



Basingstoke  
and Deane

**ANNUAL REVIEW OF THE HOUSING REGISTER  
April 2015 to Sept 2015 and October 2015 to April  
2016.**

## Contents

1. Introduction .....	3
1.1. Breakdown of Applicants on the housing register by Band.....	3
1.2. Percentage of Lettings according to applicant bands (all lettings since April 2010).....	4
2. Choice Based Lettings (CBL).....	4
3. Properties advertised on CBL (by type) .....	5
4. Impact of new allocations scheme – introduced with effect from 1 October 2015. ....	6
4.1. Background to and Introduction of the new scheme .....	6
4.2. Demoted Applicants (Band 3).....	9
5. EVALUATION – Does the Allocation Scheme deliver strategic priorities? .....	9
6. Choice Based Lettings – 1 October 2015 to 31 March 2016 .....	10
6.1. Properties advertised on CBL (by type) 1 October 2015 – 31 March 2016 .....	11
6.2. Properties advertised on CBL (by type) April 2015 to 31 March 2016 .....	12

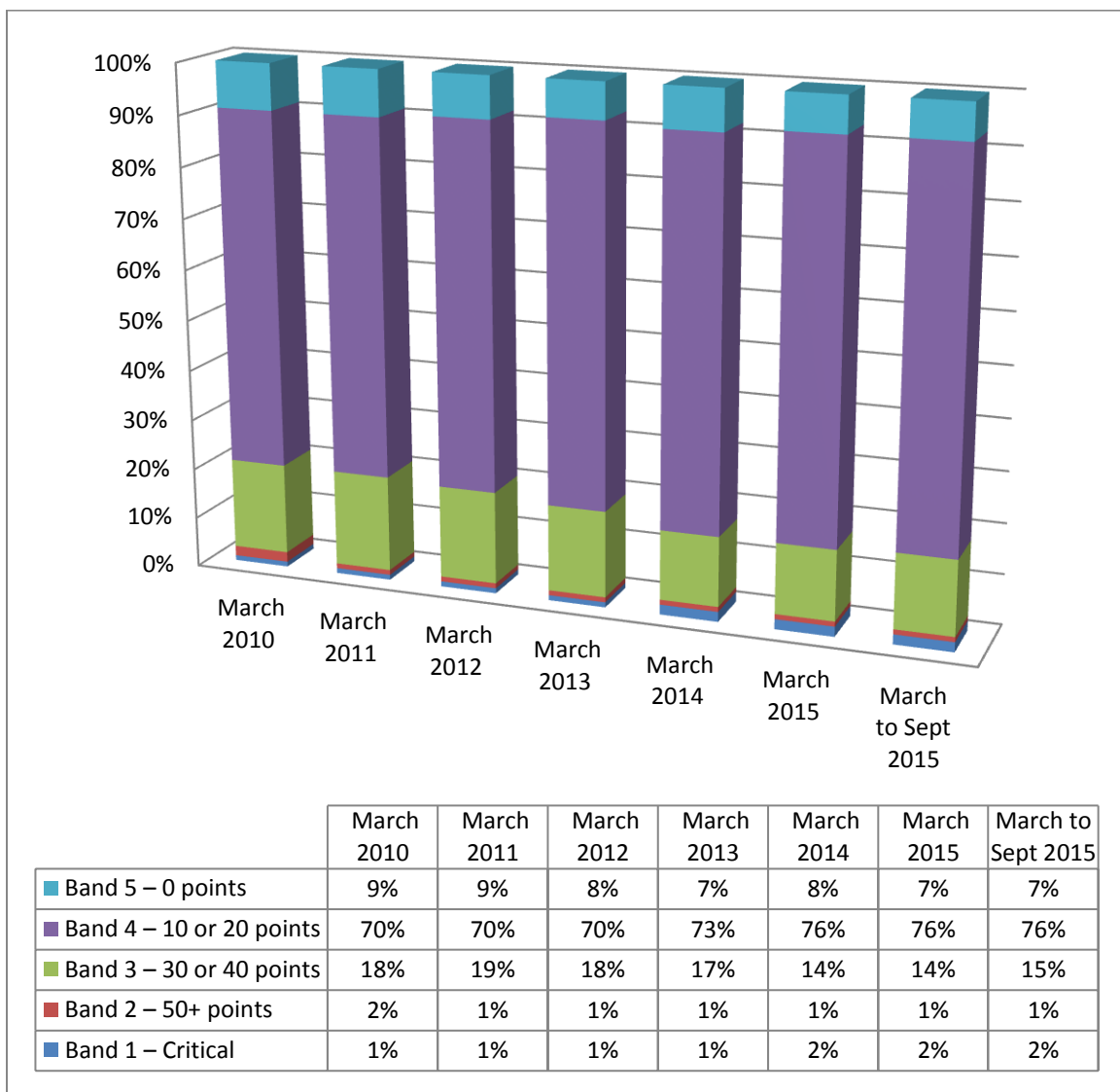
## 1. Introduction

This report covers April 2015 to September 2015 (old allocations policy) and October 2015 to April 2016 (introduction of new allocations policy.)

At the end of September 2015 there were 7120 applicants on the housing register, comprising 1353 transfers and 5767 general needs applicants.

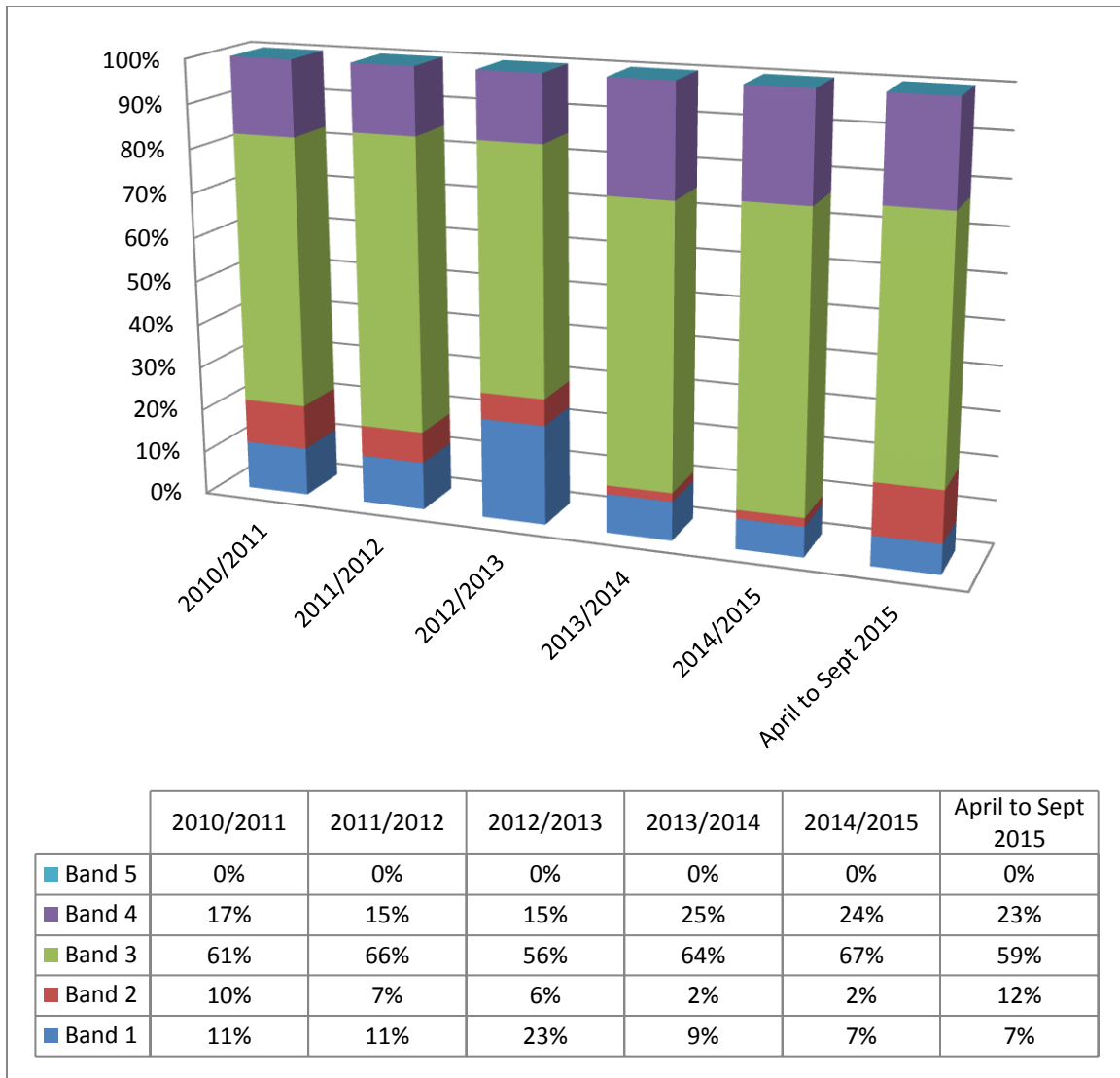
### 1.1. Breakdown of Applicants on the housing register by Band.

