

Amendments to Housing Allocations Scheme January 2016

From 4th April 2022 the following sections of the current published Allocations Scheme will change, and some additions will apply.

Section	New Text
2.3	<p>Information provided by an applicant will be processed in accordance with the UK General Data Protection Regulations (UK GDPR) previously known as The Data Protection Act 2018.</p> <p>The information will be used to assess entitlement in an application for housing, develop our business and provide statistical information.</p> <p>Information held may also be shared with other housing and/or care providers or agencies to enable the assessment of entitlement to housing.</p> <p>An applicant can request a copy of personal information held by The Council, by submitting a Subject Access Request (SAR). (See RBC Privacy Notice link below). The Assistant Director of Neighbourhoods and Communities is the lead officer with delegated authority to allocate housing accommodation under Part VI of the Housing Act 1996.</p> <p>When considering exceptional circumstances, decisions will be made by the Housing Needs Manager. following a request from either an applicant or a member of staff. These decisions will be recorded, and reasons provided as to why the decisions have been reached.</p>
6	<p>Scheme Aims</p> <p>The main aims of Reading Borough Council’s Allocations Scheme are:</p> <ul style="list-style-type: none"> • To let social housing to households with the greatest need for accommodation, while: <ul style="list-style-type: none"> ○ letting homes in a transparent, applicant-friendly and fair way, ensuring that existing and new applicants are treated equally. ○ ensuring that the housing needs of vulnerable applicants and those in priority need are given reasonable preference. ○ promoting opportunities for those with a disability to access suitable accommodation ○ promoting mobility for Reading Borough Council tenants ○ attracting key workers and supporting the recruitment of staff to essential services • To produce a scheme that: <ul style="list-style-type: none"> ○ meets the statutory and legal requirements for allocating social housing ○ is easy to understand, applicant focussed and is part of the delivery of an excellent Housing service. ○ maximises the use of all social housing provided locally. ○ minimises the void turnaround time of void properties. ○ encourages partnership working with other housing providers. • To promote, create and establish balanced and sustainable communities, while

	<ul style="list-style-type: none"> ○ making sure that the use of Choice Based Lettings (CBL) allows applicants to exercise greater control over their choice of housing, increasing the likelihood that tenancies will be sustained. ○ protecting our communities and our property from wilful damage and activity. <p>In order to help achieve these aims the Council will maintain a Housing Register. This is a list of people registered for housing who are prioritised according to their level of housing need and the local priorities.</p>
<p>13</p>	<p>Eligibility Assessment</p> <p>Reading Borough Council's Allocation Scheme is framed according to relevant legislation and good practice.</p> <p>All applicants are eligible to apply for housing, except;</p> <ul style="list-style-type: none"> ● people from abroad who are subject to immigration control within the meaning of the Asylum and Immigration Act 1996 unless prescribed as eligible by regulations of the Secretary of State, and ● people from abroad who are not subject to immigration control within the meaning of the Asylum and Immigration Act 1996 if prescribed as ineligible by regulations of the Secretary of State (Housing Act 1996 as amended). <p>Further provisions concerning eligibility are set out with regard to allocations in s.160ZA of the Act.</p> <p>EEA Nationals</p> <p>The following EEA Nationals and their families are not considered to be subject to immigration control:</p> <ul style="list-style-type: none"> ● Those who have acquired leave equivalent to limited leave to enter and remain in the UK (known as pre-settled status) if they are exercising a right to reside that makes them eligible under the EU rules; ● Those that were frontier working in the UK prior to 31 December 2020 and continuously to date; or ● Those and their family members who applied to the EU settlement scheme before 30 June 2021 but have not yet obtained settled or pre-settled status (known as temporary protection) and were exercising an EU right to reside immediately before 31 December 2020 and have a right to reside under retained EU law
<p>14</p>	<p>Qualifying</p> <p>The Localism Act 2011 introduced powers for Local Authorities to determine who will be allowed to register for accommodation locally. Applicants that satisfy any qualification criteria are known as Qualifying Persons. The following qualifying criteria apply.</p> <ul style="list-style-type: none"> ● <i>Those who have been resident in the borough for 3 consecutive years or more at the date of their application and are still resident in the Reading borough area at the point a successful bid is made are considered to be Qualifying Persons on Reading Borough Council's Housing Register.</i> <p>Applicants who have not been resident in the borough for 3 consecutive years or more may also be considered as Qualifying Persons provided they satisfy one or more of the following criteria:</p> <p>Applicants who have:</p> <ul style="list-style-type: none"> ● Worked in the borough for 3 consecutive years in permanent employment, at the date of their application and are still in permanent employment in the

