

**Manchester City Council  
Report for Information**

**Report to:** Neighbourhoods and Environment Scrutiny Committee - 6 November 2019  
Executive - 13 November 2019

**Subject:** Housing Allocations Policy Review

**Report of:** Strategic Director, Growth & Development

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**Summary:**

This report describes the Council's review of the social housing Allocations Policy and recommends changes to enable the city to best meet housing need within a backdrop of reduced turnover of stock.

**Recommendations:**

The Neighbourhoods and Environment Scrutiny Committee is invited to comment on the report and endorse the recommendations to Executive as detailed below.

The Executive is recommended to:

1. Note the statutory and online consultation responses received.
  2. Approve the changes to the Housing Allocation Policy (the Policy) recommended within this report.
  3. Delegate to the Head of Housing Services and the City Solicitor approval to complete the final and lawful version of the Policy.
  4. Note that the Equalities Impact Assessment shows no unintended or disproportionate effects are likely to arise for applicants with protected characteristics.
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**Wards Affected:** All

<b>Environmental Impact Assessment</b> - the impact of the issues addressed in this report on achieving the zero-carbon target for the city
n/a

<b>Manchester Strategy outcomes</b>	<b>Summary of how this report aligns to the OMS</b>
A thriving and sustainable city: supporting a diverse and	Provide advice and information around other housing options where this may be appropriate -

distinctive economy that creates jobs and opportunities	this includes affordable home ownership and the private rented sector.
A highly skilled city: world class and home grown talent sustaining the city's economic success	n/a
A progressive and equitable city: making a positive contribution by unlocking the potential of our communities	Ensuring the Policy assists with balancing communities and encouraging potential in partnership with RP partners, using Local Letting Policy where necessary.
A liveable and low carbon city: a destination of choice to live, visit, work	Encouraging RP partners to reduce CO2 emissions and reduce their use of plastics will contribute to a low carbon city as well as zero carbon social homes built. Discussing climate change conversations with tenants of social housing supporting them in adopting a low carbon lifestyle
A connected city: world class infrastructure and connectivity to drive growth	Ensuring people have a settled home that's right for them this will enable them to flourish and contribute within the city.

Full details are in the body of the report, along with any implications for

- Equal Opportunities Policy
- Risk Management
- Legal Considerations

### **Financial Consequences – Revenue**

It is estimated that approximately £30k will be required to deliver the remainder of the project, this will cover I.T costs, training and applicant communications.

- I.T, 20 days x £650 = £13,000
- Project Officer Post, 3 months grade 7 £3,000 = £9,000
- Communications = £8,000

Total = £30k

The Council will receive a contribution from Manchester Move partners of £22k leaving an outstanding balance of £8,000 to be covered by the Council

### **Financial Consequences – Capital**

None

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**Background documents (available for public inspection):**

The following documents disclose important facts on which the report is based and have been relied upon in preparing the report. Copies of the background documents are available up to 4 years after the date of the meeting. If you would like a copy please contact one of the contact officers above.

- Manchester Allocations Policy 2011
- Housing Act 1996
- Homelessness Code of Guidance <https://www.gov.uk/guidance/homelessness-code-of-guidance-for-local-authorities>
- Allocations Code of Guidance <https://www.gov.uk/government/publications/allocation-of-accommodation-guidance-for-local-housing-authorities-in-england>
- Update on Homelessness and Housing, Neighbourhoods and the Environment Scrutiny Committee Report – Wednesday 17th July 2019

## **1. Introduction**

- 1.1 Manchester's current Housing Allocations Policy was introduced in 2011. There have been some minor amendments since but the Policy has remained fundamentally the same for the last 8 years. These amendments were approved by the Director of Housing in consultation with the Executive Member responsible for housing at the time and as per section 4 of the current policy (Directors Discretion).
- 1.2 Although the Council and its Registered Provider (RP) partners are embarking on an ambitious programme of new build development through the Housing Affordability Strategy to increase supply, fundamental policy changes are required to improve how we meet needs with the resources that we have available.
- 1.3 This report provides the context and evidence as to why the Allocations Policy needs to be reviewed, looking at how the turnover of social housing has reduced within a backdrop of increasing demand. It describes the process of engagement with stakeholders to develop a range of policy solutions ensuring that the proposals do not have a disproportionate effect on applicants within protected characteristic groups. It also describes how the proposals were consulted upon with both statutory organisations and the wider public with the outcome being a well considered set of recommendations.
- 1.4 Subject to approval by Executive there is a summary of the next steps and an outline timetable for the introduction of a new Housing Allocations Policy.

