

Report of Chief Officer Access and Care

Report to Director Adult Social Services

Date: 16 April 2015

Subject: Design & Cost Report for Adaptation to Private Homes 2015'16

Capital Scheme Number: 32269 ADP OOO

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/>	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/>	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/>
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/>	<input checked="" type="checkbox"/> No

Summary of main issues

1. Capital funding is used to deliver the adaptations and overhead tracking hoists, which are not eligible for funding by Disabled Facilities Grant, to older and disabled people living in owner occupied, Housing Association and private rented property. An equal service is provided to Council tenants by Environment and Housing.
2. Arrangements are in place for the delivery of the service through a supplier procured through competitive tender for hoists and by Civic Enterprise Leeds for minor adaptations. Both arrangements are subject to regular performance management.
3. These services are key to reducing risks to older people, disabled people and disabled children and their paid and unpaid carers and contribute to the Council's priorities.

Recommendations

4. For the Director of Adult Social Services (DASS) to approve the release of £400,000 capital for 2015'16 for the continued delivery of adaptations in private properties which are not eligible for funding through the use of Disabled Facilities Grants.
5. The implementation of this decision would be from 7 May 2015 and will be led by the Head of Service Access and Care.

1 Purpose of this report

- 1.1 To provide information about the service provided from the capital budget for adaptations to private property
- 1.2 To seek approval for the release of £400,000 capital for 2015'16 for the continued delivery of the service.

2 Background information

- 2.1 Section 2 of the Chronically Sick and Disabled Person's Act (1970) gave Local Authorities a duty to assist disabled people with a range of support including "assistance in arranging adaptations or provision of additional facilities to promote safety comfort or convenience".
- 2.2 Disabled Facilities Grants (DFG) are used for adaptations which cost more than £1,000 and are within the mandatory purposes of the Housing Grants Construction Regeneration Act 1996. For Local Authority tenants, a council can apply DFG arrangements or undertake the works from their own resources but the service delivered should be on the same terms as if a DFG had been awarded.
- 2.3 Some adaptations fall outside the mandatory purposes of DFG either related to cost (ie: under £1,000) or by being of a more temporary nature (eg: overhead tracking hoists).
- 2.4 The Community Care (Delayed Discharges) Regulations 2003 made minor adaptations, along with community equipment and intermediate care, free of charge.
- 2.5 The arrangements in Leeds are that Housing Leeds provide both minor and major adaptations for their tenants. Disabled Facilities Grants are administered by Environment and Housing for disabled people living in owner occupied, Housing Association and private rented property. Adult Social Care arrange and fund minor adaptations and other non DFG eligible adaptations for people in non LA tenures. Some Housing Associations do provide minor adaptations to their own tenants.
- 2.6 Adult Social Care have an annual capital budget of £400,000 to deliver the service. This budget also supports minor adaptations for disabled children.
- 2.7 The £400,000 is used to support two main areas of adaptation work. £150,000 is planned for the provision of overhead tracking hoists and £250,000 for delivery of minor adaptations, and any other non grant eligible works.
- 2.8 Minor adaptations are carried out following recommendation from a range of health and social care professionals. Minor adaptations are used to increase the independence and safety of older and disabled people at home, including to prevent falls. They are also used to facilitate hospital discharge where older or disabled people have experienced a reduction in their physical function. Minor adaptations are also used to reduce risks to disabled people and their family or

paid carers while awaiting provision of more extensive adaptations if these are indicated to meet long term need.

- 2.9 Overhead tracking hoists are provided following a moving and handling risk assessment by a Community Occupational Therapist (under the Manual Handling Regulations 1992) which indicates the need for a hoist to reduce moving and handling risks to the lowest reasonable level, and where a mobile hoist is not appropriate due either to space or the needs of the disabled person. The moving and handling risks being reduced can relate to the disabled person, their family carers, NHS staff or home care staff.

3 Main issues

- 3.1 **Overhead tracking hoists** are delivered by a specialist provider following a competitive tendering exercise. A new contract was awarded in November 2013 to run from 1 December 2013 for three years with an option to extend for a further two 12 month periods. The contract includes carrying out site visits with OTs, installation of the equipment, removal refurbishment and re siting of the equipment and a 24 hour a day call out service for repairs.
- 3.2 Revenue funding from the community equipment budget is used to fund servicing and repairs, checks required under the Lifting Operations and Lifting Equipment Regulations (LOLER), and individual replacement slings
- 3.3 The supplier is required to provide monthly performance reports against the performance indicators in the contract and contract meetings are held 6 monthly to review performance with the ability to convene a meeting should any issues arise.
- 3.4 Housing Leeds use this contract to provide an equal service to their tenants. The maintenance and LOLER testing elements of the contract are also used by ASC provider services.
- 3.5 **Minor adaptations** and any other non DFG eligible adaptations are delivered by Property Maintenance, Civic Enterprise Leeds. As Civic Enterprise Leeds are willing and able to deliver this service there is no expectation or requirement for a procurement process to take place.
- 3.6 Recommendations for work are sent by assessors on an electronic pro forma to a single e mail account in ASC with a priority rating. The target is to complete emergency work within 2 days of the decision by social care to provide the work, and all other work within 7 days of the decision. In line with DH guidance, some work, for example external metal handrails, cannot be practically provided in these timescales and so can be excluded from performance. The recommendations are quality assured by Business Support staff to make sure all required details are completed and that the works are within the scope of this budget.
- 3.7 Requested works are uploaded daily to a shared spreadsheet with Property Maintenance who allocate work to appropriate tradesmen. Telephone appointments are made with customers and following completion of the work dates and costs are entered into a shared system.

