

YORK AND NORTH YORKSHIRE OFFENDER HOUSING PROTOCOL

PURPOSE OF THE PROTOCOL

To ensure that a co-ordinated approach is taken to the accommodation of offenders, people released from custody and those supervised by NOMS (National Offender Management Service, comprising The Prison Service and The National Probation Service (NPS)) and Community Rehabilitation Companies (CRCs), by Local Authority Housing Providers and Voluntary Sector Housing Providers.

STRUCTURE OF THE PROTOCOL

The protocol seeks to address the housing needs of offenders and people released from custody prior to, during and following the making of a custodial sentence.

The protocol also seeks to address:

- Local Housing Authorities' duties towards the prevention of homelessness.
- NPS and CRCs commitment to effective resettlement.
- How partner agencies contribute towards community safety objectives.
- The contribution of Registered Providers (RPs) and the voluntary sector in housing and supporting offenders.

There are a number of areas where a Local Authority through its role as a strategic Housing Authority, or an Administering Authority, has responsibilities and powers which can enhance the provision of housing and housing related support for offenders. Commissioning Bodies should ensure that housing related support is widely accessible to all offenders and that specialist providers are working with an appropriate mix of offenders, e.g. level and nature of risk. Strategic Housing Authorities should work in partnership with support providers to ensure that offenders living in supported accommodation who are ready to move on, have access to general needs housing, thus maintaining availability within specialist schemes.

The protocol also seeks to develop a culture of understanding, effective forward planning and communication which will not only enable agencies to meet their statutory and organisational responsibilities, but will ensure that staff time is deployed efficiently and effectively, thereby not only achieving better outcomes, but saving time for workers.

The protocol intends to support Multi Agency Public Protection Arrangements (MAPPA), which should always take precedence over this protocol. Further details on dealing with MAPPA offenders are found at page 8 of the protocol.

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TERMS USED IN THE PROTOCOL

1. Housing Provider – An organisation in the statutory or voluntary sector who provides or facilitates housing. Usually a Local Authority Housing Provider or Registered Provider (previously known as Registered Social Landlord).
2. Housing Support Provider – An statutory or voluntary sector organisation that provides support to offenders to develop skills to help them sustain their tenancy.
3. Housing Advice Provider – An organisation in the statutory or voluntary sector that provides advice and support to offenders on accessing housing.
4. Prison – A prison in the Yorkshire and Humberside Area (but not exclusively).
5. National Probation Service (NPS) – North East Division (including York and North Yorkshire). Directly manages offenders who pose a high risk of serious harm to the public, those released from custody who have committed the most serious offences and all MAPPA eligible offenders.
6. Community Rehabilitation Company (CRC) – North Yorkshire, Humberside and Lincolnshire. Directly manages low and medium risk offenders, including short sentenced offenders.
7. Offender – A person who has either been charged with an offence or who has been sentenced to a period in prison. A person who has been remanded in custody may not be found to be an offender.
8. Offender Manager – The staff member from the relevant organisation responsible for the management and supervision of the offender.
9. Initiating Body – The person or agency directly responsible for ensuring that an action or process is started. Subsequently, responsibility may pass to other agencies, or held jointly.

PARTNERSHIP AND ORGANISATIONAL RESPONSIBILITIES

The key to effectiveness of the protocol lies in clear communication, a commitment from all partner agencies to joint working and open, transparent information sharing policies and decision making processes.

Each partner needs to agree the protocol and take responsibility for compliance issues within their own organisation.

Appendix A details the main contact details for each partner agency.

Appendix B details the information sharing protocol.

Appendix C details the dispute resolution procedure.

Appendix D details Bed & Breakfast establishments used by Local Housing Authorities as emergency temporary accommodation.

REVIEW OF THE PROTOCOL

The protocol will be reviewed annually through the York, North Yorkshire & East Riding Homelessness Group (YNYERHG), comprising managers from Local Authority Homelessness/Housing Options Teams, North Yorkshire County Council Commissioning, Children and Young People's Service and Health and Adult Service Teams.