borough at the point a successful bid is made, regardless of number of hours per week. Location of work is determined by an applicant's 'main place of work'. If work placement is split across boroughs, the main place of work must be in the Reading borough area. If an employer's head office is in the Reading borough area, but the location of work is outside the Reading borough area, the actual location where the work is carried out will be considered as the main place of work.

- Immediate family members who have lived in the borough for 3 years continuously at the date of their application and are still residing in the borough - immediate relatives, being mother, father, sister, brother, children over 18. Other special relations, such as relatives who have acted as guardians, may also be considered.
- Carers' responsibilities for a resident in the Reading borough area - when there is an identified need for formal care for a person residing in the borough. The person receiving the care would normally be eligible for a care package from Reading Borough Council and this arrangement must be accepted by the relevant Social Care authority.
- Defined as a key worker and have permanent employment within the borough.
- Fled a violent relationship and are in a refuge or other Safe Accommodation in Reading.
- Served in the Armed Forces, are in housing need, as defined by Reasonable Preference, and meet one of the following criteria:
 - former members of the Armed Forces within 5 years of discharge
 - serving members of the Armed Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service
 - bereaved spouses and civil partners of members of the Armed Forces leaving Services Family Accommodation following the death of their spouse or partner
 - serving or former members of the Reserve Forces who need to move because of serious injury, medical condition or disability sustained as a result of their service
- Been accepted as Homeless under Part VII of the 1996 Housing Act, as amended by Homelessness Act 2002 by Reading Borough Council, and the duty still exists. Reading Borough Council will automatically include any person who is owed a duty by the Council under section 193 of Part VII of the Housing Act 1996 on the Housing Register
- Been placed outside of the borough by any department of Reading Borough Council in situations such as Child in Need, homelessness or residential care where the statutory duty still applies. Applicants will be considered as resident in the borough during the time of placement.
- Social Housing tenants who have mutually exchanged to a Reading Borough Council or RP home within the borough and who had previously lived outside of the borough.
- Social Housing tenants seeking to transfer from another local authority district in England in order to be closer to work in the Reading borough area, or to take up the offer of work in the Reading borough area and not doing so would result in hardship. Reading Borough Council must be satisfied that there is a need to move rather than a wish and in making this assessment the Council will consider the personal circumstances of each applicant on their own merit.
 - This work or offer of work must be:

- Regular work for a minimum of 16 hours per week, this includes apprenticeships but does not include voluntary work;
 - A minimum of a 12-month contract at the point of application
 - Where the main place of work is in the Reading borough area
 - Unreasonable to access by transport taking into account, the nature of the transport, distance, time and affordability.
- Any other exceptional circumstances, for example (but not limited to), intimidated witnesses including Protected Persons as specified in Section 82 and schedule 5 of the Serious Organised Crime and Police Act 2005.

