagues and residents, this Policy aims to focus on the following areas:

- Improve the living conditions, health, home safety and security for owner occupiers and private sector tenants.
- Assist people to age well, live independently and make choices, by adapting their homes, or relocating to homes that are more suitable.
- Improve the energy efficiency of private sector dwellings and reduce fuel poverty.
- Increase the supply of accommodation in the borough by reducing the number of empty properties.
- Target support to assist people with modifications to their homes to enable them to remain safely.
- Work with Housing Associations to ensure social housing remains in the social sector and adapted to cater for the disabled person's needs.

The discretionary budget allocated to the policy is a total of £3 million until March 2027 (£1 million per year). Other funding may be allocated from the Council or other sources during the life of this policy.

Separate funding for DFG is provided by central Government. The budget for 2023/24 was £2,442,564. The 2024/25 budget from the Government is £2,664k.



4. Grant options

This section provides details on the different grants available:

Mandatory grants

- Mandatory Disabled Facilities Grant (MDFG) - page 14
- Applicants Preferred Scheme - page 18

Discretionary grants and loans

- Minor Works Grant - page 22
- Small Works Grant - page 22
- Regeneration and Addition of Adapted Properties in Bromley - page 23
- Topping up a MDFG - page 23
- Safer Home Grant - page 24
- Independence at Home Grant - page 26
- Relocation Grant - page 27
- Essential Major Works Loan - page 29

Landlord grants

- Empty Property Grant - page 31
- Landlords Security Grant - page 33
- Minimum Energy Efficiency Standards Support Grant - page 34

4.1 Mandatory grants

Mandatory Disabled Facilities Grant (MDFG)

The delivery of a DFG programme is a statutory function of the local housing authority. The delivery of this function is governed by the Housing Grants, Construction and Regeneration Act 1996.

The DFG is a mandatory 'means-tested' grant to help meet the cost of adapting a property (this can include either mobile homes or houseboats) in which a disabled adult or child lives. Owner occupiers and private tenants, including Housing Association tenants, may apply for the grant for a disabled person in their household. A landlord may apply for the grant for an adaptation for their tenant.

The adaptations must meet the specific needs of the disabled person.

To qualify for this grant, the Council's Occupational Therapist or other trusted assessor will recommend an adaptation or adaptations as necessary and appropriate, following an assessment based on the need for adaptations in relation to the person's disability.

The proposed adaptations must be reasonable and practicable in relation to the property and are assessed by the grant surveyor.

Amount available

The **maximum grant** payable under a DFG is **£30,000**.

A discretionary grant may be available on top of this depending on the scope of works, usually up to a maximum of £30,000 depending on the circumstances of the case. Please refer to the Discretionary Disabled Facilities Grant section (page 22) for further information.

When DFG cannot be used

A DFG is **not** available:

- For Council tenants as this funding is normally included in the Housing Revenue Account (HRA).
- If the total cost of the work or equipment is less than £1,000.
- When works are more than, or differ from, those recommended by the Council's Occupational Therapist or trusted assessor.

Financial circumstances

The amount of the grant will depend on the financial circumstances of the disabled person for whom the adaptation is being carried out and that person's husband, wife or partner.

If the adaptation is for a child, the financial circumstances of the parents will not be considered.

Detailed advice and an initial check of financial circumstances will be offered to provide a guide as to how much the applicant may need to contribute towards the costs of the works. This is known as the "preliminary test of resources".

Note: *All requested financial information must be given, a failure to do so will give a false contribution level which could change later during the process.*

Fraudulent applications could result in a referral to our legal team for further action.

Applicants on a 'passporting' (means-tested) benefit or applications for disabled children will continue to be funded by MDFG.

Applications from the British Armed Forces

Where an applicant for DFG is a current or past member of the British Armed Forces, the MDFG criteria will be applicable; however, for the purpose of the means test, any Armed Forces compensation or pension payments will not be taken into consideration as part of the means test.

Conditions for awarding a grant

1. The disabled person must intend to occupy the property as their only or main residence for a period of at least five years after the works are complete (or such shorter period as the person's health or other relevant circumstances permit).

2. To make an application the client must supply the following:

   - A completed and signed application form (no longer than 6 months old from the date of signing).
   - Evidence of the household's financial situation (where not exempt).
   - Evidence of ownership of the property or the right to reside at the property.
   - Permission for the works to be carried out by the landlord (where relevant).
   - Evidence of any planning or building regulation approvals required and obtained.
   - Two or three quotes, depending on the cost of the works, unless using the Home Improvement Agency (HIA).
   - Quotes should be based on a fully itemised schedule of works where each item has been given a price, where appropriate to do so.

   Note: *where the HIA is involved they will advise which of these documents they will produce for you.*

3. Only the works agreed by the Council will be covered by the grant.

4. Where the grant is approved then works are to be completed within 12 months of the date on the approval letter, unless there are exceptional circumstances which are agreed by the Council. Should this period expire without agreement then a new application must be made.

5. No grant works should proceed until the grant application has been processed and approved with an approval letter issued.

6. Owner occupiers may have a local land charge placed on their property on completion of the grant. If the property is sold, assigned or transferred within 10 years of the grant being completed, then the grant may have to be repaid. The Council will have regard to *The Housing Grants, Construction and Regeneration Act 1996: Disabled Facilities Grants (Conditions relating to approval or payment of Grant) General Consent 2008*, when deciding whether to require repayment. The charge only applies where the grant is more than £5,000. Where the grant is more than £5,000 only the amount over the first £5,000 is added as a charge. There is a charge limit of £10,000 unless the grant is given as part of the discretionary scheme where the amount and duration are unlimited

7. If the applicant has a contribution to pay, they must ensure they have the funds to cover their costs before the works commence. A discretionary grant may be able to cover this where there is hardship.

8. Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the Council before they are undertaken.

9. Any increase in the grant may have an impact on the charge placed against the property.

10. Where the cost of the work exceeds the mandatory grant limit of £30,000 the applicant may be eligible to apply for a discretionary grant, subject to available funds.



11. With some adaptations (namely ceiling track hoists, stair lifts, etc.) the Council will include an extended warranty as a part of the grant application. This usually provides extended cover for five years from the date of the equipment installation. The grant will also cover twice yearly *Lifting Operations and Lifting Equipment Regulations 1998* (LOLER) inspections for five years for ceiling track hoists. Once the manufacturer's warranty or the extended warranty has expired, it is the responsibility of the person receiving the grant to arrange and pay for any necessary maintenance repairs that may arise.

    In certain circumstances grant funding may be available for necessary repairs. This does not include extending existing warranties or the provision of maintenance contracts. Where goods are beyond repair the client will be referred for a new Occupational Therapist assessment.

12. The contract for the works is with the client and the contractor. The Home Improvement Agency acts as an advocate between both unless the client opts to take on this work themselves.

13. The Council will only offer grants for those works that are considered mandatory to meet the needs of the disabled person.

14. No grant will be paid until a satisfactory invoice has been received and the works have been carried out to the satisfaction of the client and Council.

Note:
Where a discretionary grant is given the conditions may vary.

Applicants preferred scheme

A grant applicant can propose a scheme of adaptations that is an alternative to the scheme put forward by the Council or which exceeds the criteria of an adaptation being 'necessary and appropriate' and 'reasonable and practicable'. It will not be possible to use Bromley's in-house Home Improvement Agency (HIA) for this work.

The Council will contribute the amount of grant that would have been paid, had the Council's scheme been executed, towards the client's preferred scheme under the following conditions:

1. The applicant(s) must show they have sufficient funds available to complete the additional/alternative works they are proposing, including a contingency sum for any unforeseen works.

2. Grant money will only be paid once the client has fully met their financial contribution towards the cost of their preferred scheme.

3. Works must be completed to the satisfaction of the Council's building surveyor and be agreed as meeting the client's disability needs as described by the Occupational Therapist or trusted assessor.

4. On completion, the scheme of work must fully meet the client's disability needs. The Council's Occupational Therapist or trusted assessor will judge this criterion.