Before Custody

The period prior to a person being sentenced to custody is usually extremely short, very uncertain, but important in the planning for accommodation.

It is likely that the client will be aware of the possibility they will be sentenced to a term in prison but not always. It is also probable that they will have contact with a Probation Officer to compile a standard delivery report or already be under supervision of the Probation Service.

There are occasions when either, due to the nature of the offence or the view of the Court, that a person may be sentenced to custody immediately.

<u>Stage 1</u>	<u>Initiating Body</u>
1. When compiling a standard delivery report the impact of custody on a person's housing status will be discussed.	Offender Manager
2. Client provided with information about options and supported to: <ul style="list-style-type: none"> • Decide whether to take action at this point. • Provisionally give notice on tenancy. • Take action in securing tenancy. • Gain a reference from the Housing Provider for future reference. • Confirm rent liability. 	Offender Manager or signpost to specialist agency, e.g. Housing Options, CAB, Law Centre
3. Client to nominate a family member or friend to look after their property and interests should they be sentenced to/remanded in custody. This could apply whether or not the tenancy is terminated.	
4. If it is likely that a tenancy is to be terminated, arrangements to be considered for removal and storage of property and possessions.	Offender Manager

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At Sentencing

Again the experience in Court will be variable dependant on the time of day i.e. whether the prisoner spends a period in the cells after sentencing or is taken away immediately, or released on an order of the Court and supervised by the Probation Service.

Stage 2 – Sentenced to Imprisonment

Initiating Body

If it is possible:

1. Events at Stage 1 undertaken.
2. Relevant landlords informed of prisoner’s status.

Offender Manager will seek support of Defendant’s Solicitor

Within 48 hours of reception into prison:

1. Prisoner’s housing status identified and actions identified to secure and preserve or terminate the tenancy.
2. Landlord contacted about prisoner’s status and interventions regarding property.
3. Housing Benefits Department/Department of Works and Pensions contacted to initiate action to preserve tenancy.
4. Should the tenancy be terminated, negotiations with landlords regarding rent notice period/ future offers of property.
5. If the tenancy is terminated, removal and storage of property and possessions organised, where possible.
6. Should property be maintained, arrangements made for security and housing benefit/rent to be continued/paid. Nominated friend or family member identified / confirmed.
7. Where possible an ‘undertaking’ of offering suitable accommodation on release should be obtained from the Housing Provider.

Prisons Contractor

Prisons Contractor/
Offender Manager/
Person in custody/
Housing Provider

During Custody

Again, circumstances are variable. Many prisoners spend only a matter of weeks in prison; others may spend years and move between prisons. Some prisoners will not remain within the region of their origin, in particular women prisoners, due to the lack of resources within the women's estate.

Stage 3

1. As soon as is practicable, an assessment of housing and support needs carried out, building on the information from OASys.
2. As soon as is practicable, applications for accommodation to the Local Authority and/or RP and relevant housing related support providers should be made.
3. Housing Provider considers application and responds in writing to prisoner informing them as to whether their application has been accepted in principle, or deferred/refused. The assessment at this stage is likely to be a 'desktop' consideration against the provider's eligibility criteria. If the application has not been accepted, the Housing Provider should specify reasons for refusing the application and indicate areas of change/achievement expected of the prisoner for their application to be accepted. This should also include information about any right of Review.
4. Housing action plan drawn up to address issues as part of individual Sentence Plan.

This may include:-

- Arranging for contributions towards rent arrears to be made by the prisoner.
 - Undertaking housing related life skills programme.
 - Drugs/alcohol related programmes.
 - Monitoring of cell condition.
 - Addressing any previous anti-social behaviour.
 - Requesting a Review against any negative decisions as appropriate.
5. Should prisoners be transferred to another establishment, the Sentence Plan and any arrangements such as payment of rent arrears should be continued. The transfer must also be notified to potential housing and/or support providers.

