

TRANSFERS POLICY

Women's Pioneer Housing will endeavour to help our tenants wanting to transfer to another property. However, very few of our properties become available for re-letting and only a small number of them can be offered to transfer applicants as we are required to offer the majority to local Councils and we also have commitments to certain referral agencies.

Eligibility for transfer

A tenant seeking a transfer:

- must have lived in her/his present home for at least two years (but see below on like to like moves where the waiting time is six months)
- must not have a rent debt
- must not owe any other money to Women's Pioneer such as recoverable repair charges
- must not have breached the terms of the tenancy resulting in Women's Pioneer commenced legal action or obtaining a Court Order
- must have kept the property in good decorative order

The above may be waived if the tenant:

- has an overriding medical condition which requires her/him to move (in other medical cases we will need to agree arrangements with the tenant about such matters as arrears and decorations before considering a transfer application)
- cannot afford the rent or can more easily pay off rent arrears by moving to cheaper accommodation
- is under-occupying her/his present accommodation and wishes to move to a smaller property
- if the transfer is in the interests of good management, eg. decanting (moving) for repairs to be carried out or moves to avoid harassment or domestic violence.

Allocating property

All allocations are made by the housing management team. When a property can be made available to transfer applicants, the team will make the most suitable allocation taking the following considerations into account:

Priority

- Tenants subject to or at continuing risk of physical and/or mental harm because of harassment, , domestic violence, impaired ability to evacuate the building in the event of fire, the impact of hoarding (where a move would enable control of hoarding and facilitate safety checks)
- Tenants with a spare bedroom who are subject to the Bedroom Tax and wish to move to a smaller (cheaper) flat
- Tenants being decanted for repairs to or redevelopment of property

- Tenants with a Category A or B medical priority - as assessed by our independent advisor
- Tenants who are severely overcrowded
- Tenants with a Category C medical priority

Other considerations

- The date of application for transfer
- The degree of unsuitability of the present accommodation
- The need to consider the best use of the housing stock, for example where transferring a tenant may release a flat which is needed for a high priority applicant.

Tenants wishing to move from a studio to a one-bedroom flat will be considered after the above priorities, in date order from the time they were registered on the transfer list.

Applications for transfer from couples or women planning to have children will not receive higher priority than applications from single women.

Tenants who would like to move to another property of the same size (a like-to-like move), are eligible for this type of move after six months, rather than two years. If the tenant is still under a starter tenancy, the new tenancy will be a fresh starter tenancy for twelve months.

Under-occupation Incentive

Tenants who are under-occupying their home. i.e. have one or more bedrooms more than they need can be eligible for a payment for moving. Tenants wanting to downsize from a one bedroom home to a studio flat are not eligible.

Women's Pioneer will pay £500 for each extra bedroom given up e.g. a person moving from a three bedroomed home to a one bedroomed home will receive a payment of £1000. We will also pay a fixed fee of £500 towards the cost of moving to cover removals, gas and electricity connection, carpets and curtains.

If a tenant owes Women's Pioneer Housing money for rent or rechargeable repairs for example, the incentive payment will be used to reduce or clear the debt. As an example, if a tenant owes £250 in rent and is giving up one bedroom the payment will be £750 instead of £1000. However, any remaining debt must still be cleared before any transfer can take place.

Sheltered Housing

Priority order for tenants wanting to transfer to a vacant flat in sheltered housing will be:

- tenants in sheltered housing who have health reasons to move (category A or B)

- tenants in general needs housing who need sheltered housing
- tenants wishing to move to another flat within sheltered housing.

25 Collingham Gardens

We aim to provide tenants of this hostel with the opportunity to move to self-contained studio flats. Offers are made to tenants in the order of the start date of their tenancy unless one of the priorities listed above applies. A clear rent account is required.

Tenants can move within 25 Collingham Gardens as rooms become available. Vacant rooms will be advertised on the hostel's noticeboard for up to seven days. Priority will be given according to length of stay at the hostel and whether the rent account is clear. If a tenant moves within the hostel, a new assured shorthold tenancy will be granted.

Move-on from scheme in Harrow

Assured shorthold tenancies are granted for 6 months to tenants in this second stage accommodation for survivors of domestic violence. Women's Pioneer aims to provide one flat per year for a tenant to move to as permanent accommodation.

Other opportunities to move

Women's Pioneer will endeavour to keep tenants informed of any other opportunities to move that may become available from time to time, via other agencies or schemes for example shared ownership or mutual exchanges.

Nov 14

Amended September 2017