5. On completion, the scheme of work must fully comply with all relevant standards and legal requirements and have all the certification necessary to ensure the Council can satisfy itself as to its integrity and compliance. Work must be completed to the satisfaction of the Council's Building Surveyor.

6. The applicant will, as part of their DFG application, submit all documentation required for an application to be considered for approval. In addition to the documents required for the Council to determine eligibility for a DFG, the following will need to be provided:

   a. Details of the cost/s of any ancillary services and charges in respect of the works for which grant funding is being requested, e.g. architect, surveyor, or building professional being used to design or supervise the scheme of adaptations.
   b. Two copies (or electronic copy) of 1:50 existing and proposed layouts for the whole scheme of adaptations, sufficient to demonstrate the proposed adaptation will meet Building Regulations and any specifications from the Occupational Therapist or trusted assessor that apply.

(cont'd on next page)

c. Two copies (or electronic copy) of 1:20 detailed layouts such as for shower room or access ramp sufficient to demonstrate the proposed adaptation will meet the requirements of Building/Planning regulations and any specifications from the Occupational Therapist or trusted assessor that apply.
d. Three priced, itemised quotes/estimates from building contractors, with the contractor's covering letter signed and showing the full company contact and registration details. All estimates will be subject to a check by the Council to ensure they are fit for purpose.

When a grant applicant employs a private architect or surveyor, the Council acts only as the administrator of the grant for the project and the emphasis is on the applicant to monitor the performance of their contractor, architect and surveyor to ensure good workmanship standards are achieved. If the works do not conform to a reasonable standard or meet the applicant's disability needs as identified by the Occupational Therapist or trusted assessor on completion of the works, then the grant could be withheld.

7. The grant funding towards this scheme is based solely on the estimated cost of a feasible standard adaptation. The grant surveyor will calculate this cost.

8. Final payment of grant money is only made on completion of works and only once the following conditions are met:

Completed works are signed off by a grants officer and occupational therapist or trusted assessor as:

a. Built as per supplied documentation and deemed to meet disability need.
b. A contractor's invoice has been provided.
c. A building control completion certificate has been provided (if applicable)

4.2 Discretionary grants and loans

Due to a loosening in the regulations under *The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002* (RRO) in relation to what the BCF and DFG funding can be spent on, the Council have introduced a range of discretionary grants/loans to:

- Speed up adaptations within the home.
- Assist with other works that will make the client's property safe.
- Assist residents in moving to a more suitable property.
- Help with the cost of works (please see below for definition of works) required to enable the resident to be discharged from hospital.

The following grants are discretionary and may be withdrawn, revised or prioritised without prior notice as they are subject to the Council having sufficient financial resources. If discretionary grants are withdrawn, all applications will be assessed solely under the MDFG requirements (page 14).

Any approved discretionary grant must be completed within 12 months from the date of approval unless there are exceptional circumstances and agreed by the Council. Should this period expire without agreement then a new application must be made.

For owner occupied properties, unless otherwise stipulated, all grants issued within this section are subject to a local land charge, and in some cases will be recorded with the Land Registry, for the value of the grant or loan being placed on the property. This will be for a period of at least 10 years. See Figure 2 page 24 for charges and duration.

The local land charge could remain until such time that the property is disposed of. This charge is separate from the charge placed as part of the MDFG. No interest is accumulated on these charges.

Should you wish to pay the debt placed on the local land charge/Land Registry prior to selling or disposing of the property this can be organised as a one-off payment.

Note:
A charge is not placed on the property where a tenant or landlord is the applicant.

There is no grant availability for landlords who have a repairing obligation.

Means testing is the same test as for MDFG.

In circumstances where a client has an excessive assessed amount that they could contribute to works, such as by an assessed amount exceeding the estimated cost of required adaptations by a factor of three (for example, your assessed amount that you could contribute to works is £45,000 and the estimated cost of required works is £15,000) then no grant assistance will be available. This is because such applicants may well be able to raise funds via a loan from elsewhere. However, there may be other grant or loan availability where the Council can assist.

Technical officer involvement is available to specify works, obtain quotes and manage on-site work.



Minor Works Grant

There is strong evidence to show minor works adaptations are an effective and cost-effective intervention for preventing falls and injuries, improving everyday activities and mental health. It is therefore the intention of this policy to allocate a sum of money to the Council's Adult Social Care services to contribute to this function. Additionally it is the intention of this policy to increase the remit of the current Handy person service to include young adults leaving care as well as persons in need where determined necessary. This support will be reviewed each year and determined by the available funding.



Small Works Grant

For residents on a low income or means tested benefit. This is a one-off grant for small works, such as the installation of a key safe, minor plumbing or an emergency electrical issue.

It has a maximum limit of £2,000.

Not for landlords with a repairing obligation.

Regeneration and addition of adapted properties within Bromley

It is reported that 24,000+ properties owned by housing associations (HA) are sold each year in England. The main reason is they cannot afford the repairs to make them suitable for habitation. Where these properties come to our attention and an OT advises this would be a good spacious property that could house a disabled family, then under this policy we may match fund the cost of the repairs to provide much needed accommodation in borough, that is specifically earmarked for a disabled family to move into. Only properties approved by an OT would be considered. Additionally where there is opportunity to work with our regeneration team to further increase adapted properties in borough we will.

Topping up a MDFG

This can be used to increase the grant available for a MDFG where the reasonable costs of the structural building work exceed £30,000, and the applicant has been assessed as having no or little contribution to make.

The grant increase shall be **limited to an additional £30,000.**

In exceptional and extraordinary circumstances, where a request is received by a medical/ health professional and where the funding is greater than this policy allows, a panel will convene involving the HIA Group Manager, a relevant Adult Social Care or Children's Services Manager and the requesting professional to consider whether grant funding can be agreed. The decision of the panel in these instances is final.

Approval of exceptional and extraordinary grant amounts (Figure 2)

GRANT	AMOUNT	AUTHORISING OFFICER
Mandatory Grant Only	Up to £30,000	HIA Group Manager
Mandatory and Discretionary	Up to £50,000	HIA Group Manager
Home Loan / Multiple Grants	Up to £100,000	Head of Service
Home Loan / Multiple Grants	Over £100,000	Assistant Director/Director



Safer Home Grant
(for owner occupiers and private tenants)

An assessment of the property will be necessary to determine the scope of the work. This grant does not cover the full renovation of a property. It is intended that this grant is sufficient to make safe a defect that is considered to pose a risk to the health, safety or welfare of an owner occupier and to assist with the hospital discharge of a patient.

No grant or loan shall be paid where there is a statutory obligation for a Landlord to carry out repairs, this includes rectification of hazards including damp and mould.

The grant is available up to a **maximum of £12,000 including VAT**.

This could include, but is not limited to, the following:

- Hoarding and accumulations – where the conditions pose a serious risk to the safety of the occupier and are considered a statutory nuisance by our public protection enforcement team.
- Deep clean – to assist with the discharge from hospital.
- Electrical safety – where the condition of the electrical wiring could lead to imminent risk of electrocution, fire or accidents because of inadequate lighting.
- Slips, trips and falls – where the condition of the stairs or floors are such as to present an imminent risk of injury in the home.
- Excess cold – where the heating is inadequate or lacking, and the condition of doors and windows is contributing to the home being cold in the winter and there is a risk of falls or other ill effects from cold temperatures.
- Damp and mould – conditions that could be described as a Category 1 hazard under the Housing Act 2004.
- Structural collapse – where a structural part of the building is in such a state as to constitute an imminent risk, for example a roof or part of a roof. Consultation depending on the nature of the risk will be sort with our building control team. Should more than 30% of the building be at risk of collapse, then this may be outside the scope of this policy. A panel meeting would be convened to consider the best option for all involved.
- Amenities – the lack of a functioning basic amenity, such as a toilet, bath, wash hand basin or kitchen sink.
- Hot water – where there is no hot water available for the occupier due to a fault with a boiler or hot water tank.
- Works may include external areas within the curtilage of the building – these would need to be directly related to the health needs of the resident and agreed by an officer of the HIA or referral from a relevant service within the Council.
- Air quality measures, where it has been determined by a professional that the quality of air in the home is unsafe.

