



Department of Health Extra Care Housing Fund

Bidding Guidance 2008-2010

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Department of Health Extra Care Housing Fund

Bidding Guidance 2008-2010

Prepared by Social Care, Local Government and Care Partnership Directorate

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Introduction

A capital grant of £80 million has been made available by the Department of Health to provide funding for the development of Extra Care Housing. The grant will be allocated during 2008-2010; £40 million in 2008-2009 and £40 million in 2009-2010. Local Authority Letter (LASSL(DH)(2007)2) of 10 December 2007, which sets out the specific revenue and capital grant allocations for adults' personal social services, announced that the Extra Care Housing (ECH) Grant would be allocated to ECH schemes through a bidding process.

This guidance is intended to advise Local Authorities with Adult Social Care responsibilities and their partners on the preparation of bids for the Extra Care Housing Fund for 2008-2010.

The Extra Care Housing Fund is part of the transformation of adult social care described in Putting People First (December 2007). It is a contribution to the government's commitment to independent living for all adults set out in the Department for Communities and Local Government (CLG) document [Lifetime Homes: Lifetime Neighbourhoods – a National Strategy for Housing in an Ageing Society](#) (February 2008).

As in previous years, the bidding process and assessment of successful schemes will be carried out on behalf of the Department of Health by the Care Services Improvement Partnership (CSIP) by the Housing Learning and Improvement Network (LIN). CSIP will advise the Department of Health when schemes have reached the milestones that will enable the release of funding (see Bidding Process – Grant allocation section).

Aims and Objectives of the Extra Care Housing Fund

The Extra Care Housing Fund is intended to encourage Local Authorities to provide greater housing choice to older people and other people with disabilities or long term conditions who may have support and/or care needs. The purpose of these new developments must be to enable residents to live independently and remain in their own homes - where necessary with the support of appropriate care services. The Government is keen that people with care needs should have a range of accommodation and support options available to them.

It is expected that the use of the Extra Care Housing Fund Grant will act as a stimulus to the development of a range of Extra Care Housing within the authority's boundaries, as part of a Local Area Agreement (LAA).

The funding is made available to develop Extra Care Housing in England in areas where need has been demonstrated (as reflected in local needs assessment, commissioning priorities and other relevant strategies, particularly local Supporting People strategies, Local Delivery Plans and regional housing strategies) and where it can be shown that it will:

- Provide a significant and demonstrable health impact for older people and other people with disabilities and long term conditions
- Provide good value independent housing across different tenures with access to on-site 24 hour support
- Provide care that promotes dignity at home
- Promote choice and control for older people and other people with disabilities and long term conditions, and deliver services which are personalised and focused around the needs and aspirations of residents, and of other people who use the services delivered on site
- Contribute to the range of solutions which prevent unnecessary admissions into hospital or residential care; and/or assist in reducing delayed discharges from acute hospitals
- Promote preventative services and well-being strategies which increase independence and delay the need for high-dependency solutions

- Demonstrate an inclusive approach – the Extra Care Housing fund has tended to attract bids focused on schemes providing for people over 60 years of age, but bids for Extra Care Housing that will attract younger adults with long term conditions, including learning disabilities, physical disabilities, dementia, mental health problems and other conditions are eligible for consideration
- Develop effective local commissioning arrangements between the NHS, local housing authorities, Supporting People teams Local Authorities with adult social care services responsibilities, and partnerships with care providers, Housing Associations and private sector and other developers of Extra Care Housing in the interests of older people and other people with disabilities and long term conditions

Defining Extra Care Housing

Extra Care Housing describes a type of housing that enables people with care and/or support needs to remain in their own home. It is a form of specialised housing for adults with varying care needs. Traditionally these people may have been accommodated in sheltered housing, residential care, nursing homes and other types of accommodation with care and/or support. Extra Care Housing accommodation enables the delivery of health and social care services to most service users without the need for them to move out of their own homes. Extra Care Housing should be capable of providing the majority of tenants with a home for the remainder of their life, regardless of changes in their care needs, if they so desire.

To support the development and implementation of Extra Care Housing, an Extra Care Housing Toolkit was produced in October 2006 by the Housing LIN for use by Local Authorities and their partners in promoting and developing Extra Care Housing in their areas. This Toolkit defines Extra Care Housing as:

“ purpose built accommodation in which varying amounts of care and support can be offered and where some facilities and services are shared”.

All schemes will offer a protective environment with access to 24-hour on site care and support.

