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1. Introduction
The Council is required to allocate Social Housing according to a published policy which has been drawn up according to the Housing Act 1996, Part 6, and as amended by the Homelessness Act 2002.
This document is that policy.
We have taken into account, as permitted by the law, prevailing local conditions — they are, the acute shortage of suitable available properties and the increasing demand for those properties, irrespective of the size or type of household.

2. Housing Register
There is no longer a legal requirement for the Council to maintain a Housing Register (or Waiting List). This requirement was removed by the Homelessness Act 2002.
Bournemouth Council has decided to keep a Housing Register however as it is the easiest way to demonstrate that we record applications and allocate the vacant properties, under Choice Based Lettings, in a fair, even-handed and transparent manner.

3. Context

3.1 Legislative Context

3.2 Strategic Links
In writing this Policy the Council has had regard to the following Council Strategies:
- Housing Strategy 2008—2011
- Homelessness Strategy 2007—2011 and

4. Background
Bournemouth Borough Council adopted Choice Based Lettings (CBL) in 2008, changing from the previous system in which the Council offered vacant properties to applicants based on their points assessment as a means of letting Social Housing (Council and Registered Social Landlord owned housing).
The move to CBL was chosen for several reasons:
- there is an assumption by the Government that this way of allocating Social Housing will be adopted by all Councils by 2010
- it is a simpler method to understand than the current system
- it takes into account how long someone has been waiting on the list as well as an applicant’s need for housing.
- there is an element of choice in this approach, allowing the applicant to select where they would like to live rather than have the Council match vacant properties to applicants
- there was a commitment with other Dorset Councils to share a common approach to allocating Housing so that applicants might find it easier to move within the wider area
- an extensive consultation exercise demonstrated that this is the preferred way of letting properties.

5. General Approach
Throughout this Policy the Council has had regard to fairness, equality and diversity and the need to demonstrate that due consideration has been given to all sectors of the community, and to those in greatest need, consistent with prevailing local conditions and relevant legislation.
We have considered the need to give additional and 'cumulative' preference with regard to, for example, additional medical priorities and this is allowed for in the Banding system.
We have had particular regard to, but not exclusively, the following groups:

- applicants with a need to move on medical grounds
- applicants with a need to move on welfare grounds*, including grounds relating to a disability
- applicants who are Homeless within the definition of the Act
- applicants who are owed a duty by any Housing Authority under sections 190(2), 193(2), 195(2) of the 1996 Act (or under S.65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any Housing Authority under S.192(3)
- applicants who are occupying insanitary or overcrowded accommodation or otherwise living in unsatisfactory housing conditions
- applicants who need to move to a particular locality to avoid hardship
- young persons leaving care or who are the subject of ‘Corporate Parenting’ arrangements by the Local Authority. (Bournemouth Council also operates a Quota system in respect of this situation)
- applicants moving from supported housing.

*Welfare Grounds will include, but not exclusively, the need to give or receive support, hardship arising from antisocial or racially motivated behaviour and separated families who are not covered by Homeless Legislation.

The Policy will be regularly reviewed in respect of the need to consider reasonable and additional preference.

6. Basic Principles of Choice Based Lettings (CBL)

The speed with which an applicant is housed will depend on how long they have been on the register as well as their level of housing need.

Once an application is received it is assessed according to this written policy and placed into a Priority Band.

Generally, and assuming circumstances don’t change, applications within each band are taken in date order — this avoids the ‘leapfrogging’ much criticised in the old points system.

The old method by which the Council matched applicants to vacant properties has been dropped and replaced with a system which allows the applicants to express a preference for which vacant property/properties they are interested in.

7. How it Works

7.1 Registering

An application to join the Housing Register must be made using the required form. A verbal request to be housed will be acknowledged but registration will only follow after receipt of a completed application. If you need help with this please contact the Customer Contact Centre or visit www.bournemouth.gov.uk

Once registered the applicant will receive a unique reference number which should be used in all contact with the Council and must be used when bidding for properties.