This list is not exhaustive – each case will be assessed based on its individual circumstances.

The decision of the HIA Group Manager will be final.

Eligible applicants

Applicants must be:

- On a means tested benefit (MTB) or
- On an Approved Benefit with low income
- Registered disabled or could be registered disabled on a MTB or Approved Benefit or
- On a low income.

The list of MTBs and approved benefits are outlined in the Means Tested and Approved Benefits sub section on page 45.

Low income is defined as a percentage of income below the national medium average. For the purpose of this Policy, low income is defined as anyone who has less than £30,000 net income and with limited to no savings.

Conditions

The total amount of grant money will be placed as a local land charge on the home and will remain until the property is sold or otherwise changes hands. See general terms and conditions for discretionary grants and loans (page 40).



Independence at Home Grant

This is a grant to supplement existing services, where an unmet need is identified, through dementia aids, adaptations and assistive technology. This could include, but is not limited, to:

- Smart assistive technology (this does not include internet or broadband).
- Safer flooring.
- Lighting adaptations.
- Tonal contrast adaptations.

Funding will be subject to receiving a referral from a Council Occupational Therapist or a relevant healthcare professional.

The grant must be **over £1,000**.

Please remember this is a capital budget for fixtures. Bromley Well or the handy person service will usually cover the costs of minor works under £1,000, although the Bromley Well / handy person function is mainly for supporting hospital discharge.

This policy may allow a percentage of the grant money to be used for a handy person service.

Relocation Grant

We seek to help the most vulnerable members of the community to improve their homes, but in some cases, providing support for an occupant to relocate to more suitable accommodation may be the most appropriate option.

This grant is available when:

- The cost of refurbishing the dwelling to remedy significant hazards is more than the grant assistance, and sufficient other sources of finances are not available to the applicant; or
- For a disabled person, where the Occupational Therapist advises that the privately rented dwelling is unsuitable for adaptation works, or the cost of the works is more than the grant assistance and sufficient other sources of finances are not available to the applicant.

Grants are available **up to £12,000**.

Eligible fees and services

Relocation grants can be used to pay moving costs, utility connection costs, decorations costs or fees for services provided by approved organisations such as a Home Improvement Agency.

Eligible applicants

Eligibility is limited to applicants in receipt of an MTB, or who have a low income, who are:

- Private sector tenants where adaptations cannot be achieved in their current home.
- Social housing sector tenants who have downsized or taken on a void property in or out of borough.

Relocation also includes assistance with redecoration to a new property where someone has downsized or take on a void property in the social housing sector.

Funding may be provided to move to an alternative home whilst works are carried out.

Applicants must:

- Be registered disabled and qualify for a DFG.
- Be an owner-occupier, whose residence is within Bromley, and own no other properties in or outside of the borough.

In exceptional circumstances, the Council will consider helping a private tenant to move to more suitable accommodation.

The Grants Panel will consider such cases (see Figure 2 above, page 24)

The Council will not provide this type of assistance retrospectively and will only consider an application for this type of assistance where the above criteria apply.

Condition

- No grant will be payable unless evidence is provided that other sources of financial assistance have been sought and are not reasonably available.
- The Council must be satisfied that the new property is suitable for the applicant.
- Agreement from the Council's Occupational Therapy Service that the property is suitable must be provided.
- The Council will not provide this type of assistance retrospectively.
- Applicants must receive written approval from the Council prior to relocating to another dwelling.

Receipt of this grant does not prevent applicants applying for other grants in this policy.



Essential major works loan

This loan is available up to a **maximum of £60,000**, including VAT and solicitors' fees.

Like the Safer Homes Grant, but available as a loan where there are multiple hazards at the property presenting risk to the occupant's health.

Eligibility

Applicants must :

- Be registered or able to be registered disabled and on a MTB.
- Be on a low income, with £6,000 or less in savings.
- Have an unencumbered title deed except mortgage and enough equity to raise the finance.
- Have lived in the property for a minimum of 3 years.
- Be an owner-occupier, whose residence is within Bromley, and own no other properties in or outside of the borough.

An assessment of the property may be necessary to determine the scope of the work which will not cover the full renovation of a property. It is intended that the grant is sufficient to make safe the defect or defects that are considered to pose a risk to the health, safety or welfare of the owner occupier particularly when there is more than one hazard present.

This could include, but is not limited, to:

- Electrical safety – where the condition of the electrical wiring could lead to risk of electrocution or fire or accidents because of inadequate lighting.
- Falls – where the condition of the stairs or floors and or coverings is such as to present an imminent risk of a fall in the home.
- Cold – where the heating is inadequate or lacking, and the condition of the doors and windows is contributing to the home being cold in the winter and there is a risk of falls or other ill effects from cold temperatures.
- Damp and mould – conditions that could be described as a category 1 hazard under the *Housing Act 2004*.

- Structural collapse – where a structural part of the building is in such a state as to constitute an imminent risk to an occupier. Please remember this grant is to support the safe habitation of a property. Where a property is derelict/structurally unsound throughout, or where at least more than 30% of the building is at risk of collapse, consultation will take place with our building control to ensure there is no imminent risk to the public. This loan is not for the purposes of rebuilding a derelict home.
- Amenities – the lack of a functioning basic amenity such as a toilet, bath, wash hand basin or kitchen sink.
- Hot water – where there is no hot water available for the occupier due to a fault with a boiler or hot water tank.
- Help with a mortgage – where an Occupational Therapist agrees the existing home is not suitable following adaptations. These cases are rare and would be discussed at panel.
- External areas – these would need to be directly related to the health needs of the resident and agreed by a HIA Officer of the Council or a referral from a relevant service within the Council.

This list is not exhaustive, and each case will be assessed on its individual circumstances.

Note:
Loans are interest free and repaid by payment of a land charge placed upon the property as a condition of the loan.



4.3 Landlord grants

These grants are all discretionary and subject to the terms in Section 7 (page 40).



Empty Property Grant

The landlord grants are used for repairs to a private landlord's property. This grant assistance aims to increase the supply of residential accommodation and encourage the owners of empty properties that have been empty for a significant period to bring them back into residential use. It is a condition of the grant that the property must have been vacant for at least 12 months prior to the date of application and that the property is then made available to house applicants on the Housing Register.

This payment would be made where the landlord offers a five-year lease or longer to house a Bromley resident from our waiting list.

Working with landlords in this way greatly reduces the cost to the Temporary Accommodation budget.

Maximum grant amount

- **£15,000** – per bedsit, studio or one-bedroom dwelling.
- **£30,000** – per two-bedroom single household dwelling.
- **£40,000** – per three-bedroom single household dwelling or larger.
- **£80,000** – per building (whichever has the lesser cost for the eligible works required).

All necessary works are required so that on completion the property will comply with Part 1 of the *Housing Act 2004* and the *Decent Homes Standards*.

An additional £10,000 can be given as a one-off payment where works are necessary, and the private landlord allows a 7 year lease or longer to house a Bromley resident from our waiting list.

Eligible applicants

An applicant must have an owner's interest in the premises, and where the owner's interest is leasehold, the lease must have at least 10 years remaining at approval.

Conditions

- The owner must sign an agreement with the Council to make the accommodation available for letting by Bromley's Housing Department nominated tenants. If the accommodation is not required by the Council's Housing Department, it must be let at no more than the Local Housing Allowance rent level for the whole or remaining part of the contractual period.
- The property, whether residential or commercial, must not have been intentionally left vacant for at least 12 months prior to the date of application.
- Property complies with Bromley's Houses in Multiple Occupation (HMO) standards, where applicable.
- Works must be undertaken to bring the property up to Part L (energy efficient in new and existing homes) of the current Building Regulations if practicable.
- Applicants must have planning approval or change of established use certificates prior to making an application.
- The grant must be repaid in full if the dwelling is sold within 5 years and interest will be charged.
- There can be no further grant awarded for works to the property within 10 years of completion of works, except for a landlord's application for DFG where the tenant is eligible.
- Where the premises are liable for licensing under the *Housing Act 2004*, the premises must be licensed.
- The property does not contain any Category 1 hazards under Part 1 of the *Housing Act 2004* and comply with the *Decent Homes Standards*.