Initiating Body

Prisons Contractor/Offender
Manager

Housing Provider in
consultation with Offender
Manager

Prisons Contractor in
consultation with Offender
Manager

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| <p>6. Four months prior to release, or as soon as possible for prisoners serving sentences of less than six months in custody, contact made by the prisoner with Housing Provider to formally request housing. This application, wherever possible, should include the assessment of achievements whilst in prison, attached to the request, along with a full and comprehensive risk assessment, in line with the Information Sharing Protocol. Once all the information is received and verified, applications received under the North Yorkshire Choice Based Lettings (CBL) Partnership will be activated 56 days (in line with the Homelessness Reduction Act 2017) prior to release, with consideration given to the offender protocol and pre-release allocation if the appropriate criteria met. Applications to Harrogate Borough Council, once assessed and verified, will be actively considered within 56 days of release and in accordance with the protocol.</p> | <p>Prisons Contractor and Offender Manager working together</p> |
| <p>7. For prisoners who are not clear about either their options or are having difficulty in identifying possible housing, access to housing advice services should be available (e.g. Shelter, Through The Gate) and the development of Prisoner Peer Housing Advice Services are encouraged.</p> | <p>Prisons Contractor</p> |
| <p>8. Housing Providers responds to request within two working weeks outlining the process to be followed and the likely outcome.</p> | <p>Housing Provider</p> |
| <p>9. Any prisoner, who has no realistic prospect of housing on their release and is being released within two months, should be notified to the appropriate Local Housing Authority's named Housing Options Officer.</p> | <p>Prison Contractor/Offender Manager/
Local Housing Authority</p> |
| <p>10. The named officer in Housing Options Section will work with person in custody and Prison Contractor/Offender Manager to secure appropriate accommodation prior to release in accordance with the Homelessness Reduction Act 2017 duty to relieve homelessness. The Housing Options Section will provide advice and assistance tailored to the individual's needs.</p> | <p>Prison Contractor/Offender Manager</p> |

Staff supporting the applicant should consider such actions as:-

- Exploring sources of funding to secure vacancies for short periods to ensure that properties/place are available. This may include housing providers being able to maintain a void for a short period.
- The granting of 'Release on Temporary Licence' (ROTL) to attend interviews and view properties.
- Specific and tailored advice for prisoners being released under the Homelessness Reduction Act 2017.
- Temporary accommodation will be provided if the prisoner is eligible, homeless and believed to be priority need under homelessness relief. The Local Authority may also refer the prisoner to another Local Authority at this stage, if they have no local connection to the original Local Authority.

11. In collaboration with the Local Housing Authority Housing Options Section, Prison Contractor/Offender Manager should continue to pursue applications through the voluntary sector.

12. In preparation for release, housing support needs of prisoner to be identified. These may result in:

- High/medium support – Referral to specialist scheme (e.g. RACS).
- Low support – Identify need and negotiate with providers.

13. Support agreement created with prisoner and shared with Support Provider as appropriate in line with Information Sharing Protocol.

Prison Contractor/Offender
Manager

On Release

a. If No Accommodation Secured

1. Telephone call to appropriate Housing Options Section through named Housing Options Officer to confirm NFA status of prisoner.
2. Details of Housing Options Section given to prisoner and if appropriate appointment time.
3. Details of No Second Night Out/direct access

Prisons Contractor/
Offender Manager

hostels/local emergency accommodation provided to prisoner.

4. Details copied to Offender Manager if appropriate.

b. Accommodation Secured in Approved Premises or Voluntary Sector Supported Accommodation

1. Arrangements made for person leaving custody to access project and arrangements for placement confirmed between provider/ Offender Manager and offender.

Offender Manager

c. If Independent or Supported Accommodation Acquired

1. Arrangements made for person leaving custody to access appropriate office/premises and ensure that:
 - Housing Benefit/Universal Credit claim has been submitted with all appropriate evidence.
 - Rent in advance/bond arranged if required.
 - Tenancy agreement understood and signed.
 - Utilities connected.
 - Sources of furnishings have been identified, furniture acquired.
 - Keys acquired and offender moved to property.
 - Referral to floating homelessness prevention service.
 - Referral to other support services.

