

Report of	Meeting	Date
Director of Early Intervention and Support (Introduced by the Executive Member for Homes and Housing)	Executive Cabinet	21 June 2018

## PRIMROSE GARDENS EXTRA CARE ALLOCATIONS POLICY

### PURPOSE OF REPORT

- To present the draft allocations policy for the Primrose Gardens extra care scheme.

### RECOMMENDATION(S)

- The Executive Cabinet is asked to agree the draft allocations policy for consultation with the bodies identified at paragraph 17.
- To delegate to the Executive Member for Homes and Housing Authority to amend the policy following the consultation responses being considered and to approve the allocations policy, in current or amended form, for adoption

### EXECUTIVE SUMMARY OF REPORT

- Primrose Gardens Extra Care Scheme is due for completion in March 2019. Consequently, the council needs to agree an allocation policy to allocate the apartments in a fair and transparent way.
- Due to the nature of the accommodation and the provision of an extra care element, it is necessary to incorporate the view of LCC and agree a series of priorities in order comply with the HCA grant conditions.

<b>Confidential report</b> Please bold as appropriate	Yes	No
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<b>Key Decision?</b> Please bold as appropriate	Yes	No
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<b>Reason</b> Please bold as appropriate	1, a change in service provision that impacts upon the service revenue budget by £100,000 or more	2, a contract worth £100,000 or more
	3, a new or unprogrammed capital scheme of £100,000 or more	4, Significant impact in environmental, social or physical terms in two or more wards

### REASONS FOR RECOMMENDATION(S)

#### (If the recommendations are accepted)

- The allocations policy is required to ensure that the accommodation within Primrose Gardens is allocated in a fair and transparent manner.

**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 7. To use the existing Select Move Allocations Policy to allocate the apartments and to not develop a separate allocations policy. This was rejected as the nature of the Primrose Gardens scheme means that different needs and issues need to be taken into consideration in prioritising the accommodation.

**CORPORATE PRIORITIES**

- 8. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy homes and communities	X	An ambitious council that does more to meet the needs of residents and the local area	

**BACKGROUND**

- 9. The allocations policy is needed to set out how the accommodation at Primrose will be allocated to those who would like to live there. In addition, it confirms the joint working agreements between Chorley Council and Lancashire County Council. Both organisations need to work together on the allocations primarily because of their core responsibilities. The county council has an important role through social care, while Chorley Council has an important role as the landlord and housing authority.
- 10. The policy has been produced in consultation with LCC and the draft policy is attached in Appendix 1. The agreement of the policy also plays an important part of the grant agreement between the two councils associated with the county council’s capital contribution of £1 million toward the scheme.

**KEY ELEMENTS OF THE POLICY**

- 11. The aim of the policy is to promote independence and well-being; facilitate a balanced, vibrant and sustainable community for older people within the setting of extra care housing which will play a key role in preventing and avoiding admissions to residential care and hospitals, and contribute to alleviating delayed transfer of care
- 12. The policy sets out the approach that will be taken to achieving that aim, so that void times are minimised and allocations are handled efficiently and effectively. It sets out:
  - a. The service model for the Extra Care scheme, including the core care provision that all residents will receive (and pay for)
  - b. The eligibility criteria for social housing
  - c. The qualification criteria for the accommodation – including priority for people able to demonstrate a local connection to Chorley.
  - d. The housing, care and support needs that will be considered in allocating accommodation
  - e. Disqualification criteria
- 13. The key elements of the policy are how applicants will be assessed and prioritised for accommodation when it is available. This includes the priority banding and the allocations panel. These are set out in more detail below.

### Priority banding

14. As with other allocation policies, the draft policy for Primrose Gardens includes banding to separate and prioritise applicants for accommodation. The priority bandings are:

Priority 1	People who have an urgent need for re-housing and high care needs, who would otherwise move into residential care setting. This includes people who are unable to return home following a period in hospital or rehabilitation
Priority 2	People who have had a social care assessment (including reablement) that indicates that their current housing is no longer suitable and extra care accommodation would meet or reduce any ongoing statutory care needs, and would promote wellbeing as defined in the Care Act
Priority 3	People who have no statutory care needs who indicate that their current housing is no longer suitable and their independence and well-being would be promoted through living in an extra care scheme, thereby preventing or slowing down the need for care in the future

15. Within each of those bands, the policy then gives priority to those who currently living in Chorley, then those who can demonstrate a local connection and finally to those who live elsewhere in Lancashire.

### Joint Allocations Panel

16. The policy sets out the approach to managing the allocations policy. The decisions will be made by a joint panel that comprises representatives from Chorley Council, the care provider for the scheme and from adult social care.

The policy sets out the aim that decisions on allocation will be through consensus. However, if agreement cannot be reached then the final decision will rest with Chorley Council as the landlord.

### **NEXT STEPS**

17. To consult with agencies in Chorley who target the audience for extra care such as Age UK, Age Concern, LCFT and Lancashire Wellbeing who all support over 55's, and will also consult with the wider agencies who work to support customers with housing needs.
18. Once the allocations policy has been agreed, it will be applied to the applications received in advance of the completion of the build programme so that there is time to manage the opening of Primrose Gardens during 2019.

### **IMPLICATIONS OF REPORT**

19. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	X
Legal	X	Integrated Impact Assessment required?	X
No significant implications in this area		Policy and Communications	X

## COMMENTS OF THE STATUTORY FINANCE OFFICER

20. The ratification of an agreed allocations policy between the Council and LCC is integral to securing the £1m capital contribution as pledged by LCC. The allocations policy proposed goes some way to achieving this goal and is believed to have been largely agreed with LCC at the date of this report. Specific sections of the Policy, including 11. Disqualification 14. Prioritisation and 18. Voids, deal directly with matters that aim to mitigate the main financial risks to the Authority of rent arrears and excessive voids (notwithstanding physical degradation of the asset). It is deemed that the Policy offers a supportive mechanism to sit alongside lease agreements in diminishing the Council's financial risk in these matters.

## COMMENTS OF THE MONITORING OFFICER

21. The policy has been prepared in agreement with LCC and properly addresses relevant priorities. Consultation with the groups referenced prior to adoption is appropriate to demonstrate compliance with the Council's equality and diversity commitments.

## COMMENTS OF THE DIRECTOR OF POLICY AND GOVERNANCE

22. As a new policy an Integrated Impact Assessment needs to be completed for the allocations policy to ensure consideration is given to the possible impact that the policy may have on different groups within Chorley. This process should be undertaken in parallel to the consultation process and form part of the Executive Member report to give final approval for the policy.

CHRIS SINNOTT  
DEPUTY CHIEF EXECUTIVE / DIRECTOR (EARLY INTERVENTION AND SUPPORT)

There are no background papers to this report.

Report Author	Ext	Date	Doc ID
Lisa McCormick	***	5 June 2018	Allocations Policy for Primrose Gardens Executive Cabinet Report