Non-Qualifying

The following classes of people are considered to be Non-Qualifying Persons and therefore will not be included on the Housing Register:

- Those applicants who are under 16 years of age.
- Those who do not meet the residence criteria as set out in the section above.
- Those who have been evicted from a social rented tenancy, or a private rented tenancy following service of Section 8 notice (Housing Act 1988), for rent arrears other breach of tenancy. Any such applicants cannot apply for a period of 3 years from the date of their eviction.
- People who have been evicted from a social rented tenancy, or a private rented tenancy following the service of a Section 8 notice, for serious, threatening or violent behaviours which have not been addressed to the council's satisfaction. Any such applicant cannot apply for a minimum period of 5 years; however, the council reserve the right to increase this to up to 10 years from the date of their eviction to the Council's reasonable satisfaction. Each application will be considered reasonably on consideration of all the relevant facts and if it is decided to extend this period for any length then the Council will notify the applicant explaining the reasons.
- People whose unacceptable behaviour would make them unsuitable to be a tenant, and that a Possession Order for their property would likely be granted by the courts for such behaviour. This will also include the behaviour of other members of the household. Any such applicant will be excluded while their behaviour continues to make them unsuitable to be a tenant. They are able to submit a new application after 1 year, but the Council reserves the right to continue to treat them as a non-qualifying person.
- Applicants who have refused 3 suitable properties within a 6-month period. Any such applicant cannot apply for a period of 1 year from the date of the last refusal.
- Introductory tenants requesting a transfer whilst they have an introductory tenancy. If there is an urgent need to move, then the Council may in some circumstances agree to the transfer. In these circumstances a further introductory tenancy will be offered for the remaining tenancy period.
- Owners of residential property, whether the property that they own is in the UK or abroad, unless one of the following apply:
 - The applicant, or a member of their household, requires major adaptations that are not possible in their owned accommodation; or
 - The applicant and partner are over the age of 55 and there is a need for Sheltered accommodation that they are unable to secure by purchasing a property of this type; or

	<ul style="list-style-type: none"> ○ The property owned by the applicant is in negative equity and their property is unaffordable for them. <p>Each case will be considered individually. The personal circumstances of each application will be taken into consideration and an assessment will be made regarding their financial ability to secure their own accommodation, including private rented accommodation, including any equity in the property they own. If accommodation is awarded to the applicant via Homechoice, Reading Borough Council will expect their owned property to be sold within 1 year of the allocation and evidence of this will be required.</p> <ul style="list-style-type: none"> ● Applicants who have received a formal offer of a Part VI Allocation. <p>In exceptional circumstances, the Council may choose not to apply the above criteria when considering an individual application.</p> <p>An applicant will need to reapply at the end of the period in which they are considered to be a non-qualifying person, or if their situation changes. Once an application is received the council will assess if any non-qualifying period should continue.</p> <p>An applicant can request a review of any qualification decision.</p>
17	<p>How we decide priority of an applicant</p> <p>New assessment:</p> <p><i>Band E - To facilitate a move for council tenants (including Affinity tenants) who do not meet any reasonable preference categories</i></p>
17.8	<p>Medical and Welfare Assessments</p> <p>Applicants who have a medical condition or welfare concern that is being impacted by their current housing may complete a medical assessment form, which is also included in the Homechoice Registration Form, or provide further information in writing regarding their situation. Reading Borough Council will consider the information provided to determine if any further priority should be given to their application for housing. Information submitted for all members of the applicant's household will be considered.</p> <p>In order to make assessments, information may be gathered from professionals involved with the applicant and this may include a home visit to clarify the link between an applicant's health or welfare and their housing situation. Assessments will be carried out by Voids and Lettings Officers in line with the principles of the banding structure and will take into account the composite need of the household. In complex situations, that require more technical expertise, deemed appropriate by the Voids and Lettings Team, an assessment will be carried out by the Independent Medical Advisor (IMA), who is a qualified GP. In situations where there is a physical disability advice may also be sought from the Senior Specialised Housing Occupational Therapist.</p> <p>To be allocated a medical or welfare priority the applicant's illness/disability/situation must be linked to their housing circumstances, for example, difficulty accessing parts of their accommodation because it has not been adapted.</p> <p>Within the assessment a recommendation will be made on the type of properties that would be considered suitable, generally based on the level of mobility. If an applicant bids for unsuitable accommodation based on these recommendations, the Voids and Lettings Team may disregard the bid. If the applicant wishes to be considered for</p>

