

## **Guidance Notes for Extra Care Applicants in Mid Sussex**

### **Aims and Objectives of “Extra Care” schemes:**

The term 'extra care' housing is used to describe housing developments made up of self-contained units which include landlord led support services and an on-site care team. This enable's independent living for older people and some younger people with certain disabilities.

Extra care housing has become a popular choice among older people because it can provide an alternative to residential care for people who are struggling to manage independently. This may include people who require assistance with personal care, bathing, toileting, domestic assistance or managing medication. Within each scheme, on-site care is provided according to the individuals care plan which is usually assessed by West Sussex Council Council's (WSSC) Adult Services.

Many extra care schemes have a range of facilities and services which may include:

- Communal lounges and spaces
- Social activities arranged for the community
- Restaurants and/or dining rooms
- Mid-day meal services
- Health and fitness facilities
- Hobby/computer rooms
- Mobility scooter parking
- Hairdressing facilities
- 24 hour emergency alarm systems

People who live within an extra care scheme will have their own self-contained home, their own front door and a legal right to occupy their property. Residents will have the rights and responsibilities of an 'assured tenant' and will be able to receive care and other appropriate services within their home.

If you are part of a couple and one of you has greater care needs, extra care housing could make it possible for you to continue to live together. This type of housing enables couples to continue to live together with appropriate support, where one of the couple has personal care needs. Tenants without care or support needs will not be forced to leave the scheme if their partner leaves or dies.

To be eligible for extra care housing, an applicant must be:

- Over 60 (or a younger person approaching pension age with a disability)
- Eligible for an offer of accommodation as defined by the Council's Allocation Scheme

### **AND**

- In need of care and support on a daily basis.

Applicants can request an assessment under the Care Act through Adult Services. This will include a financial assessment and may result in applicants receiving funding towards their care. Applicants who are self-funding their own care may also apply for extra care housing.

Generally applicants must be able to sustain their own tenancy for a reasonable period. If it is felt that applicants may very quickly need residential or nursing care, they may not be considered suitable for Extra Care housing. However, in many cases, extra care housing will be a long-term housing solution.

### **Applicants who may not qualify for extra care housing:**

To qualify for extra care housing, an applicant must be eligible for an offer of social housing as defined by the Mid Sussex District Council housing allocation scheme. The following categories of applicant are not eligible for an offer of social housing:

- Applicants who own or part own accommodation or who have a legal interest in home ownership (for example through marriage or civil partnership in accommodation owned by their spouse or partner).
- Applicants who require 24 hour care and support unless this is for a short period (e.g. to avoid admission to hospital or to receive palliative care).
- Applicants whose annual household gross income exceeds £60,000.
- Applicants who are subject to immigration control (unless they fall within an exemption specified by the Secretary of State).
- Applicants who have been found to have given false information or have withheld relevant information in connection with their application for housing.
- Applicants whose behavior is deemed unsuitable enough to make them an unsuitable tenant.
- Applicants who are considered to have sufficient financial resources to buy suitable accommodation in Mid Sussex. 'Sufficient financial resources' includes any assets or investments even if they are not immediately available to the applicant.

**Exceptions** - Applicants who do not qualify under the criteria set out above may be considered as an exception by the Homemove Team if:

- They own or part own accommodation or have a legal interest in accommodation; and they are over state pension age or have a substantial disability; and their current home is not suitable for their specific needs; and they have insufficient financial resources to buy accommodation that meets their particular housing needs in the private market in Mid Sussex.

This exemption is intended to cover situations where an applicant owns their own home but is no longer able to manage due to their advancing years or substantial disability. If selling the home would not generate sufficient funds to purchase alternative / suitable accommodation, the case will be considered by the Homemove Team based on the individual merits.

Other Applicants who do not qualify under the criteria set out above may be considered eligible in exceptional circumstances at the discretion of the Council's Housing Needs Team Manager or the Senior Housing Needs Officer. In such cases, the applicant should request a formal review of the 'not eligible decision' within 21 days of notified of the decision.

For any further information on eligibility or exceptions, please contact the Housing Needs Team on 01444 477574 or visit the following link to read the Council's Housing Allocation Scheme:

<https://www.midsussex.gov.uk/media/1216/housing-allocation-scheme.pdf>

## **Local Connection Criteria**

Applicants who wish to move into extra care housing do not have to satisfy the local connection qualifying criteria set out in the Council's Housing Allocation Scheme (11.2). However, extra care vacancies will be prioritised to applicants who are eligible for a WSCC care package and who have a local connection. If there are no applicants who meet these criteria, then applicants without a local connection who are self-funding or funded by another Local Authority will be prioritised according to their housing need and level of care. This exemption is intended to cover situations where an applicant does not have a local connection to the area but would like to move to Mid Sussex to be supported by family or friends.

