**Appendix 3: Summary of change to Allocations Policy**

**Purpose of this document:** To provide a summary of proposed changes to the Allocation Scheme and the April 2017 document.

| # | Section | Previous version (where applicable) & change | Rationale |
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| 1 | Allocation Scheme, 2.5.1-2.5.5 | - Introduction of new banding as follows:<br>  1. Band 1: Emergency<br>  2. Band 2: High<br>  3. Band 3: Medium<br>  4. Band 4: Low<br>- These changes can be summarised as follows:<br>  1. Current rehousing reason within "High" band will be placed in "Medium" band (unless otherwise stated);<br>  2. Medical High moved in to "High" (instead of "Medium");<br>  3. We propose introducing an "overcrowded by 3 bed" rehousing reason in "High";<br>  4. All previous "Band 3 Priority" will remain in "Band 3 Medium Priority" except for:<br>    ▪ Overcrowded by 1 bed, which will be placed within "Low" priority. | - The reasons for this new banding structure are:<br>  1. To create a banding system that responds to housing need within the borough given the high demand for social housing and the scarcity of social housing available.<br>  2. Overcrowded by 3 bed – This proposal recognises that overcrowding is now more severe than ever within the Borough. We estimate that around 160 applicants within Lewisham are overcrowded by three beds or more. At present they will wait many years before being allocated accommodation, and it is appropriate to increase their priority given the high level of housing need they are in. The likelihood of this group receiving those properties is low given the scarcity of large properties available on the social housing register.<br>  3. Overcrowded by 1 bed – this group will be moved to a new band 4 to reflect the moving of overcrowded by 2 bed to band 3 medium. Changes have been introduced to account for statutory overcrowding alongside the bedroom standard in overcrowded by 2 bed and overcrowded by 1 bed applicants. Statutorily overcrowded households who are not overcrowded as per the Bedroom Standard will be able to join the housing register in band 4.<br>  4. Medical high - we believe that the housing need of these applicants is sufficient enough to warrant the continued allocation of high priority to this group. |

| 2 | Allocation Scheme, 2.5.3. | - Homeless with additional need will be moved to "High"; <br> - This will be determined based on Location Priority Policy and Private Rented sector policy | 1. Introducing a new homeless with additional need priority will ensure the Council is able to respond to homeless applicants who have a need identified through the location priority policy to remain within the Borough, or for whom other tenures such as the private rented sector are untenable. <br> 2. Substantial agreement for this approach with 66% in agreement with the proposal and 57% agreeing that using the Location Priority Policy and the Private Rented Sector Discharge Policy was the right approach. |
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| 3 | Allocation Scheme, 3.4.6. | - Introduction of a "smart letting" scheme. The ring-fencing up to 20% of available properties to someone already living in social housing (a transfer applicant) who is in need, and made sure that the property they vacate is ring-fenced to someone living in the PRS / Temporary Accommodation (non-transfer applicant). <br> - This policy has been proposed as it represents an opportunity to solve more housing need with the resources we have. Aside from building new social homes, this is a key way for us to make best use of the available social housing with the resources we have. For each property, we could solve two households' needs, whilst also maintaining equitable access to the available lets. <br> - This will be subject to a review after 12 months | - This smart letting approach will enable the Council to resolve housing needs for multiple households. This policy has been proposed as it represents an opportunity to solve more housing need with the resources we have. For each property, we could solve two households' needs, whilst also maintaining equitable access to the available lets. |
| 4 | Allocation Scheme, 2.2.4 | - Changing the Three Offer rule to a two offer rule | We believe that a 'Two Offer' policy is reasonable, given that: <br><br> 1. that there is a need for the Council to let properties as quickly as possible; <br> 2. that there is an administrative burden for officials for those who refuse offers; and <br> 3. that the resident has bid for the property and indicated preference for that property. |