For the purposes of this grant bidding round, Extra Care Housing can be new build, re-modelled from existing buildings or a mix of both. The crucial factor is the philosophy, together with design features, including:

- Self contained flats with kitchen and bathroom facilities that support and enable independence, privacy, dignity and the delivery of care services
- Staff facilities – office and sleep-over room
- Barrier free spaces that are accessible and enabling, and aid residents' mobility and independence
- A range of areas for services such as hairdressing, laundry etc.
- Room space for consultations and advice such as G.P. visits, telehealth facilities for vital signs monitoring for people with long term conditions
- Communal areas – dining facilities, lounges and day rooms
- Guest facilities
- Good links with the local community
- Staff on site to manage and maintain the building and manage the delivery of care and support services

- Facilities that cater for residents with guide dogs and other assistance dogs.

There are variations on the above such as additional facilities for staff, a shop, storage for wheelchairs and scooters and the provision of social, educational and recreational facilities. Further design considerations are set out in the Housing LIN factsheet No. 6, Design for Extra Care (see Annex Two).

Particular priority will be given to bids that demonstrate innovation This could be demonstrated through:

:

- i. Facilities that also support people with dementia to live in the scheme, that help mainstream services designed to support people with dementia and enable them to participate in the social activities offered by the scheme.

One of the great challenges for housing with care will be the growth of the number of people with dementia, with their increasingly complex housing and care needs. Specialised and mainstream housing of all forms need to adapt to meet this challenge. Development of a new [National Dementia Strategy and Implementation Plan](#) was announced by the Department of Health last year.

- ii. The use of Telecare and other technology within the scheme to maintain health and well-being as well as to support virtual communities in the local area to reduce isolation and respond to identified emergency situations.

Telecare systems can include personal alarms, environmental sensors to detect smoke, water flooding, unlit gas and temperature, or movement sensors that detect if fridge doors are opened, a bed is occupied or if a person has fallen and cannot get up. Systems that are more sophisticated monitor many aspects of the home environment and communicate interactively with the person. For example, some detectors are able to sense when the resident has gone to bed and remind them that a window has been left open. Used appropriately, these systems promote independent living and peace of mind and, if well targeted, can prevent problems such as falls and unwanted moves to residential care. In particular, these systems can help enable people with dementia, as part of a tailored, personalised care package to remain in their own home for longer. Further information is available from the [Telecare LIN](#).

There is a considerable amount of other useful information, advice and good practice examples on Extra Care Housing on the Housing LIN website at www.icn.csip.org.uk/housing. CSIP Networks also provides a range of information about telecare and telehealth at www.icn.csip.org/telecare.

A list of the relevant resources and learning material available on websites can be found in Annex 2. Annex 3 provides additional sources of reference materials.

Bidding Criteria

Stage One: Qualifying Criteria

Each of the following criteria must be met for a bid to qualify for assessment:

- The Department of Health will only consider bids from Authorities with Adult Social Care responsibilities.
- Bids may also be made (by Housing Corporation Investment Partners, including Registered Social Landlords (RSLs)) to the Housing Corporation for joint funding of schemes, where total public funding does not exceed the maximum available from either organisation. Bids to the Housing Corporation can be made as part of Regular Market Engagement under the National Affordable Housing programme 2008-11.
- Only one bid per Local Authority will be considered
- Bids must provide robust research evidence of how proposed developments will result in improved health and social care outcomes for the target groups, and an undertaking to share that research with the Department of Health
- Bids must show how they intend to ensure effective personalisation of the service around the individual
- Only capital bids for new build or remodelling will be considered, and must demonstrate where other sources of supporting capital and revenue funds have been committed
- Partners, which must include active involvement of the relevant Primary or Health Care Trust, must sign a statement to confirm their commitment to and support for the scheme's development, including references to any capital and / or revenue contributions
- Proposed schemes must meet local strategies, including the Supporting People strategy, Carers' strategy, local housing for older people strategy, local planning development framework and/or regional housing strategy

- Outline rent levels, indicative sales prices, nomination agreements and care arrangements must be agreed between partners
- The care partner (the organisation that will provide the care package to the Extra Care Housing scheme) must be a provider of domiciliary care, which is registered with the Commission for Social Care Inspection.
- Building design must satisfy at least minimum scores of the Housing Corporation's Design and Quality Standards (2007) which include Housing Quality Indicators. For more information please see the Design and Quality Strategy and the Design and Quality Standards (which includes the energy efficiency ratings)
- All developments will meet the Lifetime Homes Standards, as described in the CLG consultation on the Code for Sustainable Homes and recent National Housing Strategy for an Ageing Society
- All bids must confirm that they will be able to start on site no later than 30th September 2009.

