



**VERY SHELTERED HOUSING**

**AT**

**ABBEY COURT, MINTLAW**



## **ABOUT VERY SHELTERED HOUSING AT ABBAY COURT, MINTLAW**

Very sheltered housing provides independent accommodation for adults with a housing support need in a comfortable and secure environment. The accommodation is designed to meet the particular needs of adults with a housing support need and in each of the 23 individual flats in Abbey Court there is a living room, kitchen, bedroom(s) and shower room with central heating throughout.

In addition, there is a communal lounge and small kitchen on the first floor for the use of tenants along with a guest bedroom. On the ground floor of the building there is also a Daycare centre and catering kitchen along with office, staff accommodation, laundry, assisted bathroom and 'buggy store'. The Daycentre will be operated by Aberdeenshire Council and will also provide lunches and supper for tenants. Tenancies at Abbey Court will be with Castlehill Housing Association and tenants will have the benefit of their own independence and choice, with support and security.

Abbey Court is not a Care Home but the accommodation and services can meet the changing needs of tenants. Staff working in the scheme will be employed by Aberdeenshire Council. In addition to Abbey Court, Castlehill Housing Association has 3 other very sheltered housing schemes in Aberdeen, Banchory and Dyce along with 22 other sheltered housing schemes in Aberdeen City, Aberdeenshire and Moray.

## **ALLOCATION OF PROPERTIES**

Properties at Abbey Court will be allocated following an assessment process involving both Castlehill Housing Association and Aberdeenshire Council. The Council will be responsible for assessing and nominating prospective tenants for properties at Abbey Court and an Allocations Panel will decide on those persons who will be allocated flats. The initial point of contact for anyone who is interested in accommodation at Abbey Court is Leslie Anderson of Aberdeenshire Council whose contact details are given in this

booklet. Applicants will be required to meet certain criteria to be considered for Abbey Court, as follows;

- Adults with a need for Housing Support services, and who;
- May require planned assistance with personal care
- Are unable to prepare a meal themselves
- Would benefit from organised social activities and social contact
- Have a moderate health condition, but are stable on prescribed medication or treatment

Very sheltered housing may not be appropriate for persons;

- If two or more Carers are needed for assistance during the night
- If the individual needs close or continual supervision during the day or night
- If frequent unplanned care and support is needed during the day and night
- If the individual presents challenging, unpredictable or confused behaviour on a regular basis.

Aberdeenshire Council will consider persons interested in accommodation at Abbey Court following an initial assessment. Using key questions a decision will then be made to progress with a further detailed assessment of individuals interested in Abbey Court. If at the initial assessment stage it is not considered that the person meets the criteria detailed above they will be advised of this. The detailed assessment will also be done by Aberdeenshire Council and the information gathered will be presented in a report to the Allocations Group consisting of representatives from Aberdeenshire Council and Castlehill Housing Association. The Group will decide on the allocation of individual tenancies and all persons considered will be advised on outcomes. It is envisaged that tenancies will be offered at Abbey Court from August 2010 onwards.

## **HOUSING SUPPORT AND CARE SERVICE**

Aberdeenshire Council has commissioned their own staff to provide an integrated Housing Support and Care service for all tenants at

Abbey Court. Staff will be led by a Very Sheltered Housing Co-ordinator, and other staff within Abbey Court will include Assistant Co-ordinators, Care and Support Workers, Domestic and Catering staff.

Care and Support staff will be on duty 24 hours per day to assist with planned personal care. Planned care will be documented in each tenant's Personal Plan and will include details of their Housing Support needs. Care and Support staff will have contact with each tenant on a daily basis and will be available to respond to calls for assistance and emergencies through the call system.

## **COMMUNAL FACILITIES**

At Abbey Court there are a number of communal facilities available for the use of tenants. The communal lounge/kitchen on the first floor is available for a range of uses, and there is also a guest room with two beds for the use of friends and relatives of tenants who can book this for a charge of £10 per person per night. All individual flats have a shower room and a bathroom is also available on the ground floor of the building equipped with bath hoist for the use of various persons including tenants.

The laundry on the ground floor is also available for the use of tenants and Care and Support Workers on a communal basis and is equipped with two washing machines and two dryers.

Externally there is a parking area at the front of the building available for the use of tenants on a 'first come first served' basis with other parking also available for staff and visitors. The building is surrounded by attractive landscaping with an enclosed garden area at the rear. Refuse disposal is by bulk bins located in the building accessed off the main ground floor corridor.

## **CLEANING OF COMMUNAL AREAS**

Arrangements will be made for the cleaning of communal areas and tenants will contribute towards the cost of this in their service charge. Tenants are responsible for cleaning within their own flats including window cleaning.

## **TENANCY AGREEMENT**

All properties at Abbey Court are let unfurnished by Castlehill Housing Association on the basis of a Scottish Secure Tenancy Agreement.

## **RENT AND OTHER CHARGES**

All tenants are required to pay a monthly rent and service charge to Castlehill. As well as the basic rent this covers the cost of services to communal areas, such as electricity, heating, cleaning, gardening, maintenance and provision of furnishings to communal areas and other items. As there is a central plant boiler, a heating charge will also be made for the tenant's flat.

In addition a Housing Support charge will be collected by Aberdeenshire Council from those residents required to pay this. Tenants may be eligible to receive financial assistance from the Council towards the cost of all of these charges depending on their individual circumstances.

Tenants are also responsible for the cost of electricity to their own property and meeting Council tax charges due to Aberdeenshire Council.

## **TELEVISION AND LICENCE CHARGES**

There is a communal satellite television system serving all properties at Abbey Court. This allows tenants to receive terrestrial and satellite television, although there is normally a charge for the latter. All tenants are also eligible for a concessionary television licence which is free for those over 75, while those under 75 pay an annual fee of £7.50.

## **FURTHER INFORMATION**

**If you require any further information  
or are interested in accommodation at**

**Abbey Court**

**please contact**

**Leslie Anderson**

**at Aberdeenshire Council**

**01467 627677**

**E mail [leslie.anderson@aberdeenshire.gov.uk](mailto:leslie.anderson@aberdeenshire.gov.uk)**

**If you require information about  
Castlehill Housing Association please contact**

**Jim Anderson**

**or**

**Mandy Rae**

**At**

**4 Carden Place**

**Aberdeen**

**Tel 01224 625822**

**E mail [info@castlehillha.co.uk](mailto:info@castlehillha.co.uk)**

**[www.castlehillha.co.uk](http://www.castlehillha.co.uk)**