



**Joint Allocations Policy Cloch Housing Association, Oak Tree Housing Association, Larkfield Housing Association & Link Housing Association**

Where applicable, points will only be awarded where the relevant evidence is provided.

Overcrowding	Definition	Evidence/Verification Required	Points Awarded
Refer to Illustrative Household Size table to identify number of bedrooms allowed per household type			
<b>Overcrowding</b>	<p>Points will be awarded in this category for every bedroom required for the household that their current property lacks.</p> <p>Extra bedroom required for an overnight carer</p> <p>Extra bedroom required due to medical condition or where medical equipment means that an additional bedroom is required</p>	<p>Verified at pre-offer visit.</p> <p>Confirmation of carer status: a letter confirming the applicant or household member is in receipt of relevant benefits.</p> <p>Letter from medical practitioner or Occupational Therapist confirming need for additional bedroom.</p>	35 Points per bedroom lacking
Under-occupation	Definition	Evidence/Verification Required	Points Awarded
<b>Under-occupation</b>	Points will be awarded for each bedroom that the household does not require. This will be assessed in conjunction with the number of bedrooms the applicant applies for (this means if you require a 1 bed property as per the policy but decide to apply to under occupy a property by requesting a 2 bed property you will not be awarded points unless you live in a 3 bed property or larger).	Verified at pre-offer visit. Points only apply to the householder.	10 Points per excess bedroom

Appendix 1 Allocation Of Points

Medical	Definition	Evidence/Verification Required	Points Awarded
<ul style="list-style-type: none"> <li>• Points will be awarded in this category only where the relevant application is completed or a medical certificate is provided by a relevant medical practitioner.</li> <li>• Medical A and Medical B points will only be awarded where the accommodation occupied is by its design, condition or location is aggravating the applicant's medical condition or is preventing the applicant from living independently in their home and therefore there is an urgent and immediate need for rehousing. Location factors will not be taken into account for mental health conditions.</li> <li>• Medical points cannot be awarded for the existence of a medical condition alone. Medical points will not be awarded where the ICHR conclude that the applicant's condition is not affected by the applicant's present accommodation or unlikely to be improved or assisted by rehousing.</li> <li>• Only one set of medical points per person, per application will be awarded; although an applicant may fit more than one of the criteria noted below only one award of points will be given; the highest award of points will always be awarded where an applicant fits the criteria of more than one medical points award e.g. if the applicant qualifies for Medical B points and Medical A points the maximum award of points will be 150 points.</li> </ul>			
<p><b>Medical A – Housebound / Danger to Occupy Home</b></p>	<p>Applicants or a member of their household who are practically housebound and who require level access accommodation.</p> <p>Applicants who are unable to return home and/or to their environment and cannot be discharged from NHS care.</p> <p>Where you <b>cannot</b> access your bedroom, toilet or bathroom due to the physical attributes or design of your home.</p> <p>Where a consultant psychiatrist has stated it is a danger to remain in your current home due to the impact on your mental health which is directly related to the physical attributes or design of your current home.</p>	<p>Medical self-assessment application. Verified at pre-offer visit.</p> <p>Medical self-assessment application &amp; letter from medical practitioner / social worker confirming unable to discharge.</p> <p>Medical self-assessment application &amp; letter from occupational therapist or other medical practitioner</p> <p>Medical self-assessment application &amp; risk assessment completed by consultant psychiatrist.</p>	<p>150 points to each member of the household where the criteria applies</p>

Appendix 1 Allocation Of Points















Medical (cont'd)	Definition	Evidence/Verification Required	Points Awarded
<p><b>Medical B – Medical Condition aggravated by the current accommodation</b></p>	<p>Applicants or members of their household who have a chronic medical condition and whose accommodation is causing <u>serious</u> aggravation to their medical condition that is likely to result in the condition deteriorating.</p> <p>Where a consultant psychiatrist has stated your current home is having a significant detrimental effect on your mental health.</p> <p>Where you are having difficulty accessing your bedroom, bathroom or toilet facilities as a result of a chronic medical condition.</p>	<p>Medical self-assessment application. Verified at pre-offer visit.</p> <p>Medical self-assessment application &amp; risk assessment completed by consultant psychiatrist. Must be linked to the physical attributes or design of current home.</p> <p>Medical self-assessment application. Verified at pre-offer visit.</p>	<p>30 Points to each member of the household where the criteria applies</p>
<p><b>Tied Accommodation/Army Discharge</b></p>	<p><b>Definition</b></p>	<p><b>Evidence/Verification Required</b></p>	<p><b>Points Awarded</b></p>
<p><b>Tied Accommodation</b></p>	<p>If an applicant is in tied accommodation and their contract of employment has expired or is due to expire (through no fault of their own) within the next 6 months.</p>	<p>Confirmation from employer that property is tied accommodation, contract is due to expire and that you will be asked to leave accommodation.</p>	<p>30 Points</p>
<p><b>Army Discharge</b></p>	<p>If you are a member of the Armed Forces or a veteran who has left the Armed Forces within the last 12 months, a widow, widowers or partner of service personnel killed in action for up to one year after their partner has been killed.</p>	<p>Confirmation from HM Armed Forces Commanding Officer of discharge date.</p>	<p>30 Points</p>

Appendix 1 Allocation Of Points

Unsatisfactory Housing Conditions	Definition	Evidence/Verification Required	Points Awarded
<p>Points will only be awarded under this category in exceptional circumstances where the design of the property does not include the items highlighted. <b><u>If the issue is due to disrepair which they (as the owner) have failed to address or their landlord failing to meet their legal obligations, applicants will be given advice on how to pursue issues of repairs in their home with their landlord or the local authority.</u></b></p> <p>Only one award of unsatisfactory housing conditions points can be made per application.</p>			
<b>Lacking facilities</b>	Applicants whose property by design does not have an inside toilet, fresh or hot water supply, access to bathroom facilities (bath or shower) or provision for kitchen facilities.	Verified at pre-offer visit.	100 points
<b>Below tolerable standard</b>	Applicants whose current accommodation is structurally unstable or where there is a significant breach of the tolerable standard and the local authority or landlord is unable to arrange suitable repairs within a 6 month period due to issues outwith the applicant's control.	A copy of a valid Statutory (Housing (Scotland) Act 2006) Work/Demolition Notice, which has been served on the owner(s) of the property by the local authority confirming the nature of the defect(s).	100 Points

Appendix 1 Allocation Of Points

**Illustration of House Size Required**

Household Type	Number of Bedrooms						
	Bedsit	1	2	3	4	5	5+
Single Person							
Cohabiting or married couple (including same sex couple) with no children							
Parent(s) with 1 child							
Parent(s) with two children under 16 years of the same gender							
Parent(s) with 1 girl and 1 boy both under 10 years							
Parent(s) with 2 children where 1 is over 16 years of the same gender							
Parent(s) with 1 girl and 1 boy where the oldest is over 10 years							
Parent(s) with 3 children regardless of age or gender							
Parent(s) with 4 children							
Parent(s) with 5 + children							

## Appendix 1 Allocation Of Points

Please note that where a member of the household is pregnant the baby is not considered part of the household until it is born, however applicants will be considered for a property size to suit the new household including the baby.

Please note if an applicant has access to children then they are only considered as part of the applicant's household where they reside with the applicant or the applicant has access to the children at least three nights per week. Verification of the access arrangement will be required.