

## Disabled Facilities Grants (DFGs), 2018-19

The Welsh Government's Statistical Service runs this data collection. The purpose of this form is to monitor the effectiveness of current policy and to help develop future policy in this area.

Dewiswch eich iaith penodol / Choose your preferred language:

### Provider details

Please select your authority from the list provided  

### Validation

Links	Completed
<a href="#">Reference</a>	
<a href="#">Guidance</a>	
<a href="#">Definitions</a>	
<a href="#">Technical guidance</a>	
<a href="#">Contact information</a>	0%
<a href="#">Survey response burden</a>	0%

Form links	Validation 1 completed	Validation 2 completed
<a href="#">Table 1 &gt;&gt;</a>	21%	100%

Please return this spreadsheet via Afon no later than 8 November 2019

<http://www.afonwales.org.uk>

Any queries should be directed to:

Email: [housingcollections@Gov.Wales](mailto:housingcollections@Gov.Wales)



## Technical guidance for completing the form

Disabled Facilities Grants (DFGs), 2018-19




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### Navigation

You will be able to move from sheet to sheet by clicking the appropriate hyperlink.  
For example, to return to the home page click the "Back to Home Page" hyperlink.


### Required data items

In this spreadsheet, the cells that require data have the following properties:

-  All cells requiring data will be coloured pale blue.
-  Some cells derive values from other data items. These cells are coloured in grey. You will not be able to enter data into these cells.
-  Some cells do not need to be completed as they are not applicable. These cells are coloured in dark grey. You will not be able to enter data into these cells.




**If you are unable to provide any data item, please leave the cell BLANK. Do not enter text (NA, N/A or Not collected etc.) into any cell other than the comments cells. We will assume that a zero in any cell signifies a zero count for this data item.**

### Comments

 A white space has been provided next to each table for comments. If any data items are missing then a comment must be added to the spreadsheet.




### Validation 1

Validation 1 involves checking for common sense errors. These errors must be resolved before the spreadsheet is submitted via AFON.

-  Data items that pass validation will be coloured green.
-  Data items where no data is entered, or which break a validation rule, are coloured red. You should enter a zero where the data item is nil, or make a comment.
-  Missing data items with a comment provided will be coloured amber.

### Validation 2

Validation 2 involves comparing information submitted for the previous year and looking for large changes. Validation will flag data items that have changed by more than a pre-defined amount between years. These data items are flagged in column V2 of the spreadsheet.

-  Data items that pass validation will be coloured green.
-  Data items which have changed by more than 10% require an explanation for the change. Explanations must include reasons for the change and not simply indicate that a change has occurred or confirm the change.
-  Data items where an explanation has been provided will be coloured amber.

## Definitions

Disabled Facilities Grants (DFGs), 2018-19

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Additional or ancillary fees	All non-building works costs, for example agency fees.
Certified	The date on which the eligible works are completed to the satisfaction of the local housing authority.
Common parts	In relation to a building, this includes the structure and exterior of the building and common facilities provided, whether in the building or elsewhere, for persons who include the occupiers of one or more flats in the building.
Completed	Final payment made on the grant and certified.
Disabled Facilities Grant (DFG)	A grant for the provision of facilities for a disabled person (a) in a dwelling; or (b) in the common parts of a building containing one or more flats.
Dwellings	Includes Houses in Multiple Occupation (HMOs) as defined below. Part 6 of the 2004 Act has also extended this to include all those occupying caravans as their only or main residence.
Eligible works	The relevant works determined by the local housing authority that are eligible for grant.
Houses in Multiple Occupation (HMOs)	These are defined in sections 254-260 of the Housing Act 2004 as a building or part of a building which: (i) meets the standard test; (ii) meets the self-contained flat test; (iii) meets the converted building test; (iv) has an HMO declaration in force; or (v) is a converted block of flats.
Mandatory	Grants approved under the 1996 Act.

Further definitions about DFGs are available in the 1996 Act:

[Housing Grants, Construction and Regeneration Act 1996](#)

and the 2008 DFG Order:

[The Disabled Facilities Grants \(Maximum Amounts and Additional Purposes\) \(Wales\) Order 2008](#)

and in the Housing Renewal Order which updates the 1996 Act:

[The Housing Renewal Grants \(Amendment\) \(Wales\) Regulations 2008](#)

Definitions of HMOs are found in the 2004 Act:

[Housing Act 2004](#)

[Explanatory notes for the Housing Act 2004](#)

