



Renfrewshire
Council

Help With Adaptations To Your Home

**A guide for people with disabilities in
private housing in Renfrewshire**

March 2018

Introduction

This leaflet is for people living in owner-occupied and privately rented housing in Renfrewshire. It tells you about the help available from us to adapt a home for a disabled person. (If your home is rented from the Council or a housing association you should ask your landlord about the help available).

Councils are required by law to provide assistance in certain circumstances, but in other situations can decide what to offer. This guide takes you through the process of getting your home adapted to help you continue living there.

Getting your needs assessed

If you have a need that we think is a priority for assistance, we will help you to adapt your home as necessary.

Firstly you will need an assessment of your circumstances by one of our Occupational Therapists to see what sort of difficulties you are having in your home and what might be the best way of helping you. To arrange this, please contact the Health & Social Care Partnership (HSCP) through the Adult Service Request Team (ASeRT):

- Phone: Adult Services Referral Team (ASeRT) on 0300 300 1380
- E-mail: adultservicesreferral.sw@renfrewshire.gov.uk

Where necessary, the assessment will also look at the needs of other family members living with you, including anyone who helps care for you.

We will have to decide whether your need is a priority – in other words, how urgently you need help.

The Occupational Therapist will then discuss options with you. These may include rehabilitation, referral to other health professionals, provision of daily living equipment, or an adaptation to your home.

Sometimes the assessment may determine that instead of adapting your home, another option – such as moving to a different property – is the best way of meeting your needs. If this is the case, we will work with you to explore your options.

If you are unhappy with the outcome of the assessment, you can ask for your case to be re-considered. If you are still unhappy after the appeal, you may want to contact the Scottish Public Services Ombudsman on 0800 377 7330, SPSO Freepost, 4 Melville Street, Edinburgh EH3 0BR or ask@spsso.org.uk

When an adaptation is the best way to meet your need, you can apply for financial help.

What adaptations can I get help with?

You can get help with a range of adaptations - that is, permanent changes to your home that involve building work such as:

- replacing the bath with an accessible shower
- constructing a galvanised ramp to help you get in and out of your home

If we have assessed you as having a priority need for adaptations like these, the cost of work will probably be eligible for a grant.

Help for private tenants

If you rent your home privately, you will need to get the agreement of your landlord for you to carry out the adaptation

that you need. However, the landlord cannot refuse to give consent without a good reason.

You should apply for assistance from us in the same way as a home owner.

How much grant will I get?

If you are eligible for a grant, it will cover 80% of the cost of the work you have been assessed as requiring. The remaining 20% of the cost of the work will need to be paid by you. If the work required is for a child, the parent's income will be assessed in relation to the 20% contribution.

However, the grant will cover 100% of the cost of the work if you receive one of these welfare benefits:

- Income Support
- Income-Based Jobseeker's Allowance
- Pension Credit (guarantee element)
- Income-Related Employment and Support Allowance.
- Universal Credit

If you have been offered a grant at 80%, but you cannot raise the other 20% of the costs you need to go ahead with the work, we will give you the opportunity to apply for additional grant assistance, on a means-tested basis, which could take the percentage up as high as 100%. We can also arrange for a Benefits Check for you to ensure that you are receiving all the help that you are entitled to.

Where you want to carry out work over and above what you have been assessed as needing – for example if you are replacing the bath with a shower but you would like to renew your WC or wash hand basin you will need to pay for this yourself as grant will not cover these extra costs. Such additional work should not change the suitability of the adaptation to meet your needs and will not affect the grant you receive to adapt your home.

How do I apply for a grant?

Your Occupational Therapist will visit you with an officer from Care and Repair Renfrewshire, who will advise on the technical aspects of adapting your house. If the adaptation is for a child, the responsible parent should apply for the grant.

With your agreement Care & Repair will arrange to obtain quotations from at least two contractors on your behalf if you do not wish to arrange your own quotations. Your grant will be based on the lowest quotation received and we must be satisfied that the cost of the work is reasonable.

Following this the Council will contact you to arrange a visit to your home to help you complete your grant application. Once we have your completed application form and estimates and have concluded all the necessary checks, we will send you a formal letter of approval which will show the approved cost of the works and the percentage of grant which is being offered.

You must wait until your grant is approved in writing before asking your contractor to start the work, as we will not be able to approve a grant on work which has already been carried out. Please inform your Occupational Therapist or Care & Repair Renfrewshire when the work is starting.

