

**ALLOCATIONS POLICY
SUMMARY OF THE MAIN CHANGES**

Existing Policy	Proposed new policy
No definition of “statutorily overcrowded”	The glossary of terms includes a definition of statutorily overcrowded to help applicants understand what we mean when we use this term. (Page 6)
No assessment is made of an applicant’s financial means to resolve their own housing need.	The proposed new policy includes a new section on the financial assessment of applications. (Page 15 section 13.5.2)
Priority for a move to a particular locality is only given to applicants in A Band.	The proposed new policy gives priority for the need to move to a particular locality for a particular reason to applicants in B Band where the need to move may be for a limited period but the need to move remains urgent. (Page 19 section 14.9.1)
For applicants moving on from supported housing (hostel accommodation), applications are only accepted once they are ready to “move- on” and they are then given A Banding.	The proposed new policy allows applicants to register once they move into supported accommodation or have made an initial application to South Derbyshire Homefinder. Applicants will be given a deferred status on South Derbyshire Homefinder register and therefore will not be able to express interest in advertised properties. Once they are ready to “move- on” their application will be reassessed as A Band. (Page 19 section 14.9.1)
The South Derbyshire Homefinder Register is reviewed ever year.	The proposed new policy states that all applications given Emergency Banding will be reviewed every 8 weeks to ensure that they still need that level of priority and Bands A and B will be reviewed annually. (Page 20 section 14.12.2)
Each property is advertised with property details only.	The proposed new policy states that the adverts for properties will contain all the information we hold on the property, including size, location, local facilities and a photo of the property concerned. (Page 24 section 18.5.1)
Adverts are placed in a local free newspaper, on the Homefinder web site and in the Civic Offices. Applicants can bid on – line or by placing a telephone bid.	The proposed new policy states that we will advertise properties on line, in the Civic Offices and in a local newspaper. We will seek to renegotiate the price for the newspaper adverts. Telephone bidding will cease (the cost having this service is £5,800 per year and in the last 12 months only 49 applicants used this service). (Page 24 sections 18.5.2 & 19.1)
No information on allocations is currently publicised.	The proposed new policy has a section covering the publication of performance information on allocations, including the ratios of allocations across the Bands. The Tenants Scrutiny panel will also review performance in this area. (Page 26 section 20.9)
No mention of Local Lettings policies	Although SDDC there is a ‘low-key’ mention the proposed new policy recognises that local lettings policies can help create mixed communities, manage areas of deprivation and respond to the changing needs of those on the housing register. (Page 26 section 20.8)
Timescale for processing a change of circumstances is 28 days.	In the proposed new policy change of circumstances will be processed within 10 working days once all documentation is received. (Page 28 section 22.2.7)