

14 June 2022



Title	Allocation Policy review
Purpose of the report	To make a Key Decision
Report Author	Marta Imig, Strategic Lead, Housing
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/a
Corporate Priority	Affordable Housing
Recommendations	Community Wellbeing and Housing Committee is asked to: Approve the revised Allocation Policy.
Reason for Recommendation	This proposed revised policy will ensure that these homes are let in a fair and transparent way.

1. Key issues

- 1.1 The existing Allocation Policy (enclosed in Appendix A) was approved in April 2016, with a review period after 5 years, following a consultation.
- 1.2 The proposed revised policy draft (enclosed in Appendix B) is to be consulted with Registered Providers (RPs) with portfolios in Spelthorne and Knowle Green Estate (KGE). In addition, a summary of the changes is enclosed in Appendix E.
- 1.3 In addition, to the consultation with the RPs, the policy was consulted with the general public – the policy consultation questionnaire is enclosed in Appendix D. The feedback from the Community Consultation will be enclosed in Appendix F.

2. Options analysis and proposal

Option 1: To reject the policy

The Committee will not adopt the revised policy, the existing version of the policy would remain in place until new revised version of the policy is agreed.

Option 2: To adopt the proposed revised policy (**recommended**)

The adoption of the policy will ensure that homes are let in fair and transparent way to the residents who require housing.

Option 3: To adopt an altered version of the proposed policy

To propose changes to the policy draft, consequently adopting a revised version of the policy.

3. Financial implications

- 3.1 There are currently no financial implications in the adoption and implementation of the proposed revised policy as it has been based around existing agreed resources and technical capabilities.

4. Other considerations

- 4.1 N/A

5. Equality and Diversity

- 5.1 An Equality and Diversity Impact Assessment has been carried out and is provided in Appendix C.

6. Sustainability/Climate Change Implications

- 6.1 The proposed revised policy does not have an impact on the Council's sustainability / climate change position.
- 6.2 The operation of the Council's Housing Register is managed online, with email used as primary contact methods, reducing the use of paper and printing. The sign-up process for new tenants has now moved to a fully digital service.

7. Timetable for implementation

- 7.1 Once approved, the policy will be implemented from 1 April 2023 to enable sufficient amount of time for the new system set ups and a re-registration process. The Council will conduct a re-registration process of all applicants to ensure that their awarded banding, reflects the provisions of the policy.
- 7.2 This policy will be comprehensively reviewed every 5 years.

Background papers: There are none.

Appendices:

Appendix A: Existing Allocation Policy

Appendix B: Proposed revised Allocation Policy

Appendix C: Equality Impact Assessment for Allocation Policy

Appendix D: Policy Consultation questionnaire

Appendix E: Policy changes summary

Appendix F: Public Consultation outcome report