## **2. Context & Background**

- 2.1 Manchester's housing situation has changed significantly since 2011. There has been a significant rise in homelessness and the associated cost of the rising number of households in temporary and supported accommodation is unsustainable. Welfare reforms and rising private sector rents are huge challenges for people seeking new homes.
- 2.2 Turnover and availability of social homes has reduced significantly the total number on the households on the housing register has risen by 27% over the last 4 years, whilst we have seen a 21% decrease over the same time in the number of homes that have become available for letting. At the same time the stronger and more integrated partnership working that has developed has led to a greater understanding of complex housing needs.

This table shows the increase in demand and reduction in lettings over the last 4 years:

Year	Total number on Register	Total in Reasonable Preference (band 1-3)	Number of Lettings
2015/16	11559	4612	3356
2016/17	12292	5028	2864
2017/18	13461	5005	2867
2018/19	14648	6144	2644

### Legal Context

2.3 Part 6 of the Housing Act 1996 requires local authorities to have an Allocations Policy that describes how social homes should be allocated in the authority's area and to give "reasonable preference" to certain groups of applicants:

- People who need to move on welfare or medical grounds,
- People who need to move to a particular area of the borough to avoid hardship,
- People living in overcrowded, insanitary, or otherwise unsatisfactory housing, and
- People who are homeless within the meaning of Part 7 of the Housing Act 1996

2.4 Priority can be given, and allocations can be made to, categories of applicants who do not fall within the reasonable preference groups (for example current tenants who are under-occupying their current homes), however, we must ensure that the reasonable preference requirement is met and we must ensure that any locally-determined priority categories do not dominate the Policy such that the statutory reasonable preference categories have relatively little chance of being rehoused.

2.5 The Manchester Housing Allocations Policy sets out the principles and rules by which people apply for social housing, including who qualifies to join the housing register and how the Council prioritises who gets a home. In simple terms, Manchester's current Allocations Policy operates in this way:

- Band 1 is applicants in real housing need (reasonable preference) who are in very urgent or emergency need to be rehoused.
- Band 2 is applicants in real housing need (reasonable preference) who make a contribution to their community.
- Band 3 is applicants in real housing need (reasonable preference) who do not contribute to their community.
- Band 4 is applicants not in real housing need (not in the reasonable preference groups) but who make a contribution to their community

- Band 5 is applicants not in real housing need (not in the reasonable preference groups) and who do not contribute to their community.
- Band 6 is comprised of applicants demoted from bands 1-5.

2.6 The 3 main reasons for being in need of rehousing are:

- Overcrowding (around 75% of overcrowding applicants are 1 bedroom short)
- Homelessness/ready to leave Temporary Accommodation and Supported Accommodation (TA & SA)
- Medical needs

### **Demand and Turnover of Social Housing**

2.7 Across Manchester an increasing number of individuals and families are becoming homeless and are at greater risk of homelessness. The main reason for statutory homelessness is the loss of a tenancy in the private rented sector which has become the number one cause above domestic abuse.

2.8 Government welfare changes, which include capping personal benefits and limiting the amount payable in rent via the Local Housing Allowance, have had a major impact in contributing to the loss of tenancies and the growth in numbers on the housing register.

2.9 The Council currently has 1,522 (July 2019) dispersed temporary accommodation properties spread across Manchester and Greater Manchester.

