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<b>REPORT TO:</b>	<b>HOUSING AND COMMUNITY SERVICES COMMITTEE</b>	<b>AGENDA ITEM: 6</b>
<b>DATE OF MEETING:</b>	<b>27<sup>th</sup> AUGUST 2015</b>	<b>CATEGORY: RECOMMENDED</b>
<b>REPORT FROM:</b>	<b>CHRIS HOLLOWAY - HOUSING OPERATIONS MANAGER</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>Chris Holloway (01283 595957)</b> <a href="mailto:chris.holloway@south-derbys.gov.uk">chris.holloway@south-derbys.gov.uk</a>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>PROPOSED AMMENDMENTS TO THE COUNCIL'S ALLOCATIONS POLICY</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: HC 01</b>

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## **1.0 Recommendations**

1.1 Members approve the amendments to the Council's allocations policy specified in section 3.0

## **2.0 Purpose of the Report**

2.1 To advise members of proposed amendments to the Councils allocations policy.

## **3.0 Detail**

3.1 The following amendments to the Councils' allocations policy are recommended. Table 1 below details the proposed changes and rationale for each.

3.2 Table 1. Proposed changes to the allocations policy

<b>Existing Section</b>	<b>Proposed Amendment</b>	<b>Rationale</b>
<p>11.2.3 (homeless final offers)</p> <p>Applicants are expected to bid for 8 weeks to secure accommodation.</p> <p>If the applicant does not bid appropriately and if no offer has been secured in 8 weeks the case officer removes 'emergency banding' and places 'proxy' bids on the applicants behalf until accommodation is secured</p>	<p>Change 8 weeks to 4 weeks to bid for accommodation through choice based lettings.</p> <p>If no offer of accommodation has been secured in 4 weeks then a reasonable 'direct offer' of accommodation will be made.</p> <p>Applicant retains emergency banding throughout process</p>	<p>Reduces temporary accommodation costs to the authority</p> <p>Ensures statutory duties to homeless applicants are completed quicker and more efficiently</p>

14.5 (Young People in Care)	Create a 'care-leavers' protocol with social services which defines the levels of support offered by housing and social services to enable care leavers to sustain their first tenancy	Ensures that vulnerable care-leavers are supported in their tenancy  Reduces risk of tenancy failure  Consistent with National good practice
Allocations of accommodation to staff members, Councillors and their families (new section)	Applicants to declare if they are a member of staff, District of Parish Councillor or related to one when applying for housing  Offers of accommodation to be scrutinised and signed off by two members of the senior management team	Increased transparency  Ensures no applicant receives an unfair advantage (perceived or actual)  Consistent with established practice among registered providers of housing
Pre-Application Checklist (new section)	Prior to being given an application form for housing, applicants are asked to complete a 'pre-application' checklist to determine eligibility to register (for example) <ul style="list-style-type: none"> <li>○ Local connection</li> <li>○ Household Income</li> <li>○ Home-Ownership</li> <li>○ Right to Reside in the UK</li> <li>○ Tenancy related debt.</li> </ul> <p>Applicants who are not eligible will be written to explaining the reason for not providing an application for housing.</p>	Reduces number of applicants with no realistic chance of securing accommodation  Reduces officer time checking forms from applicants not eligible for assistance  Applicants expectations are managed appropriately

#### **4.0 Financial Implications**

4.1 There are likely to be significant 'cost' and 'efficiency' savings realised from the approving the changes noted in section 3.0. In particular by reducing time spent in temporary accommodation for homeless applicants which is significantly more expensive than accommodation provided by the District Council

#### **5.0 Corporate Implications**

5.1 Not applicable at present

#### **6.0 Community Implications**

6.1 Providing excellent services that meet the needs and aspirations of customers is a key aim of the Service and the Council