

### Other statutory requirements

Any applicant owed a full housing duty by another housing authority with corroboration from the relevant authority.

Applicants who need to move in order to give or receive care or be able to access specialised medical treatment that is only accessible through a move.

### Band four

#### Sharing facilities

Applicants sharing facilities (eg. kitchen, bathroom or toilet) and who have no security of tenure to live in their current accommodation.

#### Lacking facilities

Households lacking either a bathroom, kitchen or inside WC.

#### Overcrowding

Applicants living in overcrowded accommodation, in need of one additional bedroom.

#### Intentionally homeless

Applicants who have been found to have become homeless intentionally by Wiltshire Council's housing options team

### Armed or Reserve Forces

Applicants from the Armed Forces currently stationed in the Wiltshire Council area, due to be discharged within the next 12 months, or in a reasonable preference category, having an urgent housing need and having formerly served in the regular forces.

### Intentionally homeless

Applicants who have been found to have become homeless intentionally by Wiltshire Council's housing options team.

### Sheltered accommodation

Applicants aged 55 or over who have been identified as benefiting from sheltered accommodation or who have an identified support need that would be best met in supported accommodation.

### Extra Care

Applicants who would benefit from being accommodated in an Extra Care scheme. Applicants would need to be assessed by social care as having a care need that can best be met by a placement in a scheme.

### Housing debt

Please note that in order to join Homes4Wiltshire, you must have cleared at least half of any current or former housing debt (rent arrears, damage recharges etc) or made regular weekly or month repayments against the debt for 6 months or more.

### How many bedrooms may I have?

Generally speaking, you may bid for properties with the number of bedrooms that you require for your household. The number of bedrooms in the Allocation Policy mirrors the number of bedrooms laid down in the Universal Credit and Housing Benefit regulations in case a tenant has to claim help with housing costs at some point.

If you have a six person household, and a 3 bedroom need, you can choose to bid for a 4 bedroom home instead of a 3 bedroom home. NB Please note that not all landlords advertising on Homes4Wiltshire will consider you for properties larger than you need. If you bid successfully for a larger property, and the landlord will consider you, the affordability of the home will be a key factor in determining whether it will let to you.

If you have a seven person household or larger, please note that larger 4 bedroom homes and larger are in short supply and you will need to consider bidding over a wide area to be successful.



# Choice based lettings How Homes4Wiltshire works

## Homes4Wiltshire Allocating affordable housing across Wiltshire

### A brief guide for housing applicants

Please note that all offers of accommodation by Wiltshire Council and its partner providers are subject to pre-tenancy reference checks

## Contact us

Homes4Wiltshire

Wiltshire Council County Hall, Bythesea Road, Trowbridge, Wiltshire BA14 8JN

Tel: 0300 456 0104

Information about Wiltshire Council services can be made available on request in other languages including BSL and formats such as large print and audio.

Please contact the council by telephone 0300 456 0100, or email [homes4wiltshire@wiltshire.gov.uk](mailto:homes4wiltshire@wiltshire.gov.uk)

## How choice based lettings works

Affordable housing in Wiltshire Council's area is allocated through Homes4Wiltshire, a Choice Based Lettings scheme which enables people in housing need to choose where they want to live. Choice Based Lettings (CBL) schemes operate by means of 'bids' or expressions of interest in affordable homes offered in each weekly advertising 'cycle' between 12 noon each Thursday to 11.59pm the following Monday. Please make a housing application online at [www.homes4wiltshire.co.uk](http://www.homes4wiltshire.co.uk) and supply evidence of your eligibility for housing in the UK and housing need (see end of leaflet).

If you have a housing need under our allocation policy, your housing application will be placed onto the housing register. If not, or you can meet your own housing need in the open market, you will be placed on our Open Market Register, which gives access to lower demand homes. Further information is available on our website. Please note that to join Homes4Wiltshire, you must have a connection to Wiltshire Council's area or be a person who does not need a connection.†

You will have a connection if you have lived in Wiltshire Council's area for two years or more, or have employment here, or close relatives (parent, grandparent, adult sibling or adult child) who have lived here for five years or more or a special reason to live in the council's area, for example to receive support or care which is not available elsewhere.