2.10 Although the existing Policy was set up with the best intentions, the Policy has now developed unintended consequences and instead of helping people most in need the Policy is now causing a barrier in accessing homes for vulnerable households. As we can see by the numbers of households within temporary accommodation they are increasingly waiting for long periods to access social housing, causing a lack of throughput and rising costs.

2.11 The currently Policy rewarding those that work or contribute to the community with additional priority and placing them in band 2, leaving those who are often in crisis, cannot work and in insecure temporary accommodation in band 3 and having to wait for long periods to be rehoused, The average waiting time for a household to move out of temporary accommodation can be between 12-18 months.

2.12 **Appendix 1** Shows the data from the Manchester Housing Register (MHR) and lettings statistics from the year 2018/19 and gives a real sense of how demand is outstripping the number of available properties. This is a summary of the key facts:

2.13 **Key Facts**

- The total number of live applications on the Manchester Housing Register continues to increase.
- The number of applications in reasonable preference (housing need bands 1-3) is continuing to increase - over 5000 and far outstrips supply, only 2282 lettings to the same bands in 2018/19.
- The turnover of stock (this equates to lets) has reduced each year for the last 4 years - 2018/19 was the lowest since 2013.
- The vast majority of lets are to applicants in reasonable preference (over 90% of all lets) but this is still under half the number of households in this group.
- The availability of larger family homes means that most applicants for 4+ bedroom homes will not be rehoused through the register for a considerable length of time, if at all.
- Increase in numbers of people living in insecure temporary accommodation
- Right to Buy contributing to the reduction in numbers of social housing stock.
- The increasing number on the register and reduced turnover means that even those applicants in need (reasonable preference) cannot be assured of being rehoused. Some applicants in housing need will remain on the register for years and might never be rehoused.

### **3. Engagement and Consultation**

3.1 Over the last year a dedicated project team led by Strategic Housing and made up of Council and Registered Provider (RP) officers has reviewed the current Housing Allocations Policy.

3.2 One of the first tasks for the team was to establish policy objectives so that it could effectively deliver a Policy that is legal, reflects the current housing position and assists with meeting corporate priorities.

3.3 These objectives were that the Policy:

- Continues to accord with legislation and statutory guidance.
- Provides the means of managing the allocation of a scarce resource (social housing) in a fair and equitable manner assisting those in most need.
- Is transparent and easy to understand.
- Takes into account the need to manage neighbourhoods.
- Takes into account the Homelessness Reduction Act, welfare reforms and the city's Homelessness Strategy.
- Will assist the city deliver its wider commitments in the City Strategy ("Our Manchester") and the Housing Strategy.
- Continues to comply with local authority equality duties.
- That there is no unintended adverse impact on other housing practice.

3.4 By analysing data and information from both qualitative and quantitative sources the team have been able to use this information to facilitate a series of discussions at the Housing Access Board (HAB, which consists of all the major

social housing providers in Manchester). This helped everyone to understand how the current Policy impacts on access to social housing for various need groups that make up the housing register, highlighting specific issues and unintended consequences.

- 3.5 Discussions throughout the process have been challenging. Everyone taking part recognised that any proposal to increase the priority of any particular group of applicants would almost inevitably have an adverse effect on another group of applicants carrying out Equality Impact Assessments (EIA) to mitigate any adverse consequences. Nevertheless, discussions always focussed on the objectives of helping those in greatest need. After months of very careful and well-informed deliberation Members, Council officers and RP partners agreed to put forward a series of policy changes for statutory and public consultation.

### **Policy development and engagement timeline**

- 3.6 This is a summary of the work and meetings that have been carried out to get to the current position to date.

- **June-Aug 2018:** Workstream meetings were held to discuss how the current Policy impacts on access to social housing for various need groups that make up the housing register. Discussions went on to identify possible options that could offer solutions to a revised Manchester Policy.
- **Sept 2018:** Progress and options were presented to meetings of the Housing Access Board.
- **Jan - Feb 2019:** These options were more fully developed by officers and taken back to partners via the Housing Access Board and the work stream in order that partners' views, preferences and positions can be understood.
- **March 2019:** Policy proposals agreed
- **June to Aug 2019:** 12 week Statutory and wider online consultation concluded end of August.
- **Sept 2019:** Local meetings held with RPs and ward members to discuss any specific localised issues and finer policy details.
- **Oct 2019:** Final meetings held with RPs to discuss consultation feedback and agree to final recommendations.