	<p>accommodation that has not been recommended, the application and priority awarded will need to be reassessed.</p> <p>The Voids and Lettings Team may recommend that an application is reassessed. This may be because improvements have been carried out to the current accommodation e.g. adaptations that should alleviate the medical need, or if an applicant's medical condition deteriorates and they provide further medical evidence. Applicants can request their medical assessment to be reassessed and this may be completed by another medical partner or by the Voids and Lettings Team. There must be a clear change in the circumstances for reassessment to be carried out.</p>
<p>17.10</p>	<p><i>Removed</i></p>
<p>18</p>	<p>No Priority for Housing</p> <p>Applicants who do not meet the criteria regarding reasonable or additional preference will be considered to have No Priority for Housing.</p> <p>There will be situations where an applicant will have No Priority for Housing even though their application might otherwise attract reasonable and/or additional preference. The following is a list of such applicants:</p> <ul style="list-style-type: none"> • Applicants who have financial resources available to meet their housing costs (section 166A (5) of the 1996 Housing Act) for example: assets, savings or a level of disposable income that could be reasonably applied to securing alternative accommodation in either the owner-occupied, low cost home ownership or private rented sector. Each case will be considered individually, taking into account all relevant financial and personal circumstances of both the applicant and of the housing market. • Applicants who have deliberately worsened their living conditions in an attempt to increase their opportunities for re-housing. For example, where an applicant occupies a property, which is suitable for their needs, and relinquishes it for less suitable housing. Such applicants will be placed in the No Priority for Housing band and this could be for a period of up to 12 months. • Applicants who have had a change of circumstance and have not informed the Council. Such applicants will be placed in the No Priority for Housing band until a new Homechoice Registration Form has been received, at which point, following the assessment, priority will be awarded to reflect the new situation. It is the applicant's responsibility to notify the Voids and Lettings Team of any change in circumstances as soon as possible. • Applicants who are subject to possession proceedings by either the Council or a Registered Provider, due to breach of tenancy or licence which includes rent arrears and anti-social behaviour (section 166A (5) of the 1996 Housing Act). • Applicants who are applying to buy their Council property or being considered for other housing options such as Shared Ownership/Homebuy. Such applicants may not be considered for an allocation of accommodation. However, each case will be considered individually, taking account of all relevant circumstances • Council or Registered Provider tenants where the property and/or garden of their existing home is not in a tenable condition. Such applicants will be placed in the No Priority for Housing band until the condition of either the property or the garden has improved (depending on the circumstances of each case).