The applicant will also be advised of which priority Band their application has been placed in and the ‘relevant date’ of registration. ‘Relevant Date’ is important as applicants will normally be housed in strict date order within whichever Band the application is placed.

Applicants must keep the Council fully informed of any changes in circumstances. Failure to do this may either lead to the applicant being placed in the wrong Priority Band, or, a bid or subsequent offer being cancelled because application details were incorrect.

It is the responsibility of every applicant to ensure that their application details are correct at the time of registration and are subsequently updated when necessary.

It is an offence for an applicant to knowingly or recklessly give false information, or withhold information which the Authority has reasonably required to be given in connection with its functions under Part 6 of the Housing Act 1996.

A person guilty of a summary offence will be liable to a fine not exceeding £5000. They will also be removed from the Housing Register. The Authority is also entitled to
seek possession of a tenancy granted as a result of a false statement by an applicant or someone acting at an applicant’s instigation.

7.2 Application Renewals
In order to maintain the Housing Register as accurately as possible every applicant will be sent an invitation to renew their application on the anniversary of registration. Included in this will be a request to provide information on any changes in circumstances.

After a renewal request has been issued no reminders will be sent. If an application is not renewed within 28 days of the issue of the renewal letter the application may be cancelled without further notice.

If an application is cancelled any new application will have a new ‘Relevant Date’ for the purposes of Choice Based Lettings and will not normally be backdated.

Applicants will have the right to seek a review of a decision not to include on, or to remove from, the Housing Register — see Section 9 page 8.

7.3 Eligibility
Some people are ineligible for registering for Social Housing when they apply.

Other people may register but be subsequently excluded as a result of their unacceptable behaviour.

Eligibility is further explained in Appendix 1. There is also further reference to eligibility in Appendix 5 with particular regard to a client’s own resources and their ability to secure accommodation themselves.

7.4 Advertising Vacant Properties
When a vacancy occurs, either with the Council or a Registered Social Landlord (RSL) partner, we will no longer match applicants and make an ‘offer’.

The vacancies each week will be advertised and applicants will be able to bid for the property/properties they would like to live in.

This allows applicants to make a positive statement of choice.

(The bidding process is at the heart of Choice Based Lettings and is explained in detail in the section ‘Making a Bid’).

Advertisements for vacancies will be published at agreed intervals, on a stated day and will be done using a variety of means — in order to make the process as open and accessible as possible. This will include advertising at Council Offices, on the Council website and in local community-based premises such as libraries, health centres and other buildings accessible to the public.

When an applicant sees a property which they would like to be considered for they will put in a ‘bid’ for that property.

Properties will be advertised by road name and area. Applicants are asked to respect the privacy of the families living in these properties by not approaching them to request private viewings. Anyone who is found to be approaching occupiers of properties advertised through HomeChoice may have their applications suspended for 6 months.

7.5 Making a Bid
At the heart of Choice Based Lettings is the bidding process.

Applicants are able to express an interest in advertised vacant properties by putting in a bid (rather than the Council matching applicants to vacant properties).

Available properties are advertised at agreed intervals and the adverts give information about each individual property. Applicants will only be able to bid for properties appropriate to their needs in terms of type and size (so, if you are a single person for example your bid would not be accepted for a 2 bedroomed house — only for bedsits and one bedroomed flats).

Bidding can be online, by telephone, by text or by post (though allowance needs to be made for delays in posting).

All bids in a particular week must be received by a specific time on a stated day/date in order to be considered.

Attached as Appendix 7 is a table which shows which types and sizes of property you are eligible to bid on.
Some people may be unable to make bids without assistance. See Section 8 on Support and Assistance for information on how this may be provided.

7.6 Offers

We put the bids received for each property in order of Band, and then in date order within each Band.

The applicant who is at the top, in date order, in the highest Band will normally be made the offer of that property. In other words, the applicant with the highest need — as reflected by their Band — and has been waiting the longest in that band will normally receive the offer of the property they have bid on.

