

Allocations Policy: General Needs and Affordable Rented

1. Introduction

- 1.1 This policy outlines how A2Dominion allocates its General Needs and Affordable Rented housing. We aim to allocate our rented housing in a fair, transparent and non-discriminatory way to ensure that everyone has equal access to housing.
- 1.2 A2Dominion aims to provide choice in the allocation of its rented housing to new and existing tenants. We have a duty to co-operate with local authorities when offering homes to people with priority on local authority registers. We will assist local authorities to fulfil their responsibilities to the homeless in accordance with Part VI and VII of the Housing Act 1996 (as amended) and the prevailing Statutory Guidance. We follow requirements under the [Regulator of Social Housing's regulatory standards](#) to share how properties are allocated/exchanged and terms around tenure.
- 1.3 We have nomination agreements with most local authorities we have homes in. This means that people on their waiting lists may get priority for our empty homes. Generally, we can only keep 25% of our empty homes for our current residents who want to transfer. See section on [Nomination Agreements](#).
- 1.4 This policy outlines the framework for General Needs and Affordable Rented housing allocations across A2Dominion.

We aim to:

- Provide homes for those in greatest housing need.
- Complement the work of local authorities in relieving homelessness.
- Provide a source of housing to other organisations, assisting those in housing need.
- Re-house tenants from properties owned or acquired for improvement, conversion or disposal.
- Provide existing tenants with the opportunity to transfer to more suitable homes, and, wherever possible, offer choice about where they wish to live.
- Develop and promote sustainable communities in the areas in which we operate, in partnership with others.

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- Make the best use of our stock through our Asset Management Strategy and Tenancy Policy.
 - Provide help and support for residents who can no longer stay in their home due to exceptional circumstances e.g. domestic abuse, racial harassment or anti-social behaviour.
 - This will be via a management transfer, or a management assisted move where possible.
 - This will be subject to the appropriate supporting evidence and relevant approval.
 - Encourage and promote moves from Supported Housing to General Needs where appropriate.
 - Provide homes to qualifying adults to relieve overcrowding within our current stock through our New Generation Scheme (aged 18+). There is no upper limit on a non-dependent person's age.
 - If known, advertise whether properties have mobility adaptations and, where appropriate, liaise with local authorities and occupational therapists to assess the suitability of a property for an applicant. See section on [making best use of A2Dominion's stock](#).
 - Provide support to households that require a physical aid to their new home to assist mobility.
 - Provide support to households requiring adaptations to their property.
- 1.5 In exceptional (and rare) circumstances, aspects of this policy may be waived as determined by our Lettings Panel (our internal body that makes decisions about lettings).
- 1.6 For further guidance on items in this policy, please refer to the Allocations procedure.

2. Definitions

- 2.1 **Lettings panel:** made up of A2Dominion colleagues meet regularly to make decisions about how we let our home.
- 2.2 **Choice Based Lettings:** a scheme that allows people applying for social housing to bid for homes they'd like to rent.
- 2.3 **Nominations:** local authorities decide who should live in A2Dominion's homes based on their own criteria and shares this with us when we have available homes.
- 2.4 **Management transfer:** where a local authority decides to move someone to a specific home, usually to keep them safe.
- 2.5 **New Generation Scheme:** this is an A2Dominion initiative to ease household overcrowding by offering separate housing to non-dependent adults, such as children over 18 years old.

3. Allocation priorities

3.1 Local authority

3.1.1 Each local authority or partnering group of local authorities operate different systems for prioritising applicants on their waiting lists. Most homes are allocated by local authorities according to their nomination process and agreements.

3.2 A2Dominion bandings (Housing Jigsaw) (see also section 5)

3.2.1 For the homes outside the local authority nomination agreements (outlined above), we use a banding system to allocate the remaining homes – we use a method called Choice Based Letting (CBL) which gives customers a choice of homes. This is run through a scheme called Housing Jigsaw (or any other Choice Based Lettings system that replaces it).