	<ul style="list-style-type: none"> • Council tenants who have made unauthorised alterations to their property and have either not carried out remedial works or have not paid necessary recharge amounts. • Applicants who have a current or a proven history of rents arrears and/or anti-social behaviour. In such cases the Council may stipulate certain conditions, which must be met. This could be making and adhering to an agreement to clear rent arrears or adhering to a Behaviour Agreement. Any debt must be legally recoverable for this to apply. • Applicants who are found to be intentionally homeless within the homelessness legislation. Such applicants will be placed in the No Priority for Housing band for a period of 12 months. • Applicants who have refused a direct offer of accommodation will be placed in the No Priority for Housing band for a period of 12 months. • Homeless households who have refused a final offer of accommodation will be placed in the No Priority for Housing band for a period of 12 months. • Applicants who have received major adaptations to their home via the Disabled Facilities Grant will be placed in the No Priority for Housing band for a period of 5 years. If during this time the property becomes unsuitable for the applicant due to medical need this will be assessed on a case by case basis. <p>Any successful bid(s) made by an applicant in one of the above groups may be disregarded.</p> <p>The above groups may however be given priority for re-housing in exceptional circumstances such as serious medical or welfare needs. Each case will be decided on its merits.</p>
19	<i>Removed</i>
21.1 and 21.2	<p><i>Social Care Group Quota Queues</i></p> <p>The different social care quota queue groups are:</p> <ul style="list-style-type: none"> • Young people leaving care. • Young Persons. This may include teenage parents and 16/17-year olds. • Single Homeless People. This may include rough sleepers where there are no specific support needs, and people moving on from the Homelessness Pathway. The Move On Options Panel determines which individuals are included in the quota. • People with Adult Social Care needs who need to leave supported accommodation to live more independently. This will include those accessing Mental Health Services, Learning and Physical Disabilities Services. The Housing Teams determine which individuals are included in the quota. <p>To access the Quota Queues, the Voids and Lettings Team will engage with the relevant professionals, such as the Leaving Care Team and Adult Social Care to ensure that the applicant being referred is able to understand a tenancy agreement and manage a home. Without this assurance it is likely that any tenancy created may fail, and while Reading Borough Council will work to prevent this from occurring, applicants will only be placed on the relevant Quota Queues once the Voids and Lettings Team are satisfied that any tenancy that may be created is sustainable and there is still availability on the Quota Queue. If more than the agreed number of applicants are referred to the Quota Queue any further applicants will be considered the following financial year.</p>

Applicants who are moving from supported accommodation, where the move will produce a vacancy for another person who requires that support, will be awarded additional priority, **Band B**. This will enable a flow of accommodation for those who require it and will ensure that applicants do not spend more time than necessary in inappropriate accommodation.

Right to Move Quota Queue

Each year Reading Borough Council will review the needs of those social housing tenants who live outside of the borough and need to move to Reading to be nearer to work or to take up an offer of work. 1% of lettings will be offered to this group per year and the Council will manage this quota by restricting adverts to this group.

Key Worker Quota Queue

The Key Worker definition will vary depending on the grant allocated to Registered Providers for developing the scheme. The Council also has its local definition of a Key Worker.

Reading Borough Council will review the number of applications it receives from Key Workers and then award a percentage of vacant properties to this group each year. This will be in addition to opportunities that may become available specifically for this group in new developments within the borough.

Refugee Resettlement Quota Queue

Local Authorities will be periodically asked to respond to humanitarian crises to support the safeguarding of foreign nationals. Reading Borough Council will commit to support a proportionate number of applicants seeking refuge and utilising any government resettlement scheme. The number of properties required will be reviewed on an annual basis or as and when requests are made by the Home Office. If further resources are required this will be identified through other resources such as the Rent Guarantee Scheme.

Housing First Quota Queue

Housing First is a model of accommodation provision for entrenched rough sleepers and former rough sleepers, which provides support to ensure that the tenancy succeeds. Once individuals are identified as appropriate for Housing First a property will be identified and offered as a direct let.

Further quota queue groups may be identified based on housing need.

Even though quota queues are in place, larger sized family units can be difficult to secure. This is because of limited social housing resources. It may be necessary to consider a range of options when considering these needs and this may include private rented accommodation under the Rent Guarantee Scheme.

Vulnerable Groups

Travelling Families

There is a duty for local authorities to complete regular assessments of the accommodation needs of Travelling Families living in their area as they do for the rest of the community. Travelling Families will be assessed within the parameters of the housing scheme and a strategic assessment is carried out within Reading Borough Council's Housing Strategy.

