

## APPENDIX 3

Allocation Policy Section	Suggested Change	Reason for Change
Suggested Change Throughout document	Change from HomeSearch to Homesearch	To reflect the change in branding of the scheme
Suggested Change 1.0 Scope	To remove reference to the South Nottinghamshire Choice Based Lettings partnership	Partnership was dissolved in 2021
Suggested Change 1.0 Scope	To add "Rough Sleeping" to the South Nottinghamshire Homelessness Strategy	To reflect the change in the document name. It is now the South Nottinghamshire Homelessness and Rough Sleeping Strategy
Suggested Change 4.0 Regulatory Code and Legal Framework	DLUHC changed from MHCLG	To reflect the change in Government department
Suggested Change 5.4 Qualification	To remove  <i>Applicants who have been accepted as a reciprocal arrangement with another local authority or registered provider</i>	This has proved a cause of confusion for applicants. The situations that the Council may use this are unclear, where the applicant would not meet another qualification criteria or be able to be housed within the Broxtowe Borough
Suggested Change 5.4 Qualification	To add  <i>Applicants who provide care to people within the Borough and whose care needs are not able to be met in any other way, subject to the applicant meeting the other eligibility and qualification criteria.</i>	The Ombudsman recently criticised a Council in Lincolnshire for breaching the public sector equality duty for not having provision for assisting carers for disabled persons within their Allocations Policy
Suggested Change 5.11 Banding	To add	This adds to a new provision from last year and allows the most serious and severe

	<i>If an applicant has more than one Band 1 criteria relevant to their application, they will be awarded a further 12 months waiting time. This will enable their applications to be further prioritised</i>	cases to be further prioritised
Suggested Change 5.11 Banding	<p>To add to the Band 2 Move on from Specialist and Supported Accommodation criteria</p> <p><i>Applicants must have local connection to the Broxtowe Borough in accordance with the guidance within the Policy, or, have been referred in to the accommodation by Broxtowe Borough Council.</i></p>	Homeless applicants in particular can be affected by this change. If the Council refers them to a supported accommodation scheme outside of the Borough, they retain their local connection.
Suggested Change 5.11 Banding	<p>To clarify Band 2, High Medical Priority</p> <p><i>Applicants or a member of their household who have a serious, lasting medical condition, illness or disability which is made worse by their current accommodation and as a result of their condition it is not reasonable to continue to occupy their current accommodation on a long term basis. This includes both physical and mental health. To meet this criteria, the property which the applicant is moving to must meet and resolve their housing needs.</i></p>	The Council is encountering a number of situations where applicants are claiming and providing proof documents that would meet the criteria for High Medical Band 2, but are then seeking to be housed in properties that would be similarly unsuitable for medical reasons

Suggested Change 5.11 Banding	<p>To clarify Band 2, High Welfare need</p> <p><i>Applicants who experience hardship in their current accommodation and who need to move to improve their situation. This includes applicants who have suffered a traumatic incident in their home.</i></p> <p><i>Applicants that are placed in High Welfare Need require re-housing but the need is not considered to be an emergency, placing them at risk of immediate homelessness.</i></p>	<p>To provide further clarity for officers and applicants about when and whether to award this banding and who can qualify</p>
Suggested Change 5.11 Banding	<p>To add to the Band 3 criteria a new criteria of Reassessed Urgent Applicants</p>	<p>The Council has a high number of applicants in the highest bands. Some applicants who are awarded this banding are then not placing bids for suitable properties that are available to them and suitable reasoning for the applicant not placing a bid is not being provided.</p> <p>If applicants are awarded urgent bands, their housing need is urgent and they need to move at the earliest available opportunity.</p>

5.13 Pre-tenancy checks and risk assessments	<p>To add a clause that clarifies appropriate housing areas.</p> <p><i>In certain situations, particularly when applicants are fleeing harassment, violence, threats of violence or domestic abuse, housing the applicant in certain areas of the Borough may pose or fail to alleviate the risks being fled. For allocations in these circumstances, professional advice may be sought and allocations will follow the Area Placements procedure.</i></p>	<p>The Council is finding a number of applicants that are fleeing violence but wish to be housed in the immediate surrounds of their home. Whilst these can be for understandable personal reasons, it does mean that the likelihood of reoccurrence of the violence or abuse is elevated.</p>
5.17 Larger Independent Living accommodation	<p>To add a clause to clarify how larger units of Independent Living accommodation are allocated</p> <p><i>Properties that are designated as Independent Living accommodation and are larger than one bedroom will be allocated to applicants over the age of 18 and will be allocated in accordance with household needs, such as disabilities, rather than whether they need the support available within Independent Living.</i></p> <p><i>These larger units can be used to allow families with disabilities for instance. The relevant documentation and support from a Specialist Occupational Therapist will be required as necessary</i></p>	<p>The majority of properties that are within Independent Living are one bedroom.</p> <p>Following the designation changes, many of these properties are being moved to the general housing portfolio. However, some properties remain that are larger, such a number of the bungalow stock.</p> <p>It is important that the Council considers using these properties for groups with different complex needs, such as families with disabilities. This could therefore allow these households to live in accommodation that is level access for those who may have mobility difficulties for example.</p>

5.23 Review of urgent applications	<p>To add a clause to explain the change in Band 3 criteria outlined above</p> <p><i>If a review is undertaken and there is no suitable reason provided to explain why an applicant has not been bidding on available and suitable properties, the applicant should be reassessed into Band 3. The application can be reassessed and/or priority restored subject to appropriate assurances from the applicant being received or a further change in circumstances of the applicant</i></p>	Reasoning detailed in earlier section
5.25 Application exclusion/Removal from the register	<p>To add some further areas of clarity around when applicants can be removed or excluded</p> <p><i>An applicant will be excluded if following reassessment, the applicant is no longer eligible for housing.</i></p> <p><i>An applicant will be excluded if an applicant no longer meets the qualifying criteria at any time from the point of registration, to the point of allocation.</i></p> <p><i>An applicant will be removed if an offer of accommodation has been made, has been accepted and signed for by the applicant from the Council or a partner within the Homeseach scheme.</i></p>	The changes clarify that applications can be closed if circumstances change. This will have happened in practice but was not outlined in the policy previously

Size and types of properties that applicants can bid for	<p>To add clarity around caring responsibilities for children</p> <p><i>Where the applicant has access to their children, but whose main home is with the other parent or another carer, they will not be counted as permanent members of the household.</i></p>	To provide clarity for applicants
Size and types of properties that applicants can bid for	<p>To add clarity around families and bedroom entitlement</p> <p><i>Families with children of the same sex where both children are aged under 16 may be allocated on the basis of the children sharing a bedroom</i></p> <p><i>Families with children of the opposite sex where both children are aged under 16 may be allocated on the basis of the children sharing a bedroom, unless the older child is over 10</i></p>	To provide clarity for applicants

Size and types of properties that applicants can bid for	<p>To add clarity around overnight carers</p> <p><i>For a bedroom to be awarded for an overnight carer, a live-in carer is essential on a daily and continuing basis and a live-in carer has been identified and has moved in with the household or is ready to do so when accommodation is available and if the applicant were to claim housing benefit, the extra bedroom would be awarded, in conjunction with housing benefit regulations. Receipt of carers allowance alone does not mean that a live in carer is necessary. In all cases, regardless of whether or not the carer is in receipt of carer's allowance, it will be necessary for the applicant to provide evidence that they receive disability benefits commensurate with the need for a live in carer.</i></p>	To provide clarity for applicants
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