### The importance of parish connections to bidding successfully

Parish connections are as important as housing need when bidding. Bids are prioritised by parish connections for all bidders except those who are exempted from the requirement to have a connection.† A bidder in a lower band with a connection to the parish in which an advertised home is located appears higher in the 'shortlist' once bidding closes and thus has a greater prospect of being offered the home than a bidder in a higher band without a connection to the parish. Bidders with connections to the parishes **adjacent** to the parish where a home is advertised are placed more highly than those who lack a connection to the parish (though less highly than those with a connection to the parish itself).

You have a parish connection to a particular parish in Wiltshire Council's area if you have:

- a home in a parish and have lived in the parish for 12 months or more
- employment in a parish or
- a close relative (parent, grandparent, adult sibling or adult child) who lives in the parish and has lived in the parish for five years continuously

† Persons exempt from needing a connection to Wiltshire Council's area include:

- A person who is serving in the Armed Forces, or
- A person who has left the Armed Forces within the last five years, or
- Any veteran who can demonstrate a connection to Wiltshire as well as serving a minimum of three years and who has not been dishonorably discharged, or
- A bereaved spouse or civil partners of members of the Armed Forces leaving services family accommodation following the death of their spouse or partner, or
- A separated or divorced spouse who is being asked to leave services family accommodation in the Wiltshire area
- Serving or former members of the Reserve Forces who need to move because of a serious injury, medical condition or disability sustained as a result of their service, or
- A person who has been confirmed as having suffered domestic abuse and needs to move to another area

## Band one

### Statutory requirements/Corporate duties

Applicants who meet the statutory requirements for acceptance as homeless by Wiltshire Council Part 7 Housing Act 1996 or who are living in the area and have been assessed as statutorily overcrowded or lacking 3 bedrooms. Applicants living in a property subject to a threatened prohibition notice.

### Emergency medical or welfare need

Applicants who are ready for discharge from NHS funded facilities lacking adapted or stable accommodation as part of their recovery plan. Applicants with accommodation but whose health or social care needs are so severely compromised that their condition is likely to be life threatening.

### Care leavers

Care leavers ready to live independently.

## Band two

### Urgent medical or welfare need

An applicant's or household member's functional ability or psychological state is severely compromised and the applicant cannot care for her/himself in the home. Constant ill health which would be avoided in a better home.

### Under occupying and suffering financial hardship

This applies to any working age, social sector household currently living in Wiltshire who are under-occupying by two or more bedrooms and suffering financial hardship.

### Social care

Applicants who have been approved to adopt or foster a child or who need to care for another or be cared for and who need to move to a larger property for this to happen.

### Injured, sick or disabled serving or former Armed Forces personnel

Armed forces Whose service has caused the injury, chronic sickness or disability. Includes widows, widowers and surviving civil partners of deceased armed forces personnel.

## Move on from supported accommodation

This applies to applicants in supported accommodation or inappropriate residential care in the council's area where assessed as ready to move on based on a report from a professional person. Applicants will not have been assessed as being in priority need as defined by Part 7 Housing Act 1996.

## Band three

### No fixed abode/insecurity of tenure

Applicants who have no fixed accommodation or who are under a written legal notice to leave their accommodation where this has been verified by a officer in the Housing Options team. This will include armed forces applicants who have insecurity of tenure, having been served with a 93 day notice to leave armed forces quarters.

### Temporary accommodation for homeless persons

For applicants currently residing in temporary accommodation provided by Wiltshire Council under Part 7 of the Housing Act 1996 pending a decision on a homelessness application or where there is no duty under that legislation.

### Seriously overcrowded

Applicants living in overcrowded accommodation and lacking two bedrooms.

### Medical or welfare need

Applicants whose health or welfare, or that of a member of their household, is impaired by remaining in the accommodation currently occupied. Banding will be considered where it is demonstrated that a move will prevent a significant deterioration in an applicant's functional, mental or social wellbeing and the current accommodation is the primary contributory factor.

### Under occupation in social housing

Households who are currently living in social housing in Wiltshire and under occupying by one or more bedrooms and willing to move into a smaller home in line with the bedroom standard will be considered.