Landlords Security Grant

Grant assistance to encourage landlords and freeholders to improve domestic security in their properties.

Maximum grant amount

- **£500** per let for approved security measures.
- **£5,000** per building for approved security measures; whichever is the lesser amount.

Eligible works for approved security measures

- Communal intercom door entry system extended to all lets within the building.
- Video security systems.
- Window and door locks.
- Approved door viewers.
- Letterbox shrouds.
- London and Birmingham bars.

Condition

Where the premises are liable for licensing under Part 2 or 3 of the *Housing Act 2004*, the premises are licensed.



Minimum Energy Efficiency Standards (MEES) Support Grant

Grant assistance to support landlords when improving the energy efficiency of properties up to Band C rating where the property has an existing Energy Performance Certificate rating of Band D to G.

It should be noted that we currently have no other grants from the Council to support landlords with this. Currently many private rented tenants are spending a large proportion of their income on heating their inefficient homes. If we can assist landlords, this could help reduce the number of people presenting to the housing team requesting temporary accommodation.

Maximum grant

Match fund landlord's contribution (excluding any other external funding), subject to a **maximum of £10,000 per building**.

Eligible works for MEES support grant

Any works recommended via:

- Valid Energy Performance Certificate (EPC should be ideally no more than 24 months old); and/or
- Through whole house PAS2035 retrofit plan (for properties where EPC is not required, such as a House in Multiple Occupation.)

Any works to be overseen by a retrofit coordinator.



Conditions

- On completion of works the property will achieve a rating of at least band C.
- Grant assistance will not be available where works are covered by a scheme provided by an organisation other than Bromley.
- No grant assistance will be available where a notice requiring works to be carried out for excess cold has been served under Part 1 of the Housing Act 2004, unless a complete application is received before the start date of works, as detailed in the statutory notice.
- Gas central heating boilers to have a minimum seasonal efficiency of 90% and to have Nitrous Oxide (N0x) emissions of 40mg/kWh or less.
- A certificate of future occupation is required for renting for 5 years.
- Where applicable, the landlord must complete the HMO Licence.
- Property must comply with Bromley's HMO standards where applicable.
- Where the premises are liable for licensing under Part 2 or 3 of the Housing Act 2004, the premises are licensed.



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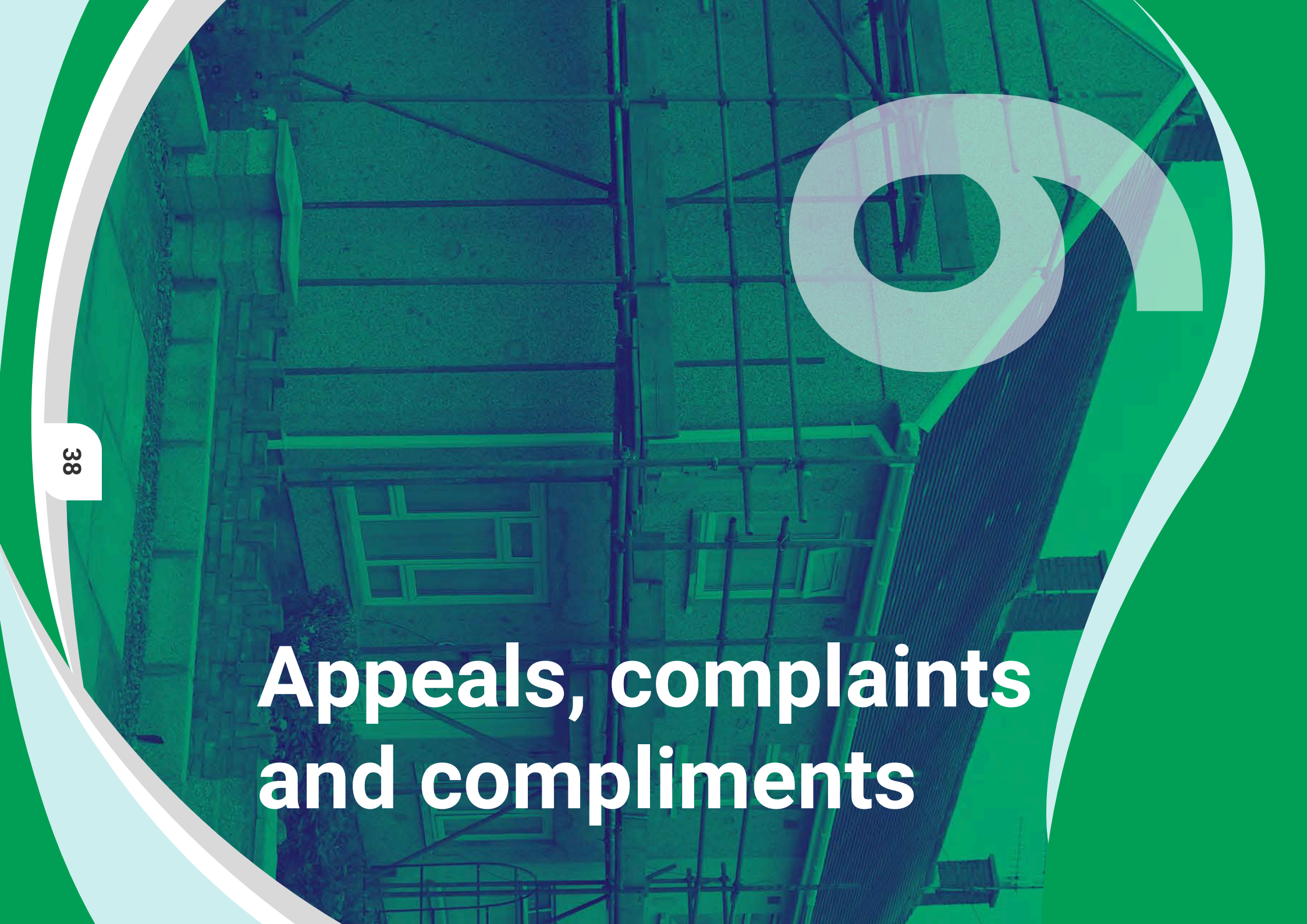
Changes to policy



Where any significant changes are made to the published policy, these will be formally adopted and published. Significant changes include those to eligibility and scope as well as any new forms of assistance introduced.

A formal review will occur every year from the date of this document being agreed.





Appeals, complaints and compliments

There is no statutory right of appeal against the decision making.

Any complaint or compliment should be made by submitting a formal complaint via the Council's formal complaints procedure. This is available on the Council's website: www.bromley.gov.uk/complaints





General terms and conditions and privacy policy

for discretionary grants and loans

1. All discretionary assistance is subject to the availability of funding. The availability of any of the grants or assistance may change at any time without notice. We will update the Bromley website to inform you of any changes. Customers in the process will be informed at the time. All grants approved will be funded.

2. The Council will not be liable for any costs incurred in an unsuccessful application for whatever reason.

3. Assistance will not be provided for works commenced and/or completed before written approval is obtained.

4. The availability of assistance cannot be guaranteed until the applicant receives a written formal approval document.

5. If an applicant owns a second home in our borough, then no grant assistance can be considered.

6. Except where mentioned in the eligibility criteria and/or terms for the type of assistance, no grant will be available if the dwelling is in joint ownership (including leaseholders with repairing obligations), unless all owners satisfy the eligibility criteria to qualify for that assistance, except where there is just cause e.g. legally separated couples.

7. If an applicant seeks assistance for works, where other types of assistance for the works are available, they will normally be required to seek the alternative form of assistance, before being entitled to assistance under this policy.

8. No grant will be available to an applicant for works of repair or improvement, where assistance was paid to the applicant, or partner or joint owner, for a similar works within five years of the new application. To avoid doubt, the type of works, not the name of the assistance, is the relevant issue.

