

Reducing an applicant's housing priority

Where applicants on the Housing Register have a priority for housing, their priority for housing may be reduced to zero points if tenants⁴ are in arrears with their rent and owe more than eight times the weekly accommodation charge⁵ or have not maintained a repayment agreement for 6 months. The detail is set out in a separate guidance note.

Tenants may be considered for housing in exceptional circumstances, for example where the case for housing is urgent or it is in the Council's interest to house the applicant (e.g. for estate regeneration decant reasons) or where an applicant has suffered unavoidable debt, such as having to pay for funeral costs. Discretion will also be used on the repayment period where rent arrears have arisen due to unavoidable debt. This decision will be taken by the Exceptions and Special Applications Housing Panel (ESAP)

Applications where priority has been reduced because of rent arrears will have their points reduced to zero and their application will become inactive until the arrears are cleared or an agreement to repay them has been maintained for 6 months.

⁴ Includes Council and housing association tenants, private rented tenants and tenants in accommodation given to them by any local authority under the homelessness legislation

⁵ Weekly accommodation charge means charges an applicant is liable to pay for their accommodation including service charges, water rates and other charges – see local authority guidance