Offender Manager/
Housing/Support Provider

Offenders Living in the Community

1. Support programme commences.
2. List of named contact workers created for contact and circulated to all parties.
3. List updated when changes are made.
4. a. **All Going Well**
 - Progress reviewed at least monthly via telephone contact and support plan reviews.

Support Provider

Offender
Manager

All Parties

Where relevant:

- Introductory tenancy converted to secure tenancy, or starter tenancy converted into assured tenancy.
- Support programme terminates.
- Independent client.

Offender
Manager/Housing/Support
Provider

b. Difficulties

- Difficulties identified by any party shared with other named workers and Offender Manager.
- Difficulties addressed via collaborative work co-ordinated by Offender Manager.
- If difficulties persist and are unacceptable, staff meet to plan termination of tenancy, co-ordinated by Offender Manager.

All Parties

- Alternative accommodation sought.
- Termination of Tenancy if appropriate.

MULTI AGENCY PUBLIC PROTECTION ARRANGEMENTS (MAPPA)

MAPPA are a set of arrangements to manage the risk posed by the most serious violent and sexual offenders. MAPPA eligible offenders are identified and information about them is shared within a number of relevant agencies in order to inform the risk assessments and risk management plans of those managing them. All MAPPA cases are managed by the National Probation Service.

There are three categories of MAPPA eligible offender:

- Category 1 Registered Sexual Offenders (RSO).
- Category 2 Violent or other sexual offenders sentenced to imprisonment of 12 months or more (in the main).
- Category 3 Offenders who do not fit within the first two categories, but who pose a risk of causing serious harm and require multi agency management.

There are three management levels intended to ensure that the available resources are focussed on the cases where it is most needed and where there are higher risks of harm. Level 1 involves ordinary single agency management and there is no requirement to hold MAPPA meetings; Level 2 is where there is involvement of more than one agency to manage the offender and Level 3 where management of the offender requires the commitment of resources at a senior level within an agency.

Each Local Housing Authority has a named Single Point of Contact (SPOC) for all Level 2 and Level 3 MAPPA cases, who will be invited to all MAPPA meetings. In the case of stock transfer Housing Authorities, it may be appropriate to invite the appropriate Registered Provider, following consultation with the MAPPA Administration Officer. MAPPA meetings are usually held a minimum of 3 months prior to an offender's release and thereafter on a regular basis if required.

In line with the protocol, applications for accommodation must be made as soon as is practicable. For those offenders applying under the North Yorkshire Choice Based Lettings (CBL) Partnership (including all Housing Authorities in York and North Yorkshire excluding Harrogate), applicants subject to MAPPA can only be accepted onto the register with approval of a relevant senior manager. Offenders applying to Harrogate Borough Council must contact the Housing Authority directly. Applications should include full details of the offender, restrictions or stipulations with regard to rehousing and any relevant risk assessments in line with the Information Sharing Protocol. Where appropriate, applications should also be made to the relevant housing related support providers.

Subject to the general policy (eligibility and qualification) a MAPPA applicant subject to restrictions or stipulations with regard to rehousing will be offered a direct let through the CBL Partnership and only one reasonable and suitable offer will be made. Applicants applying to Harrogate Borough Council will be assessed in accordance with the approved housing allocations policy. Depending upon the nature of their convictions, applicants applying to Harrogate Borough Council may also be subject to the Potentially Dangerous Offender (PDO) procedure, prior to being considered for an offer of accommodation.

Prior to an offer of accommodation being made, the Police and/or Offender Manager will be contacted to discuss the suitability of the offer. Every effort will be made to

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ensure that a MAPPA offender does not have to apply as homeless on release (either directly from prison or on leaving an Approved Premise).

