

# FACILITATING MOVES IN RETIREMENT.

APRIL 2023

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This guide gives an overview of how we can assist customers with facilitating a move in retirement

 THE CHURCH  
OF ENGLAND  

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PENSIONS BOARD



# Introduction

Here at the Church of England Pensions Board, we offer help to retired clergy, and their spouses or partners, with finding the right housing option for their retirement.

We recognise that personal circumstances and needs may change over time, and that you might find that at some point, your home is no longer suitable for you. This may result in the need to move to more suitable accommodation.

When this happens, we are here to help you find the right accommodation for your circumstances.

## How we can help you

We can support you:

- To consider options with a range of different housing providers, so that you find a home that best meets your needs.
- To consider whether a move to one of our Community Living schemes would work well for you.
- By giving you clear, timely and accessible information and guidance to enable you to make informed decisions.
- By giving you a single point of contact, to help you as you explore the right option for you.
- By supporting you to access any additional financial support that you may be entitled to during retirement,

## Overview of our service

### Making an Application for facilitating a move in Retirement.

Once you have decided that you need to move, we will need you to complete an application form for support with housing in later life.

It is important that you complete the form in full and send in any supporting documentation regarding your request.

When we receive your completed form, we will arrange to meet with you to discuss the housing options available to you, which may include considering other housing providers in the area or the location you wish to move to.

The meeting can take place either face to face or virtually on teams or zoom.

#### How will you process my application?

When looking at your application we will take in to account several different options which we will discuss with you.

- ✓ we will consider how we can make adaptations to your existing home to enable you to remain there. Please be aware, we will only agree to adaptations to your home if they are practicable, cost effective and do not affect the value of the asset.
- ✓ we will explore what housing is available with other providers in the area you would like to live and if this is

a more suitable option for you. We will bring information and examples of the other types of housing with us.

- ✓ We will consider if it is appropriate and affordable for you to look at moving in to one of our community living schemes, because it better suits your needs and circumstance.
- ✓ when you make a request for a move following a bereavement we will counsel and discuss this thoroughly with you and your family or friends, to agree if it is in your best interests to move at this time. In these instances, we would explore what other housing provision is available as an option for you.

If as a result of an application to move, you are re-housed by another provider, we would like to reassure you that even if we are no longer your landlord and provider of your housing, you will remain a customer of the Church of England Pensions Board all of your life. You will be able to access our welfare benefits advisor service as well as our pensions team for assistance, or any advice, and help.

## Information on other Housing Options

### Community Living

We own and manage seven community living schemes around the country. These are available to both newly retiring and existing customers, at any stage of their retirement. Unlike our rental properties which are designed to support clergy leaving tied accommodation, these services are available to a wider group of applicants.



#### Eligibility criteria

We can help:

- those with stipendiary service,
- those with non-stipendiary ministry service,
- Brothers and Sisters from Anglican religious orders,
- Church Army officers,
- Licensed lay ministers.
- those who receive a pension from the National Church Institutions, and
- their spouses and civil partners.



To be eligible for one of our community living schemes you (or your spouse/partner) must have at least 5 years' service.

#### Rent and service charges

If you have savings of £16k or above, you will be expected to cover the full costs of the service; if not, you may be eligible for housing benefit. If you are a member of the clergy and have at least 5 years stipendiary service, you may be eligible for subsidised support costs.

## Exploring your options with other providers

Our team can help put you in touch with a range of other housing providers, depending on your individual circumstances. We can talk through options with you and support in making an application to other providers

### Age UK.

Age UK have a very helpful factsheet called Specialist Housing for Older People. This is available online [www.ageuk.org.uk](http://www.ageuk.org.uk) or we can send you a hard copy in the post.

The factsheet shares some of the questions you might want to ask in exploring options in sheltered housing and extra care options. It also looks at help available with funding.

Age UK also operates a free advice line which is available 365 days a year on 0800 678 1602 (open 8am to 7pm).

### Elderly Accommodation Counsel

The Elderly Accommodation Counsel (EAC) is a national charity with a mission to help older people make informed choices about meeting their housing and care needs. They are widely trusted as an independent and impartial custodian of good quality information.

They believe that good and trustworthy information about the options open to people is key to planning ahead successfully. They hold unique directories of accommodation and services for older people throughout the UK. They also offer an advice line service.

	<b>Elderly Accommodation Counsel</b>
	<a href="https://eac.org.uk">https://eac.org.uk</a>
	<b>0800 377 7070</b>

For an example of their services please refer to:  
**[www.housingcare.org](http://www.housingcare.org)**

## Further help.

If you would like to discuss making an application to us to discuss the support, we offer for housing in later life please use the contact details below to speak with a member of the housing team.



0207 898 1824



[housingservices@churchofengland.org](mailto:housingservices@churchofengland.org)



Housing  
Church of England Pensions Board  
PO BOX 2026  
PERSHORE  
WR10 9BW