



The Havebury Housing Partnership

Supported housing needs and risk assessment

HS048

Unique Procedure Reference No	HS-048		
Relevant corresponding Policy <i>(procedures only)</i>			
Approved by (inc date)	<i>Leadership team</i>		
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	JNC	N	
	Other	N	
Equality & Diversity Impact Assessment Outcome	Yes, compliant		
Legal Advice (inc date)	N/A		

1. Policy statement

- 1.1** This policy sets out how we will comply with relevant guidance and good practice when undertaking needs and risk assessments for customers in our Supported Housing homes.

2. Scope

- 2.1** We will assess any potential resident for Supported Housing against criteria for the relevant service they have been nominated for, in order to ensure that they have housing related support needs and are suitable for the type of housing they have been nominated to.
- 2.2** The delivery of any support provided is governed and facilitated by Suffolk County Council's contract, known as Housing Related Support (HRS), with us. Acceptance of the support offered is within the Residents' 'Licence to Occupy' the accommodation.
- 2.3** We ensure that we identify needs and risk through a thorough referral process and manage these to ensure that independence and personal choice is maintained, as far as possible for the individual, acknowledging that appropriate risk taking is a necessary part of daily life.
- 2.4** During the application process for Supported Housing, applicants are encouraged to engage fully and provide all relevant information on their needs, so that they can be provided with a person-centred support plan that mitigates any potential risks.

3. Responsibilities

- 3.1** We have support responsibilities and duties towards adults at risk living in our supported housing properties.
- 3.2** Day-to-day responsibility lies with the Supported Housing Team. Oversight of the contract delivery sits with the Leadership Team.
- 3.3** It is our duty to assess risks to adults living in our supported housing accommodation, and to take steps to avoid or control risk where necessary. We also have a responsibility to assess needs, from which support plans are created, in line with support funding contracts.
- 3.4** Our employees will co-operate with funders within the scope of support contracts in place and our legal obligations. All staff working in our supported housing provision will have the relevant screening under the Disclosure and Barring Service (DBS).

4. Monitoring

- 4.1** Assessments will be quality checked by the Support Coordinator and/or Project Manager to ensure consistent practice and quality across the service on a weekly basis.
- 4.2** We will ensure compliance with the Suffolk County Council's Service Quality Tool (SQT) for Housing Related Services and seek to meet the highest standard across all 6 Core Objectives.
- 4.3** As part of the Housing Related Support contract we will complete the quarterly workbook to ensure we are meeting occupancy, engagement and other targets as set out by Suffolk County Council. We will also comply with the Framework access requirements for applying residents and this will include a decision on suitability

and need for the service and also whether access to an assessment bed is required

References (mandatory section)

Related External Documents	
Reference	Link to reference
Related Internal Documents	
HS053	Safeguarding
HS022	Housing Related Support
HR001	Code of Conduct
HSF003	Lone working and personal safety

Document control

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