3.2.2 The banding is summarised below and provided in [Appendix 1](#) in full:

Band	Need	Summary
A	Emergency / top priority	A customer's health and / or safety is at risk if they don't move
B	Urgent need to move	The home is no longer suitable for a customer's needs
C	Identified need to move	If the home is identified as overcrowded
D	No housing need	A customer has given up a suitable home
E	A2Dominion tenants	Customers who live in different types of housing but are able to manage in social housing
F	Not A2Dominion tenants	Residents who are not permanent A2Dominion customers

3.3 Exceptions and key considerations

3.3.1 If an applicant in any band has refused 3 reasonable offers of accommodation, within a 12-month period (verbal or written), they will drop down a band for 1 year unless there are exceptional circumstances. Any exceptions to this penalty to be approved by the Lettings Panel.

3.3.2 For applicants awarded priority as a management transfer or a management assisted move: if a reasonable offer of accommodation (made verbally or in writing) be refused, the reason for the refusal will be reviewed at the next Lettings Service Improvement Group (this is a group set up to review management transfers). They will decide either to recommend removing the banding, or, if there are extenuating circumstances, agree the banding will remain.

- 3.3.3 If an applicant is deemed to be in immediate danger and a Management Transfer has been awarded, A2Dominion may insist customers move to a different area completely. This will be in accordance with supporting police evidence and with the intention of keeping the customer as safe as possible, reducing their risk of harm. We are unable to move applicants to areas where we do not have reciprocal / nomination agreements with the local authority or hold any stock.
- 3.3.4 Management transfer, management assisted move or permanent decant moves are offered on a like for like property size basis as per the relevant policy/procedure. However, should an applicant be overcrowded by 2 or more bedrooms, or a completed medical assessment recommends an additional bedroom be applicable, this provision will be overridden, and the property size needed will be allocated.

Priority (effective) date

3.4 All applications are given a priority (effective) date, which is usually the date they joined the scheme.

- 3.4.1 If a change of circumstances affects an applicant's banding, their priority (effective) date will be the date their application was moved to the new band.
- 3.4.2 If an application has been cancelled, for any reason, any subsequent application will have a new priority (effective) date based on the date of the new application.

3.5 Medical priority

- 3.5.1 To ascertain exactly how medical factors affect an applicant's housing, we will seek the expert advice of an independent medical advisory service. The assessment may help us to determine whether the applicant has any medical need and, if such a need is identified, whether it is:
- Band A; an emergency medical need
 - Band B; an urgent medical need
 - Band C; an identified medical need
- 3.5.2 If an applicant appeals a banding decision, we will review the decision but only on receipt of (new) relevant supporting evidence.
- 3.5.3 If a resident has been waiting 12 months or more for a medical diagnosis that may determine the need for medical priority or additional bedrooms, The Lettings Panel may consider this with the support of a qualifying high-rate disability benefit, and documentary evidence.

3.6 Preference to working applicants for Affordable Rent properties

- 3.6.1 On occasion we may give preference to working households / applicants applying for Affordable Rent properties. This preference may be because the

local authority has asked us to do so or may be part of our requirements under a Local Lettings Plan.

- 3.6.2 A2Dominion will consider other applicants that are currently unable to work. These may include applicants who are unable to work because of medical needs (to provide a valid exemption from work certificate) or applicants fleeing domestic abuse.
- 3.6.3 This provision may also be waived in exceptional and limited circumstances at the discretion of the Lettings Panel. Each case will be assessed on an individual basis.

4. Allocation restrictions

4.1 Reasons an applicant rejection may be considered

4.1.1 We reserve the right to reject an applicant based upon any of the following factors:

- Property ownership
- High earnings / income
- Unaffordability
- Fraudulent information
- Current arrears and tenancy breaches.
- Former arrears
- Previous evictions (non ASB)
- History of ASB
- Identity check
- Mental capacity
- Lack of support
- On a starter tenancy / within the probationary period of a tenancy
- Care leavers where it is deemed that there is insufficient support available or where estate regulations may prevent.
- Board members and employees
- Inappropriate behaviour
- Criminal convictions
- Property not suitable
- High level of savings
- Right to rent status
- Community safety concerns
- No response from applicant
- Property not suitable for adaptation
- Section 106 compliance
- Where it is found that children listed on the application have their prime residence elsewhere

Please note: **this list is not exhaustive, and any rejections will be subject to investigation.**

4.2 Affordability checks

- 4.2.1 All those applying for a General Needs or Affordable Rent property must demonstrate they can afford to cover the costs of living in an A2Dominion home. They will be required to complete an income and expenditure assessment.
- 4.2.2 Where the applicant / Tenancy Sustainment team is unable to show the accommodation is affordable or justify an income shortfall then A2Dominion may reject the application. The final decision will lie with the Area Lettings Manager in each region.

