



Allocations Policy

Information and Frequently Asked Questions

Our Allocations Policy was reviewed in 2021, approved in October 2021 and implemented in July 2022. We have produced this information and frequently asked questions sheet to provide you some information and advice following this review.

Section 1: What you need to know

Section 2: Policy Changes

Section 3: Points Changes

Section 4: Frequently asked Questions

If you are an existing applicant affected by the policy change, you will be contacted by us. You can view the new policy here

Section 1: The Reviewed Policy – What you need to know:

- The reviewed policy changes will apply to all active applicants.
- The policy changes will be implemented by the end of July 2022
- You will not be asked to make a new application. We will apply the policy changes to your application and your application will be re-pointed where applicable.
- Applicants might be asked to provide some additional information in order to ensure their application is up to date.
- Your registration date will remain the same
- Your log in details will remain the same

What should you do next?

- We advise applicants to check that all information on your application is accurate and up to date.
- You can help reduce delays and the requirement for additional information by managing your application online.
- Please ensure that any change of circumstances is reflected on your application.
- Please upload your documents straight on to your application.
- If you require your housing register application to be removed as you no longer require rehousing, please contact the Housing Needs team

What changes you may see:

- Your points may increase or decrease
- Some applicants will no longer qualify to join the housing register.
- We are in the process of updating our housing register application questions.
 - Future applicants will be required to complete these additional questions and current applicants may be required to confirm details of answers to the revised and new questions.
- We are in the process of updating our medical assessment form and process
 - This will be available online to be completed on the online form.
 - You will have the opportunity to upload the medical supporting evidence as requested.
 - If you are unable to complete the online form, please consider asking friends and family for assistance.
 - If you still require help to complete the online form, please contact a member of the housing needs team.
- We have removed applicants who:
 - Have been active for 2 years plus but have not bid in this time frame
 - Have been suspended and are not on the direct offer list, and have not actively engaged with the service for 2 years plus

Section 2: Policy Changes

The Council has reviewed its Housing Allocations Policy. As a result of there are some key changes which applicants will need to be aware of. For more information on the impact and general information please visit our [FAQs page](#).

Financial Means

Applicants will not qualify if they have the financial means to meet their own housing need. We define this as the applicant and/or their partner having in excess of the gross annual income limits which are set out below, or £16,000 in savings (except where a lump sum has been paid to a current or former member of the armed forces as compensation).

- 1 Bedroom/studio Property £44,000
- 2 Bedroom Property £55,000
- 3 Bedroom Property £66,000
- 4 Bedroom Property £66,000

Unacceptable Behaviour

Applicants with any of the below legal orders will not be considered to qualify and will be unable to access the housing register for a period of one, three or five years (see below).

The serious action or legal proceedings include but are not limited to:

- Current Non-molestation order/ Occupation order (one year);
- Current Restraining order (five years).

Village Connection

When shortlisting for village properties the council has amended that in addition to the local connection to the Borough, residency has reduced from 10 years to a five-year residency within the village at some point in their lifetime.

Supported Housing Moves

An existing tenant aged 60 or over in general needs bedsit or one bedroom accommodation in Dacorum who wishes to move into sheltered accommodation.

Section 3: Points Changes

Homeless Applicants

If you are placed into temporary accommodation, you will be awarded 'temporary accommodation points' however, applicants will be exempt from sharing, overcrowding and flats without a lift points. **10 points**.

Applicants who are residing at The Elms Hostel who have effectively engaged with support workers, have no licence breaches and no rent arrears at The Elms will be awarded **5 points**. Applicants who have moved into 'Move on' accommodation through The Elms, once completed a satisfactory move on assessment will receive **10 points**.

Sharing kitchen and/or bathroom facilities

A household that is residing in a House of multiple occupancy (HMO) will be awarded **15 points**.

Overcrowding

The Dacorum bedroom standard has been reviewed. Please click here to view the bedroom standards:

Applicants that reside in a bedsit who are overcrowded will receive **5 points** in addition to the below:

At Dacorum Borough Council, we consider overcrowding to occur when an additional person does not have a bed-space, if one bedroom is allocated to each:

- Married or co-habiting couple;
- Adult aged 18 years or more;
- Pair of children aged 0 - 16 years of the same sex; and
- Pair of children aged 10 years regardless of sex.

20 Points per lacking bed space.

Under-occupation

30 points per bedroom if applicant wants to downsize to a general needs property

50 points per bedroom if applicant wants to downsize to a Supported Housing property

Medical Grounds

The council has added an additional pointing of 75 points for 'very high medical needs'.

Welfare Grounds

The council has added an additional pointing of 75 points for 'very high welfare needs'.

Children in Flats

The council has lowered the age of children in flats (first floor and above) where no lift is available from 9 years to 5 years. The council will only award these points when another housing needs is established.

Pre-Tenancy Training

The council has removed these points from applications.

Length of time on the Housing Register

The council has removed these points from applications.

Management Reasons

At the council's discretion, Housing management can award points as an additional priority. In rare circumstances that these points will be used, it will need to be agreed by two housing managers.