The number of applicants is broken down by bands as follows:



The total number of offers accepted during April – September 2015 was 338.

**1.2. Percentage of Lettings according to applicant bands (all lettings since April 2010).**

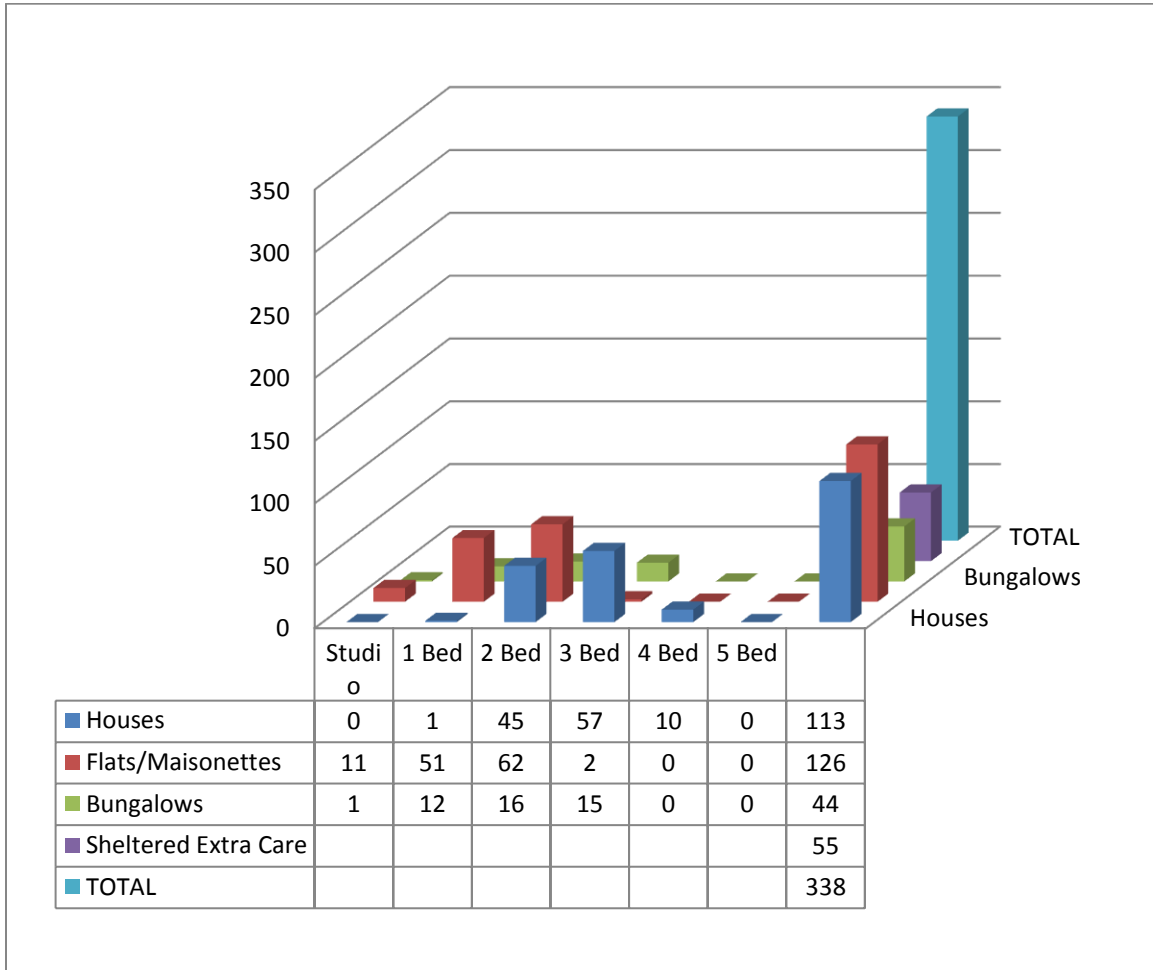


**2. Choice Based Lettings (CBL)**

- 34% of all lettings were made to transfer applicants.
- 392 adverts (including sheltered and extra care) have been placed on the system during April and Sept 2015.

- Of these, 308 have been vacancies with Sovereign Kingfisher and Sentinel and the remainder with other registered providers.
- 54 properties were advertised as fixed term tenancies and 61 were labelled as affordable rent and 10 properties were advertised as both.

### 3. Properties advertised on CBL (by type)



- The majority of bids are placed through the CBL website (alternatives include text, automated phone line and assisted bids by housing officers).
- 2999 active applicants had never placed a bid on the CBL website until September 2015.

