

Auckland Home Solutions CIC

SUPPORTED HOUSING APPLICATION POINTS ALLOCATION SYSTEM

Points are allocated over a number of categories. Each category and the points awarded for each item within the category are listed below.

1. Tenancy Type
 - Private sector tenancies including assured short hold tenancies 10

2. Medical Factors
 - Major health problem/s that will improve with re-housing 30
 - Property causing health discomfort 20

3. Overcrowding
 - Bedroom deficiency (for each bedroom) 20

4. Shared Facilities (where facilities are shared with others not being re-housed with you).
 - Shared kitchen 10
 - Shared living room 10
 - Shared bathroom/W.C. 10

5. Lack of Facilities
 - No cooking facilities 20
 - No bathroom 20
 - No W.C. 20
 - No separate kitchen 20

6. Properties in Disrepair (These points are not awarded to transfer applicants and are only awarded after a home visit).
 - Serious disrepair/defects 30
 - Minor defects/Lack of adaptations 10

7. Local Connection
 - Currently living in the District you are applying to be housed in 20
 - If you have lived in the District you are applying for housing in for 10 years during your lifetime 10

- Moving closer to relatives 10
8. Threatened with Homelessness
- No fixed abode 20
 - Owner-occupier with a possession order against them 10
 - Tenants with notice to quit 10
 - Temporary accommodation/Staying with friends 10
 - Time in bed & breakfast accommodation (for each year) 10
9. Social Economic Points
- Applicants whose circumstances make it difficult for them to find secure settled accommodation. 10
10. Transfer Applicants
- All existing tenants – for every excess bedroom (Where the existing property is under-occupied). 20
 - Where support assessment determines that the applicant could live in self contained accommodation safely and appropriately and is at present living in a shared environment. 20
11. Other
- For each full year that an applicant is on the waiting list. 10
 - Where applicant is living with older carers 10
 - Or
 - Where applicant is living with older carers/carer who themselves are in poor health and having difficulty in providing care and support to the applicant 20
 - Applicant applying to move out of residential home or community hospital unit 10
 - Where applicant has a friendship with one or more of the tenants already living in requested accommodation (as indicated on the application form) 10

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AFTER I APPLY FOR HOUSING (VIA MY LOCAL AUTHORITY) HOW IS MY APPLICATION TREATED?

If you are 18 years of age or over with a supported housing need and you meet the eligibility criteria, you may apply for housing either directly to us, or via the Local Authority Social Services Department. (In certain circumstances, people over the age of 16 may apply).

Auckland Home Solutions operates its own independent waiting list for the majority of its properties and receives nominations for vacancies from the Local Authority Social Services Department.

When a nomination is received, your application will then be awarded points against the specific categories and criteria as shown on the form above. The higher the total points awarded, the greater your need for housing. After completing the Housing Needs Assessment, we will assess what housing/general support you will require to live in your potential new home.

Following a home visit and a full assessment of your needs, we will determine whether your application is acceptable.

If accepted, you will be placed in the appropriate position on our waiting list. Offers of accommodation will be made to those in the greatest need in the areas/size/type of accommodation appropriate, as indicated following the application and Housing and Support assessments.

There is no guaranteed timescale over which someone will receive an offer of accommodation. This is controlled by the frequency of vacancies and the ever-changing waiting list that can alter due to the change in an individual's personal needs (points score) and the needs of new applicants.

Each year you or your representative will receive a telephone call and/or letter reviewing your application and your housing status as part of Auckland Home Solutions' 'Annual Waiting List Review'. If you or your representative does not respond to the review within the date specified on the review letter then we must assume that you are no longer interested and your application will be removed from the waiting list.

If your circumstances change during the year and you do not need housing from us, please tell us and we will remove your application from the list.

Please ensure that you provide us with as much information as possible to allow your application to be fully assessed. Please include supporting information from other relevant persons e.g. a doctor's letter in support of your request for medical points etc.

Please be aware that any person knowingly or recklessly making an application for social housing may be found guilty of an offence. If a property is allocated on the basis of false information then the property may be repossessed and your tenancy withdrawn.

Auckland Home Solutions ensures all applications are treated equally in accordance with this allocations policy regardless of gender, race or ethnic origin.

Please read the "Step By Step Allocations Procedure" enclosed.

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THE "STEP BY STEP" ALLOCATIONS PROCEDURE

1. Your nomination is received from your Local Authority (You need to inform your Social Worker or Care Manager of your wish to be nominated).

2. Your application will be assessed against our eligibility criteria and a decision made whether we may proceed with your application.

3. Providing you meet our eligibility criteria, we will make an appointment with you to undertake a Housing/General Support assessment. This will often take place at our Prince Bishops Court scheme.

4. The application is then to be scored in accordance with the points allocation system and standard housing allocation practices relating to property size and suitability.

5. The Applicant or representative is informed in writing of the acceptance/rejection of the application. If accepted, the applicant is placed on either the active or dormant waiting list (depending on whether the applicant requires offers of accommodation within the next twelve months/prior to the waiting list annual review), in the appropriate position relevant to their priority need (points score) and the type/size/location of the property applied/qualified for. (Applicants should be told how many points they have at that time and what their position is on the waiting list). If the application is refused, reasons for the decision should be given for the refusal and details of the Appeals Process provided.

6. If accepted on the waiting list, offers will be made when vacancies arise to those with the highest priority need on a descending basis. If offers are refused, the reasons for refusal should be recorded.

7. During April of each calendar year, an Annual Waiting List Review will be undertaken. All Applicants on the waiting list or their representative, will be contacted by phone and/or letter to enable all relevant information to be updated and if changes are made, for applications to be re-pointed (persons may be moved between the active/dormant waiting list depending on whether they require offers of accommodation within the approaching twelve months). At the time of completion of the annual review, Applicants will be informed of the amount of points awarded to them and their position on the waiting list at that particular time.