The Department of Health will seek the views of the Housing Corporation and its successor, the Homes and Communities Agency if after April 2009 and the Commission for Social Care Inspection regarding deliverability of the bid.

Annex One sets out the bid information in greater detail.

Out of the Scope of the Fund

The following bids will not qualify for assessment:

- Standard extra care housing which does not have a significant health and wellbeing element
- Revenue funding
- Residential or nursing home care provision
- Schemes which only involve upgrades to communal facilities

- “Dementia only” schemes, although we welcome schemes that take an inclusive approach and can support residents with dementia (see page 8)
- Funding for assistive technology, including telehealth and telemedicine as a stand alone service, although we welcome an inclusive approach to the use of assistive technology (see page 8)
- Intermediate Care or other re-ablement services as a stand alone service
- Professional fees and project management costs

Stage Two: Assessment Criteria

All eligible bids that satisfy the qualifying criteria will be assessed using four assessment criteria:

Note: The weighting of each criterion towards the assessment of a bid is shown as a percentage in brackets after the description of the criterion.

1. Health impact and demonstrable promotion of individual dignity and wellbeing (30%)

Bids will need to demonstrate how they will make a significant impact on improving the health and wellbeing of residents, such that social exclusion can be tackled. Bids will have to show:

- How the proposal will result in improved health outcomes for the target groups, especially through supporting self care initiatives, and how these individual outcomes will be measured
- How the proposal will lead to improved levels of wellbeing and quality of life for target groups and their carers / families, and how these individual outcomes will be measured,
- How the proposal will actively seek to ensure the dignity of residents and other users of the scheme’s facilities is maintained.
- How the proposal will ensure the development of a personalised approach to delivering services, resulting in an

empowering and non-institutional approach to the delivery of care and support

- The explicit benefit to people in the wider community and in local neighbourhoods
- Hospital admissions and re-admissions or move-on to residential care can be reduced – including estimates of numbers involved

2. Partnerships (20%)

Further to Putting People First, bids will need to demonstrate how effective their partnerships are, by showing the benefits of co-operation in four areas:

- Partnerships between health (primary care, acute and mental health trusts), social care and housing at a strategic level, e.g., in their LAA
- Partnerships in effective joint commissioning and procurement of housing with care and support services
- Partnerships with active involvement of residents, and their carers and/or other beneficiaries of schemes
- Partnerships with private, social enterprise, and/or community and voluntary sectors

3. Value For Money (30%)

All Bids will need to demonstrate good value for money, in five areas:

- Value for public subsidy (as assessed by the Housing Corporation's Grant Index, for schemes joint funded by them)
- Numbers of people supported, including in the wider community
- Utilisation of other funding sources
- Procurement efficiencies through evidence of effective strategic commissioning (with reference to National Housing Strategy for an Ageing Society, see below)

- Services efficiencies through design for independence, and where applicable, through re-provision of existing resources and facilities.

4. Strategic Fit (20%)

Bids will need to demonstrate how they will assist service delivery by strategic fit with:

- Current National policy direction, Putting People First, the Housing Green Paper and the national housing strategy for an ageing society.
- Regional and sub-regional strategies
- Local strategies, including Supporting People, Local Strategic Partnerships, Local Area Agreements and other local strategies and strategic needs assessment arrangements especially those related to people with disabilities and care needs, housing and care and support.
- The guide, [More Choice, Greater Voice: a toolkit for producing a strategy for accommodation with care for older people](#), published by the Housing LIN (February 2008).

Each bid will be assessed on its merits, using these four criteria. Each criterion will be weighted as indicated. In each case, assessors will be looking for clear, demonstrable evidence with an emphasis on outcomes, within the bid documentation. The best quality bids will be selected within the available funding.

Bidding Process

Bid Format

All bids must include the relevant spreadsheets and bidding forms and the following: (bids will not be considered outside these stipulations).