- 50 applicants are supported to bid each week and 129 applicants receive a newsletter.
- The highest number of bids placed on a single property was 299 and this was for a 3 bedroomed house in South View.
- During the period April until September 2015, the refusal rate for Sentinel and Sovereign properties was 51%.

#### **4. Impact of new allocations scheme – introduced with effect from 1 October 2015.**

##### **4.1. Background to and Introduction of the new scheme**

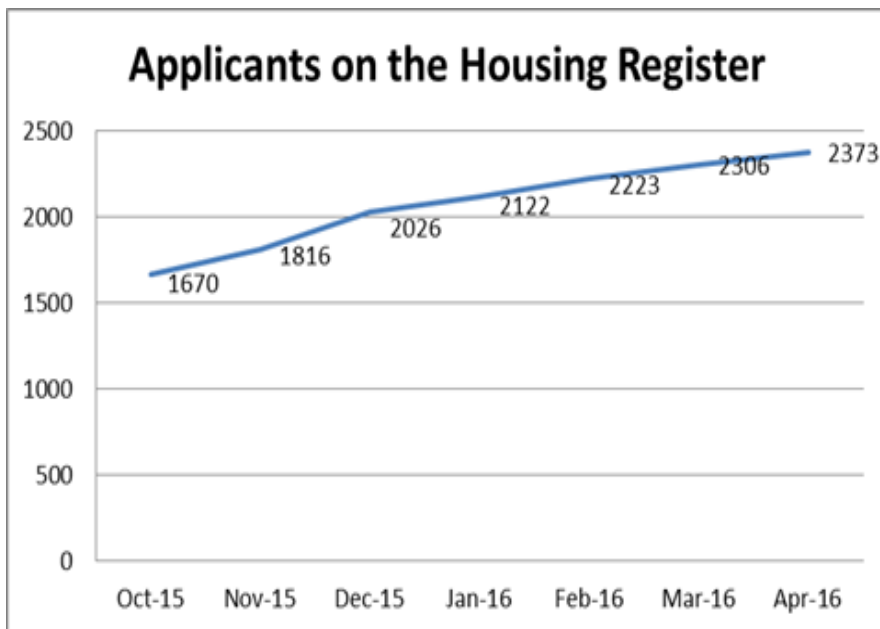
On 30 September 2015, 5450 applicants were removed from the housing register. 68% of these applicants had never logged onto the Homebid web-site to look at the advertised properties or make a bid. During the twelve month review period, a communications plan was put in place to ensure that we reached all applicants, to inform them of the policy changes and offer them support to complete their review form. The communications plan comprised of the following:

- 3 separate letters sent to all active applicants, informing them of the changes, the timescale and how they access support with the review process.
- A dedicated phone line and a dedicated housing officer, offering twice weekly drop-in surgeries.
- Information widely publicised via BDBC today, the local press, BDBC web-sites and leaflets.
- An information event for partners to inform them of the policy changes and to ensure that they passed the changes onto their customers

When the new allocations scheme was introduced on 1 October 2016, there were 1,672 active applicants on the housing register. All active applicants were sent a letter to confirm their registration date and band and advised that they

would be given information about their actual position within the date order of the register early in 2016.

The graph below shows the rate of new applications to the housing register since the new allocations scheme was introduced. This shows a steady rate of new applications and the average amount of qualifying applications being registered is around 117 per month.



All the applicants that are now on the housing register have been assessed as being in housing need as per the new allocations policy.

Approximately, 2,200 completed review forms were received by the extended deadline of 4 January 2016. Of these, approximately 500 applicants were

advised that they did not qualify to remain on the housing register, based on their circumstances at the time.

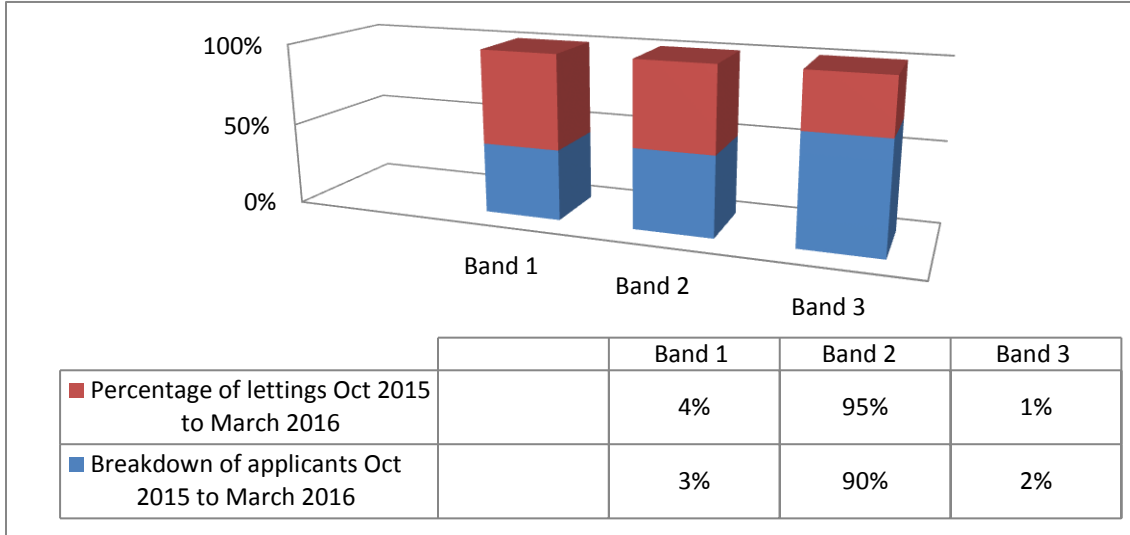


Table above shows the percentage of applicants in the new bands and the percentage of lettings made to each band. The majority of applicants are now in Band 2, with a very small percentage of the register being in Bands 1 and 3. The percentage of lettings made to each band is proportionate at this time.