4.3 Tenancy sustainment referrals

- 4.3.1 In certain cases, following a property acceptance, the Area Lettings Manager will agree the offer on the condition that a referral is made to the Tenancy Sustainment team for additional support and advice.

The Tenancy Sustainment team is in place to provide short term support. In some instances the support or assistance needed will require specialist help from other agencies or long term support. In these cases the Lettings team will ensure a support package is already in place or the Tenancy Sustainment team will refer to a more suitable support provider.

4.4 Board members and employees

- 4.4.1 Board members, colleagues or close relatives of A2Dominion who are in housing need and meet the application criteria of the nominating authority (and A2Dominion's allocation criteria) will not be prevented from being housed by A2Dominion, subject to approval by our Governance team.

4.5 Lettings to under 18s

- 4.5.1 Until an applicant reaches the age of 18, they are unable to hold the legal interest in a tenancy. In these circumstances we may agree that a tenancy can be held on trust until the applicant reaches 18 years old. In this situation, an Equitable Assured Shorthold Tenancy will be used (as well as a obtaining a rent guarantor).

4.6 Safeguarding and criminal convictions data

- 4.6.1 As a regulated business A2Dominion is required to comply with safeguarding protocols for its residents and employees. A2Dominion may also be required to work with nominated third party support services for housing management purposes.
- 4.6.2 Applicants who provide details relating to unspent convictions will be required to do so under the lawful basis of consent which is given at the time

of completing the application form. It is then processed under the performance of a contract by way of a subsequent tenancy agreement if the applicant is successful. A2Dominion also has a legitimate business interest in processing criminal conviction data for performing tasks under substantial public interest.

- 4.6.3 If the applicant has any unspent criminal convictions or cautions, lettings will liaise with the local authority and the probation service (and the police if necessary) to establish the nature and severity of the offences.
- 4.6.4 Where this information is used for safeguarding purposes, we will anonymise the data, when providing categorised and restricted information to colleagues and contractors.
- 4.6.5 Criminal record information will not be kept for longer than is necessary and will be retained in line with the Groups Data Retention Policy.
- 4.6.6 A2Dominion reserve the right to reject the applicant if we feel that the allocation will either put the applicant or others at risk.
- 4.6.7 A2Dominion's Privacy Statement (available on the group's website) sets out how it collects, stores and uses an applicant's data. An applicant will be made aware of this through the forms they complete.
- 4.6.8 These guidelines are in accordance with the General Data Protection Regulations and the Data Protection Act 2018 and applies to both electronic and manual records.

4.7 Right to rent checks

- 4.7.1 If an applicant has not been nominated to A2Dominion via a local authority under Part VI or Part VII of the Housing Act 1996, it is A2Dominion's responsibility to carry out the Right to Rent check to ensure the applicant has the right to social housing in the UK. This applies to all household members over 18 years of age. A tenancy will not be offered to those who do not have a Right to Rent and are ineligible for accommodation.

5. Bedroom allocation

5.1 Definition of a bedroom

- 5.1.1 For the purposes of the Allocations Policy A2Dominion defines a bedroom as follows:

Any room that, when built, was intended to be a bedroom even if it is not used as such at present and even if it does not have a bed in it. This includes bedsits/studio flats, box rooms and attic bedrooms.

- 5.1.2 Living rooms and other areas of the property that are not commonly used for sleeping will not usually be considered a bedroom. However, in exceptional

circumstances A2Dominion reserve the right to designate an additional living / sitting room or other area as a bedroom.