Please note, applicants who do not have a local connection to Mid Sussex must have an up to date assessment of their care and support needs carried out by their local Adult Services department. West Sussex County Council will need written confirmation that the existing Local Authority will continue to fund any care package ongoing if they are already in receipt of a funded service. Therefore, it is advisable that applicants request that their existing Local Authority make contact with WSCC to make a formal nomination request.

## **Allocations of Extra Care Vacancies**

If you wish to be considered for extra care housing in Mid Sussex, please contact the Housing Needs Team at Mid Sussex District Council. The Housing Needs Team will talk to you about your current accommodation, your care needs and any support you currently receive from carers or family / friends. This information will then be forwarded onto the Extra Care Co-Ordinator who is employed by West Sussex County Council.

The Extra Care Co-Ordinator will check the West Sussex County Council system to see if you are already receiving care from Adult Services. If you are not, you may be referred for a Care Act Assessment to establish whether your support needs can be met within one of the Mid Sussex extra care schemes. Your information will also be sent to the Homemove Team at Clarion Housing to establish whether you are eligible for an offer of social housing. If you are eligible for an offer of social housing and a funded package of care, your name will be added onto the extra care list and you will be considered for any suitable vacancies.

Once a vacancy is identified, the Scheme Manager of the extra care scheme will notify the Extra Care Co-Ordinator and a priority nomination will be established. Applicants will be prioritised based on their housing need and level of care. A consideration will also be made regarding the scheme community balance, the vacancy criteria and other relevant information. Although applicants do not need a local connection to Mid Sussex to be eligible, extra care vacancies will be prioritised to applicants who are eligible for a WSCC care package and who have a local connection.

If you are identified as a suitable applicant, you will receive a call from the Scheme Manager or Care Provider to arrange a visit to the scheme / vacancy. Once you have viewed the scheme, you will be asked whether you would like to continue with your nomination. If you would like to continue and the care provider is satisfied that your care needs can be met, the referral will be passed onto the scheme Landlord so that final checks to be made (referencing, affordability etc.). Once these checks are completed, the Extra Care Co-Ordinator will ensure that any care is set up and you will be contacted to arrange a tenancy start date by the scheme landlord.

If you view an extra care scheme and decide that you would not like to continue with your nomination, your name will be re-added onto the extra care list until you are rehoused or your circumstances change.

**Please note, applicants are responsible for notifying the Extra Care Co-Ordinator or Housing Needs Team if there are any changes in their circumstances, their needs or their preferences.**

### **Extra Care Schemes in Mid Sussex**

If you wish to arrange to have a look at any of the schemes you can call the Scheme Manager to arrange a convenient time to visit. If you have access to the internet, more information can be found via the web links below.

#### **Prescott House, Upper St Johns Road, Burgess Hill, RH15 8HB**

*Hyde-Martlet Housing Association*  
on

21 x 1 bed flats, 4 x 2 bed flats

Contact: 01444 248341

Website: <http://www.housingcare.org/housing-care/facility-info-116379-prescott-house-burgess-hill-england.aspx>

#### **Marten House, The Brow, Burgess Hill, RH15 9BS**

*Clarion Housing Association*

37 x 1 & 2 bed flats

Contact: 01444 258542

Website: <http://www.housingcare.org/downloads/facilities/generated-brochures/8169-marten-house-burgess-hill-england.pdf>

#### **Arthur Bliss House, Finches Gardens, Lindfield, RH16 2PD**

*Hanover Housing Association*

24 x 1 & 2 bed flats

Contact: 01444 483526

Website: <http://www.housingcare.org/housing-care/facility-info-13106-arthur-bliss-house-lindfield-england.aspx>

#### **Joan Nightingale House, Bolnore Road, Haywards Heath, RH16 4AB**

*Eldon Housing Association*

25 x 1 bed and studio flats

*(Please note there is no on-site care team at this service)*

Contact: 01444 450255

Website: <http://www.housingcare.org/housing-care/facility-info-8488-joan-nightingale-house-haywards-heath-england.aspx>

### **Contact us**

Housing Needs Team

Contact: 01444 477574

Email: [housingadvice@midsussex.gov.uk](mailto:housingadvice@midsussex.gov.uk)