

Barnet Homeseekers

London Borough of Barnet

Sheltered Housing Panel Criteria

SHELTERED HOUSING PANEL

PURPOSE OF THE PANEL

The panel's overall objective is to ensure that the council's resources are appropriately allocated to the benefit of older people who may be vulnerable or in need of support to continue to live independently.

The panel's purpose is to assess housing applications from older people and, assess the need to award the points necessary to allow a successful bid via the Choice Based Lettings scheme. In addition : to assess applicants' need for support and to make recommendations on the suitability of:

- Extra care sheltered housing units (When available).
- Sheltered housing units (Warden controlled, Floating Support or Alarm Assisted).
- Providing assistance in the form of information on alternative housing options suitable for older people who do not demonstrate the level of support needs to qualify for sheltered housing.
- Suggest assistance be provided by Hornsey Housing Trust to support bidding applications

COMPOSITION OF THE PANEL

- Housing Resources Manager
- Sheltered Housing Manager
- Care Management Team Managers x 2
- Serviced by Housing Panel Co-ordinator.

Substitutes may attend to cover leave and sickness. A minimum of 2 Panel members and the Co-ordinator are required for the meetings to take place.

PANEL MEETINGS

The panel will meet monthly and will be chaired by the Housing Resources Manager. The Panel Co-ordinator will book a suitable room, provide copies of referral forms for each member of the panel and minute decisions of the panel.

If any emergency applications for sheltered housing allocations arise between the monthly meetings, the Housing Resources Manager will consult panel members by telephone to make a recommendation.

CRITERIA FOR REFERRAL TO THE PANEL

Barnet residents aged 60 or over who qualify to go on the Housing Register or Tenant Transfer List could be eligible to be referred to the panel for sheltered housing, extra care sheltered housing, alarm-assisted accommodation.

All referrals to the panel must be accompanied by a fully completed Sheltered Housing Allocations Panel referral/assessment form. The referral/assessment form can be completed by a variety of practitioners e.g. general practitioner, social worker, sheltered housing officer, district nurse, community psychiatric nurse, housing officer, as well as the sheltered housing allocations panel co-ordinator.

CRITERIA FOR ASSESSMENT OF SUPPORT NEEDS

Applications will be assessed by the panel against the criteria defined under *Fair Access to Care Services* (FACS) on the basis of the applicant's needs in the following areas:

- Physical and mental health
- Functional ability
- Support network
- Vulnerability to risk, abuse or neglect
- Current accommodation
- Cultural needs

An applicant falling within one of these areas is not automatically assumed to be vulnerable. The panel will consider each of the areas, how they relate to each other and their relationship to the applicant's housing situation.

Applications will be granted

- *High priority* corresponding to FACS Critical Risk Level or
- *Medium priority* corresponding to FACS Substantial Risk Level or
- *Low priority* corresponding to FACS Moderate Risk Level

The panel may request additional supporting information before making a recommendation (e.g. housing medical assessment, care plan or social work assessment of needs, FACE form or report on the applicant's functional ability from the General Practitioner, Community Psychiatric Nurse, Consultant or any relevant professional).

ALLOCATION OF HOUSING POINTS

Points will be awarded according to the priority agreed:

- High priority - 300 points
- Medium priority - 75 points
- Low priority - 10 points

DECISIONS

The panel will discuss each application and reach a decision based on the needs of the applicant under the criteria outlined above.

The panel's decisions and recommendations for further action will be recorded by the Sheltered Housing Panel Co-ordinator on the referral form and in the minutes of the meeting.

The Sheltered Housing Panel Co-ordinator will keep a set of completed referral forms and a separate record sheet of all panel applications and decisions in a format that can be assessed and monitored.

Applicants or their referrers will be written to directly by the Housing Panel Co-ordinator with details of the Sheltered Housing Panels decision.

APPEALS

Applicants who are dissatisfied with the panel's decisions and wish to provide **new** evidence should submit this to the Housing Panel Co-ordinator for discussion at the next Panel Meeting

Applicants wishing to appeal the Panels decision should do so through the Official Barnet Complaints Procedure starting at Stage 2 by writing to the Head of Housing at Barnet House , 1255 High Road, London N20 0EJ