5.2 Property sizes

5.2.1 A2Dominion wishes to maximise the use of its properties and offer homes of a suitable size to meet the needs of applicants. Available accommodation is therefore allocated by A2Dominion as follows (Please see [Appendix 2](#) for more detail, particularly in relation to pregnancy and children):

Bedroom need matrix

Household	Bedroom Need
Applicant	Bedsit / one bedroom
Applicant and partner	One bedroom
Applicant pregnant under 28 weeks*	Bedsit / one bedroom
Applicant pregnant over 28 weeks *	Two bedroom
Parent/s with one child*	Two bedroom
Children of opposite sex	
Adult(s) with two children of the opposite sex, both under 10 years old	Two bedroom
Adult(s) with two children of the opposite sex, one over 10 years old	Three bedroom
Children of the same sex	
Adult(s) with two children of the same sex, both under 16 years old	Two bedroom
Adult(s) with two children of the same sex, one over 16 years old	Three bedroom
Adult(s) with three or more children depending on the age	Three/four bedroom

**For pregnant applicants and applicants with one child under the age of one year requiring a two bedroom property, A2Dominion will adhere to the relevant local authority rules as to when to consider the child for a bedroom.*

**For internal transfer cases, A2Dominion will consider a pregnant woman at 28 weeks (the expected date being confirmed in writing by a doctor) as being eligible for a two bedroom property.*

5.2.2 In some circumstances A2Dominion may allow tenants to transfer and knowingly overcrowd a property smaller than their assessed needs. This would only happen should the appropriate size of accommodation not be available or be limited within their area. This will be at the discretion of the Lettings Panel.

5.2.3 In order to calculate the bedroom need for a pregnant tenant, A2Dominion will require confirmation of the pregnancy and estimated due date (usually a MAT B1 certificate or doctor's letter).

5.3 Awarding additional bedrooms

5.3.1 In some circumstances A2Dominion can award additional bedroom(s) for the household and allocate outside of the standard bedroom guidelines outlined in [4.2](#). Examples of this as follows:

- Approved foster carers
- Adult children in the armed forces but continue to live with their parents
- Adult children living away at their higher education establishments
- Non-resident carer
- Medical requirement / medical equipment

Please note: **this list is not exhaustive.**

6. Methods of allocation

6.1 The following points list ways in which A2Dominion will allocate accommodation:

- Local authority nomination; as per relevant nomination agreements
- Housing Jigsaw (or other Choice Based Lettings system that replaces it), internal transfers
- Direct lets as agreed by the Lettings Panel
- Reciprocal arrangements: in conjunction with local authority or other Registered Social Landlords, limited to band A applicants.
- Management transfers; in emergency cases (approved)
- Management assisted moves – as agreed by the Lettings Panel
- Housing Moves; Mayor of London's housing mobility scheme
- Seaside and Country Homes; move from inner city London to South Coast boroughs
- PAN-London Housing Reciprocal; moving families into other accommodation in a safer area
- Referral agencies
- New Generation Scheme; to alleviate overcrowding.

7. Making the best use of A2Dominion's stock

7.1 Under occupancy

7.1.1 A2Dominion has developed a scheme to move residents who are currently under-occupying their homes, allowing them to transfer to smaller accommodation.

7.2 Overcrowding

7.2.1 A2Dominion acknowledges that in some areas it holds stock there may not be a suitable property for an overcrowded tenant. In these circumstances, in order to relieve pressure on the tenant's current situation, A2Dominion will allow tenants to bid on a bigger property than they currently have but which may mean they are still overcrowded. Please refer to section [4.2](#).

7.3 Mutual exchanges

- 7.3.1 A2Dominion supports and encourages residents who want to exchange their homes with other residents. Please refer to the Tenancy Policy and Mutual Exchange Policy for further details.

7.4 Adapted properties

- 7.4.1 Where a property is fully adapted for the needs of a disabled person/s A2Dominion will try to let the property to a person/s that requires such aids and adaptations.

7.5 Sensitive lets

- 7.5.1 A2Dominion will request a sensitive let for individual properties when required.
- 7.5.2 If for any reason a block or scheme requires some sensitivity around the letting, a local lettings plan will be considered and agreed with the local authority - see section 6.6.

7.6 Local lettings plans (LLPs) & Section 106 Town and Country Planning Act 1990 criteria/obligations

- 7.6.1 A2Dominion will consider putting a local lettings plan (LLP) in place to regulate the allocations for a specific area or scheme. These will be created and agreed in conjunction with the local authority.
- 7.6.2 LLPs for new developments will usually only be kept in place for 12 months.

