
STATUTORY INSTRUMENTS

2023 No. 416

The Supported Accommodation (England) Regulations 2023

PART 7

Reviewing and monitoring supported accommodation undertakings

Quality of support review

32.—(1) The registered person must maintain a system for monitoring and improving the quality of support provided by the supported accommodation undertaking by completing a review (“a quality of support review”) at least once every six months, which must take into account—

- (a) the views of children, including any feedback and complaints received;
- (b) feedback from individual children on the impact the supported accommodation has had on the child’s life, especially regarding how well prepared the child felt for transition into supported accommodation and how well prepared the child feels for transition out of supported accommodation;
- (c) feedback from each child’s accommodating authority, staff and any relevant persons;
- (d) any relevant research and developments in relation to the way in which the needs of children are best met.

(2) After completing a quality of support review, the registered person must produce a written report setting out the actions the registered person intends to take as a result of that quality of support review.

(3) The registered person must provide a copy of the review report to the CIECSS within 28 days beginning with the day on which the report is completed, and make a copy of it available on request to each child’s accommodating authority.

Absence of registered service manager

33.—(1) If the registered service manager proposes to be absent from the supported accommodation undertaking for a continuous period of 28 days or more, the registered provider must—

- (a) give notice in writing to the CIECSS of the proposed absence, and
- (b) ensure that appropriate arrangements are made to ensure that there is limited disruption to the service provided during the period of absence.

(2) Except in the case of an emergency or unforeseen absence, a notice under paragraph (1)(a) must—

- (a) be given no later than one month before the proposed absence commences, or within such shorter period as may be agreed with the CIECSS, and
- (b) specify with respect to the proposed absence—
 - (i) its length or expected length;

- (ii) the reason for it;
 - (iii) the arrangements which have been made under paragraph 1(b) for the management of the supported accommodation undertaking during the absence;
 - (iv) the name, address, qualifications and experience of the person who will be responsible for the supported accommodation undertaking during the absence;
 - (v) the arrangements that have been, or are proposed to be, made for appointing another person to manage the supported accommodation undertaking during the absence, including the proposed date by which the appointment is to be made.
- (3) If the absence in paragraph (1) arises as a result of an emergency or is unforeseen, the registered provider must—
- (a) give notice of the absence—
 - (i) within one week of the beginning of the absence;
 - (ii) specifying the matters in paragraph (2)(b), and
 - (b) ensure that appropriate arrangements are made to ensure that there is limited disruption to the service provided during the period of absence.
- (4) If the notice required under paragraph (2) or (3) has not been given as required, it must be given without delay.
- (5) The registered provider must notify the CIECSS of the return to duty of the registered service manager not later than seven days after the date of the registered service manager's return.

Notice of changes

34.—(1) The registered person must give notice in writing to the CIECSS, as soon as it is reasonably practicable to do so, if any of the following events take place or are expected by the registered person to take place—

- (a) a person other than the registered person carries on or manages the supported accommodation undertaking;
 - (b) a person ceases to carry on or manage the supported accommodation undertaking;
 - (c) where the registered provider is an individual—
 - (i) the individual's name changes;
 - (ii) a trustee in bankruptcy is appointed;
 - (iii) the individual makes a composition or arrangement with the individual's creditors;
 - (d) if the registered provider is a partnership, any change in the membership of the partnership;
 - (e) if the registered provider is an organisation—
 - (i) the organisation's name or address changes;
 - (ii) any change of director, manager, secretary or other similar officer of the organisation;
 - (iii) any change in the identity of the nominated individual;
 - (f) if the registered provider is a company—
 - (i) any change in ownership of the company;
 - (ii) a liquidator or a provisional liquidator, a manager or a receiver is appointed;
 - (g) the premises of the supported accommodation undertaking are significantly altered or extended, or additional premises are acquired for use as supported accommodation.
- (2) If premises are no longer used, or intended to be available for use, as supported accommodation by the supported accommodation undertaking, the registered person must give

notice in writing to the CIECSS no later than 10 working days after the registered person becomes aware of the decision to cease use of the premises.

(3) Where additional premises are acquired, commissioned or arranged, or the supported accommodation undertaking intends to acquire, commission or arrange additional premises, and the supported accommodation undertaking intends to provide supported accommodation at those premises, the registered person must give notice in writing to the CIECSS as soon as it is reasonably practicable to do so, of the following—

- (a) the address of the additional premises;
- (b) the characteristics of the children for whom it is intended the supported accommodation undertaking will provide accommodation at the premises, including the age range, number and sex of the children;
- (c) the category or categories of supported accommodation to be provided at the premises.

(4) The registered person must give notice in writing to the CIECSS within 72 hours of the supported accommodation undertaking—

- (a) accommodating a child for the first time in any premises which were not referred to in the registered person's application for registration;
- (b) accommodating a child in premises for the first time after the premises are brought back into use, after the undertaking temporarily ceased to use the premises as supported accommodation.

Financial position

35.—(1) The registered provider must carry on the supported accommodation undertaking in a manner which is likely to ensure that it will be financially viable for the purpose of achieving the aims and objectives set out in the statement of purpose.

(2) The registered person must—

- (a) ensure that adequate financial records are maintained and kept up to date in respect of the supported accommodation undertaking, and
- (b) provide a copy of the financial records and most recent accounts to the CIECSS upon request.

(3) The registered person must provide the CIECSS with such information as the CIECSS may reasonably require for the purpose of considering the financial viability of the supported accommodation undertaking, including—

- (a) the annual accounts of the supported accommodation undertaking certified by an accountant;
- (b) information as to the financing and financial resources of the supported accommodation undertaking and the registered provider;
- (c) where the registered provider is a company, information as to any of its associated companies;
- (d) a certificate of insurance for the registered provider in respect of liability which may be incurred by the registered provider—
 - (i) in relation to the supported accommodation undertaking, and
 - (ii) all premises used as supported accommodation by the undertaking, in respect of damage, death, injury, public liability and other loss.

(4) For the purposes of this regulation, a company is an associated company of another company if one of the companies has control of the other company or both companies are under the control of the same person.