## General guidance - Table 1

Disabled Facilities Grants (DFGs), 2018-19

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- 1.1 In row 1 you should record the total number of dwellings improved. It is possible to improve a dwelling (i.e. by delivering disabled adaptations) without using a Disabled Facilities Grant and instead just using additional non-mandatory assistance (the expenditure of which is recorded on row 9 of the DFG form).
- 1.2 In row 4 part iii), RSL = Registered Social Landlord.
- 1.3 In row 4 part iv), include both local authority and crown tenants. LA = Local Authority.
- 1.4 The total number of Disabled Facilities Grants in row 4 part v) will be used as the denominator in the calculation of performance indicator PSR/002 in the National Strategic Indicator dataset for 2012-13, which going forward is going to be calculated a year in retrospect.
- 1.5 In rows 4, 7 and 8, include the total number of grants during the year where the work has been completed.
- 1.6 In rows 5 and 6 Include expenditure during the year only where work has been completed.
- 1.7 For rows 5 and 6 only include expenditure on mandatory disabled facilities grants.
- 1.8 Include assistance such as top-up loans or grants in row 9, 'Additional non-mandatory assistance'. Any assistance must be specifically supporting a disabled adaptation rather than general improvement works.
- 1.9 For local authorities who use a non-mandatory process to deliver disabled adaptations to council properties; they should include this expenditure in row 9, 'additional non-mandatory expenditure'.
- 1.10 In row 9 you should not include any adaptations using Housing Revenue Account funding.
- 1.11 In row 10, the average contribution is calculated as follows:
- $$\frac{\text{Total cost of eligible works (row 6) minus amount of grants (row 5)}}{\text{Total grants completed (row 4) minus grants which cover full cost (row 7)}}$$
- 1.12 In row 11, the average grant is calculated as follows:
- $$\frac{\text{Amount of grants (row 5)}}{\text{Total grants completed (row 4)}}$$
- 1.13 In row 11, the maximum of £36,000 was introduced in October 2008 in the Order below.  
[The Disabled Facilities Grants \(Maximum Amounts and Additional Purposes\) \(Wales\) Order 2008](#)

**Funding source reference table**

Disabled Facilities Grants (DFGs), 2018-19

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Funding source	Include in form:		
	DFG	Renewal Areas	PSR
Mandatory Disabled Facilities Grants	✓	✓ as LA expenditure	✗
Local Authority expenditure (General Capital Fund)	✗	✓ as LA expenditure	✓ as grants or loans
Houses of Multiple Occupancy Grants (HMOs)	✗	✓ as LA expenditure	✓ as grants
Loans provided by the Local Authority for the additional cost of DFGs above the maximum grant	✓ in Row 9	✓ as LA expenditure	✗
Major Repairs Allowance	✗	✓ as LA expenditure	✓ as grants
Houseproud Assistance	✗	✓ as third party assistance	✓ in Table 1, row 6
Specific Capital Grants (SCGs)	✗	✓ as SCG	✗
Private sector expenditure	✗	✓ as third party assistance	✗
Residents' contribution	✓ in Row 6	✓ as owner contribution	✓ in Table 1, row 5
Voluntary sector expenditure	✗	✓ as third party assistance	✗
Communities First expenditure	✗	✓ as third party assistance	✗
Local Health Board expenditure	✗	✓ as third party assistance	✗
Environmental works	✗	✓ as appropriate	✗
Heads of the Valleys	✗	✓ as third party assistance	✗
Groundwork	✗	✓ as third party assistance	✗
Flying Start	✗	✓ as third party assistance	✗
European Structural Funds	✗	✓ as third party assistance	✗
National Park expenditure	✗	✓ as third party assistance	✗

**Contact information**

Please select your authority from the list provided

Please provide contact details for your authority below.  
This will help us to direct any queries to the correct contact.

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**Form completed by/Main contact for data queries:**

	V1
Name	x
Telephone number	x
E-Mail address	x

**Alternative contact details**

Name	x
Telephone number	x
E-Mail address	x

## Survey response burden

Please select your authority from the list provided  
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[Table 1](#)

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**The Welsh Government monitors the burden placed on local authorities completing the data collection forms. This helps us when planning future changes to data collection forms. We would be grateful if you could assist us by completing the table below.**

Please enter the time it has taken you (and any colleagues) to prepare and send the return. A number of staff employed in different roles may have been involved. You are asked to count the hours spent by staff in each full time equivalent annual salary band indicated below. You will need to round staff salaries to the nearest £1,000. Please record your time to the nearest hour.

Please enter the number of hours taken to complete this form by grade of each staff member:

- Retrieval and saving the empty form;
- Collection, collation, analysis and aggregation of records and figures required;
- Filling in, checking, amending, reviewing and, when completed, approving the form; and
- Sending the form back via AFON.

Grade of staff	Hours taken	V1
Band 1 (£11,500 - £19,999)		X
Band 2 (£20,000 - £26,999)		X
Band 3 (£27,000 - £33,999)		X
Band 4 (£34,000 - £53,999)		X
Band 5 (£54,000+)		X

### Comments

## Disabled Facilities Grants (DFGs)

Please select your authority from the list provided

Disabled Facilities Grants (DFGs), 2018-19

During the financial year

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		2018-19	V1	2017-18	V2	Comments
		a	a	b	b	
1	Number of dwellings improved		✗		✓	
2	Number of valid grant applications		✗		✓	
3	Number of grant applications approved		✗		✓	
4	Number of DFGs completed	i) Owner occupier	✗		✓	
		ii) Private renting	✗		✓	
		iii) RSL tenant	✗		✓	
		iv) Local authority tenant	✗		✓	
		v) Total	0	✓		✓
5	Amount of DFGs completed (£)		✗		✓	
6	Cost of all completed grants (£) (includes local authority contribution, applicant's contribution and additional fees)		✗		✓	
7	Of those completed how many grants cover the full cost		✗		✓	
8	Of those completed how many grants are not covering the full cost		✗		✓	
9	Amount of additional non-mandatory assistance (£) (includes top-up loans and grants)		✗		✓	
10	Average contribution by applicant (£)		✓		✓	
11	Average grant received (£) (Must be £36,000 or less)	£0.00	✓		✓	

### Comments