7.7 Transfers between Licensed Properties – Specialist Housing

- 7.7.1 A transfer between properties maybe required to move tenants within A2Dominion's Specialist Housing schemes in situations regarding immediate safety and occupancy as per the license agreements. Further guidance can be found in the Transfers between licensed properties procedure.

8. Nomination agreements

- 8.1 Local authorities have responsibility for meeting the housing needs of people with priority on their housing register. A2Dominion negotiates agreements with local authorities to determine the proportion of its new or vacant housing that will be made available to these housing applicants. These are known as nomination agreements.
- 8.2 On an initial let of a property, the local authority will generally be given 100% of the units for allocation. After which their nomination rights can reduce in line with the nomination agreement.

9. Tenure types and ‘discretionary succession’ tenancies

- 9.1 A2Dominion currently offer assured shorthold, assured preserved, assured, assured with probationary period, secure and fixed term tenancies. The situations in which these tenancy types are offered are outlined in the Tenancy Policy.
- 9.2 Some A2Dominion tenancies contain statutory or contractual succession rights to qualifying spouses or family members. Where an A2Dominion tenant dies and there is no statutory or contractual succession right, A2Dominion will normally seek to recover possession of the property.
- 9.3 In exceptional circumstances, and at its absolute discretion, A2Dominion may agree to make a discretionary tenancy offer of the property or other accommodation to a family member or vulnerable household member.

10. Appeals

- 10.1 All tenants and prospective tenants have the right to appeal against any decision made about their case if they believe that A2Dominion has not acted in accordance with this or any other relevant policy.
- 10.2 Applicants can appeal in writing to the Area Lettings Manager within 14 days of any decision (centrallettingsteam@a2dominion.co.uk), setting out reasons why it is felt that any priority awarded has not been allocated correctly, or in accordance with this policy, banding and / or allocation criteria.
- 10.3 Any appeal request received that sits outside the scope of this Allocations Policy will be referred to the Lettings Panel.
- 10.4 A2Dominion will review and respond to all appeals within 20 working days and will do so in a fair, reasonable manner and shall treat each case on its own merits, setting out reasons for decisions in writing. A2Dominion will not hold the property in question for the tenant during the appeal process.
- 10.5 For Management transfer review cases, the appeal will be assessed by a Head of Service. The appeal will be assessed within 10 working days from the date of receipt. The outcome of the appeal will be final, although customers are able to complain about the process at any point.
- 10.6 The appeals timescales are summarised below:

Action	Timescales
Applicant appeals decision in writing	14 days from decision
Appeal acknowledged by A2Dominion	5 working days
A2Dominion turns around appeal	20 working days

Management transfer appeals	10 working days from the date of receipt
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- 10.7 If we are unable to respond within these timescales an extension will be agreed.
- 10.8 External applicants will be required to appeal to their local authority or nomination provider. A2Dominion will not hold the property for the applicant during the appeal process.

11. Responsibility and reporting arrangements

- 11.1 Overall responsibility for the implementation of this policy sits with the directors.
- 11.2 The directors and their management teams are responsible for ensuring that all appropriate colleagues involved in the implementation of this policy are aware of and trained in the policy and its procedures.

12. Monitoring and review arrangements

- 12.1 This policy will be reviewed every two years, unless legislation or sector developments require otherwise, ensuring that it continues to meet its objectives and take account of good practice developments.
- 12.2 Any arrangements or changes to this policy will be authorised by the appropriate board.

13. Consultation

- 13.1 As part of this policy’s development, A2Dominion’s Neighbourhoods team was consulted. The policy has been consulted with customers and the customer services committee.

14. Equality, diversity & inclusion statement

- 14.1 A2Dominion Group, colleagues, partners, stakeholders and contractors are committed to providing services which are relevant and appropriate to the needs of people. We will treat others fairly and without discrimination.
- 14.2 We will ensure that all our services relating to this policy are accessible and available for all customers as set out in the requirements of the Equality Act 2010.
- 14.3 We have undertaken an equality impact assessment (EIA) form covering this policy. The legislation in place, together with our own procedures mitigate against potential negative impacts on people with protected characteristics.

