



Summary Housing Allocation Scheme for Herefordshire 2023 - Updated April 2025

1. Introduction

The Housing Allocation Scheme explains how social housing is organised in Herefordshire. It tells you who can apply to be added to the housing register, what information you need to provide, how applications are checked, and how homes are given to people. The goal is to be fair and clear, and to help people who need housing.

Herefordshire Council is committed to equality and dignity for all members of the community, and supports the principles of the council's Equality Policy 2020 - 2023, including promoting acceptable behaviour, making fair and equitable decisions and providing accessible services.

The information you provide with your application will only be shared with partner agencies who provide social and affordable housing and are part of the data sharing agreement. Details about how your information will be used can be found on the Home Point website: <https://herefordshire.homeconnections.org.uk/>.

2. Who Can Apply?

To apply for social housing, you need to meet certain rules. Generally, you need to have a local connection to Herefordshire through living, family or work, meet the financial requirements, have a housing need.

Some people cannot join the housing register by law including.

- People under immigration control, unless they have refugee status, exceptional leave to remain, or have been in the UK for more than five years and their sponsor is no longer living.
- People not usually resident in the UK, Channel Islands, Isle of Man, or Republic of Ireland.
- People whose only right to reside in the UK is as a jobseeker or the family member of a jobseeker.
- People whose only right to reside is for an initial period not exceeding three months under Regulation 13 of the European Economic Area regulations.
- People whose only right to reside is as the parent of a UK citizen child with no other rights to reside in the UK.
- Any other person as prescribed by the Secretary of State.

If there is any uncertainty about an applicant's immigration status, the council will contact the UK Border Agency to check.

3. What does Local Connection mean?

Local connection for the housing register means that you must meet at least one of the following criteria:

- You currently live in Herefordshire, and have done for at least 2 years continuously or for 3 years out of last 5 years.

- You have close relatives (parents, adult children, brothers or sisters) who have lived in the county for at least the last 5 years.
- You have been employed in the county for at least 12 months in a job that is for more than 16 hours per week, or has an offer of a permanent job for more than 16 hours a week with a confirmed start date.
- You are or have been a looked after child or care leaver, who is under the age of 21 and has lived in the county for at least two years, including some time before turning 16 years old.

You do not need to have a local connection to join the housing register if you are a Care Leaver, a member of the Armed Forces or Veteran, or a victim of Domestic Abuse.

4. Financial Requirements

People will not be accepted onto the housing register if they have enough money to sort out their housing situation themselves. The amount of money you can earn or savings / assets you can have are summarised below:

- Applicants without dependants (someone who relies on them for financial support) with a gross annual household income of £35,000 or above will not normally be able to join the housing register.
- Applicants with dependents with a combined gross annual household income of £45,000 or above will not normally be able to join the housing register.
- Certain types of income and savings such as Housing Benefit, Disability Living Allowance, Fostering and Kinship Care payments for children and Personal Independence Payments are not included in these calculations.
- People under the age of 50 years old with household capital, savings or assets of £50,000 or £100,000 for people aged 50 or over will not normally qualify to join the housing register.
- There are some exceptions to this for people that have been injured during service in the Armed Forces and victims of domestic abuse whose assets are tied up in legal action or the sale of which is being stopped as a form of economic abuse.
- Applicants over 60 years of age with capital, savings, or assets worth up to £150,000 may be accepted on to the register for older people's housing schemes only where they have a need for it.

5. Banding System

Applicants are put into different groups called bands (A-D) based on how urgently they need housing. Band A is for people who need housing the most.

6. Application Process

You need to fill out an online form and provide documents to support your application. The Home Point team will check and verify your application. For more information and to make your application please go to the [Home Point](#) website. Once you start your application, you will have 28 days to complete it and submit all of the documents and information needed. If you don't

complete it in 28 days, you will have to start again. The Home Point Team can help you with your application if you are finding it difficult.

Telephone: 01432 261600 option 2

Email: info@home-point.info

7. Property Allocation

Homes are advertised on the [Home Point](#) website, and you can bid for homes that suit your needs online. Homes are given out based on your band and the date you applied. Herefordshire Council don't own any houses, so the decisions about who gets a home are made by the Housing Association that is advertising the home. Some homes have additional rules linked to them through a legal document called a Section 106 agreement, this agreement forms part of the planning process and ensures that homes are allocated to local people wherever possible.

8. Reviews and Appeals

If you think a decision about your application is wrong, you can ask for it to be reviewed.

For reviews of decisions about the register including banding, property eligibility and decisions in relation to homeless households, requests should be addressed initially to Home Point Lead at Herefordshire Council.

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Email: info@home-point.info

For decisions regarding offers of accommodation (unless from an applicant owed the full homelessness duty) the Lettings Manager of the relevant Registered Provider should be contacted. These are listed in Appendix A of the allocations scheme.

More information about reviews and appeals can be found in Appendix D of the allocations scheme.

9. Banding Criteria

- **Band A:** For those with the most urgent housing needs, such as those who no longer need adaptations, care leavers, people in severe disrepair, exceptional circumstances, homeless households, hospital discharge, severe overcrowding, safeguarding, and under-occupation.
- **Band B:** For those with urgent needs, such as those needing accessible homes, end of agricultural or service tied tenancy, harassment, urgent hardship, urgent medical welfare, move on, overcrowding, prevention and relief, right to move, and sharing facilities.
- **Band C:** For those with less urgent needs, such as affordability issues, children aged 8 or under living above the first floor, hardship, non-urgent medical welfare, older people housing schemes, relationship breakdown, rural localities, and sharing facilities with non-family members.
- **Band D:** For those with the least urgent needs, such as ending s.193 duty, intentionally homeless, and no local connection.

Full detail of the banding criteria can be found in Appendix B of the allocations scheme.

10. Property Size

The number of bedrooms an applicant can be considered for is decided by looking at the size and structure of the household. Boys and Girls up to the aged 10 and under are expected to share a room. Brothers and sisters (including step siblings) of the same sex e.g. two boys, or two girls, are expected to share a room until they are at least 16 years old. More detail on property size can be found in Appendix C of the allocations scheme.