9. With the exception of applicants employing the Home Improvement Agency (HIA), all other applicants are responsible for obtaining all necessary permissions for the works including, where necessary, landlord and/or freeholder permission/s, building regulation approval, listed building approval, planning permission etc. The reasonable costs of doing so may be included in the cost of the eligible works, up to the maximum grant amount. Approval of an application for assistance does not in any way imply that any of the necessary permissions, referred to in this clause, have been given.

10. No grant will be available for works which are eligible for funding through an insurance claim.

11. Grants may be payable where an applicant had received assistance for works but the new application is for works of another type.

Where a grant is being considered for a tenant only the following types of tenancies are eligible for consideration:

Assured tenants

You are likely to be an assured tenant if all of these apply:

- You pay rent to a private landlord.
- You have control over your home so that your landlord and other people cannot come in whenever they want to.
- Your landlord does not live in the same building as you.
- You moved in between 15 January 1989 and 27 February 1997 and your landlord did not give you a notice saying that you have an assured shorthold tenancy.

You can also be an assured tenant if you moved in after 27 February 1997, but this is quite rare. This can only happen if your landlord gave you a written notice saying that you have an assured tenancy before your tenancy started, or if you previously had an assured tenancy in the same accommodation, with the same landlord.

Assured Shorthold Tenancies

Most private tenants have an Assured Shorthold Tenancy (AST) - you are likely to have an AST if:

- You do not live with your landlord.
- Your tenancy started on or after 28th February 1997.

12. For tenants wanting a grant with an AST, where it is agreed a grant would be appropriate to give we would need a permission letter from your landlord, a landlord certificate, an owner's certificate and the landlord's agreement that the property would be available for renting for the following 5 years.

Regulated tenants

13. You are likely to be a regulated tenant if you pay rent to a private landlord and your tenancy started before 15 January 1989.

    You may still be a regulated tenant even if you later signed a new tenancy agreement, after that date, with the same landlord.

    You will not be a regulated tenant if you have lived in the same property as your landlord since your tenancy started.

Controlled tenants

14. Almost all controlled tenancies were converted into regulated tenancies by the Housing Act 1980.

Complete application form

15. An application is deemed to be complete when all the following documentation has been received by the Council:

    - A completed and signed application form,
    - Itemised estimates for the approved works from bona fide contractors.
    - Proof of property ownership
    - Proof of eligibility
    - Landlord's permission, in the case of rented accommodation
    - Freeholder's permission, where necessary, and
    - Any other documentation requested by the Council to either prove the eligibility of the client, the extent, nature or need for the works, or to monitor the effectiveness and/or impact of the grant assistance.

Legal paperwork where a land registry charge is to be placed on the property

16. Where a land registry charge is to be placed on the property the following will be necessary:

    - ID check forms – if it is a multiple person application, ID is required for each person.
    - Permission letter to make a mortgage enquiry.
    - Legal responsibility form completed.
    - Mortgage company permission to enquire about the existing loan.

Contractors

17. Where works are to be carried out by a contractor, grant assistance will only be given when the Council is satisfied that the contractor is reputable.

    To be reputable the contractor must be:

    - VAT registered, where works carried out are above £15,000.
    - A limited company incorporated to carry out works specified.
    - A member of a recognised trade organisation or body.
    - Have satisfactory public liability insurance

    Small local contractors can be considered where the value of the works is less than £5000, agreement from the Council will have to be sought.

18. Except where mentioned in the eligibility criteria and/or terms for the type of grant assistance, no assistance is available unless a 10-year life battery operated single point smoke alarm, or better, and a CO detector are installed in the dwelling as part of the assistance funded works.

19. Clause 18 does not apply to landlords receiving assistance to a house or flat in multiple occupation.

20. Applicants must be 18 years of age or over at the date of the application.

21. Reasonable fees, at a rate decided by the Council, may be included for assistance from architects, surveyors, engineers, advisors etc.where deemed necessary and applicable. The applicant is advised to confirm the eligibility with the Council before incurring any costs.

22. An application for grant assistance will not be approved unless the Council is satisfied that the works are necessary. For example, an application to modernise a kitchen where the existing one is fit for purpose for the occupant's needs will not be considered.

23. The works must be completed within 12 months from the date of formal written approval.

24. A shorter timescale than 12 months may be applied to an approval, provided the applicant is made aware in writing that a shorter timescale, from approval to completion, is required for whatever the reason. The home improvement agency must have good reason to set a short timescale, such as to protect the Council's assistance budget.

25. Any approval will cease to have effect at the expiry of the timescale for works to be completed, unless extended in writing by the Home Improvement Agency.

26. Payment will only be made upon completion of works to the satisfaction of the Council, and upon satisfactory receipt of all necessary invoices, guarantees and certificates.

27. No grant is available for landlords for repairs where they have a clear repairing obligation.

Means Tested Benefits

28. If an applicant is in receipt of a means tested benefit, then they are passported to receive a grant with no further investigation of their finances. At the time of writing the means tested benefits are:

- Council Tax Benefit.
- Housing Benefit.
- Income Support.
- Pension Credit Guarantee.
- Universal Credit.
- Income-related ESA (Employment Support Allowance)

Approved benefits

29. The following benefits or tax credits are deemed to satisfy the approved benefit requirement as detailed above. As people in receipt of these benefits are likely to be on a low income they will therefore be considered for a grant, but will need to show they are on a low income less than £25,000 and have less than £6,000 in savings:

- Attendance Allowance.
- Child Tax Credit (household income less than £25,000).
- Disability Living Allowance (DLA).
- Industrial Injuries Disablement Benefit Employment Support Allowance (ESA).
- War Disablement Pension.
- Personal Independence Payment (PIP).

Our Privacy Policy can be found at the following address:
https://bromleyhousing.bromley.gov.uk/default/www/privacy



Appendices

Appendix 1 – Glossary

Assistive technology (AT)	The phrase 'assistive technology' is used to describe products or systems that support and assist individuals with disabilities, restricted mobility or other impairments to perform functions that might otherwise be difficult or impossible. For this policy, it includes items which are integrated into the structure of the building - for example voice activated windows and doors. A DFG can pay for the windows and doors and hard wiring of the broadband, but it cannot pay for the Wi-Fi contract. The DFG cannot pay for minor works and equipment - for example a touch kettle or rubber mat for opening jars. Works can only be included on the DFG where the OT has deemed them to be necessary and appropriate.
Household	Includes the applicant's spouse, partner and two or more people living together as a family.
Land Registry	The Land Register is a record of information about ownership of and interests affecting land and property. It is maintained by HM Land Registry and is guaranteed by the state. The charge gives the lender certain rights over the property.
Lighting adaptations	Requirements for lighting adaptations will vary depending on a person's individual needs. As we age, more lighting is generally required. Lighting adaptations could include the provision of downlighters in dark areas etc. For the purposes of these grants it does not include lamps and small mobile lights. The OT will make appropriate recommendations and where these are of a structural nature they can be considered for DFG.
Local Land Charge	A local land charge is placed on the local land charges register which is maintained by the local authority. It details the amount of money owed to the Council and is binding on successive owners.