## **4. Proposed Changes**

- 4.1 While undertaking the review the challenge has been to differentiate between different high priority (reasonable preference) groups of applicants, giving some a higher priority in a new Allocations Policy.

- 4.2 The main proposed changes fall into three categories:

- qualification rules,
- priority for those who qualify
- banding structure.



- 4.3 **Appendix 3** is a summary table that shows current Policy, the suggested amendment, potential impact alongside the result from the public consultation, with the recommendation decision. Further narrative of the changes can be found below.

#### **Qualification to join the register**

- 4.4 Housing authorities can specify qualification rules. Applicants cannot join the housing register if they do not meet the qualification rules. The proposed changes to qualification are:
- 4.5 To introduce a two year continuous residency qualification. The current rules allow anyone with a Manchester postcode to qualify to join the register.
- 4.6 To reduce the qualifying savings threshold from £75,000 to £30,000 but with the same exceptions as in the current Policy for example: older people wishing to move to older persons or extra care housing, households that need adapted properties that can't be financed from savings or capital, households in mortgage arrears who have followed appropriate advice but are in priority need, and relationship breakdown where the applicant's potential capital gain from the sale of a property does not reach the threshold.
- 4.7 To make home-owners non-qualifying for the policy, subject to continuing to apply the current exceptions (for example applications from people who are not able to cope in their current home due to disability)

#### **Changes to band categories - Community contributions/working household (additional priority) - current bands 2 and 4**

- 4.8 Working, volunteering, young person pre-tenancy qualification and positive residency all currently result in additional priority for applicants moving from band 3 to band 2 or from band 5 to band 4.
- 4.9 This element of the current Policy is a major factor as to why people in temporary and supported accommodation (TA and SA) are far less likely to be able to make a successful bid for a home and why the numbers in this cohort are increasing considerably. Often people living in insecure accommodation and in crisis are unable to work or volunteer so do not have the opportunity to receive band 2 additional priority, extending their wait for accommodation.
- 4.10 Ending this award of additional priority band 2 will enable some people to access accommodation more quickly and whilst this will not solve the temporary accommodation crisis fully it will offer a greater opportunity and flow through the allocation system.
- 4.11 Partners noted that retaining any additional priority in the form of a higher band will mean that the current barriers to rehousing more people from temporary accommodation will stay in place since most homeless households are in crisis and will not qualify for the award.

- 4.12 The proposed Policy removes all additional priority for contributions, instead focussing exclusively on housing need.
- 4.13 This change reduces the number of bands from 7 in the current Policy to 5 making the process much easier to navigate for applicants as well as easier to administer for stakeholders.

#### **Priority for Housing - Overcrowding & Lodging**

- 4.14 The current Policy differentiates between different degrees of overcrowding. Applicants who are 3 or more beds short are in band 1 and those that are 1 or 2 bedrooms short are in band 2 or 3.
- 4.15 This proposed change differentiates between different degrees of overcrowding:
- Overcrowded by 3 or more bedrooms remain in band 1
  - Overcrowded by 2 bedrooms remain in band 2
  - Overcrowded by 1 bedroom placed in new band 3
  - Households with children overcrowded by 1 bedroom and living in 1 bedroom accommodation awarded band 2

**Lodgers** who are applying to join the register as a separate household will be categorised as:

- If lodging in another family's household and overcrowded by 1 bedroom, band 2 will be awarded.

#### **Priority for housing - Homelessness Prevention duty**

- 4.16 Currently these applicants are in bands 2 and 3 alongside those in more urgent housing need including those in TA & SA. Many are working and this may mean that a number of these households are placed in band 2 above homeless families in TA.
- 4.17 The proposed Policy will provide this group of applicants a lower priority than the other homelessness duties, this is in recognition that they have homes and are being supported to prevent them having to leave - new band 3 will be awarded.