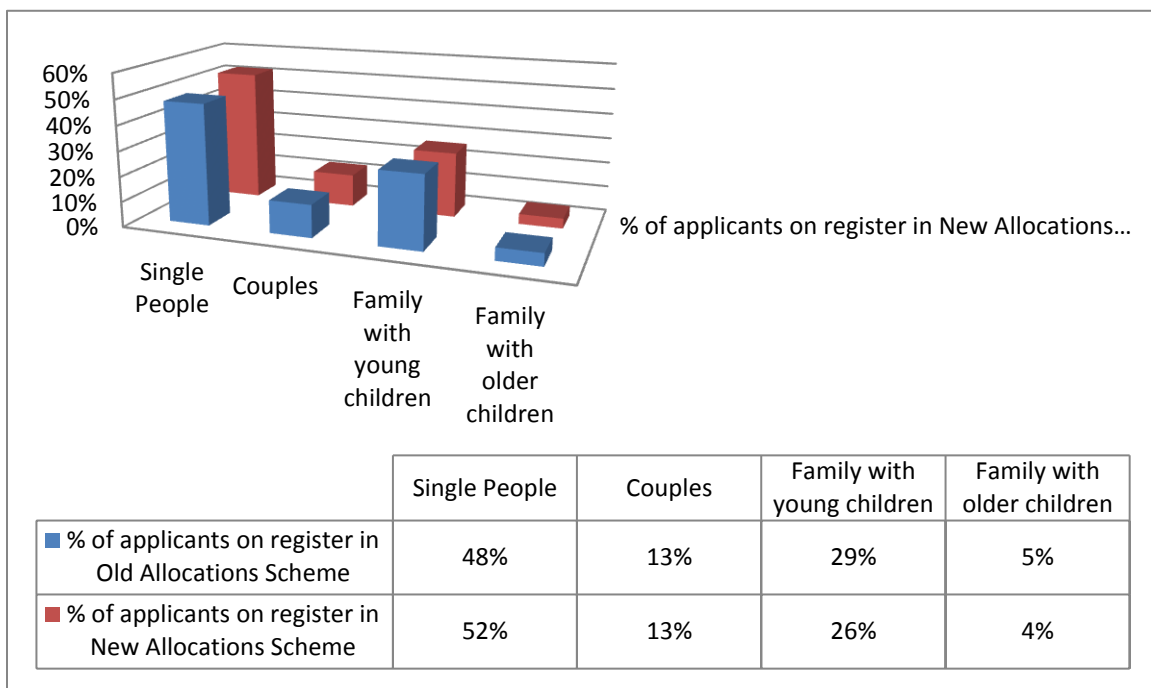




Table above, shows that the percentage of family types on the housing register has stayed broadly the same but with a slight increase in single people being registered and a small decrease in families asking for social housing.

During February 2016, a snapshot of those being housed was taken. Single person's accommodation was offered to applicants who registered in 2008, 2010 and 2011. The family housing during this time period was offered to applicants who registered in 2011 and 2015.

#### **4.2. Demoted Applicants (Band 3)**

At the end of March 2016, there were 44 people in Band 3. Of these applicants, 73% are in supported housing and not yet ready to move on. 18% are applicants who have accrued significant housing related debt, 5% are applicants who were convicted of ASB offences which led to eviction and the remaining 5% have been assessed as having deliberately worsened their own housing situation to improve their position on the housing register. All the applicants in Band 3 can request that their housing assessment is reviewed at any time and are informed in writing of their opportunities to improve their position by dealing with the reasons for demotion.