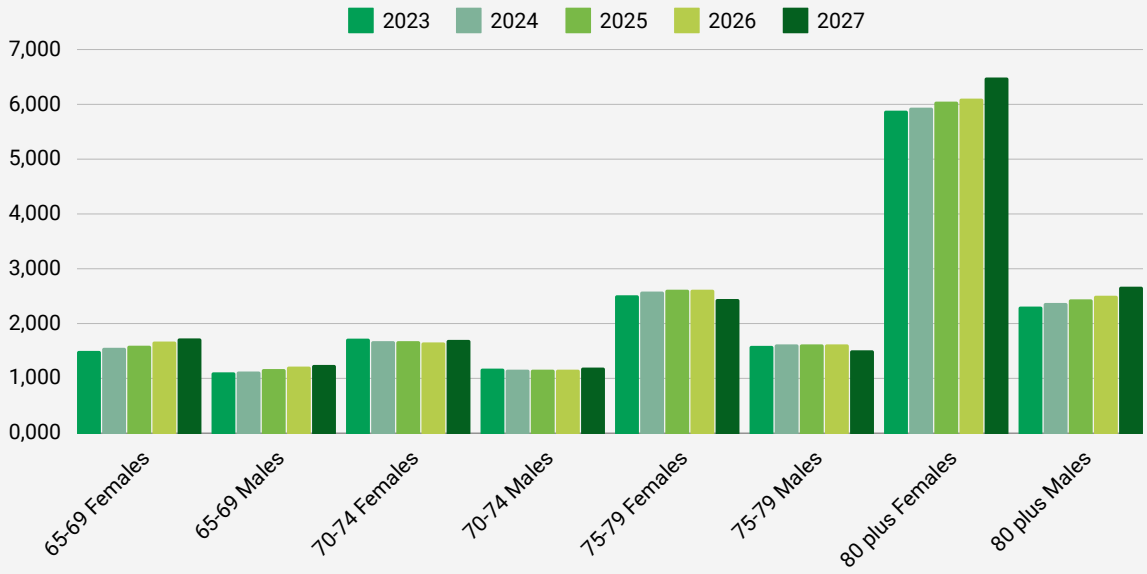
London and Birmingham bars	These bars have been designed to strengthen and reinforce a doorframe for the prevention of intruders.
Partner	Means spouse/partner of the person with whom the applicant lives as husband or wife or civil partnership.
Safer flooring	Is designed to provide safety and protection from slips, trips and falls.
Tonal contrast adaptations	Tonal contrast adaptations employ the use of colour to make areas stand out - for example, painting a banister or door a darker colour than the surrounding areas so it stands out. Door handles would take on a different contrasting colour. All would help improve the user's ability to negotiate their home minimising the risk of injury. Electrical switches and sockets can be replaced with those that have a surrounding light boarder. May include decorating where gloss paint has glare, and lighter colours are required to reflect light into the room. All works for tonal contrast would be designated by the OT as necessary and appropriate for the HIA to consider these works for a grant.
Works	Works are for those areas that have been highlighted by an OT as necessary and appropriate and an officer from the HIA has agreed these works are reasonable and practicable. Works outside of the DFG are for health and safety purposes only, to eliminate risk of injury to the occupier, for example this could include repair or replacement of a defective roof, making good any consequential defects to the inside of the property and decorating would be included for grant purposes. All works must be agreed by an HIA officer for grant purposes. Work schedules will be produced for works covered by a grant.

Appendix 2 – Statistically what is happening in Bromley

Health statistics

Bromley has an ageing population of 65-plus year olds who will require help with at least one domestic task. We are committed to ensuring Bromley residents age well as set out in our Ageing Well Strategy. We have identified the need to target our support as detailed in this policy. The total amount of over 65s requiring help this year is estimated at 18,041 but is predicted to increase to 18,996 by 2027.

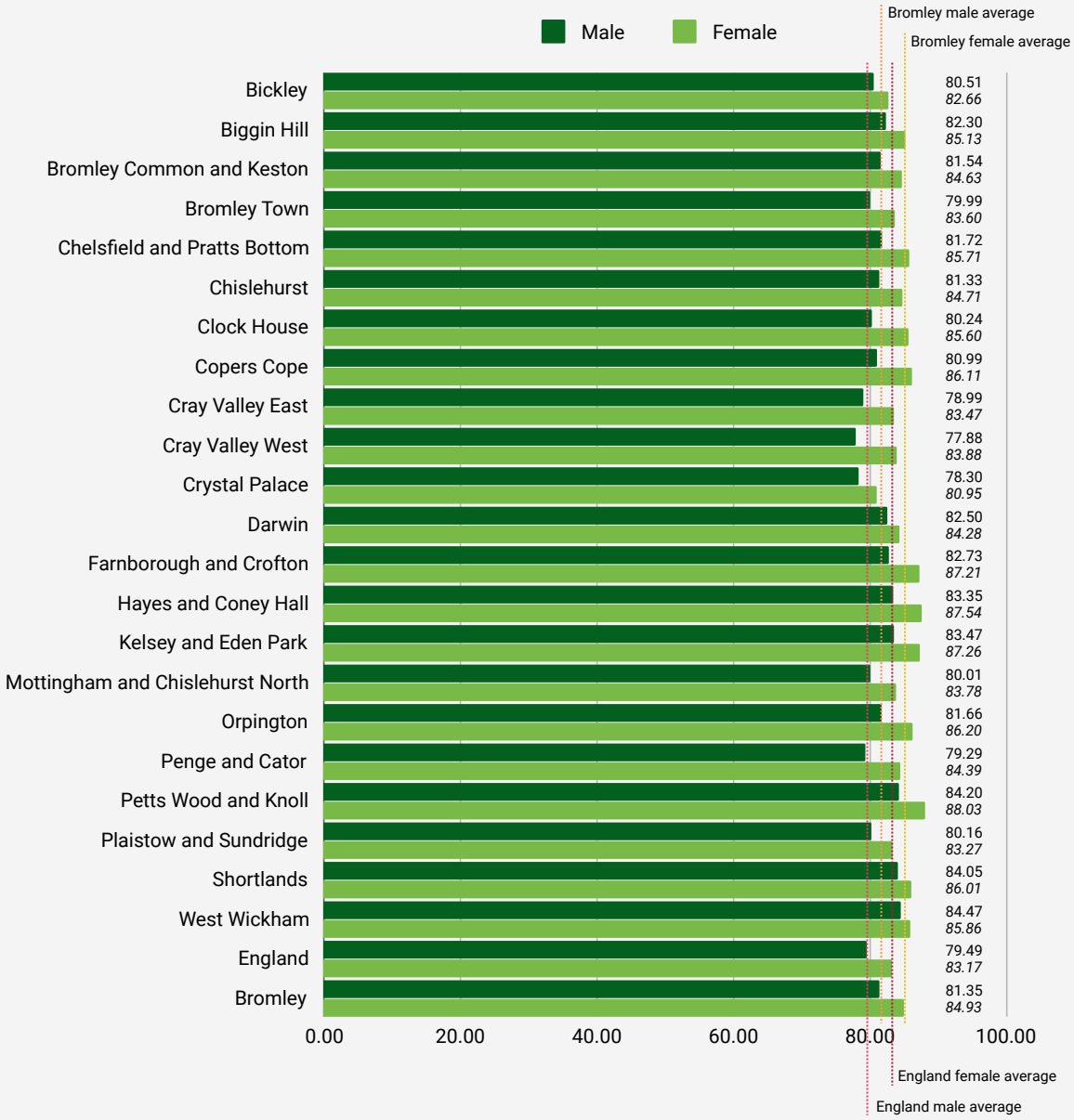
People aged 65 and over who need help with at least one domestic task, by age and gender, projected to 2027



Age	***Gender***	***Year***				
		2023	***2024***	***2025***	***2026***	***2027***
65-69	Female	1,501	1,558	1,596	1,672	1,729
	Male	1,110	1,125	1,170	1,215	1,245
70-74	Female	1,725	1,679	1,679	1,656	1,702
	Male	1,178	1,159	1,159	1,159	1,197
75-79	Female	2,516	2,584	2,618	2,618	2,448
	Male	1,593	1,620	1,620	1,620	1,512
80 plus	Female	5,885	5,940	6,050	6,105	6,490
	Male	2,310	2,376	2,442	2,508	2,673
TOTAL		***17,818***	***18,041***	***18,334***	***18,553***	***18,996***