- A coherent structure with an index
- Executive Summary (maximum 2 pages – 4 sides of A4) with delivery of outcomes clearly stated
- Supporting Documentation (maximum of 12 pages – 24 sides of A4) to include:
 - Summary sheet with brief details of the bid, bidding partnership and contact details
 - Project delivery plan approved by project partners
 - A risk register to address the circumstances should key milestones not be met as outlined under grant allocation arrangements below, and to identify planned mitigation to reduce the impact of any risks
 - An undertaking to start on site before 30th September 2009 signed by all project partners.
 - Confirmation of other agreed capital and revenue funding sources, and/or details of capital sought e.g. from Housing Corporation;
 - Confirmation that outline nomination arrangements, rent levels, indicative sales prices are agreed with partners
 - Local strategies and plans must only be referenced as WEB / URL links within the bid documentation
 - If possible architect drawings/site plans

Bidding Forms

- The bidding forms (Annex 1) and example spreadsheets (Annex 2) are available on the DH website at http://www.dh.gov.uk/en/SocialCare/Deliveringadultsocialcare/Housing/DH_083199. Further information and resources about Extra Care Housing are available at the Housing LIN website at www.icn.csip.org.uk/housing. Spreadsheets and bidding forms for completion are available on both websites.

- A record of anonymised questions asked by bidders during the bidding period and their associated answers will be kept up to date in a “Questions and Answers” document at the following address:

<http://www.icn.csip.org.uk/housing/index.cfm?pid=761>.

Questions should be limited to points of clarification and addressed to housing@csip.org.uk.

Bid Submission

All submissions must comply with the following:

- All bids should be submitted to the Department of Health only by Local Authorities with social services/adult social care responsibilities. Bids will not be accepted directly from anyone else
- Bids must be submitted electronically on the spreadsheet included within the bidding guidance. Hard copy bids will not be accepted.
- Supporting documentation should be clearly marked with the name of the Local Authority with social services/adult social care responsibility department, scheme name and housing partner(s) and must include the name and contact details for the lead officer
- All bids should have the support of all key local stakeholders, including housing authorities, social care commissioners Supporting People Commissioning Body, Primary Care Trusts and other partners as appropriate. Each bid should include a letter from key partners setting out how the bid will contribute to the delivery of local strategies and targets
- As well as spreadsheets for scheme(s) we require a signed statement in the covering letter from the Local Authorities with social services/adult social care responsibilities department who will be submitting the bid, in the form of words given below to accompany the bid proposals

The certification is as follows:-

“I certify:

- that the bid has been costed on the basis that it will achieve at least minimum scores in the Housing Corporation’s Design and Quality Standards;
- that the prospective rents at first letting (assumed to be 1 September 2010) will be in line with restructured rents for the area;
- that if leases are to be developed for shared ownership and/or outright sale provision, these will follow the principles of the Housing Corporation’s model lease;
- that I understand that in the event of cost increases no further grant will be forthcoming for the project.”

Timetable

- Monday, 25 February 2008 - invitation to bid and supporting documents issued
- Monday, 5 May 2008 to Midnight, Monday, 12 May 2008 - will be accepted electronically (see email address below).
- Summer 2008 – results announced

Bids will not be accepted if received after midnight on Monday, 12 May 2008

Address for Bids

Bids should be sent to ExtraCareHousingBids@dh.gsi.gov.uk.

Grant Allocation

Successful Extra Care Housing Grant bid partnerships will receive their funding on presentation to CSIP of evidence that they have reached the required milestones as set out below. Payments will be made by the Department of Health on the advice of CSIP through the normal channels into the local authority’s account.

Funding will be allocated in four parts as the milestones listed below are reached over the two years 2008-2010. To qualify for the payments the evidence indicated must be provided by the due dates.

1. 25% evidence – signed partnership agreement.
Due date 14 November 2008
2. 25% evidence – planning permission received.
Due date 15 March 2009
3. 25% evidence – builders working on site¹.
Due date 30 September 2009
4. 25% evidence – Nomination arrangements in place, draft contracts for social care and Supporting People grant prepared.
Due date 31 January 2010

WARNING

The Department of Health is keen to ensure that all schemes that are successful in the bidding process receive the full amount of the funding assigned to them. However, it is important that commissioners and their partners understand that funding will not be released unless the milestones set out above are achieved by the due dates.

Any capital grant funds not allocated by 31 March in any financial year cannot be carried forward into the following year. Any scheme failing to meet the milestones for year one will not be eligible to receive funding allocations in year 2.

Where a scheme fails to meet a milestone the scheme may, on the advice of CSIP, be withdrawn from the Extra Care Housing Grant programme at the discretion of the Department of Health, and the funding may be awarded to another local authority at the discretion of the Department of Health.