#### **Child at Height**

- 4.18 The current Policy gives priority to families with children under 16 living in high-rise accommodation. This also means that homes above ground level are not let to families with children under 16.
- 4.19 Some homes are suitable for families with older children and opening up these opportunities is especially helpful for housing homeless families.

- 4.20 The current Policy was amended to give flexibility to RPs to decide if a low-rise home is suitable for children 10 or over, while recognising that such families would still have priority until the Policy review formally converted the current flexibility into policy. The proposal is simply to make that anticipated change.

#### **Priority for housing - No housing need**

- 4.21 Currently, applicants with no housing need are in bands 4 and 5. The vast majority of lets are made to bands 1-3 and 95% of households in bands 4 and 5 will never be rehoused via the register.
- 4.22 The proposed change allows applicants in no housing need to join the register (in band 4) but restricts bidding for general lets to the reasonable preference bands in the first instance and will only allow bids from bands 4 and 5 if no suitable priority bids are made. There can be exceptions for specific policies (e.g. sheltered or older persons housing).

#### **Additional policy inclusion following consultation - Moving Group**

- 4.23 Currently there are no rules around who can be on a household's application to move. This means we currently have applications that require large accommodation that does not exist or is in short supply. By allowing large extended families to apply for rehousing creates an expectation that social housing will be available when the reality is quite different.
- 4.24 The feedback received also suggested that some households add family members to applications to obtain larger properties, therefore we need to make sure we are making the best use of stock. This Policy is aimed to tighten the rules on who can apply and to make sure that appropriate sized homes are being allocated to households who genuinely need them.
- 4.25 Below is a summary of the new Policy that has been agreed between the Council and the RP project working group.
- 4.26 Who can be included in a household and part of an application:
- The spouse, civil partner or partner of the applicant.
  - Any adult relative living with the applicant who is dependent on them for care and support or who provides care and support to them.
  - Children of applicants, as long as they are aged under 21 and normally live with the applicant.
  - Grown up children who have continuously remained a member of the applicant's household since they reached 21.
  - Carers, if they need to live with the applicant to provide overnight support.
  - Any two people who wish to live together in non-family type accommodation.

#### **Who will not be included as part of an application:**

- The applicant's child or children aged over 21 living with the applicant, not in relevant education and who has not lived continuously with the applicant as part of the household. These residents will not normally be considered as part of the household and would be required to make their own application to the housing register.
- Any friends currently living with the applicant unless they are only bidding for non-family type accommodation, which will be notified in property advertisements.
- Extended family members, lodgers or sub-tenants currently living with the applicant.
- However there will be exceptions to these requirements which will be considered on a case by case basis by the relevant senior officer.

## **5. Statutory and Public Consultation (Feedback Summary)**

5.1 Following the development of the policy options and as required by the Housing Act 1996, the Council set about a 12-week consultation process with our RP partners. Under the Act there is no requirement to consult with the wider public, however we chose an "Our Manchester" approach. We really wanted to know what the wider public, specifically current applicants, thought of the proposals. We gave the public the chance to comment on the fundamental changes on the Council's website through the "have your say" webpage.

5.2 Manchester Move sent out mail shots to all applicants on the current register and the Council wrote to all commissioned services and the voluntary sector. The consultation was also publicised both locally and nationally in the press.

5.2.1 The statutory consultation with RPs was substantial and included releasing a first draft of a revised Policy (as per guidelines). The public consultation was concise and succinct and the online survey included possible fundamental changes that would have the most impact including:

### **Changes to who can qualify to join the register:**

- Changing the rules so that you must have been a resident in the city for a continuous 2 year period.
- Reducing the amount of savings you can have from £75,000 to £30,000.
- Changing the rules so homeowners do not qualify.

### **Changes to the priority level awarded:**

- Applicants who qualify because of overcrowding get different priority based on the level of overcrowding.
- Stop giving extra priority to households who are working or contributing to the community.