The successful person will be contacted by the relevant landlord. If that person subsequently refuses the property, or is deemed not to be suitable for the property, the next person, in date order, will be made the offer. If there were no further bids from applicants in that band, the property will be offered to the bidder who has been waiting longest in the next band.

After two refusals in these circumstances the priority Banding of an applicant will be reviewed and may, in certain circumstances, be demoted to the next lower Band if there were no compelling reasons for refusal. In this eventuality the applicant will retain their Relevant Date of application.

In some circumstances more than one person might be invited to view a property (in order to speed up the process and cut down on void times) but the offer will always be made to the applicant who has been waiting longest in the highest priority Band. This approach is consistent with good practice and no different from several viewings of one vacant property taking place as happens in the private sector.

7.7 Feedback

Information about all properties and offers will be published on the website. This information will include how many bids were received, and the Band and ‘Relevant Date’ of the successful bidder.

Personal details of bidders will never be published. It is not possible to notify individual bidders if they have been unsuccessful.

If you are made an offer of a property you will not normally have subsequent bids considered until that one is resolved and the outcome known.

8. Support and Assistance

Section 166(1)(b) of the 2002 Act requires a housing authority to secure that any necessary assistance is made available free of charge to persons in its District who are likely to have difficulty in making an application without assistance.

Training will be provided to relevant support providers giving details of the Home Choice scheme and where to find the advertised properties. Properties will be advertised in as many locations and through as many sources as possible.

Where an applicant is likely to have difficulty in making bids for properties without assistance, we will consider whether the applicant can be supported by someone appropriate before they are added to the Assisted Bidding List. People considered to be appropriate to provide assistance will be a professional person, such as a Social Worker, Housing Officer, Housing Adviser etc. or a family member or other representative.

Applicants will be notified in writing of any person who will be applying for properties on their behalf, and how to contact them.

The main purpose of maintaining the Assisted Bidding List will be to monitor the progress of people requiring assistance and to ensure that bids are being submitted on their behalf when suitable properties in their areas of choice become available.

9. Reviews

Applicants have the right to ask for a review of any decision made under the terms of this Policy with which they do not agree.

Requests for a review should normally be made:

1. in writing (a request over the phone or made verbally will need to be confirmed in writing). Please ask if you need assistance
2. within 21 days of the date of the decision being appealed
3. to the Housing Solutions Manager.
If you believe that we have assessed your application incorrectly, or not in accordance with the stated policy and assessment criteria, you have the right to make a complaint using our formal Complaints Procedure. Details are available at Council Offices or at www.bournemouth.gov.uk

You also may request the Local Government Ombudsman to investigate a matter on your behalf if you believe we have not acted in accordance with our Policy. More information can be found at www.lgo.org.uk

The Ombudsman will normally only investigate a case where you have exhausted the local Complaints procedures and will not become involved simply because you disagree with a decision which has been correctly made.

10. Transfers

Applicants who already live in Council or Registered Social Landlord (RSL) property in Bournemouth will normally be regarded as ‘Transfer’ applicants i.e. they are transferring from one Social Housing property to another. Transfers are also dealt with in this Policy. This will be subject to certain exceptions in order to make best use of the Housing Stock. More information can be found in Appendix 2.

11. Additional Notes

1. A copy of this Policy, or a summary, is available from Bournemouth Borough Council offices or via the website at www.bournemouth.gov.uk

2. Advice and assistance on the Housing Register and how to secure accommodation is available free of charge from Housing Solutions at Housing Reception, Town Hall Extension, St. Stephens Road, Bournemouth BH2 6LL or by telephoning (01202) 451467.

3. The Council will provide a draft and consult on the details of any new allocations policy, or changes thereto. All stakeholders will be consulted, including (but not exclusively) Registered Social Landlord (RSL) partners, applicants, and representatives of statutory and voluntary agencies.
Appendix 1 — Eligibility

Not everyone who applies for accommodation will be eligible. Those people may be excluded from the Waiting List and not be entitled to Housing from the Council.

