



## Summary Guide

This guide provides a summary of the North Yorkshire Home Choice Allocations Policy. A full copy of the NYHC allocations policy is available upon request or by visiting the website

[www.northyorkshirehomechoice.org.uk](http://www.northyorkshirehomechoice.org.uk)

To join the North Yorkshire Home Choice register you must be eligible and qualify.

### Who can apply?

Any UK resident aged 16 or over may apply to join the register.

People will not be accepted if they are subject to certain types of immigration control

Applicants aged 16 and 17 (and Care Leavers) will be only be accepted if they have support to enable them to sustain a tenancy and a trustee who can hold a tenancy on their behalf until they reach the age of 18.

### Qualification?

There are certain circumstances where applicants or existing tenants wishing to transfer may not qualify for access to the housing register and these include persons with;

- Anti social behaviour issues that has caused or is likely to cause serious nuisance to neighbours.
- Rent arrears.
- No local connection to the partnership area exceptions being HM Forces (Appendix 16 allocations policy), those under the National Witness protection scheme via a senior manager, accepted homeless under part 7 of the Housing Act 1996 – Main duty owed (final stage)\*
- who own their own home or reside with a household member who is a home owner and are not in housing need.
- who have a combined household income and/or savings of £60,000 or more
- who have deliberately worsened their housing circumstances with the intent of increasing priority
- Persons who provide false information and/or deliberately withhold information
- MAPPA without the approval of a senior manager

### How to apply

Applications can be made through the NYHC website at

[www.northyorkshirehomechoice.org.uk](http://www.northyorkshirehomechoice.org.uk)

paper applications are available and can be requested from any partner organisation.

NYHC Partners contact details are available on page 4

## How do we prioritise applications\*

Applications are assessed and placed in one of the following bands according to housing need

### Emergency Band

Applicants unable to return to their home from hospital because their current home is permanently unsuitable

Applicants unable to access key facilities in their home without **major** adaptation works

### Gold Band\*

Care leavers with an agreed support package

Applicants: -

who need to move on from approved accommodation based support scheme

who currently under-occupy by 2 bedrooms

who are overcrowded and require 2 more bedrooms

statutory homeless households – final stage main duty owed

homeless households priority need - relief stage

with a serious and enduring illness whose health and wellbeing is significantly compromised by their home or environment

with a specific need to prevent hardship

### Silver Band\*

Applicants : -

who currently under-occupy by 1 bedroom

who are overcrowded and require 1 more bedroom

who are threatened with homelessness - prevention stage

homeless households – relief stage no priority need

homeless households - final stage - no main duty owed, no priority need or found intentional with a health issue that will be removed or improved

who share bathroom and/or kitchen facilities with another household

in temporary accommodation pending a decision

who are approved adopters or foster carers or those being assessed to adopt or foster and need a larger home to accommodate a child previously looked after by a local authority

### Bronze Band

All other applicants

## How soon can I bid (express an interest) on a property

Once your application has been processed you will receive a letter confirming you have been accepted onto the housing register and can bid for properties.

This letter will include also details of your assessed housing band, the number of bedrooms and property type that you can bid on. You will be advised of any area restrictions specific to your personal circumstances.

You will be able to bid on a maximum of 3 properties each week. It is important that you only bid on properties you have been assessed for.

Bidding on a property you are not eligible for or where you do not meet the advert criteria will be a wasted bid and you will not be considered for the property. If you need help to bid please contact the Partner dealing with your application who will be able to help.

### **How do we decide who is successful**

At the end of the advertising period, where there is more than one applicant for a property we apply a criteria of tie breakers and these are.

- Band – Emergency Gold Silver Bronze
- Assessed Bedroom Need
- Debt
- Time

Bids will be ranked firstly in order of Band- emergency, gold, silver then bronze.

Where applicants are of equal banding we will look to see if the assessed bedroom need meets the advert criteria, where applicants are still equal we will look at debt. Applicants who have no housing related debt will be successful. Where applicants are still equal we will look to the applicant who has the earliest registration or priority band date.

In some cases there may be restrictions on who can be allocated a property for example S106 planning requirement, however, these will be clearly displayed on the property advert.

### **What if I am the successful bidder**

You will be invited to view the property and subject to further verification to confirm you are still eligible and qualify for the NYHC housing register you will be offered the property.

If you decide the property is not for you and decline the offer it is important to remember - where 3 offers of suitable accommodation have been refused following a bid your application may be cancelled and removed from the register for a minimum of 12 months.

### **What if I need more information or require help**

More information is available from the Partner dealing with your application – contact details on page 4 or through the NYHC website at [www.northyorkshirehomechoice.org.uk](http://www.northyorkshirehomechoice.org.uk)

## Partner Landlord Contacts

	<p><b>Richmondshire District Council</b>          Mercury House          Station Road          Richmond          North Yorkshire          DL10 4JX          Phone: 01748 829100          E-Mail: <a href="mailto:enquiries@richmondshire.gov.uk">enquiries@richmondshire.gov.uk</a></p>
<p><b>Selby District Council</b>          Civic Centre          Doncaster Road          Selby          North Yorkshire          YO8 9FT          Tel: 01757 705101          email: <a href="mailto:lettingsteam@selby.gov.uk">lettingsteam@selby.gov.uk</a></p>	<p><b>Scarborough District Council</b>          Town Hall          St Nicholas Street          Scarborough          YO11 2HG          Phone 01723 232323          email: <a href="mailto:housingoptions@scarborough.gov.uk">housingoptions@scarborough.gov.uk</a></p>
<p><b>Beyond Housing</b>          Brook House,          4 Gladstone Road,          Scarborough,          North Yorkshire. YO12 7BH          Tel: <b>0345 065 56 56</b>          email: <a href="mailto:info@ych.org.uk">info@ych.org.uk</a></p>	<p><b>Craven District Council</b>          1 Belle Vue Square          Broughton Road          SKIPTON          BD2 1FJ          Tel: 01756 700600          email: <a href="mailto:housing@craven.gov.uk">housing@craven.gov.uk</a></p>
<p><b>Ryedale District Council</b>          Ryedale House          Old Malton Road          Malton          North Yorkshire YO17 7HH.          Tel: 01653 600666          email: <a href="mailto:housing@ryedale.gov.uk">housing@ryedale.gov.uk</a></p>	<p><b>Yorkshire Housing</b>          The Place          2Central Place          Leeds          LS10 1FB          Telephone <b>0345 366 4404</b>          email: <a href="mailto:customerservices@yorkshirehousing.co.uk">customerservices@yorkshirehousing.co.uk</a></p>
<p><b>Hambleton District Council</b>          Civic Centre          Stone Cross          Northallerton          North Yorkshire          DL6 2UU          Tel:0845 1211555          email: <a href="mailto:housing@hambleton.gov.uk">housing@hambleton.gov.uk</a></p>	<p><b>Broadacres Housing Association</b>          Broadacres House          Mount View          Standard Way          NORTHALLERTON          North Yorkshire          DL6 2YD          Tel: 01609 767900 email: <a href="mailto:info@broadacres.org.uk">info@broadacres.org.uk</a></p>

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