There may be some flexibility around the required date for presentation of evidence within each financial year at the discretion of the Department of Health and on the advice of CSIP. Project leads are strongly advised to keep CSIP informed of progress toward milestones and notified of any potential problems as soon as they become apparent

¹ "On site" means builders are physically on the site and have or are about to start work. In order for this to be possible local authorisation, including planning permission, has been received, appropriate partnerships are in place, funding agreements signed and contracts signed to enable building work to commence.

to enable CSIP to assist the scheme to reach their milestone wherever possible.

There is no flexibility around the milestones at the end of each of the financial years (March 2009 and March 2010).

Annex One – Bid criteria and submission details

This Annex provides details on how to complete the 2008/2010 Department of Health’s Extra Care Housing bidding form. It should be read in conjunction with the information given in the Bidding Criteria and Bidding Process sections of this document.

Sheet 1: Scheme address & organisations

Department of Health
Extra Care Housing Fund 2008/2010 Bidding Form

Scheme Name
Scheme Address

| | |
|----------------------------------------------------------------------------------|--------------------------------------------------------------------|
| Social Services Authority <input type="text" value="Greenshire County Council"/> | lead organisation <input type="text" value="Test RSL"/> |
| | role of organisation <input type="text" value="RSL"/> |
| address <input type="text" value="ABC House, Suchingham SU1 2BB"/> | address <input type="text" value="ABC House, Suchingham SU1 2BB"/> |
| contact name <input type="text" value="AN Other"/> | contact name <input type="text" value="AN Other"/> |
| contact telephone <input type="text" value="123 4567 8900"/> | contact telephone <input type="text" value="123 4567 8900"/> |
| contact email <input type="text" value="test@test.gov.uk"/> | contact email <input type="text" value="test@test.com"/> |

| | | |
|----------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------|
| organisation 2 <input type="text" value="Buildit PLC"/> | organisation 3 <input type="text"/> | organisation 4 <input type="text"/> |
| role of organisation <input type="text" value="Contractor/developer"/> | role of organisation <input type="text"/> | role of organisation <input type="text"/> |
| address <input type="text" value="Brick House, Brick Lane, Suchingham SU6 3CC"/> | address <input type="text"/> | address <input type="text"/> |
| contact name <input type="text" value="AN Othertoo"/> | contact name <input type="text"/> | contact name <input type="text"/> |
| contact telephone <input type="text" value="123 456 789"/> | contact telephone <input type="text"/> | contact telephone <input type="text"/> |
| contact email <input type="text" value="build@build.com"/> | contact email <input type="text"/> | contact email <input type="text"/> |

Scheme name

For each bid, you should enter a scheme name the address (where known) where the scheme will be located.

Local Authority with Adult Social Care Responsibility

The local authority with adult social care responsibilities (social services department) where the scheme is situated. This is the body that will submit the grant application.

Lead organisation

The principal organisation responsible for the project.

Other organisations (where appropriate)

Organisations with a significant input into either the development or management of the completed scheme.

Sheet 2: Scheme details & timescale

Department of Health
Extra Care Housing Fund 2008/2010 Bidding Form

| | | | | | | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-------|---------------|-----------|-----------------------|-----------|-----------------------|--|--------------------|--|-------|--|
| <p>Scheme name Test scheme</p> <p>Local Primary Care Trust Greenshire PCT</p> <p>Local Housing Authority Another District Council</p> | <p>scheme type (select all that apply)</p> <p>newbuild yes</p> <p>remodelling yes</p> <p>Other yes</p> | | | | | | | | | | | | |
| land and property details | | | | | | | | | | | | | |
| <p>do you already own the building/land? yes</p> <p>if no, then please give the name of the landowners n/a</p> <p>has the property previously received any public subsidy? yes - some HC grant for existing units</p> <p>brownfield site? yes</p> <p>site area (Ha) 0.404</p> <p>gross internal floor area (m2) 1800</p> | <p>tenure (select all that apply)</p> <p>social rent yes</p> <p>open market sale yes</p> <p>shared ownership yes</p> <p>market rent no</p> <p>intermediate care no</p> <p>other (specify) </p> <p>other non-housing accommodation proposed (please specify) Homecare agency base: dementia daycare facility</p> | | | | | | | | | | | | |
| <p>scheme complies with: Lifetime Homes standards? yes</p> <p>Energy Efficiency compliant? yes</p> | <p>ethnic groups</p> <table border="0"> <tr> <td>group</td> <td>units</td> </tr> <tr> <td>white British</td> <td>65</td> </tr> <tr> <td>Asian other</td> <td>10</td> </tr> </table> | group | units | white British | 65 | Asian other | 10 | | | | | | |
| group | units | | | | | | | | | | | | |
| white British | 65 | | | | | | | | | | | | |
| Asian other | 10 | | | | | | | | | | | | |
| forecast timescale | | | | | | | | | | | | | |
| <p>site purchase (if applicable) December 2008</p> <p>planning permission: outline January 2009</p> <p>planning permission: detailed April 2009</p> <p>start on site October 2009</p> <p>practical completion October 2010</p> | <p>client focus</p> <table border="0"> <tr> <td>Client</td> <td>units</td> </tr> <tr> <td>Older People</td> <td>73</td> </tr> <tr> <td>Learning Disabilities</td> <td>2</td> </tr> <tr> <td>Physical Disabilities</td> <td></td> </tr> <tr> <td>Sensory Impairment</td> <td></td> </tr> <tr> <td>Other</td> <td></td> </tr> </table> | Client | units | Older People | 73 | Learning Disabilities | 2 | Physical Disabilities | | Sensory Impairment | | Other | |
| Client | units | | | | | | | | | | | | |
| Older People | 73 | | | | | | | | | | | | |
| Learning Disabilities | 2 | | | | | | | | | | | | |
| Physical Disabilities | | | | | | | | | | | | | |
| Sensory Impairment | | | | | | | | | | | | | |
| Other | | | | | | | | | | | | | |
| Use of Assistive Technology | | | | | | | | | | | | | |
| <p>Community Alarm</p> <p>Telecare</p> <p>Other (specify)</p> | <p>yes</p> <p>no</p> <p>Falls monitors to be installed ...</p> | | | | | | | | | | | | |

