

**Disabled Facilities Grants Review – Terms of Reference**

**Introduction**

An Overview and Scrutiny Working Group will be asked to work with Officers to review the Council's approach to dealing with Disabled Facilities Grants (DFGs).

**Purpose of the Review**

1. To gain a clear understanding of:
  - a. The statutory and discretionary processes involved in allocating grants and how they are applied locally.
  - b. How grants are funded (including comparisons with other local authorities).
  - c. What agencies are involved in the processes and what role they fulfil (including the involvement of registered providers).
  - d. The potential use of previously adapted properties.
2. To consider the Council's current approach in administering grants, in particular how current practices impact on those who could or do benefit from applying.
3. To look at good practice elsewhere, especially those that provide cost effectiveness and good customer satisfaction.
4. To determine possible ways in which processes can be improved.

**Who should we consult?**

- Relevant Council Officers (e.g. Environmental Health, Housing, Finance).
- Other agencies involved in the delivery of services (e.g. occupational therapists, Safe at Home improvement agency, works contractors etc).
- Service user representatives.
- Housing providers (e.g. registered providers).
- Neighbouring authorities/good practice authorities.

**Support**

- David Steels.
- Kevin Wood.
- Corporate Services.
- Democratic Services.

**How long will it take?**

Aim to start review in September 2015 and complete by December 2015.

**Outcomes**

To deliver:

- an efficient system;
- best value for the Council; and
- appropriate levels of support for disabled residents.