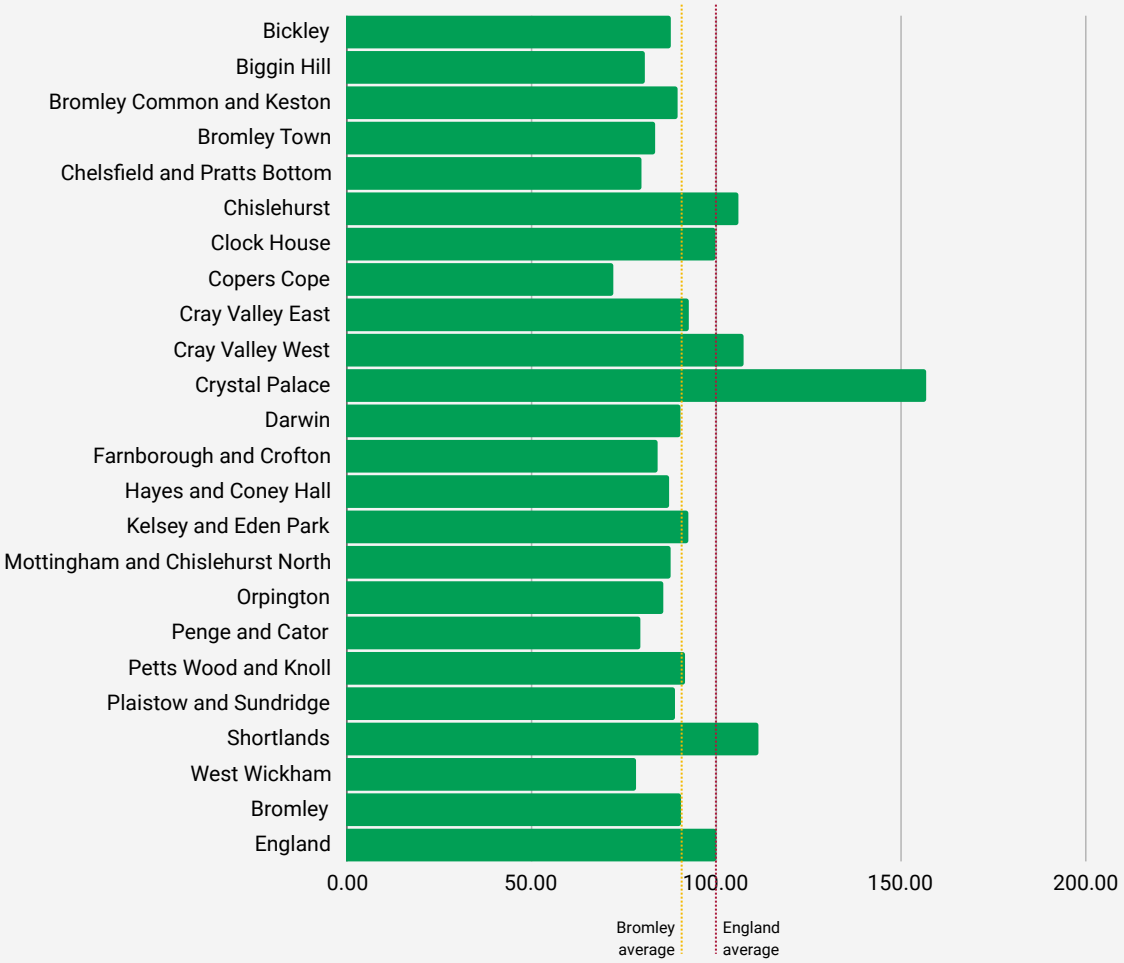
Source:
www.poppi.org.uk version 14.2 using data from the Health Survey for England 2016: Social care for older adults (2017) NHS Digital, Table 4: Summary of Activities of Daily Living (ADLs/IADLs) for which help was needed and received in the last month, 2011-2016, by age and sex.

Life expectancy in Bromley 2016 - 2020
by electoral ward



Source:
Life expectancy at birth, by sex and electoral wards in Bromley, upper age band 90 and over, 2016 - 2020; Office for Health Improvement and Disparities, Fingertips: Public health profiles, 2022

Emergency hospital admissions for hip fracture in persons 65 years and over in Bromley, standardised admission ratio, 2016/17 - 2020/21 *- Indirectly Standardised Ratio (per 100)*

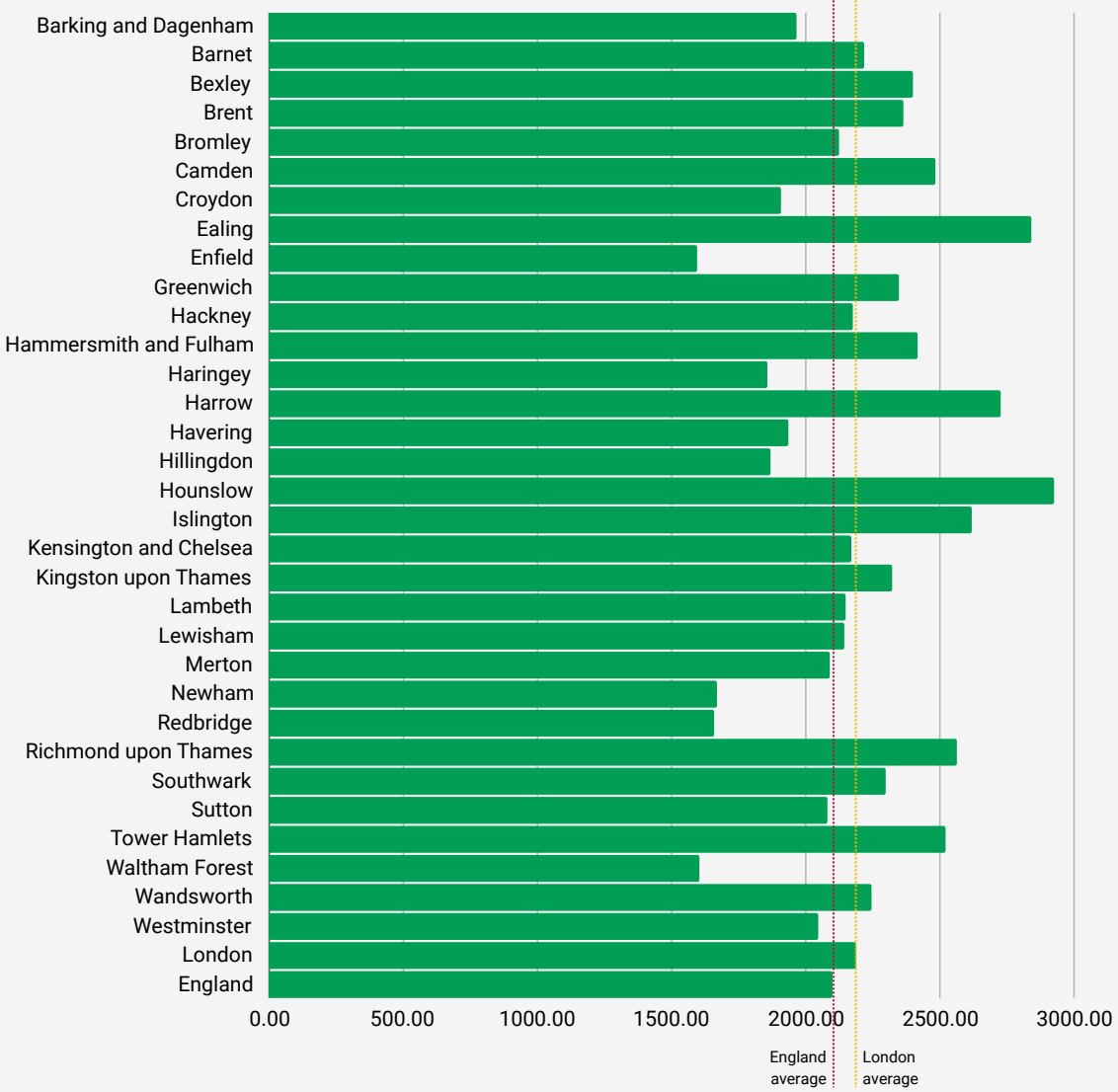


Source:
Emergency hospital admissions for hip fracture in persons 65 years and over in Bromley, standardised admission ratio, 2016/17 - 2020/21; Office for Health Improvement and Disparities, Fingertips: Public health profiles, 2022

Land registry and local land charges

Grant type	***Amount***	***Local Land Charge***	***Land Registry***	***Duration Years***
Discretionary	£5,000 or less	No	No	N/A
Mandatory only	£5,000 - £10,000	Yes	No	10
Mandatory and or discretionary	£5,000 - £19,999	Yes	No	10
Discretionary and or Multiple mandatory goals	£20,000 plus	No	Yes	Indefinite

Emergency hospital admissions due to falls in people aged 65 and over, by London local authority, 2021/22 *- Directly Standardised Ratio (per 100,000)*



Source:
Emergency hospital admissions due to falls in people aged 65 and over, by London local authority, 2021/22; Office for Health Improvement and Disparities, Fingertips: Public health profiles, 2022

When we compare our health data nationally and regionally, we can see that Bromley does particularly well, but when this is broken down to ward level it is also clear that some wards are doing far worse not only nationally and London but also when compared to Bromley as a whole. With life expectancy at 10 years less than any other wards and hospital admissions exceeding both National and London averages in Crystal Palace for us to meet our transforming Bromley challenges and aging well we need to target resources into these areas.