Scheme type

Enter if this is new-build or remodelled scheme.

New-build: This is a new building. It might be a new wing on an existing building or as part of a larger regeneration scheme or retirement village. However, it must only relate to housing provision (and associated communal facilities) where grant is sought.

Remodelling: This is an existing building which may have previously had the support of public sector funding /grant but needs funding for remodelling to make it suitable for the purposes of Extra Care Housing.

Other: Please specify and elaborate in your covering letter. Note that the Department of Health grant is not available for adaptations to existing units of accommodation, communal upgrades or improvements or to meet revenue costs.

Tenure

For each bid you should enter tenure type e.g. social rent, market rent, shared ownership, open market sale. For mixed tenure bids (as one example), please indicate all the tenures that apply; however please list the units in each tenure category separately in the unit details sheet.

Social Rent: Schemes that provide permanent housing for rent from Housing Associations, funded partly from grant or other public subsidy and partly from private loans.

Open Market Sale: Leasehold, with restrictive covenants restricting age of owner/occupiers

Shared Ownership: A home-ownership scheme designed to help people who wish to buy a home of their own. It allows people to buy a share of a property and pay a rent on the remainder, although for older peoples' housing, no rent is payable on the last 25%. An element of the Total Scheme Cost is provided by public subsidy and the balance is raised from a private loan.

Market rent: The market rent is paid by tenants. Similar restrictive covenants regarding age of occupants.

Intermediate Care: A term used to describe a range of short-term rehabilitative services for people leaving hospital, and for people who are at risk of hospital admission. It acts as a bridge between a variety of care settings, including hospitals residential and nursing homes, very sheltered and people's own homes. Intermediate care usually involves a short programme of support with input from social services and health professionals. Government defines an intermediate care episode as typically lasting no more than 6 weeks.

Other: Anything else. Please elaborate in your covering letter.

Land and property details

Indicate if the land is in your ownership, or give details of the landowner. Also, indicate if there has been any previous public capital funding for the land and/or building. Give further details in the covering letter if possible.

Brownfield sites

Indicate if any new development is on a site that has been subject to a previous development use

Area of the Site

If the bid is for new build enter the site area in hectares.

Gross Internal Floor Area

Enter the Gross Floor Area for the bid; this should include all circulation and communal space.

Design and energy efficiency

Please state whether the scheme will meet Lifetime Home Standards and complies with Energy Efficiency rating requirements.

Forecast timetable

Please complete this realistically. Guarantees cannot be made to fund schemes which fall outside dates given, particularly if these move between financial years.

Ethnic groups

Please give estimates of the number of units to be occupied by any known ethnic groups.

Client focus

Please give estimates of the number of units to be dedicated to any known client groups.

Use of assistive technology

Please indicate whether capital/revenue funding is available from other sources for on-site community alarm provision, and/or the use of NHS PASA approved telecare or telecare equipment.

Note, the Extra Care Housing Fund cannot be used to meet the capital/revenue costs for assistive technology.

