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**Guidance Title:** Temporary changes to Local Lettings Strategy – Covid19

**Business Function:** Sanctuary Scotland

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### Temporary Local Lettings Strategies – Covid 19

**At the Sanctuary Scotland Housing Association Ltd Board of Management Meeting on 15<sup>th</sup> September 2020, the governing body members agreed to remit any decisions on temporary changes to the Lettings Policy to Local Operations. Any agreed changes would be based on requests from Local Authorities or the Scottish Government in response to the Covid19 pandemic.**

Current Local Lettings Strategies currently have targets of up to 50% of lets to homeless applicants:

- Aberdeen – 50%
- Dundee – 50%
- Cumbernauld – 20%
- Glasgow – 45%
- West of Scotland – 50%.

Following the request to increase the number of offers to homeless applicants to 90% and after customer consultation with the Scotland National Residents Review Panel, the following temporary changes will be implemented up to March 2021, or until the Local Authority or Scottish Government indicate otherwise. This will complement the Coronavirus (Scotland) Act 2020 legislation timeframes which as at October 2020, extend to 31 March 2021.

- For each re-let ensure that the first offer is to a homeless applicant or a Gold homeless priority pass (Choice Based Lettings, CBL) holder or a section 5 referral or a nomination from the Local Authority is sought.
- Up to a maximum of 75% of all first offers are made to homeless applicants, Gold homeless priority passes (CBL), section 5 referrals or nominations from the Local Authority.
- Each team will aim to achieve the updated targets in Local Lettings Strategies. All targets increase to 50% of all lets to homeless applicants until March 2021:
  - Aberdeen – 50% (no change here)
  - Dundee – 50% (no change here)
  - Cumbernauld – 50% (increase of 30%)
  - Glasgow – 50% (increase of 5%)
  - West of Scotland – 50% (no change here)
- All offers will be recorded by the local teams to ensure a record of offers, refusals and acceptances is available.
- Under-occupancy by one bedroom only will be permitted although a single homeless applicant can be offered a two-bedroom property due to the shortage of one-bedroom stock. Under-occupancy by two bedrooms will not be permitted due to the risk of financial hardship and long-term suitability of the property for that applicant.
- Discussions with Local Authorities will commence to ensure that support plans are in place for all homeless lets to maximise tenancy sustainment.