	<p><i>Fostering, Adoption and Special Guardianship Orders</i></p> <p>Children’s Social Care have a duty under section 22 of the Children Act 1989 to ensure sufficient accommodation is available to meet the needs of Looked After Children, as defined in that Act, in their area. Housing Needs will work together with Children’s Social Care to best meet the needs of prospective and approved foster carers, adopters and those under Special Guardianship Orders. The Council will consider the circumstances of each individual to determine whether a move to alternative accommodation is required to facilitate adoption or fostering of a child to whom the Local Authority has a responsibility. It is deemed appropriate that the relevant teams will liaise with the Voids and Lettings Team prior to any agreement in order to ascertain the likelihood of accommodation being secured.</p>
<p>22</p>	<p>Direct Offers</p> <p>A direct offer of accommodation is made when the Council selects a person for a vacant property rather than an applicant participating in Homechoice at Reading by making a bid for the property.</p> <p>In certain circumstances Reading Borough Council may make a direct offer to applicants. Examples of this are:</p> <ul style="list-style-type: none"> • People requiring accommodation on hospital discharge when they have no alternative housing to move to and the discharge is likely to be delayed. • Applicants that have been accepted for a Management Transfer who are not participating in the scheme despite suitable social housing vacancies arising or who have refused a reasonable offer of accommodation. • Applicants where the Management Transfer Panel have agreed that they should remain in the property in circumstances where the tenant is no longer residing there. • Reading Borough Council tenants whose behaviour is causing severe disruption to neighbours or to the household itself. • Homelessness applicants already placed in temporary accommodation by Reading Borough Council in a property that would otherwise be general needs permanent accommodation (permanent accommodation used as temporary accommodation) where this property is considered suitable as permanent accommodation and will be offered as such. • Homeless applicants who are not participating in Homechoice at Reading. • Where the attributes of a property are uniquely suitable for a specific household who has an urgent need to move. • The successful completion of a FIT. • After a successful review of suitability, the applicant has moved into the property and is not participating in Homechoice to achieve a move • Applicants considered as part of a Quota Queue who are not participating in Homechoice at Reading despite suitable social housing vacancies arising, or who have refused an offer of suitable accommodation. Those on a Quota Queue where a specific area or type of property is required may also result of a direct offer being made. • Decant and Regeneration schemes where the applicants are subject to notice under Ground 10, schedule 2 of the 1985 Housing Act and have been given the opportunity to participate in Homechoice but have failed to do so • Any other exceptional or mitigating circumstances.

	<p>The Council also reserves the right to make direct offers of accommodation outside the Choice Based Lettings scheme in certain circumstances. Examples include (but are not limited to) those situations where the Council believes it is necessary to intervene on an estate to promote sustainability of an area or promote community cohesion. Unless there are exceptional circumstances only one direct offer will be made before sanctions will apply. It is also important to note that a suitable property previously refused by the applicant may be offered again as a direct offer.</p>
<p>23</p>	<p>Homelessness</p> <p>Applicants owed the main homelessness duty by Reading Borough Council will be expected to actively participate with Homechoice at Reading. Assistance will be given to vulnerable households to help them to bid for accommodation. The Council will distinguish between those applicants who are participating in Homechoice at Reading and those who are not, and different sanctions will apply to both groups.</p> <p>Bids from homeless households will be reviewed every 4 weeks to determine whether they are actively bidding or participating in the scheme. Non-participation in the scheme is considered to be where households are:</p> <ul style="list-style-type: none"> • not making an application to join the Housing Register • not bidding • selectively bidding which reduces the opportunities for rehousing, such as bidding on particular property types and areas • bidding on unsuitable properties <p><i>Those participating in the scheme</i></p> <p>Applicants owed the main homelessness duty and who successfully bid for accommodation via Homechoice at Reading will be expected to accept the first property offered to them following their successful bid. If a homeless applicant refuses a reasonable offer of suitable accommodation, then the main homelessness duty will come to an end and no further offer of accommodation will be made to the applicant. The offer will be considered to be the Final Offer under Part VII of the 1996 Housing Act, as amended. If at this time the applicant is in temporary accommodation, they will be issued a Notice to Quit, as the first stage towards gaining possession of the temporary accommodation. The applicant will then be considered to have No Priority for Housing for a period of 1 year.</p> <p><i>Those not participating in the scheme</i></p> <p>If there have been suitable properties advertised and no bids have been placed the applicants will be made a direct offer. If a direct offer is made, this will be considered to be a Final Offer under Part VII of the 1996 Housing Act, as amended. If the applicant accepts the direct offer the main homelessness duty will end. If the applicant refuses the direct offer the main homelessness duty will end and no further offers of accommodation will be made. If the applicant at this time is in temporary accommodation, they will be given a Notice to Quit, as the first stage towards gaining possession of the temporary accommodation. The applicant will then be considered to have No Priority for Housing for a period of 1 year.</p>
<p>24.1</p>	<p>Sanctions</p> <p>Applicants who have refused 3 suitable properties within a 6-month period will be considered as non-qualifying and removed from the Housing Register and cannot reapply for a period of 1 year from the date of the last refusal.</p>