Sheet 3: Unit details

| Department of Health Extra Care Housing Fund 2008/2010 Bidding Form | | | | | | | | | |
|------------------------------------------------------------------------|-------------|------------------|------------------|-------------|-------------|--|--|--|--|
| Test scheme | | | | | | | | | |
| Unit details | | | | | | | | | |
| Unit ID | type A | type B | type C | type D | type E | | | | |
| unit type | flat | flat | flat | flat | bedsit | | | | |
| construction | newbuild | newbuild | newbuild | remodelled | other | | | | |
| tenure | social rent | shared ownership | open market sale | social rent | social rent | | | | |
| no of units | 8 | 8 | 4 | 4 | 4 | | | | |
| bedrooms per unit | 2 | 1 | 1 | 1 | 1 | | | | |
| people per unit | 3 | 2 | 2 | 1 | 1 | | | | |
| unit gross internal floor area (m2) | 63 | 47 | 47 | 35 | 35 | | | | |
| Benchmark costs | £ 95,000 | £ 85,000 | £ 85,000 | £ 0 | £ 0 | | | | |
| Lastest valuation | £ 84,000 | £ 78,000 | £ 78,000 | £ 0 | £ 0 | | | | |
| max eligible grant % | 65.20% | 25.00% | 0.00% | - | - | | | | |
| CAPITAL grant claimed per unit £ | £ 43,000 | £ 25,000 | £ 0 | £ 5,000 | £ 0 | | | | |
| REVENUE grant claimed per unit £ | £ - | £ - | £ - | £ - | £ - | | | | |
| %age of equity sold (if applicable) | n/a | 75.00% | 100.00% | n/a | n/a | | | | |
| market value (if applicable) | n/a | £ 100,000 | £ 100,000 | n/a | n/a | | | | |
| proposed weekly rent (if applicable) | £ 53.65 | n/a | n/a | £ 45.32 | £ 45.32 | | | | |
| target weekly rent (if applicable) | £ 53.63 | n/a | n/a | £ 46.00 | £ 46.00 | | | | |
| weekly Housing Benefit eligible service charge | £ 9.50 | £ 9.50 | £ 9.50 | £ 9.50 | £ 9.50 | | | | |
| weekly non-HB service charge | £ 1.25 | £ 1.25 | £ 1.25 | £ 1.25 | £ 1.25 | | | | |

Unit Details

Enter the following where applicable by row/column:

Unit ID

Your description to differentiate between different unit types

Unit type

e.g., flat, bungalow, bed-sit

No. of units

Number of units proposed by unit ID and tenure

People per unit

The maximum number of people who could reasonably be expected to occupy the property. For example, a flat with a double bedroom and a single bedroom will be classed as three people. (Note that this is to ensure consistency of assessment of bids, not to imply a particular standard for use of space.)

Benchmark costs

As defined by the latest Housing Corporation procedures in force at the time of bidding. This need not apply for purely leasehold schemes.

Maximum eligible grant

As defined by the latest Housing Corporation procedures in force at the time of bidding.

Grant claimed per unit

Bidders should enter the amount of funding they require from the Department of Health per unit by unit type.

For any form of social housing, bidders should have regard to the relevant Housing Corporation defined indicators, benchmark costs and grant rates, ensuring that the funding required will make the scheme work in the light of their current rent policy.

Percentage of equity sold

If shared ownership or open market sale.

Sheet 4: costs and grant details

Department of Health
Extra Care Housing Fund 2008/2010 Bidding Form

| summary | |
|--------------------|-------------------------------------------------------------|
| Test scheme | |
| 28 | units |
| 36 | bedrooms |
| 56 | people |
| £ 1,780,000 | Benchmark costs |
| £ 1,350,000 | total scheme costs |
| £ 564,000 | housing related capital grant claimed (from previous sheet) |
| £ 0 | total revenue grant required |
| £ 250,000 | other grant required/obtained eg Housing Corporation |
| £ 814,000 | total grant required |
| £ 25,000 | minus other public subsidy |
| £ 789,000 | total grant required from Department of Health |
| 60.30% | overall scheme grant % (total grant/total scheme costs) |
| £ 29,071 | total grant per unit |
| £ 28,179 | total Department of Health grant per unit |

note: if any of the above cells contain #VALUE then please check that you have not entered a non-numeric value in the associated 'unit details' sheet - leave cells on the 'unit details' sheet blank instead

Total Scheme Cost:

You should enter 100% of projected outturn costs including on-costs, in pounds. Note that all bids should be based on projected outturn costs at the price levels you anticipate, not on the appropriate benchmark costs or today's prices. This is to enable the cost of all competing bids to be compared on a similar basis.