USE OF BED & BREAKFAST AND/OR OTHER FORMS OF TEMPORARY ACCOMMODATION FOR OFFENDERS

In exceptional circumstances, Local Housing Authorities may have to use Bed & Breakfast and/or other forms of temporary accommodation for offenders (including MAPPA offenders) for a period of time, if no alternative accommodation is available. Local Housing Authorities may also need to consider using out of area temporary accommodation. Any placements should be discussed on a case by case basis with the Police and/or Offender Manager in accordance with the Information Sharing Protocol.

Details of Bed & Breakfast establishments currently used by Local Housing Authorities are detailed at Appendix D.

Appendix A – Contacts

York, North Yorkshire & East Riding Homelessness Group Members (York & North Yorkshire members only)

Agency	Name	Title	Tel No.	E-mail
Craven District Council	Claire Willoughby	Housing Options Manager	01756 706466	cwilloughby@cravenc.gov.uk
Hambleton District Council	Alison Morton	Housing Options Team Leader	01609 767177	alison.morton@hambleton.gov.uk
Harrogate Borough Council	Carol Loftus	Housing Needs Manager	01423 500600 ext. 56932	carol.loftus@harrogate.gov.uk
Richmondshire District Council	Heidi Richardson	Housing Options Advisor	01748 901143	Heidi.richardson@richmondshire.gov.uk
Ryedale District Council	Kim Robertshaw	Principal Specialist (People)	01653 600666 ext. 383	kim.robertshaw@ryedale.gcsx.gov.uk
Scarborough Borough Council	Chris Brown	Housing Options Manager	01723 232519	chris.brown@scarborough.gov.uk
Selby District Council	Simon Parkinson	Private Sector Housing Officer	01757 292106	sparkinson@selby.gov.uk
City of York Council	Tim Carroll	Service Manager, Housing Options & Support	01904 554124	tim.carroll@york.gov.uk
NYCC Commissioning	Carol Armstrong	Commissioning Manager – Scarborough & Ryedale	01609 536895	carol.armstrong@northyorks.gov.uk
	Avril Hunter	Locality Head of Commissioning – Craven & Harrogate		avril.hunter@northyorks.gov.uk
NYCC Children & Young People's	Jill Boak	Young Peoples Pathway	01609 798438	Jill.boak@northyorks.gov.uk

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Services		Manager		
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Local Housing Authority Housing Options Named Contacts

Local Authority	Name	Title	Tel No.	E-mail
Craven District Council	Claire Willoughby	Housing Options Manager	01756 706466	cwilloughby@cravendc.gov
Hambleton District Council	Alison Morton	Housing Options Team Leader	01609 767177	alison.morton@hambleton.gov.uk
Harrogate Borough Council	Darren O'Connor	Housing Options Team Leader	01423 500600 ext. 56812	darren.oconnor@harrogate.gov.uk
Richmondshire District Council	Heidi Richardson	Housing Options Advisor	01748 901143	Heidi.richardson@richmondshire.gov.uk
Ryedale District Council	Kim Robertshaw	Principal Specialist (People)	01653 60066 ext. 383	kim.robertshaw@ryedale.gcsx.gov.uk
Scarborough Borough Council	Chris Brown	Housing Options Manager	01723 232519	chris.brown@scarborough.gov.uk
Selby District Council	Simon Parkinson	Private Sector Housing Officer	01757 292106	sparkinson@selby.gov.uk
City of York Council	Tim Carroll	Service Manager, Housing Options and Support	01904 554124	tim.carroll@york.gov.uk

National Probation Service/Community Rehabilitation Company Named Contacts

Agency	Name	Title	Tele. No.	Contact Details
MAPPA (National Probation Service)	Gina Griffiths	MAPPA Manager	01904 526000 Mobile 078897 02504	gina.griffiths@north-yorkshire.probation.gis.gov.uk
MAPPA (National Probation Service)	Pauline Stokell (Tuesday/Wednesday)	Public Protection Manager	01904 526000 Mobile 078080 99630	pauline.stokell@north-yorkshire.probation.gis.gov.uk
MAPPA (North Yorkshire Police)	Fiona Wynne Angela Went		01609 789966	
National Probation Service (York)	Simon Godley Fran Wright* Heather Hughes	Senior Probation Officers	01904 526000	108 Lowther Street, York
National Probation Service (Selby)	Fran Wright* (Tue or Thu –	Senior Probation Officers	01757 707241	Union Lane, Selby