These include:

1. people from abroad who are subject to immigration control within the meaning of the Asylum and Immigration Act 1996. There will be some people (as defined by the Secretary of State) who are subject to immigration control but, nevertheless, are entitled to register for housing. These are —
   - people who are refugees
   - people subject to Immigration Control but who have been granted humanitarian protection or discretionary leave to remain
   - people subject to Immigration Control and granted ILR — indefinite leave to remain, as long as they are habitually resident in the Common Travel Area (CTA). There may be other conditions as prescribed by the Secretary of State
   - people subject to Immigration Control and a citizen of a Country that has ratified ECSMA and ESC as long as they are in the UK legally or are habitually resident in the CTA

**NOTE:** an applicant who is already in a Secure or Introductory Tenancy, or an Assured Tenancy allocated by the Local Housing Authority, is not subject to these eligibility requirements.

2. people who engage in, or have been found responsible for, unacceptable behaviour. This is defined as behaviour which, had they been a secure tenant of the council at the time they engaged in it, would have resulted in outright possession proceedings successfully being taken. In this case further consideration will be given after a year, during which acceptable behaviour has been demonstrated, has elapsed. Each case will be treated on its merits and an applicant may appeal if not satisfied with the decision. Examples of unacceptable behaviour include:
   - applicants who have a history of rent arrears
   - applicants who have a history of behaviour which has caused nuisance and annoyance
   - applicants who have been convicted for using a dwelling for immoral or illegal purposes, or committing an arrestable offence in the locality
   - applicants who have committed domestic violence causing a partner or other family member to become homeless
   - applicants who have caused a property to deteriorate due to waste, neglect or default
   - applicants who have gained a tenancy through false statement or information given on application
   - applicants who have paid or received premium (received a financial or other benefit) in connection with a mutual exchange
   - applicants who have been evicted from a dwelling within the curtilage of a building held for non-housing purposes due to conduct such that given the nature of the building it would not be right for occupation to continue.

These are examples and this list is not intended to be exhaustive.

**NOTE:** see also Appendix 5 on Financial Resources and Eligibility.
Appendix 2 — Transfers

Applications from existing Social Housing tenants were not previously subject to the rules under Housing Act 1996, Part 6. However the Homelessness Act 2002 amended these rules and they are now included.

This allows, for example, for Social Housing tenants to move from Registered Social Landlord (RSL) property to Council property (and vice versa) in one area or to move from one Council area to another.

This is a particular advantage to the operation of Choice Based Lettings which is intended to permit greater mobility between, say, Dorset Local Authority areas.

These applications are known as ‘Transfer’ applications and are treated as any other applications with a few exceptions:

1. the Council will occasionally, in the best interests of managing the Housing Stock, and by judicious use of Transfers, maximize the number of lettings from an initial casual vacancy by giving Transfers priority over other Housing Register applicants. This will be made clear in the advertisement for the property

2. the Council will allocate resources in accordance with the CLG Code of Guidance on Allocations and strive to achieve a balance between existing tenants and new applicants.
Appendix 3 — Exceptions

There are some exceptions to the Allocations Policy based upon Primary and Secondary Legislation:

- Part 6 of the 1996 Act does not apply to Mutual Exchanges within a Council’s own stock, or via national schemes such as Homeswapper.
- the following cases are also exempted:
  1. where a tenant dies (either secure or fixed term) and a succession takes place under The Housing Act 1985
  2. where assignment takes place by way of mutual exchange under the Housing Act 1985
  3. where a secure tenancy is granted by order of a Court under Matrimonial Causes Act 1973, or Matrimonial and Family Proceedings Act 1984, or Children Act 1989
  4. where an Introductory Tenancy becomes a secure tenancy.

There are also some circumstances in which allocations may be made other than in accordance with the Choice Based Lettings scheme detailed in this policy.