For some larger works, you may also need a Building Warrant and/or Planning Permission – you may be eligible for exemption from the fees for these and grant assistance may be available for associated consultancy fees. **You will need to have all the necessary consents, as well as your grant approval, before you ask your contractor to start the works.**

Once the adaptation work is finished, you should then contact Care and Repair Renfrewshire and your Occupational Therapist and arrange for them to inspect the completed work to ensure that it has been carried out satisfactorily and that it meets your needs. If the work needed a Building Warrant, the contractor will

also need to get a completion certificate. If the work included any electrical work, the contractor should also give you an electrical installation test certificate.

When we are satisfied with the work, we will pay the grant, either directly to the contractor or yourself if you prefer. We will keep a fee of £60 from the grant payment to cover the cost of registering the grant on your Title Deeds with Registers of Scotland.

Additional living space

Mandatory grant is only available for assistance with the installation of essential facilities.(i.e. bathroom and toilet facilities)

The Council will only consider offering additional financial support under exceptional circumstances (e.g. when there is more than one disabled person in the household also assessed as requiring major adaptations) However, this support would only be available where budgets allow and after all other alternative options have been explored by you.

If you identify that extra living space is needed in your home e.g. bedroom, therapy room, you will need to finance this yourself. Where you are unable to finance the proposed additional living space you wish for your home we will work with you to consider all alternative options which might include looking for more suitable alternative housing.

The Council may offer you financial assistance with the costs of moving home. We may also be able to refer you to voluntary organisations such as Housing Options Scotland (<https://www.housingoptionsscotland.org.uk>) who could help you buy a suitable property.

The Open Market Shared Equity scheme (<http://www.gov.scot/Topics/Built-Environment/Housing/BuyingSelling/lift/FTBOMSEP>) may also be a good option if you cannot afford the full cost of purchasing a

larger or more suitable house. (Applicants who are eligible can purchase a house for sale on the open market through this scheme, with an equity share of up to half the value of the house being taken by a Housing Association).

A house in the social rented sector may be suitable for your needs or may be readily adaptable, and the Council and Housing Associations may be able to offer housing to owner-occupiers where this would be the most cost-effective way of meeting their needs.

Other assistance

As a Council, we must ensure (under the NHS & Community Care Act 1990), that where a disabled person's need is assessed as being a priority, that need is met within a reasonable time period. So, if you cannot cover the full cost of meeting your need, even with a maximum grant, you should contact us to see if we can find any way to help you.

If you are not satisfied with the way in which we have dealt with your case, you have the right to complain. If you are still not satisfied with the answer that we give you, you can contact the Scottish Public Services Ombudsman on 0800 377 7330, SPSO Freepost , 4 Melville Street, Edinburgh EH3 0BR or **ask@spsa.org.uk**

This leaflet is not intended to be a detailed guide to the law on help with adaptations. It provides only a general overview of what is set out in the legislation. For more information about getting help with adaptations, or if you are having any other problems with your home, please contact us at :-

Renfrewshire Council
Development & Housing Property Services (Owner Services Section) Cotton Street, Paisley, PA1 1JT
Telephone : 0141 618 7736/5711
E-mail: ownerservices.hps@renfrewshire.gov.uk

Care & Repair Renfrewshire provides advice and practical assistance with repairs and adaptations to the homes of people who are older or have disabilities. Contact them at:

Care & Repair Renfrewshire
1st floor, Bridgewater Shopping Centre,
Erskine, PA8 7AA
Telephone: 0141 812 4111
Email: enquiries.carerepair@bridgewaterha.org.uk

The THREE organisations listed below can offer specialist advice to disabled people on adaptations and other housing options, and will be able to tell you about any other local or national advice agencies which may be able to help you further.

Advice Service Capability Scotland
Telephone: 0131 337 9876
Textphone: 0131 346 2529
advice@capability-scotland.org.uk

Housing Options Scotland
Phone: 0131 2471400

Email: info@HousingOptionsScotland.org.uk

(<http://www.disabilityscot.org.uk/>) is Scotland's national disability information service.

Their Helpline number is

Helpline: 0300 323 9961

Text: 0778 620 0707

If you would like information in another language or format please ask us –



0300 300 0300

如欲索取以另一語文印製或另一格式製作的資料，請與我們聯絡。

اگر آپ کو معلومات کسی دیگر زبان یا دیگر شکل میں درکار ہوں تو برائے مہربانی ہم سے پوچھئے۔

ਜੇ ਇਹ ਜਾਣਕਾਰੀ ਤੁਹਾਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਵਿਚ ਜਾਂ ਕਿਸੇ ਹੋਰ ਰੂਪ ਵਿਚ ਚਾਹੀਦੀ, ਤਾਂ ਇਹ ਸਾਥੋਂ ਮੰਗ ਲਓ।

Jeżeli chcieliby Państwo uzyskać informacje w innym języku lub w innym formacie, prosimy dać nam znać.