### **5. EVALUATION – Does the Allocation Scheme deliver strategic priorities?**

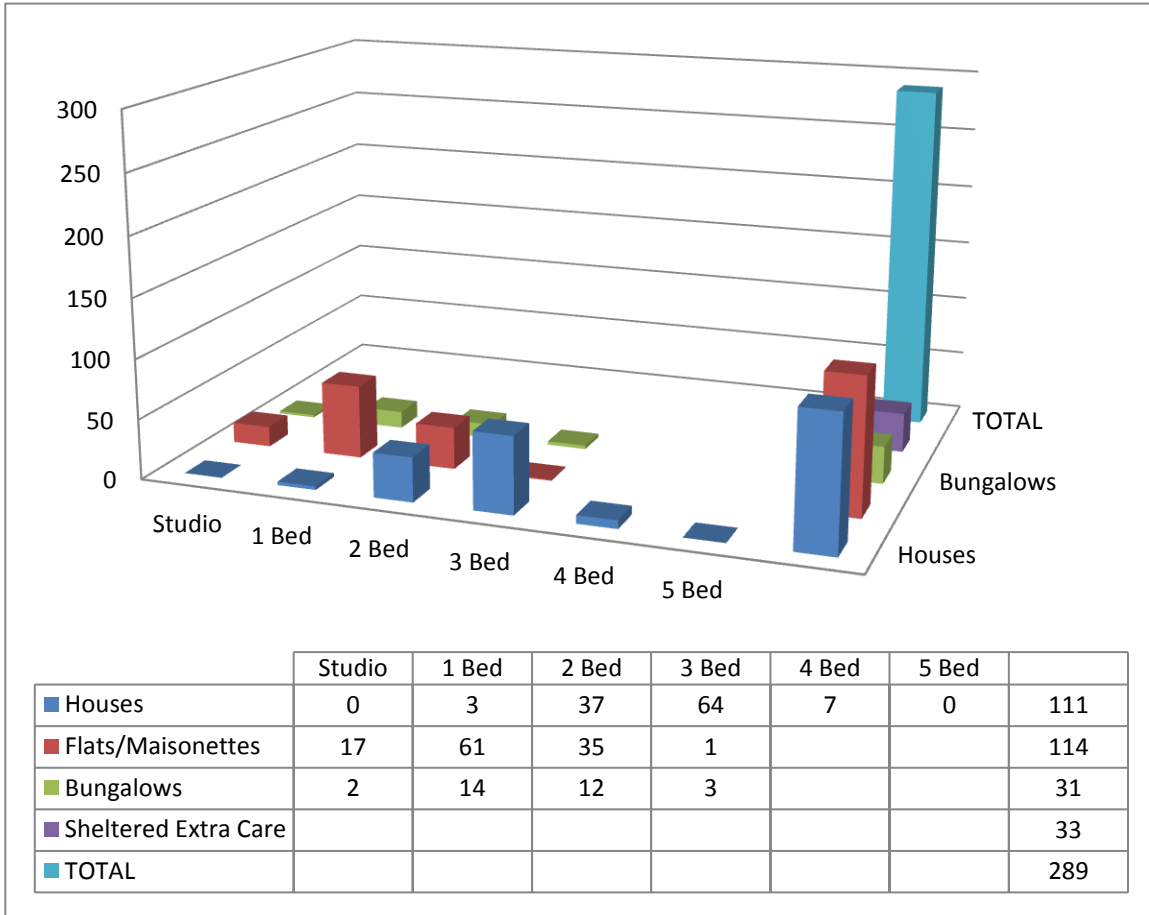
<b>Conclusion</b>	<b>Evidence Base – from 1 October 2015</b>	<b>Review as at 31 March 2016</b>
The system should offer (or be perceived as offering) greater	The proportion of lettings being made to applicants in Bands 1,2 and 3 is roughly proportionate to the numbers of applicants in these bands on the housing register	Conclusions remain constant.

fairness		
The system should ensure assistance is available for those in greatest need.	Applicants in the critical rehousing bands have to wait the least amount of time.	Conclusions remain constant
More priority should be given to transfers to ensure best use is being made of existing housing stock.	The rate of transfers now being achieved is almost double the rate of transfers made under the old points system and has remained constant since 2010.	Conclusions remain constant
The allocations scheme should aim to achieve more sustainable communities	Although those in greatest need are able to be offered accommodation quickly, the bulk of allocations are still able to be made to applicants within Band 2 with differing ranges/types of housing needs.	Conclusions remain constant
The housing register should deal only with those cases in some form of housing need	100% of the applicants on the housing register are deemed to be in housing need.	Conclusions remain constant

## 6. Choice Based Lettings – 1 October 2015 to 31 March 2016

There were no major changes made to the choice based lettings system when the new allocations policy was introduced. Applicants are still able to access the Homebid web-site on a weekly basis and bid for properties they are eligible for and Registered Providers still advertise their vacant properties on the web-site.