Section 4 Allocations Policy Review – FAQs

Why have we reviewed the Housing Allocations Policy?

- It is a legal requirement that this policy should be reviewed every 4 years at a minimum
- To ensure best practice and use of housing stock in relation to the current housing climate, affordability and access to housing
- To ensure those with a housing need are accessing available housing in a fair and proportionate way

When will the reviewed policy be in place?

- The Council aims to complete implementation by July 2022

Will you notify me of changes to my application?

- The Councils Housing Needs team will write to you about any changes made to your housing register application.
- We will confirm any changes made and your current points situation so that you understand your current position on the Housing Register

Will my points change?

- Applications will be reviewed and it is likely that your current points will change in line with the new policy
- Changes to points can be viewed on the Allocations Policy Review Page

Why have my pre-tenancy training points been removed?

- The council has removed these points from applications as all applicants will be expected to complete the pre-tenancy training course as a part of the application process.
- If you have been shortlisted for a property that you have bid on, you will be sent our online pre-tenancy training course which you must complete as part of the shortlisting process.

Why do I no longer have 'length of time' on the Housing Register Points?

- The council has removed these points from applications as the Housing Register is not a waiting list to be housed, and therefore no additional points will be given for being active on the housing register.

What points am I entitled to if I am under-occupying my property?

- 30 points per bedroom if you wish to downsize to a General Needs property
- 50 points per bedroom if you wish to downsize to a Supported Housing property

My bedroom entitlement has changed, why is this?

- Our rules have changed in relation to the Council's bedroom standards. Where a pair of children regardless of sex would be entitled to a room each when they turned 5, this has now changed to aged 10.
- For example: A household consisting of a mother, and two children, one boy aged 5 and one girl aged 7, where they would have previously been a three bedroom need, they are now a two bedroom need due to the bedroom changes.
- These changes have been made to align with the Housing Benefit Regulations and Government Bedroom Standards
- This will allow the Council to make best use of its housing stock considering the demand in the local area.

I no longer have any points for Children in Flats without a lift, why is this?

- If your application only had 10 points for Children in flats aged 9 years where no lift was available, and you have no other identifiable housing need, these points have been removed. You now must have an identifiable housing need for these points to be awarded.

I am in temporary accommodation, in a property first floor and above without a lift with children aged 5, why do I not receive the children in flats points?

- As placements into temporary accommodation are not through choice, and what stock is available at the time for use of temporary accommodation.
- To make it fair for all of those in temporary accommodation you will now receive temporary accommodation points, but be exempt from Children in Flats points.

Why have my 'time on the register' points been removed?

- We have removed the time on register points, as this gives the impression that the Housing Register is a waiting list for housing, when this is not the case. The Housing Register, is a register to bid for social and affordable housing for those most in need for rehousing, and are prioritised through points. To manage expectations and to reduce false hope in obtaining accommodation, these points have been removed.

I am living in a room in a shared house (House of multiple occupancy, HMO) what points am I entitled to?

- A household that is residing in a House of multiple occupancy (HMO) will be awarded 15 points

I am aged 60, living in a one bedroom general needs flat and want to move to Supported Housing, what points will I receive?

- An existing tenant aged 60 or over in general needs bedsit or one bedroom accommodation in Dacorum who wishes to move into sheltered accommodation. 25 Points

What local connection is required to be able to bid on village properties?

- You must meet the standard local connection criteria as set out in the Allocations Policy and either;
 - A five year residency within the village at some point in your lifetime;
 - Family connection where an immediate family member (parents, children, siblings) who are over the age of 18 and has continuously been a resident within the village for 10 years immediately preceding the date of application;
 - Currently in permanent employment within the village boundary, consisting of 16 hours a week or more, and which has been continuous for the last 24 months.

How many households are bidding on housing?

- Approximately **1278** households are active to bid on the Housing Register. Please go to the [Housing Register Statistics](#) page for more information.

How many households are registered for a Direct Offer of accommodation for an Adapted Property?

- Approximately **97** households are registered for a Direct Offer of accommodation that is an Adapted Property. Please go to the [Housing Register Statistics](#) page for more information.

How many households are registered for a Direct Offer of accommodation following a Homeless Application and receiving the Main Housing duty?

- Approximately **42** households are registered for a Direct Offer of accommodation after receiving a Main Housing Duty. Please go to the [Housing Register Statistics](#) page for more information.

I have an attachment of earnings for a debt owed to the council, why is this not accepted as a repayment plan?

- The Allocations Policy states that the repayment plan must be agreed by both the council and the applicant and this is not voluntary.

I have bid on a property, however the Housing Allocations team reviewed this bid and advised that this would not be suitable for me, why is this?

- The Allocations Policy states that in sensitive cases, whilst an applicant is able to bid, the council have the right to review and approve the bid. If you are unsure why this is, please contact the team or check any correspondence sent to you.

What if I am not happy with the Council's decision?

- Please visit our [Housing Reviews & Appeals](#) page for further information