

## Appendix 1- Summary of proposed amendments

Page	Description of proposed amendment	Explanation for proposed amendment
7	Non dependent adult relatives are not taken into account in an application for re-housing but live-in carers in receipt of carers allowance are	Clarification of definition of adult non dependent household members not included in application required as open to interpretation
8	Applicants who refuse one offer of reasonable property will be excluded	There is a very limited supply of housing available to allocate to meaning that realistically households can only expect to be offered one property that meets their assessed needs
	Applicants who owe rent arrears will be excluded unless they have met a repayment plan for a period of 8 weeks. Existing council tenants affected by the under-occupancy charge will be allowed to trade down	Clarification of "reasonable" period required as open to interpretation.  It makes sense to allow council tenants in arrears to trade down into a suitably sized property if this means that they are not going to accrue further arrears
	Applicants will be excluded where they have breached the tenancy conditions in current or former accommodation	Clarification and helps motivate households in temporary accommodation to meet the required conditions so that they may be banded and discharged into the private sector
	Applicants will be excluded for 1 year if they have voluntarily given up a council property in the hope of gaining another	This has arisen out of a case review
	Applicants will be excluded according to Section 214 of the Housing Act 1996 (e.g.: withholding of information, false statements and failure to inform of change of circumstances)	This should have been included as an excluded category before
9	Band 4 is for people under the Housing Act 1996 (Part VII) awarded reasonable preference but have had their preference reduced	Clarification of summary of what band 4 is intended for- to move households who have their preference reduced into the private sector and potentially discharge duty
	Households have to have continuously lived in the borough, through their own choice, to have a local connection	Clarification required as open to interpretation
10	Head of Housing Options may	Service reorganisation means that job

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	authorise discretion to meet an exceptional housing need	titles have changed
11	Young people leaving care may be offered shared accommodation	Highlights that the housing solution for young people might be different, depending on their assessed housing need
14	Applicants will have their housing need assessed and be offered one property and be expected to accept this property as their offer of re-housing	There is a very limited supply of housing available to allocate to meaning that realistically households can only expect to be offered one property that meets their assessed needs
15	Senior housing options officers may allocate to properties outside of the property pool	Service reorganisation means that job titles have changed
	Applicants who have been assessed as requiring ground floor accommodation will be given priority for ground floor, level access properties	If this rule is not in place then general needs applicants might get priority for this kind of housing over an applicant with mobility issues who is assessed as having a need for ground floor level access accommodation
	The rule that houses are only allocated to households with children aged under 10 has been removed	Given the short supply of properties it is unfair to reserve houses for families with young children. This rule is not applied in TA and therefore should not be applied to secure homes
16	Reference is made to the fact that affordability and financial circumstances of a households will be taken into account when assessing the suitability of a property	Affordability is a key consideration in terms of suitability of accommodation and in some circumstances may mean that a suitable property is located outside the borough
17	Options include moving to a smaller property and then have adaptations done or moving to an other already suitably adapted property that meets households size requirements	Highlights the different options for under-occupying households who require adaptations
24	Applicants placed in band 1 for severe mobility reasons have to be housebound and unable to leave their current accommodation without assistance	Clarification required as open to interpretation
	Emergency moves are authorised by the Head of Housing Options	Service reorganisation means that job titles have changed
28	Band 4 includes households	The purpose of band 4 is to give some

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	who have reduced preference because they have no local connection, unspent housing or welfare benefits convictions, rent arrears, income or assets exceeding the limits or breeches in tenancy conditions	preference in the scheme to Part VII households who may be re-housed and have homelessness duty met in the private sector
30	Single adults may be allocated single bedrooms and adult sharers may be allocated one double bedroom	Size criteria has been clarified and changed in light of high demand for two bedroom properties
32	Community contribution is only awarded to the main applicant or their partner and only if they meet the eligibility rules set out in section 3	Clarification required as open to interpretation
33	Mothers on maternity leave but still employed and expecting to go back to work may be awarded working community contribution	This was not included in the original criteria but it is felt it is fair to also consider a mother on maternity leave where she can prove that she remains in employment
	Awards under volunteering and training or education will be made when the applicant or partner has continuously made the contribution up to the point of offer	Clarification required as open to interpretation
35	Applicant who are receiving carers allowance for a person who is in receipt of DLA higher rate will qualify for community contribution	Clarification required as open to interpretation. This will need to be further reviewed for Personal Independence Payments