Housing in 2023/2024

We've had hundreds of approaches to gain access to our already fully laden housing register. Currently people on the register have a wait time more than 5 years. This is not just Bromley but a London and national housing crisis. This policy is designed to work with landlords to encourage them to maintain their tenancies, create new tenancies and work with us to help reduce our waiting lists.

Reason for approaching the housing register 2023 – 2024

REASONS	NO. OF HOUSEHOLDS AFFECTED
Home does not meet medical needs	286
End of Private rented tenancy AST	559
End of Private rented tenancy NON - AST	64



Appendix 3 – Comparison of grants

GRANT TYPE	ELIGIBILITY	MEANS TEST	MAX AMOUNT	PROPERTY CHARGE	COMMENTARY
EXISTING AND AMENDED					
Mandatory	Must have an OT report to say that the works, are necessary and appropriate. HIA Technical officer to say that works are reasonable and practicable. Must meet one of the purposes set out in the Housing grants construction and Regeneration Act 1996. Must be Disabled or could be registered disabled, Adult or child.	✓	£30,000	£10,000 Max for 10 years	Charges can start at £5,000 but no more than £10,000. Same rules apply across England. Chlildren are not means tested. No changes to this Grant since 2008.
Safer Homes Grant	Over 66 Registered or can be registered disabled and on a MTB. Or Over 66 and on low income. Must have 3 years residence.	✓	£5,000		Limited repairs, doesn't go very far.
Safer Homes Grant	Registered or can be registered disabled and on a MTB. Anyone on low income and on an approved benefit. Must have 3 years residence.	✓	£12,000	Yes if over £5,001 for 10 years	Repairs - Hosing Act Cat 1 Hazards, hospital discharge, hoarding. Age restriction taken out.
Safer Homes Grant with indefinite charge *	Over 66 Registered or can be registered disabled and on a MTB. Or Over 66 and on low income £30k less Must have 3 years residence.	✓	£15,000	Yes. Property disposed.	Repairs.
** The Safer Homes Grant with indefinite charge is now covered by other grants please see below.*					
Interest free home improvement loan	Over 60, Low income, unencumbered title deed except mortgage. Enough equity to raise the finance.	✓	£27,000	Yes. Property disposed.	For repairs. Doesn't go very far once you've added in the VAT. It has been renamed Essential Major Works Loan.
Essential Major Works Loan	Registered or can be registered disabled and on a MTB, low income £30k or less and on an approved benefit. Unencumbered title deed except mortgage. Enough equity to raise the finance. Must have 3 years residence.	✓	£60,000	Yes. Land Registry. Property disposed.	Multiple Repairs - Housing Act cat 1 Hazards, note this loan is to ensure hazards within the property can be adequately removed providing safe home for the occupant and their guests.

GRANT TYPE	ELIGIBILITY	MEANS TEST	MAX AMOUNT	PROPERTY CHARGE	COMMENTARY
EXISTING AND AMENDED (CONT'D)					
Small Works Assistance Grant	Very low income.	✓	£1,000	No.	One off grant small works key safe minor plumbing, electricity, emergency.
Small Works Assistance Grant	Very low income.	✓	£2,000	No.	One off grant small works key safe minor plumbing, electricity, emergency.
Empty Property Grant	Private landlord with empty property.	✗	£7.5k 1 Bed £10k 2 bed> Max £15k	No.	Landlord has to sign property over to Bromley for 3 years to rent to our tenants and can get the max. amount if sign up is for 5yrs. On pause.
Empty Property Grant	Private landlord with property that has been empty for at least 12 months prior to application.	✗	Max £80k	No.	Landlord has to sign property over to Bromley for 5 years to rent to our tenants and can get the max. amount if sign up is for 5yrs or more.
NEW GRANTS IN THE HAP 2024 - 2027					
Minor Works Grant	Adult Social Care.	✗	TBD	No.	Following discussions with social care an amount will be agreed after verification and sent to the social care team.
Top Up Mandatory Disabled Facilities Grant	Where works have been deemed necessary and approipriate by an OT/TA.	✓	£30,000	Yes. Property disposed.	Continuation of DFG except parents to be means tested in the event of a childs case.
Exceptional and Extraordinary Cases	Must have professional input as to the works required. Works would have to be necessary and appropriate, reasonable and practicable or a cat 1 hazard.	✓	Dependant on need and benefit	Yes.	These cases will be heard at panel as described in figure 2 in the policy.

GRANT TYPE	ELIGIBILITY	MEANS TEST	MAX AMOUNT	PROPERTY CHARGE	COMMENTARY
EXISTING AND AMENDED (CONT'D)					
Independence at Home	MTB or low income, OT/TA or other professional confirm necessary and appropriate.	✓	£5,000	No. Unless other grants are involved.	A grant to supplement an unmet need determined as necessary from other services.
Relocation	MTB or low income, OT/TA HIA or other professional confirm moving is the best option. Tenure neutral.	✓	£12,000	If in borough.	See full policy for eligibility. Will ensure applicants have the best opportunity of rehousing and encourage movement in social sector housing.
Landlord Security Grants	Must be a landlord with a HIA or police report recommending security measures. If licensable under part 2 or 3 of the housing act must have a licence.	✗	£5,000	No.	Encourage landlords to improve domestic security.
Minimum Energy Efficiency Standards (MEES) Support Grant	Landlord. EPC D - G Rating. Certificate of future rental occupation for 5 years. Property must be licensed where necessary.	✗	£10,000	Yes 5 years	Match funded. To support tenants, certificate of future occupation for.
Regeneration and addition of adapted properties.	Working with Regeneration, Housing and others.	✗	To be determined depending on project.	No.	To increase the number of adapted properties in Bromley.



Appendix 4 – Bibliography

Bibliography of documents looked at when forming this policy

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https://www.bromley.gov.uk/downloads/file/51/bromley-local-plan

Transforming Bromley: Four Year Roadmap 2019 to 2023
https://cds.bromley.gov.uk/documents/s50070577/Executive%20100619%20Transforming%20Bromley%20Appendix%201%20Roadmap.pdf

Ageing Well in Bromley Strategy
https://www.bromley.gov.uk/downloads/file/934/bromley-ageing-well-strategy

Other documents

National Residential Landlords Association (NRLA): Making adaptations to your property
https://www.nrla.org.uk/resources/looking-after-your-property/adaptations

The Royal College of Occupational Therapists (RCOT): Home Adaptations Without Delay Planning Guide
https://www.rcot.co.uk/adaptations-without-delay

Local Government & Social Care Ombudsman (LGO): Making a house a home: Local Authorities and disabled adaptations - Focus report: learning lessons from complaints
https://www.lgo.org.uk/assets/attach/2815/FR-DFG-March-2016.pdf

Joseph Rowntree Foundation: The effectiveness of housing adaptations
https://www.jrf.org.uk/care/the-effectiveness-of-housing-adaptations

Shelter England: Local authority grants and loans for improvements and repairs
https://england.shelter.org.uk/professional_resources/legal/housing_conditions/local_authority_duties_to_deal_with_poor_conditions/local_authority_grants_and_loans_for_improvements_and_repairs



For more information, contact:
Housing, Planning and Regeneration
London Borough of Bromley
Civic Centre, Stockwell Close
Bromley BR1 3UH

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