These include:

- allocation of supported accommodation (i.e. accommodation in which support is provided as a condition of occupancy)
- allocation of accommodation to displaced agricultural workers
- allocation of accommodation to keyworkers, as defined by Communities and Local Government
- allocation of a property to joint tenants, where a tenancy is currently held by one of the joint tenants as a sole tenancy
- allocation of a property to a former tenant, where a joint tenancy has been terminated by one joint tenant and the other tenant wants to remain in the property (when this is in accordance with eligibility for the specific property type in question)
- allocation of a property to someone who has lived in that property as the relative or carer of a tenant who has died, but there is no statutory right for that person to succeed to the tenancy
- allocation of a property for the purpose of decanting an existing Council or Registered Social Landlord tenant (e.g. where their current property requires work which cannot be carried out with the tenant in residence, or if the current property is scheduled for demolition).
- allocation of a property to an existing Council or Registered Social Landlord tenant, for management reasons. Such allocations can only be carried out with the prior approval of the Rehousing Manager.
- allocation of a property to a person referred to the Council by the Multi Agency Risk Assessment Conference (MARAC) as a result of Domestic Violence.

Serious Offenders

Serious offenders will not be excluded from the Housing Register or an offer of accommodation without an appropriate assessment of their eligibility in the first instance, which will take MAPPA (Multi-Agency Public Protection Arrangements) guidance into account, but will only be re-housed once a multi-agency risk assessment is carried out and there is suitable and safe accommodation available.
Appendix 4 — Local Connection

Generally, applicants who can demonstrate a Local Connection with Bournemouth will be considered for housing ahead of those applicants without such a connection, when they are in the same Priority Band, and where the waiting time is the same.

Every application will be considered on its merits and it will only be necessary for one member of a household to establish ‘local connection’ to qualify an application for the whole of that household.

At least one of the following requirements must be met to qualify as having a local connection with Bournemouth:

1. resident in the Borough for at least 6 out of the last 12 months, or at least 3 out of the last 5 years
2. employed, or have a firm offer of permanent employment in Bournemouth
3. close family associations. These include, for example, parents, adult children, brothers and sisters living in the Borough continuously for at least 5 years.

The following do NOT normally qualify as local connection:

1. time spent in detention under an Act of Parliament e.g. prison, Mental Health Act etc.
2. time spent in accommodation secured by another Local Authority under Homeless Persons’ legislation
3. time in hospital, or undergoing any other treatment e.g. addiction treatment centre or the like
4. time in any other residential facility such as women’s refuge, mother and baby unit, rehabilitation unit, or the like.
Appendix 5 — Financial Resources

Whilst Choice Based Lettings recognises and takes account of an applicant’s choice and preference the Council also wishes to allocate Housing on the basis of need.

There will be people who wish to register for Social Housing who, in the opinion of the Council, have the means to secure their own accommodation. (Advice and assistance will be given to these applicants.)

Preference will therefore be given to those who do not have the resources to obtain housing elsewhere, either in the public or private sectors when considering applicants with the same assessed level of need.

We will look at, amongst other things:

1. your income, whether from benefits or earned income
2. any capital you have, particularly any property you own — whether you live in it or not, and whether in Bournemouth or not
3. the resources of any person in the applicant’s household and who will normally be residing with the applicant.

The Council will take these factors into account when deciding the priority given to an application. There may be circumstances when it is considered that an applicant has sufficient resources but, nevertheless, an offer of accommodation may be made.
Appendix 6 — Homeless Applicants

Households accepted as homeless and re-housed into bed and breakfast or temporary accommodation managed by the Council or a Registered Social Landlord (RSL) will be registered on the Housing Register.

Persons who have been accepted as homeless under the Housing Act 1996 or the Homelessness Act 2002 and re-housed in temporary accommodation will receive priority status 12 months after their acceptance date. Priority status will be time limited for 6 months when the application will be reviewed.