### 6.1. Properties advertised on CBL (by type) 1 October 2015 – 31 March 2016



The highest number of bids placed on a single property during time period was 245 for a one bed roomed flat in the town area.

Of the 289 properties advertised, 67 were fixed term tenancies, 41 were affordable rented tenancies and 6 were advertised as both.

33% of offers made were to transfer applicants. This percentage has remained constant for the last three years.

## 6.2. Properties advertised on CBL (by type) April 2015 to 31 March 2016

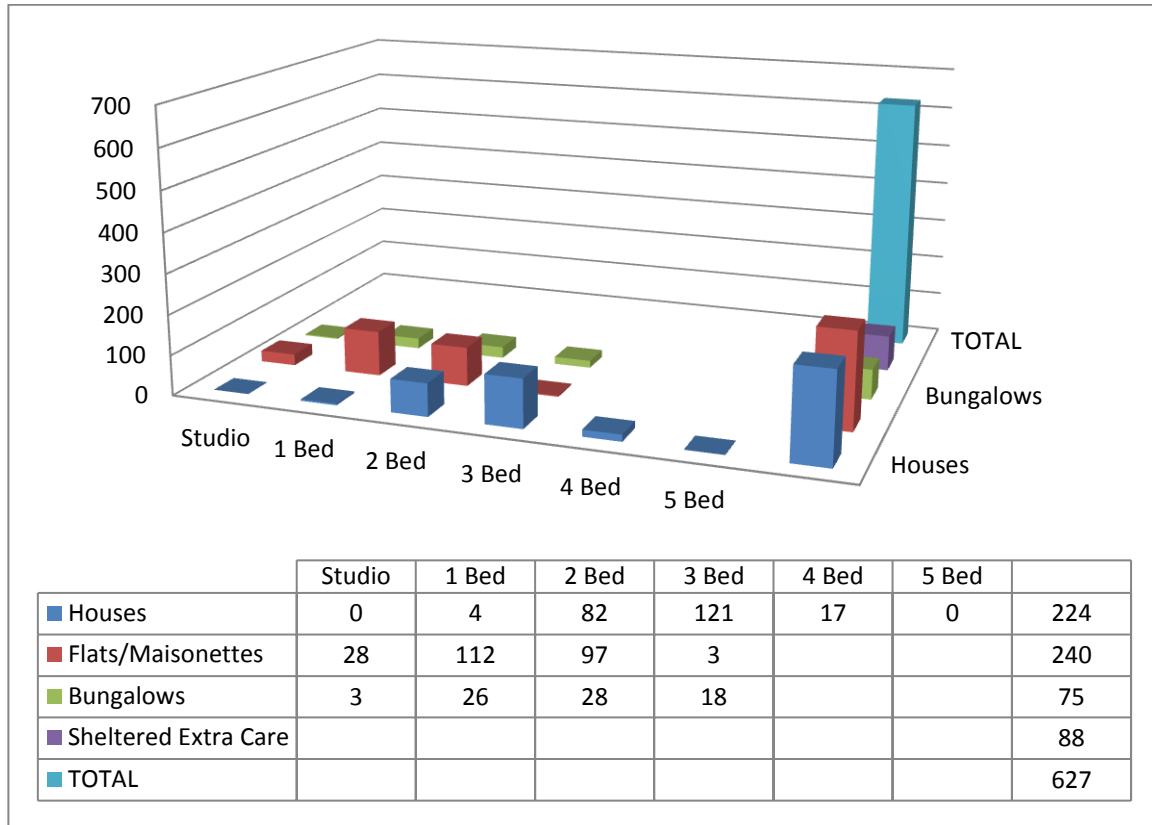


Table above, shows the total amount of vacancies that became available during the year April 2015 – 31 March 2016. There was a decrease of 33 properties from the previous year.

**There has been a 62% reduction in refusals for Sovereign and Sentinel properties since the new allocations policy was introduced. This shows that the new allocations scheme is efficient and clear for applicants and enables them to make best use of their weekly bid.**