

Community Scrutiny Committee

Task & Finish Group 2023

Adaptations Service

Draft Planning & Scoping Document

Task & Finish Objectives(s)	To review the current demand for the service together with the Adaptations policy and procedure.
Context & Background	<p>The Home Adaptations Team consists of Occupational Therapists and Home Adaptation Officers delivering Disabled Facilities Grants (DFGs) for private sector homes as well as adaptations across our tenants' homes and managing the Accessible Housing Register that matches applicants with adapted properties. The team also works closely with a charity, Care & Repair Carmarthenshire to facilitate minor repairs to private homes.</p> <p>Carmarthenshire County Council has a statutory duty under the Housing Grant Construction and Regeneration Act 1996 to provide adaptations for those who qualify for a DFG. Adaptations for Council Tenants are provided according to the same framework as DFGs.</p> <p>The provision of adaptations can assist timely hospital discharge. They are important because their provision can prevent accidents such as trips, slips and falls. They can also help support the social care sector by reducing the need for homecare and residential care. With current demand for homecare, adaptations have a vital role to play in releasing capacity to deliver more homecare.</p> <p>The number of requests for adaptations received has increased significantly from 1,146 in 2019 to 1,626 in 2022 with indications that we are likely to receive over 2,000 enquires within this current financial year. As there is an aging population within the county, it is anticipated that there will be a continued increase in demand on the service in the future.</p> <p>As a direct impact of the increase in enquiries there is currently a backlog of clients awaiting an Occupational Therapist (OT) assessment and enquiries awaiting a technical visit to cost and order the work. These backlogs result in the service being unable to fully spend it's allocated budgets even though there is the demand to exceed the budgets.</p> <p>The current budgets are £2m for Council Property Adaptations and £3m for DFGs.</p>

Membership	<p>To be agreed at the Community Scrutiny Committee Meeting to be held on 15th November 2023</p> <ul style="list-style-type: none"> • Up to 6 elected members appointed to reflect the political balance of the Council as whole. • Stakeholders to be confirmed/agreed.
What will the Task and Finish Group's work focus on?	<p>The Community and Regeneration Scrutiny Committee acting as the Task and Finish group will meet to discuss-</p> <ul style="list-style-type: none"> • Current demand for home adaptations • Current service delivery model • The impact of removing the means test for Disabled Facilities Grants • The development of a new Home Adaptations Policy • Resources available and required to meet the demand.
Scope of the review	<p>This review will focus on reviewing the current policy and the current high demand for the service. This will then contribute to the development of a new Home Adaptation Policy that will progress through for political approval.</p>
How it will contribute to achieving corporate/ community objectives and well-being objectives?	<p>This review will link directly to the following Carmarthenshire County Council Well-being Objective:</p> <ul style="list-style-type: none"> • Enabling our residents to live and age well (Live & Age Well) <p>This review will contribute to the following outcomes from the County Council's Corporate Strategy 2022-27:</p> <ul style="list-style-type: none"> • Improved preventative services to meet the demands of an ageing population. • Good quality affordable homes as well as continued significant investment in existing homes promotes health and well-being, • meeting the individual needs of the residents • The long-term aim is to wherever possible help people to maintain their independence at home for as long as possible, prevent unnecessary admissions to hospital and support timely discharge home from hospital to ensure that those that need good hospital care can access it. • To further modernise and develop the Council's ways of working. • Ensure local and regional partnership working is efficient and effective and adds value to the work of the Council. • Ensuring the Council is using its resources economically, efficiently, and effectively. <p>This review will contribute to the following outcome from the County Council's Cabinet Vision Statement 2022–2027:</p> <ul style="list-style-type: none"> • Develop preventative services to meet the demands of an ageing population.

	<p>This review will contribute to the delivery of Carmarthenshire's Vision for Sustainable Services for Older People 2015-2025 by:</p> <ul style="list-style-type: none"> • Promoting independence, community engagement and social inclusion 																	
List of key stakeholders	<ul style="list-style-type: none"> • Housing colleagues • Representatives from Carmarthenshire Care and Repair staff and Board Members • Tenants and Residents • Community Resource Teams (OTs and Social Workers) • Hywel Dda University Health Board • Elected Members, and • Other stakeholders will be identified as the work of the group progresses. 																	
What information/ documents are required to inform the work of the study?	<p>To be agreed at the meeting of the Community Scrutiny Committee to be held on 5th December 2023, which may include:</p> <ul style="list-style-type: none"> • Data on current demand • Data on current performance • Overview of the process for delivery • Current Adaptations Policy • National Guidance Documents <p><i>This list not exhaustive</i></p>																	
The main outcomes of the review	<p>Agree recommendations for service improvement and contribute to the development of a new Home Adaptations Policy.</p>																	
Timescale for completion of the review	<p>The group will meet four times over a period of 3 months.</p> <table border="1"> <thead> <tr> <th>T&F Group Meeting</th> <th>w/c</th> <th>Purpose of Meeting</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>04/12/2023</td> <td>Presentation of data and discussion</td> </tr> <tr> <td>2</td> <td>01/01/2024</td> <td>Presentation of proposals based on previous meeting and discussion</td> </tr> <tr> <td>3</td> <td>05/02/2024</td> <td>Feedback from previous meeting, draft policy proposal and discussion</td> </tr> <tr> <td>4</td> <td>26/02/2024</td> <td>Final policy proposals, agree recommendations for cabinet and full council</td> </tr> </tbody> </table>			T&F Group Meeting	w/c	Purpose of Meeting	1	04/12/2023	Presentation of data and discussion	2	01/01/2024	Presentation of proposals based on previous meeting and discussion	3	05/02/2024	Feedback from previous meeting, draft policy proposal and discussion	4	26/02/2024	Final policy proposals, agree recommendations for cabinet and full council
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Community Scrutiny is asked to consider and comment on:

- **The proposed approach to the Task and Finish Group's work.**
- **The planning and scope of the work to be undertaken.**