

How to Apply for LD Supported Accommodation

1.

- All applicants must complete a housing application on line at www.swindon.gov.uk

2.

- SW or LD Duty complete ASC Housing referral - this needs to be sent to the LD Commissioning email for authorisation before being returned to the Social Care Housing Lead

3.

- The housing application will be processed by the Social Care Housing lead in line with SBC's allocation policy. If the case is complex the Social Care Housing lead will refer to the ASC & Housing Panel to consider all housing options available

4.

- Applicant will be direct matched to a suitable vacancy / property
- Allocation/Nomination will be made based on housing need, costs to SBC, time on waiting list

5.

- If allocation is to a SBC scheme/property the relevant checks will be completed in line with SBC's policy by the lettings team.
- Providing there are no issues a formal offer of accommodation will be made. If there are any issues the Social Care Housing Lead will work with ASC to try and resolve these so the allocation can proceed.
- If the issues mean that the allocation cannot proceed for any reason the Social Care Housing Lead will refer the case to the ASC & Housing panel to consider other housing options

6.

- If the applicant is nominated to a housing association scheme the housing association will complete their own checks and providing there are no issues a formal offer will be made.
- If the housing association identifies any issues the Social Care Housing Lead will work with ASC and the housing association to try and resolve these so that the nomination can proceed.
- If it is not possible for the nomination to proceed the case will be referred to the ASC & Housing panel to consider all housing options

7.

- As soon as keys are available the applicant will be invited to attend and sign up for their new tenancy. The applicant will be able to move in any time after they receive the keys to their new home