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| 5 | How the Policy is applied, 4 | - We propose adding delegated powers for officers to implement minor changes to the policy, so that they do not have to go to Mayor and Cabinet for approval of future minor changes. | - This would mean officials can be more flexible and responsive to changes. |
| 6 | Front page & contents | - Title updated to "Housing Allocation Policy"<br>- Updates made to contact details for officers.<br>- Contents – section numbers and titles updated. | - Allocation Policy is more accurate about what the document is<br>- Contents and contact details reflect current service<br>- Terminology throughout document is consistent |
| 7 | Whole document | - Updated terminology. | - Ensure consistency and accuracy. |
| 8 | Whole document | - Phone numbers, emails and links to check and updated. | - Ensure consistency and accuracy. |
| 9 | Introduction, 1.1 | - Introduction has been rewritten. | - To ensure the wording is clearer, this has been updated and the purpose of the policy needs is now simpler. |
| 10 | Introduction, 1.1 | - References to the numbers on the housing register and the number of lets available amended. Information relating to other strategic documents updated.<br>- | - Ensure consistency and accuracy. |
| 11 | Introduction, 1.2 | - List of housing options checked and updated. | - Ensure consistency and accuracy. |
| 12 | Introduction, 1.2 | - Para 10 ("Our officers or your landlord will…") – reworded. | - Wording has been updated to make this clearer. |
| 13 | Introduction, 1.2 | - Para 13 – "you should liaise with the Housing Medical Officer and the Community Occupational Therapy Team" – updated. | - Wording has been made clearer and communication channels provided. |
| 14 | Introduction, 1.2 | - Para 14 – "There are a number of initiatives the Council supports…" – checked and updated. | - Ensure accuracy of service provision. |
| 15 | Introduction, 1.2 | - Para 15 – updated in line with Council policy. | - Ensure consistency and accuracy. |
| 16 | Introduction, 1.2.3 | - Additional detail included regarding domestic abuse | - Provide clarity on the councils approach to those suffering domestic abuse and alignment with corporate priority. |

| 17 | Introduction, 1.3 | - Properties excluded section has been checked and updated. | - Ensure consistency and accuracy. |
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| 18 | Introduction, 1.4 | - Strategic framework updated. | - Ensure consistency and accuracy. |
| 19 | Allocation Scheme policy, 2.1.1 | - Section reviewed and updated. | - Ensure consistency and accuracy. |
| 20 | Allocation Scheme, 2.2.2 | - Updated to reflect Equalities Analysis Assessment. | - Ensure conclusions of the EAA are properly accounted for in the policy. |
| 21 | Allocation Scheme, 2.2.2 | - Paragraph 2 – "Housing Panel and Supported Housing priority cases are allowed to bid for themselves" deleted as to ensure alignment with rest of the policy. | - Ensure consistency and accuracy. |
| 22 | Allocation Scheme, 2.2.2 | - Inclusion of Roma or Irish Travellers and Refugees as categories exempt from local connection rules. | - Ensure compliance with case law. |
| 23 | Allocation Scheme, 2.4 | - Section - What happens to other people currently living with me?' - Reviewed and Updated. | - Ensure consistency and accuracy. |
| 24 | Allocation Scheme, 2.5.1-2.5.5 | - A number of changes made to reflect proposals outlined. Inclusion of tables setting out the scheme in general and then providing detail as to each band and the groups within that band. | - Bring into effect the changes outlined in the proposals.<br>- Ensure consistency and accuracy.<br>- Provide a clearer and easier to understand summary of the Allocations Policy. |
| 25 | How the Policy is applied, 3.1.1 | - Online housing application link updated. | - Ensure consistency and accuracy. |
| 26 | How the Policy is | - Additional wording to reflect council approach to data governance. | - Ensure compliance with GDPR. |

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| | applied, 3.1.3 | | |
| 27 | How the Policy is applied, 3.1.5 | - Detail added regarding requirement that residents must review their application and re-register on the housing register on an annual basis. | - Administrative efficiency. |
| 28 | How the Policy is applied, 3.1.7 | - Additional sentence included stating that panel has discretion to offer bed size or any larger bed size. | - Ensures transparency. |
| 29 | How the Policy is applied, 3.3 | - Clarification added :<br>  1. If you are moved to a new, higher band, your list date will move to the date you were moved to the new band<br>  2. If you are moved to a lower band you will keep your original list date. | - Clarification of position. |
| 30 | How the Policy is applied, 3.4.3 | - Local Lettings and annual lettings plan paragraphs have been merged. | - Ensure consistency and accuracy and a simpler document for residents to understand. Option to pursue such approaches has been retained. |
| 31 | Reviewing this Policy section of policy, 4 | - Amendment of the wording to allow non-major policy changes to be made by ED for HRPR in consultation with Head of Law. | - Ensure flexibility and ease of making minor changes to the policy thus allowing the policy to operate as effectively as possible. |