

**APPENDIX 2: ITINERARY OF CHANGES TO THE TEXT OF THE POLICY**

1.1.4	Sage Housing included in list of providers
1.4.1	Applicants are subject to verification checks before applications are made live
1.4.4	Applicants will be allowed to place 3 bids with the exception of those owed a homelessness duty Band 1 and 2 - owed the main and relief homeless duty, this is covered in more detail in Section 2.10 of this Policy.
1.4.5	<p>Applicants who own their own home will not be allocated social housing other than in exceptional circumstances, for example where it is not safe or reasonable to occupy or where they may require adapted property and no longer able to occupy their own home.</p> <p>Households that have sufficient means to fund their home will not be accepted onto the housing register, please refer to the equity policy for more information.</p> <p>Where applicants have the ability to secure alternative accommodation or affordable home ownership, advice and assistance will be offered to enable households to access any national or local schemes as appropriate. This may be through signposting or referral to other landlords.</p>
1.5.3	Children Act 2004
1.6.2	NHA Options Website
1.7.1	NHA Option Website
2.5.6	NHA will not accept applications from students in full time education who do not qualify for any other local connection criteria.
2.8.2	Applicants with no local connection who are 55 years and over and do not have with the financial means to secure their own accommodation, either by outright purchase, shared ownership or rental within the private sector are eligible for sheltered accommodation only
2.8.4 (new section)	Local connection requirements will not apply to the following applicants: • members of the Armed Forces and former Service personnel, where the application is made within five years of discharge; 3 • bereaved spouses and civil partners of members of the Armed Forces leaving Services Family Accommodation following the death of their spouse or partner; • serving or former members of the Reserve Forces who need to move because of serious injury, medical condition or disability sustained as a result of their service; • existing social housing tenants in England who have a

	reasonable preference because of a need to move to Borough to avoid hardship and if they work or have been offered work in the Borough and have a genuine intention to take up that offer; • persons who need to move from another local authority area to escape domestic abuse; and • persons who need to move from another local authority area to escape other forms of violence or harm
2.9.2	This is still in here? Priority for new build bungalows will be highlighted on the advert
2.11.2	Priority applicants in band 2 will be given preference to non-priority applicants on any shortlists, change from NHA may make bids to WILL make bids
2.14.7	NHA and the housing provider reserve the right to override the bedroom policy in exceptional circumstances to support an urgent move in agreement with the housing provider.
2.16	<p>2.16 Medical and Welfare Assessments</p> <p>2.16.1 Where an applicant requests priority based on a medical condition, they will be required to complete additional medical questions and provide evidence to support their application from a medical practitioner. 16.2 Applicants will not be given preference solely on grounds their ill health and medical conditions, but an assessment of how their conditions are adversely impacting the ability to live in their current home, or similarly whether their current home is having an adverse impact on their health will be done.</p> <p>2.16.3 Where the applicant or a member of their household are in hospital or respite care and have been medically assessed as being unable to return permanently to their current home will be assessed as Band 1.</p> <p>2.16.4 Applicants or their household who have been assessed as requiring a Disabled Facilities Grant (DFG) but moving would be a more efficient way to meet their needs will be awarded a Band 3.</p> <p>2.16.5. The award of the medical bands will be given where the medical condition is a long term, permanent and not transitory, and one which has led to physical (including sensory) or mental impairment which has had a ‘substantial’ or ‘long term’ adverse effect upon a person’s ability to perform normal day to day activities.</p> <p>2.16.6 A Band 4 Medical banding, will be awarded where the applicant or a member of their household:</p> <p>a) are living in accommodation that is having a very serious adverse effect on their health. or</p>

	<p>b) have very limited mobility which prevents the facilities in their home (e.g. for bathing, toileting and bedrooms from being accessed.</p> <p>2.16.7 A Band 5 Medical banding will be awarded where the applicant or a member of their household:</p> <p>a) are living in accommodation that is having an adverse effect on their health. or</p> <p>b) have mobility difficulties where access to the facilities in their home (e.g. for bathing, toileting and bedrooms presents difficulty and requires assistance.</p>
3.10	Rights of Review has been aligned with Councils Comments, Compliments and Complaints policy
3.4.1	Clarification of updated verification process. Applications will be verified before being made live. Before any offer of accommodation is made, the applicant shortlisted for the vacancy will be contacted by the provider and asked to provide further information to support their application, including any necessary proofs for verification of all relevant information on their housing application. Information obtained will be used to assess eligibility and is not exhaustive. Applicants will be expected to provide this information within 2 working days and must do so before a formal offer can be made. Failure to provide information may result in the offer being bypassed or application suspended until the requested information is received
3.6	<p>Deferral of applicants. Additional clarification text</p> <p>An applicant who refuses 3 reasonable offers will be disqualified from the housing register for a period of 12 months. NHA will determine if the offer was reasonable for an applicant to accept as set out below.</p> <p>A Refusal of an offer of the correct size and type property will normally be considered unreasonable.</p> <p>The property should be appropriate for the household at the time of the offer, it is the applicant's responsibility to ensure their details are correct and complete a change of circumstance form if any circumstances have changed.</p> <p>It will not be considered reasonable to refuse a property due to dislike of a property type for example a property is a flat or does not have a garden. If a refusal is for a medical ground and the applicant's medical needs are not be disclosed on the application</p>

	NHA will endeavor to nominate households in preferred areas of choice, however if the applicant is owed a homelessness duty and there is limited housing stock this is not always possible. Where the offer is not within one of the applicant's specified areas, the refusal will not be considered reasonable.
3.8.3	Customers can use the information to bid for properties. A bidding deadline date will be published on each property advert. When this date has passed all bids will be listed in an order based on the customer's housing need, (band) and registration date. This list will then be used to determine who will be made the offer of accommodation