Other grant required:

Include any other grant you require, in addition to that calculated by the Unit details sheet. Details of why the grant is required should be included in your covering letter. Any other subsidy such as a capital contribution or free or discounted land should be excluded from the grant required, as should any input of private support.

Other Public Subsidy

Bidders should enter the details of subsidy that they expect to receive from other public bodies (e.g. Local Authorities) which will count against the grant limit for the scheme. This should clearly identify any free or discounted land that is being made available and any capital contribution from any other public body.

Annex Two – Resources and Learning Materials

The Housing LIN has extensive information on its website that can support commissioners and providers of extra care housing for older and vulnerable people and provides opportunities for learning and practice exchange through its local and regional networks, events and site visits. For more information, visit www.icn.csip.org.uk/housing.

Key Housing LIN Documents:

Key documents on its website for this bidding round include:

Toolkits/reports:

Extra Care Housing Toolkit (2006). A tool for local authorities and partners to develop a local extra care strategy.

More Choice, Greater Voice (2008), A guide for local authorities to help implement their local housing strategy for older people.

Remodelling sheltered housing and residential care homes to extra care housing: advice to housing and care providers (2008). A report on research carried out by Kings College London and University College London.

Extra Care Housing: Development planning, control and management (2007). A planning good practice note with the Royal Town Planning Institute.

Dignity in Housing (2007). A report on how housing with care commissioners and providers can enable older people to live in accommodation with care with dignity.

Connecting housing with the health and social care agenda (2007). An overview of the interconnectivity of housing, health and care in meeting the needs and aspirations of older and vulnerable people.

Technical briefs:

- No 1. Care in Extra Care Housing
- No 2. Funding Extra Care Housing
- No 3. Mixed tenure in Extra Care Housing

Factsheets:

- No 1. What is Extra Care Housing?
- No 2. Funding and commissioning Extra Care Housing
- No 4. Models of Extra Care Housing and Retirement Villages
- No 5. Assistive Technology in Extra Care Housing
- No 6. Design Principles in Extra Care Housing
- No 7. Private Sector provision of Extra Care Housing
- No 10. Refurbishing or remodelling sheltered housing: a checklist for Extra Care Housing
- No 17. The potential for Independent Care Home providers to develop Extra Care Housing
- No 22. Contracting arrangements for Extra Care Housing

Case studies:

- No 6. How to get an extra care programme in practice
- No 18. Community Involvement in planning Extra Care Housing
- No 21. Knowing your market?
- No 24. Commissioning Extra Care Housing: a social services commissioner's perspective

No 31. Anticipating future accommodation needs: a methodology

No 32. Modelling development and build costs in Extra Care Housing

The Housing Corporation's Design and Quality Standards (2007) which include Housing Quality Indicators are available on the Housing Corporation website at the following addresses:

http://www.housingcorp.gov.uk/upload/pdf/design_and_quality_strategy_20070501111140.pdf

http://www.housingcorp.gov.uk/upload/pdf/Design_quality_standards.pdf

Annex Three – Other Useful Resources

Communities and Local Government (2008). Lifetime Homes, Lifetime Neighbourhoods: A National Housing Strategy for an Ageing Society.

Croucher K (2007), The housing choices and aspirations of older people. Communities and Local Government New Horizons research programme.

Department of Health (2007), Putting People First, information on social care reform grant/concordat

Department of Health, POPPI information and toolkit, www.csed.csip.org.uk/

Department of Health (2006), Our health, our care, our say: a new direction for community services. Department of Health White Paper

Housing Corporation (2007). Vulnerable People's Strategy, London.

Housing Corporation (forthcoming). Older People's housing strategy, London.

International Longevity Centre (2006). Building Our Futures. ILC, London

International Longevity Centre (2008). Towards Lifetime Neighbourhoods. ILC, London

Lifetime Homes: Lifetime Neighbourhoods – a National Strategy for Housing in an Ageing Society (2008) <http://www.communities.gov.uk/news/corporate/702993>

National Dementia Strategy and Implementation Plan, http://www.dh.gov.uk/en/SocialCare/Deliveringadultsocialcare/Olderpeople/DH_077211

Telecare LIN.

http://www.dh.gov.uk/en/Healthcare/IntegratedCare/Changeagentteam/DH_4123755

Vallely S et al (2007), Opening Doors to Independence, Housing 21, London



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