3.8 Information from representations and complaints will be considered in the work to be carried out in 2015'16 to review minor works delivery and put actions in place to improve performance.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Equipment Users Advisory Group has been refreshed this year to become the Forum for health, Innovative Technology and Equipment (FITE) and continue to represent users and carers views on at the Leeds Community Equipment and Telecare Partnership Board. They have also taken a wider role across assistive technology service delivery and also influencing and driving innovation. This group are consulted in relation to any changes.

4.1.2 FITE will now be the key group for consultation on AT services, including involvement in procurement and reviewing new products and processes. .

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An Equality Impact Assessment screening tool has been undertaken and has indicated that an EIA does not need to be carried out. There are no adverse effects on any particular groups of people related to this service.

4.3 Council Policies and City Priorities

4.3.1 This service contributes to National Indicator 142, the percentage of vulnerable people supported to achieve independent living.

4.3.2 The service contributes to the City Priority Plan 2011- 2015 by supporting people to live safely in their own homes and increases the opportunities for more significant choice and control in relation to health and social care services.

4.3.3 The service contributes to the Council Business Plan 2011- 2015, Adult Social Care Directorate Priorities and performance measures by ensuring more people with poor health remain living at home longer.

4.3.4 The service supports adults whose circumstances make them vulnerable, to live safe and independent lives.

4.3.5 The service contributes to the Children and Young People Plan

4.4 Resources and value for money

4.4.1 The annual budget for this service is £400,000.

4.4.2 Capital Funding and Cash Flow.

Complete the embedded table below:-

Funding Approval :	Capital Section Reference Number :-		32269 ADT 000				
Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2014 £000's	FORECAST				
			2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	0.0						
OTHER COSTS (7)	0.0						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2014 £000's	FORECAST				
			2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	400.0			400.0			
DESIGN FEES (6)	0.0						
OTHER COSTS (7)	0.0						
TOTALS	400.0	0.0	0.0	400.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2014 £000's	FORECAST				
			2014/15 £000's	2015/16 £000's	2016/17 £000's	2017/18 £000's	2018 on £000's
LCC Supported Borrowing	400.0			400.0			
Revenue Contribution	0.0						
Capital Receipt	0.0						
Insurance Receipt	0.0						
Lottery	0.0						
Gifts / Bequests / Trusts	0.0						
European Grant	0.0						
Health Authority	0.0						
School Fundraising	0.0						
Private Sector	0.0						
Section 106 / 278	0.0						
Government Grant	0.0						
SCE (C)	0.0						
SCE (R)	0.0						
Departmental USB	0.0						
Corporate USB	0.0						
Any Other Income (Specify)	0.0						
Total Funding	400.0	0.0	0.0	400.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number : 32269

Title : Adaptation to Private Homes

NB - If there is a Shortfall on funding please explain what measures will be taken to obtain the difference, and what sources these will be.

Revenue Effects

The following table illustrates the alterations which will be necessary to the department's revenue budget:

REVENUE EFFECTS	2015'16 £000's	2016'17 and SUBSEQUENT YEARS £000'S
EMPLOYEES		
PREMISES COSTS		
SUPPLIES & SERVICES	400	
EXTERNAL INCOME GENERATED		

The alterations illustrated in this table will be incorporated into the department's Revenue Budget by means of Deferred Charge Write off.

- 4.4.3 Value for money has been secured for the provision of overhead tracking hoists by competitive tendering exercise.
- 4.4.4 The Council's Property Maintenance service deliver the minor adaptations service with regular monitoring of performance and spend jointly between Civic Enterprise Leeds and ASC.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This service is delivered in line with ASC duties under the Chronically Sick and Disabled person's Act 1970.
- 4.5.2 The decision to approve the release of the £400,000 capital budget is a key decision subject to call in.

4.6 Risk Management

- 4.6.1 Without the provision of this service risks would be experienced by individual service users in their home environment and by family and paid carers providing manual handling support.
- 4.6.2 Recommendations for provision are subject to quality assurance and prioritisation in order to deliver the service within budget.
- 4.6.3 Arrangements are in place to maintain the continuity of the service in the interim. between 31st March 2015 and implementation of this decision from 7th May 2015.

5 Conclusions

- 5.1 The continued provision of capital funding for the delivery of minor adaptations and overhead tracking hoists in private property will enable the Council to meet its legislative duties, reduce risks to service users, family carers and paid staff and support the Council's priorities.

6 Recommendations

- 6.1 For the Director of Adult Social Services to approve the release of £400,000 capital for 2015'16 for the continued delivery of adaptations in private property which are not eligible for funding through the use of Disabled Facilities Grants.
- 6.2 The implementation of this decision would be from 7 May 2015 and will be led by the Head of Service Access and Care.

7 Background documents¹

- 7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.