5.2.2 The online response rate was excellent with over 2500 respondents, made up from applicants, residents and organisations. The full analysis of the survey is included as appendix 1 including comments left by respondents.

- 5.2.3 Generally the response to the changes has been extremely positive and in favour of the proposed changes. The only proposed change where there was a mixed response related to the community contribution/working household priority. There was a relatively small majority in favour of removing this extra priority, as recommended.
- 5.2.4 Following the end of the consultation, meetings have been held with RP partners to discuss and analyse all feedback which has enabled the project group identify any areas of the draft Policy that may need amending. This included drafting a policy for “moving group” as set out in section 4.23 in this report and discussion to retain the current policy for under occupation, which can be seen within the table as appendix 3.
- 5.2.5 The main concern from RP’s throughout the consultation has centred on the removal of additional priority for working household & community contribution, some fear that this may destabilize communities, to mitigate this risk it has been agreed that use local lettings policies should be implemented to help maintain balance if required. However, RP’s agree that if we are going to have a policy that meets current pressures then this change will be necessary.
- 5.2.6 There will be a review of the new policy at 12, 24 and 36 months following the implementation of the policy, these reviews will identify if any of the changes have created any unintended consequences, if any are identified further solutions will be sought to mitigate these.

## **6. Equalities Impact Assessment**

- 6.1 During and following the development of the recommendations an equalities impact assessment has continuously been carried out attempting to identify any unintended consequences of the proposed policy changes.

An Equalities Impact Assessment (EIA) considers whether any particular group of people is affected adversely as a result of a policy change which, if it does, might result in the policy being amended.

The EIA categorises each applicant (where we have the information) by

Ethnicity  
Religion or belief  
Family Type  
Pregnant or not  
Sexuality  
Disability  
Age  
And gender now compared with birth

- 6.2 Below is a summary of the much larger assessment, Appendix 4.

6.3 The possible impact of proposed changes is spread very evenly across the register and applicants with protected characteristics are not disproportionately affected.

6.4 In some cases the percentage of applicants, in a specific cohort, affected is reasonably high but the numbers are so small that they are not statistically significant.

### **2 years' continuous residency**

6.5 A maximum of 46% of the reference data set (register) could be affected. In practice it will be far fewer since many will have attained 2 year residency by the time the scheme takes effect. Equally, there will be lots of publicity about the changes and anyone wanting to join the register after the changes have been approved will have up to a year to plan for the changes taking effect. The potentially affected are spread evenly across the register. No protected characteristic group is disproportionately affected.

### **Over £30K savings**

6.6 Only 0.2% of the register is possibly affected (26 out of over 14,500). The greatest percentage impact on ethnic group is white/white british and these applicants are 27% more likely than average to be affected, but this is still only 18 households. The greatest impact on age group is for applicants over 65 where these applicants are 46% more likely than average to be affected, but this is only 14 households. No protected characteristic group is disproportionately affected.

### **Owner occupiers**

6.7 Only 0.6% of the register (up to 92 households) could be affected by this change. The greatest percentage impact on ethnic group is white/white British, and these applicants are 29% more likely than average to be affected, but this is still only 66 households. The greatest impact on age group is for applicants over 65 where these applicants are 36% more likely than average to be affected, but this is only 40 households. No protected characteristic group is disproportionately affected.

### **Overcrowded by 1 currently in bands 1 or 2**

6.8 Less than 5% of the register is likely to be affected by this proposed change. This is a maximum figure and is very likely to overstate the actual numbers who will retain band 1 or band 2 due to having other housing needs in addition to being overcrowded by 1.

6.9 Of the 5% the greatest percentage variation of likely impact is that of "family type - other" where 21% are more likely than average to be affected. This is because overcrowding will mostly affect households other than single person households.