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	twice monthly)			
Community Rehabilitation Company (York/Selby)	Wendy Hilton (Wednesday/Thursday/Friday) Christine Grainger	Senior Probation Officer	01442 296728 01442 295400	
National Probation Service (Northallerton)	Wendy Capes (Northallerton & Harrogate)	Senior Probation Officer	01609 772271	Essex Lodge, 16 South Parade, Harrogate
National Probation Service (Harrogate)	Wendy Capes Mark Gibson (Harrogate & Skipton)	Senior Probation Officers	01423 566764	5/7 Haywra Crescent, Harrogate
National Probation Service (Skipton)	Mark Gibson	Senior Probation Officer	01756 79797	The Court House, Bunkers Hill, Skipton
Community Rehabilitation Company (Northallerton)	Wendy Hilton	Senior Probation Officer	01442 296728	Essex Lodge, 16 South Parade, Harrogate
Community Rehabilitation Company (Harrogate/Skipton)	Pauline Wilkinson	Senior Probation Officer	01609 772271 01423 566764	5/7 Haywra Crescent, Harrogate
National Probation Service (Scarborough)	James Cawthorne	Senior Probation Officer	01723 366341	3 rd Floor, Pavillion House, Scarborough
Community Rehabilitation Company (Scarborough)	Elizabeth Knowles	Senior Probation Officer		3 rd Floor, Pavillion House, Scarborough
Southview Approved Premise	Petra Chapman-Gibbs	Manager	01904 780538	
HMP Askham Grange	Vanessa Richardson Sarah Fitzwalter Ann Shey	Probation Officer Probation Officer Housing Officer	01904 772058	Askham Richard, York

*Fran Wright is based in York working 9:30am-2:30pm Mon to Thurs and 9:30am-1:30pm Fridays. Twice monthly she visits Selby on either a Tues or Thurs)

Local Housing Authority MAPPA SPOCs*

Local Authority	Name	Title	MAPPA Level	Tel No.	E-mail
Craven District Council	Claire Willoughby	Housing Options Manager	Level 2	01756 706466	cwilloughby@cravencdcs.gov.uk
Hambleton District Council	Leonie Smith	Housing Options	Level 2	01609 767192	leonie.smith@hambleton.gov.uk

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		Advisor			
Harrogate Borough Council	Carol Loftus	Housing Needs Manager	Level 2	01423 500600 ext. 56932	carol.loftus@harrogate.gcsx.gov.uk
Richmondshire District Council	Heidi Richardson	Housing Options Advisor	Level 2	01748 901143	Heidi.richardson@richmondshire.gcsx.gov.uk
Ryedale District Council	Kim Robertshaw	Principal Specialist (People)	Level 2	01653 600666 ext. 383	kim.robertshaw@ryedale.gcsx.gov.uk
Scarborough Borough Council	Chris Brown	Housing Options Manager	Level 2	01723 232519	chris.brown@scarborough.gov.uk
Selby District Council	Dominic Richardson	Housing Tenant Services Team Leader	Level 2	01757 292077	dorichardson@selby.gov.uk
City of York Council	Tim Carroll	Service Manager, Housing Options and Support	Level 2/3	01904 554124	tim.carroll@york.gov.uk
	Den Southall	Head of Housing Service	Level 3	01904 551298	Den.southall@york.gov.uk

***Please note that the Level 3 MAPPA SPOC for all Districts within North Yorkshire (excluding York) is Kim Robertshaw, who will liaise with the relevant Local Housing Authority as necessary.**

