

AIDS AND ADAPTATIONS POLICY

Who does this policy apply to:	Staff, Tenants, and Contractors
Review Date (minimum every three years)	August 2028
Policy Author/Reviewer and Job Title	Sally Rowe – Head of Housing

POLICY

Purpose and Scope of the Policy:

WFHA is committed to promoting choice for independent living for its existing tenants and applicants for housing that have a disability. To achieve this aim, WFHA will take all reasonable measures to provide a fair and accessible aids and adaptations service, make best use of stock where adaptations have been made and work in close partnership with external agencies.

Details:

WFHA will:

- Ensure the operation of the Policy complies with the relevant legislation regarding the provisions of the aids and adaptations services.
- Ensure the needs of the tenants are prioritised and met accordingly.
- Provide access to the Local Authority who have the statutory responsibility for the funding of adaptations via Disabled Facilities Grant (DFG), whereby tenants are entitled to apply. (Appendix One)
- Signpost to Local Authority for the application of minor aids
- Make reasonable adjustments which will effectively restore or enable independent living.
- Provide and install adaptations up to £1,000.
- Make decisions on major aids and adaptations that meets needs identified through Occupational Therapists reports and within budgetary constraints.
- Make a distinction between 'minor adaptations' (costing up to £1,000) and 'major adaptations' which are defined as, involving structural alteration or which typically cost more than £1,000.

Responsibilities

All relevant staff have the responsibility to be aware of the aids and adaptations policy and associated procedures.

The Head of Housing is responsible for approving any adaptations that have been funded through DGF.

Related Policies:

Health and Safety Statement

Tenant Handbook

Responsive Repairs Policy

Allocations Policy

Health and Wellbeing Policy

Risk and Needs Assessment

Safeguarding Policy

Mobility Scooter & Motorised Wheelchair Policy

Document History:

Date of Last Review: August 2025

Equality Impact Statement:

WFHA must ensure all individuals are treated fairly and in line with legislation relating to the nine protected characteristics identified in the Equality Act 2010 and with the Association's Equality policies and procedures. You must comply with the law and Association policies and procedures governing equality and diversity. The nine protected characteristics are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.