- 6.10 The other higher percentage variation is that proportionately more people who described their religion as Muslim will be affected than the average - 14% more likely than average to be affected. This is still an extremely small number of the register that stand to be affected with an impact of only 100 households out of the 14,500+ register. This is likely to reflect attitudes towards family groups and household sizes. In context of such small numbers it is hard to see this as a disproportionate effect and if it is considered as such, then the relative disproportionate effect is unavoidable and is necessary to achieve the aims of the Allocations Policy review.

### **No housing need**

- 6.11 About 30% of the register could be affected by this proposed change - 4,577 out of 14,639. All are in current bands 4, 5 and 6.
- 6.12 The impact of proposed changes is spread very evenly and applicants with protected characteristics are not disproportionately affected.
- 6.13 The overarching outcome of the assessment is that there will be no unintended consequences for any protected characteristic groups if the recommendations are approved.

## **7. Recommendations**

- 7.1 Following analysis of the feedback from statutory and public consultation the policy changes identified in this report have been developed by the Council, RP partners and Ward Members.
- 7.2 Subject to approval of the proposed changes, it is recommended that Executive delegates to the Head of Housing Services and the City Solicitor approval to draft the final and lawful version of the Allocations Policy based on the recommended changes within this report.

## **8. Next Steps**

Following approval by Executive, the project will move into stage 2 as follows:

### **8.1 I.T. (Manchester Move)**

Full mapping out of the new Policy will need to take place with the Manchester Move system, to make sure the I.T functionality reflects the new Policy. This part of the project will be undertaken by the Manchester Move team working alongside Sector who own the software.

### **8.2 Communication and Training Plan**

As with previous Allocations Policy reviews the Council will need to deal with a large number of enquiries from applicants whose priority has changed. This will undoubtedly be reflected in Members' case work. To mitigate this, as much as possible, the Council and RP partners will develop and implement a

robust communications and training plan. This will include extensive work to help applicants understand the new Policy and what it means for their application, offering advice and assistance when needed.

### **8.3 Re-housing Applications**

Applicants will be given time to review their current application and re-register to make sure their application reflects their needs and so that they can be assessed against the new Policy and placed in the relevant priority band.

### **8.4 Timetable**

The proposed implementation timetable is as follows:

- Dec 19 - Mar 20 I.T. changes preparation
- Dec 19 - Mar 20 Comms and Training Plan
- Mar 20 - June 20 I.T. changes & testing
- June 20 - Aug 20 System and housing options training
- June 20 -Aug 20 Re-registration of applicants as necessary
- Sept 2020 "Go live"

## **9. Contributing to a Zero-Carbon City**

- 9.1 Discussing climate change conversations with tenants of social housing supporting them in adopting a low carbon lifestyle.

## **10. Contributing to the Our Manchester Strategy**

(a) A thriving and sustainable city

- 10.1. Provide advice and information around other housing options where this may be appropriate - this includes affordable home ownership and the private rented sector.

(b) A progressive and equitable city

- 10.2. Ensuring the Policy assists with balancing communities and encouraging potential in partnership with RP partners, using Local Letting Policy where necessary.

(c) A liveable and low carbon city

- 10.3. Encouraging RP partners to reduce CO2 emissions and reduce their use of plastics will contribute to a low carbon city as well as zero carbon social homes built.

(e) A connected city

- 10.4. Ensuring people have a settled home that's right for them this will enable them to flourish and contribute within the city.

## **11. Key Policies and Considerations**

(a) Equal Opportunities



11.1. No equalities issues – full EIA carried out, when implemented the revised policy will be reviewed at 12, 24 and 36<sup>th</sup> months for any unintended consequences.

(b) Risk Management

11.2. If a decision is made not to approve the recommended changes it is highly likely given the data analysis over the last four years that the number of applicants on the housing register and in housing need will continue to rise, along with the number of households placed in temporary accommodation.

## **12.0 Legal Considerations**

12.1 The revised policy takes into consideration Housing law, see section 2.3 legal context. Housing case law has been considered specifically around the equalities impact of the policy revisions. It is recommended that Executive approves a delegation for the Head of Housing and the City Solicitor to approve the full and final written Allocations Policy.