Applicants who have not received an offer of accommodation within the six month priority status time limit, will be made one direct and final offer of accommodation.

The Council will discharge its duties under the terms of the Housing Act 1996 (as amended by the Homelessness Act 2002), to those applicants upon the acceptance of an offer made through HomeChoice, or upon the direct offer. Applicants have the right of a review of the suitability of any accommodation offered. Decisions will be made in accordance with the prevailing Code of Guidance for Homelessness.

The Council reserves the right to alter the time limits for Homeless Applicants Priority status at any time, according to changes in demand.
Appendix 7 — Reasonable Preference and Additional Preference

This policy has been formulated having particular regard to the requirements of the CLG Code of Guidance for Allocations and especially the need to reflect aspects of Reasonable Preference, Cumulative Reasonable Preference and Additional Preference.

Banding of an applicant will be assessed to reflect the relative needs of his/her circumstances and taking into account the due consideration shown to all applicants on the register, and within the context of local Housing Provision.

There will, notwithstanding the stated Policy, be applicants who, due to exceptional circumstances, need to be treated more urgently. These cases will be taken on their individual merits and may be awarded additional preference priority status appropriate to their circumstances.

Priority status will be time limited according to the length of time it is considered it would usually take for a suitable property to become available. This will vary with the type of accommodation being sought.

Persons who have been accepted as homeless under the Housing Act 1996 or the Homelessness Act 2002, and have been placed in temporary accommodation as a result of this acceptance, will receive priority status 12 months after their acceptance date. Priority status will be time limited for 6 months.

Applicants who refuse two suitable offers within their Priority Status time limit will have their priority status reviewed and potentially removed.

Homeless applicants who refuse one suitable offer of accommodation will have their priority removed, and where it is determined that the offer of accommodation was suitable under the provisions of the Council’s statutory homelessness obligations, the duty to them will be discharged.

Applicants will be notified in writing of any decision made about their priority status within seven days of the decision being made. This notification will include advice and information about the time limit of the priority status, if awarded.

If an applicant disagrees with this decision they can appeal for a review, in writing within 21 days of the date of the decision. See Section 9 for further information on how to request a review.

At the end of the time limit of priority status, if no offer has been made or accepted, or no suitable properties have become available, the Rehousing Manager (or his/her nominated deputy) will decide whether the time limit should be extended. This decision will be made based on information about bids history and property availability. Applicants will be notified of this decision in writing and will have the right to appeal the decision.

How We Assess Reasonable and Additional Preference

Assessment of Reasonable, Cumulative Reasonable and Additional preference will be carried out by the Rehousing Manager or his/her nominated deputy.

This will only be carried out after all the information which the applicant has been reasonably required to provide has been received.

An applicant may not be registered in the correct Band until this information has been received and assessed.

If you disagree with any decision in this regard you have the right to request a review (see Section 9).

Relevant Date of Registration

When an applicant joins the Housing Register, the date their completed application is received will normally be their Relevant Date. However, if an applicant’s circumstances change and as a result of this change, their band changes this may affect their Relevant Date.
If, because of a change in a household’s circumstances, the applicant moves into a higher priority band (e.g. from Red to Amber, or from Green to Priority), the applicant’s new Relevant Date will be the date on which their application is re-assessed.

If, because of a change in a household’s circumstances, the applicant moves into a lower priority band (e.g. from Amber to Red, or from Priority to Green), the applicant will keep their previous Relevant Date.
### Appendix 8 — Match of household type to property size

The following table indicates the type/size of accommodation for which applicants can expect to qualify:

<table>
<thead>
<tr>
<th>Household Type</th>
<th>Property Size</th>
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<tbody>
<tr>
<td>Single person</td>
<td>Bedsit, studio or one bedroom accommodation</td>
</tr>
<tr>
<td>Couple</td>
<td>One bedroom</td>
</tr>
<tr>
<td>Two adults, not living together as a couple e.g. if an adult has a medical need for a carer to live with them, on a full time basis, and this carer is not their partner. Proof will be required.</td>
<td>Two bedrooms</td>
</tr>
<tr>
<td>Adult(s) with one dependent child</td>
<td>Two bedrooms</td>
</tr>
<tr>
<td>Adult(s) with two dependent children of the same sex (up to 16 years) or opposite sex but aged under 10 years</td>
<td>Two or three bedrooms</td>
</tr>
<tr>
<td>Adult(s) with 2 dependent children of opposite sex aged over 10 years</td>
<td>Three bedrooms</td>
</tr>
<tr>
<td>Adult(s) with three dependent children</td>
<td>Three bedrooms</td>
</tr>
<tr>
<td>Adult(s) with four or more dependent children</td>
<td>Three or four bedrooms</td>
</tr>
</tbody>
</table>

In addition the Council considers that it is not normally acceptable for more than 2 people to share a bedroom, though this may be necessary in exceptional circumstances.

Priority for Ground floor accommodation will normally be given to someone who requires level access on the grounds of age, disability or medical need.

In order to be eligible for bedroom spaces for children, the adult(s) must demonstrate that the child(ren) live(s) with them on a full time, permanent basis.
Appendix 9 — Banding

Applications will be recorded in date order within each band. The successful bid will normally be the oldest application in date order from the highest priority Band.

Priority status

If an applicant has been assessed as being in one or more of the ‘Reasonable Preference’ categories AND can demonstrate that, as a result of this reason, there may be serious or very significant consequences to their household if they continue living in their current accommodation, they can apply for ‘Priority’ status. In order to be eligible for Priority status, the applicant will need to demonstrate that:

• their current accommodation is having a severe detrimental effect upon the day-to-day living of the household; and
• an urgent move is essential to resolve or significantly improve the applicant (or household)’s circumstances; and
• the applicant cannot reasonably be expected to secure suitable accommodation for the household; and
• all potential alternative solutions have been fully explored and are not viable and all of the above are supported by written evidence from a relevant practitioner.

This application will be assessed by the Rehousing Manager. If Priority status is awarded, this will be for a limited time, dependant on the availability of the type of accommodation for which the household is eligible. Applicants with Priority status will be considered before those in the other bands.

Priority status will also be awarded to homeless applicants after 12 months in temporary accommodation (see Appendix 6) and to move on applicants who are in recognised supported housing in the Borough.

There are additional categories of applicants who may, at the discretion of the Rehousing Manager, be awarded Priority status, in order to make best use of Council and Registered Social Landlord (RSL) stock. These include:

• applicants who are current Council or RSL tenants, moving to a smaller property (subject to meeting the criteria for the advertised property type)
• applicants who are current Council or RSL tenants, leaving a property with major adaptations which are needed for use by another household

Green Band

• applicants who have more than one element of housing need (see below)
• applicants who have one element of housing need where this could cause serious or significant issues (as assessed by the Rehousing Manager)
• applicants who are current Council or RSL tenants, moving to a smaller property (subject to meeting the criteria for the advertised property type)
• applicants who are current Council or RSL tenants, leaving a property with major adaptations which are needed for use by another household

Amber Band

• applicants who have one element of housing need (defined as a Reasonable Preference by legislation) as detailed below:
✓ applicants with a need to move on medical grounds
✓ applicants with a need to move on welfare grounds, including grounds relating to a disability
✓ applicants who are Homeless within the definition of the Act
✓ applicants who are owed a duty by any Housing Authority under sections 190(2), 193(2), 195(2) of the 1996 Act (or under S.65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any Housing Authority under S.192(3)
✓ applicants who are occupying insanitary or overcrowded accommodation or otherwise living in unsatisfactory housing conditions
✓ applicants who need to move to a particular locality to avoid hardship

• young persons leaving care or who are the subject of ‘Corporate Parenting’ arrangements by the Local Authority. (Bournemouth Council also operates a Quota system in respect of this situation)

Red Band
• applicants who do not have an identified Housing Need as described above.