	<p>Certain groups will be limited to fewer refusals, as follows:</p> <ul style="list-style-type: none"> • Homeless households will receive 1 suitable offer • Management Transfer households will receive 1 suitable offer • Quota Queue applicants will receive 1 suitable offer <p>Where an applicant from the above groups has refused an offer or direct offer, Reading Borough Council reserves the right to reduce the applicant's priority to NPFH for a period of 1 year. When assessing the reasons for refusal, Reading Borough Council will have regard to the applicant's circumstances and the reasons why the offer was made. Each case will be considered on its merits in determining what sanctions will apply.</p>
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New Section	
28.1	<p>Bids Overlooked</p> <p>Applicants may be overlooked for successful bids they have made via Choice Based Lettings if the property is not deemed suitable for their needs, or their needs do not lend themselves to the property. Situations where bids may be overlooked are as follows, this is not an exhaustive list:</p> <ul style="list-style-type: none"> • where the property is unsuitable as a result of: <ul style="list-style-type: none"> ○ a medical recommendation for a certain type of property and the property where the successful bid has been made does not match the assessment. In these situations, and where medical priority has been awarded the priority may be reassessed. ○ a risk posed to the applicant in and around the area in which the property is situated, or the applicant may pose a risk to others in and around that area: <ul style="list-style-type: none"> • where the Council believes, through advice and consultation with other statutory agencies, that a bid for accommodation in a particular property or area could present an unreasonable risk to surrounding residents/tenants or to the applicant. • Those who make a successful bid and who have had their priority reduced to NPFH as a result of action required to address concerns, and it is considered that the action hasn't been fulfilled, which includes applicant's who are in rent arrears • Applicants who are already under offer to another property • To enable community cohesion in areas where there is a high level of anti-social behaviour, exploitation or other concerns regarding vulnerable residents • To properties where Local Lettings Policies are in place
36	<p>Estate Management</p> <p>The Council has a responsibility as a landlord to its estates and their communities. It aims to ensure they are places that people want to live, and that they are free from anti-social behaviour, crime and exploitation.</p> <p>There are several mechanisms that the Council will employ to support these aims:</p> <ul style="list-style-type: none"> • The ability to overlook applicants • The ability to remove properties from the scheme • The ability to make direct offers of property • The use of Local Lettings Policies

- The ability to advertise properties for particular groups
- The ability to disclose general anti-social behaviour activity in the area to prospective tenants
- Using the qualification criteria to prevent those who are unsuitable to be a tenant from accessing the housing register

There are a number of factors that will be considered:

- The vulnerability of applicants and tenants
- The risk of exploitation
- History of behaviours within a community
- Location of the accommodation
- Risks to and from applicants/tenants
- Consideration of the most appropriate household for properties, such as female/male only, older children, etc.

The Council may also employ a general discretion not to offer the tenancy to the bidder with the highest priority on the Housing Register. The Council will exercise this discretion by taking into account the range of factors listed above and additional circumstances including (when considered appropriate) the demand for and supply of accommodation and the general housing situation within the borough.