Local Authority Chief Housing Officers

Local Authority	Name	Telephone	E-mail
Craven	Wyn Ashton	01756 706338	washton@cravendc.gov.uk
Hambleton	Sue Walters-Thompson	01609 767176	sue.walters-thompson@hambleton.gov.uk
Harrogate	Madeleine Bell	01423 500600 Ext 58352	Madeleine.bell@harrogate.gov.uk
Richmondshire	Colin Dales	01748 901002	colin.dales@richmondshire.gov.uk
Ryedale	Kim Robertshaw	01653 600666 ext. 383	kim.robertshaw@ryedale.gcsx.gov.uk
Selby	June Rothwell	01757 292103	jrothwell@selby.gov.uk
Scarborough	Andrew Rowe	01723 383598	andrew.rowe@scarborough.gov.uk
York	Den Southall	01904 551298	den.southall@york.gov.uk

Appendix B Information Sharing Protocol

This protocol relates to the sharing of information between the YNYOHP partners and their staff who are involved in the implementation of the protocol.

The aim of the partners in co-operating under the terms of this protocol is to ensure that information supplied regarding clients will be used solely by staff for the purpose of planning and delivering appropriate services to such clients and to fulfil the associated monitoring requirements.

Information will be shared between partners where consent has been obtained from the client and where the information will be used in a positive manner to enable the effective implementation of the protocol. In accordance with relevant allocation policies etc., partners should seek to consider each case on its own merit.

This protocol also applies to the disclosure of risk information and information relating to MAPPA cases.

Confidentiality

Partners shall ensure that any information supplied to them relating to clients and any disclosures made by clients, remain confidential except where there are overriding issues of public interest.

Any exchanges of information under this protocol shall require all partners to act in accordance with the Data Protection Act 1998 and General Data Protection Regulations 2018, or any superseding or amending statutory requirements and no partners shall act in any other manner or way which is deemed to be unlawful. In addition, due care will be given to any requirement of the Human Rights Act 1998.

Breaches of confidentiality should be investigated and where necessary, dealt with as a disciplinary issue by the employer of the staff member involved. Breaches may result in exclusion from the protocol.

Appendix C Dispute Resolution

All YNYOHP partners and their staff should use their best endeavours to agree on the most appropriate course of action to meet an offender's housing needs through joint discussions with the individual officers involved. However, if a solution cannot be agreed and a partner believes that another partner is failing to follow the underlying principles of the protocol, they can refer the matter to the relevant senior officer of the organisation concerned to review the case and determine a solution. Those partners working within NOMS can refer the matter to the appropriate Chief Housing Officer for local housing authority concerned (see contact details in Appendix A) and the local housing authority can contact Joanne Aitkin, who will represent the partners within NOMS.

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Appendix D Bed & Breakfast Establishments (as at April 2018)

Please note that these can only be booked via the relevant Local Authority Housing Options Team.

Hambleton District Council:

Tatton Lodge
Londonderry
Northallerton DL7 9NF
01677 422222

Harrogate Borough Council:

The Argyll
80 Kings Road
Harrogate HG1 5JX
01423 567166

The White Horse
61 North Street
Ripon HG4 1EN
01765 603622

Days Inn
Wetherby
West Yorkshire LS22 5GT
01937 547557

Richmondshire District Council:

Tatton Lodge
Londonderry
01677 422222

Harrogate Hill Lodge
North Road
Darlington
01325 282121

The Argill
Darlington
01325 255003

Scarborough Borough Council:

Albemarle Guesthouse
22 Albemarle Crescent
Scarborough YO11 1XX
01723 501019

Charnwood Guesthouse
148 North Marine Road
Scarborough YO12 7HZ
01723 375831

Selby District Council:

The Bay Horse
Snaith Road
East Cowick
Goole DN14 9DA
01405 948272

The Gables Hotel
58 Park Avenue
Princes Avenue
Hull HU5 3ES
01482 343426

The Willows
Crockret Close
Flaxley Road
Selby YO8 4BP
01757 709914

City of York Council:

Details on request