15. Data protection statement

- 15.1 The protection of personal data is of great importance to A2Dominion Group and more than just a legal obligation.
- 15.2 A2Dominion Group and its affiliated organisations are registered as data controllers with the ICO. The registration numbers are as follows:
- A2Dominion Housing Group Limited: Z4843307
 - A2Dominion Homes Limited: Z9799978
 - A2Dominion South Limited: Z7835340
 - A2Dominion Housing Options Limited: Z5412073
 - A2Dominion Residential Limited: Z3391351
 - A2Dominion Developments Limited: ZA103931
 - Pyramid Plus London LLP: Z3594227
 - Pyramid Plus South LLP: Z3594230
- 15.3 Our data protection policy and procedures are governed by the Data Protection Act 2018. We collect and process personal information to provide housing services and meet our contractual and legal obligations. All persons authorised to receive personal data are obliged to handle personal data in accordance with applicable laws and regulations at all times.
- 15.4 For information on how we collect, store, process and use customers' personal data, please visit our website on a2dominiongroup.co.uk/privacy-and-cookie-policy.
- 15.5 For employee related privacy statement, please contact our HR team at hrenquiries@a2dominion.co.uk.
- 15.6 You can also contact the Data Protection Officer / Data Compliance team at governance@a2dominion.co.uk.

16. Associated documents

- Allocations Procedure
- Intermediate and keyworker properties allocations policy
- Lettings Panel Summary
- Under Occupation Procedure
- Decant Policy
- Tenancy Policy
- Management Transfer Procedure
- Management Assisted Moves Procedure
- Mutual Exchange Policy
- New Generation Scheme Procedure
- A2Dominion's Privacy Statement
- Transfers between Licensed Properties Procedure
- Discretionary Tenancy Policy
- Complaints Policy

Appendix 1: Banding criteria

If a customer finds that their banding priority is a result of a breach of his/her tenancy agreement he/she may not be given this banding. Each case will be considered on an individual basis.

The banding criteria is as follows:

Band	Explanation
Band A: Emergency/top priority	<ul style="list-style-type: none"> • An applicant's life would be in immediate danger if they continued to live in their current accommodation (proven or with evidence and approved). • The tenant needs to be moved because their home is to be demolished or redeveloped within the next 6 months. • A tenant's property is severely affected by damp and mould requiring a permanent move, due to asset management disposal. • A Category 1 Hazard for damp and mould growth has been identified. • If the applicant's current property contains significant adaptations that are no longer required. • The home that the applicant currently occupies is under-occupied by 2 or more bedrooms. • When an applicant has needs that fit into two or more categories in Band B and is judged to have a higher overall individual priority, agreed by the Lettings Panel. • An emergency medical need seriously affected by their current housing, as per section 2.4. • An applicant has been confirmed as being Statutorily Overcrowded as per Part 10 of the Housing Act 1985 (as amended) as assessed by a local authority Environmental Health Department, although an assessment may be considered upon referral to the Lettings Panel at A2Dominion's discretion. • An applicant who has been accepted onto A2Dominion's <u>New Generation Scheme</u> and where the originating household is overcrowded by 2 or more bedrooms, i.e. if the household needs at least 2 more bedrooms than they have • Where a situation is taking up considerable time (and that of other interested parties e.g. the police) and is unable to be managed through any other policy. In

Band	Explanation
	<p>exceptional circumstances, and once approved by the Lettings Panel, it may be appropriate to move one party to save extensive management costs.</p>
<p>Band B: Urgent need to move</p>	<ul style="list-style-type: none"> • An applicant is severely overcrowded (i.e. by 2 or more bedrooms). • The tenant needs to be moved because their home is to be demolished or redeveloped within the next 12 months. • The property that the applicant currently occupies is under-occupied by 1 bedroom. • When an applicant has needs that fit into two or more separate categories in Band C and is judged to have a higher overall individual priority, agreed by the Lettings Panel. • An urgent medical need seriously affected by their current housing, as per section 2.4. • A supported housing 'Move On' tenant who no longer needs the support provided and requires a move into social housing without support. • An applicant who has been accepted onto its <u>New Generation Scheme</u> and where the originating household is overcrowded by 1 bedroom, i.e. if the household needs at least one more bedroom than they have.
<p>Band C: Identified need to move</p>	<ul style="list-style-type: none"> • An identified medical need shown to be affected by their current housing, as per section 2.4. If a medical need that requires an additional bedroom is agreed, this would come under overcrowding due to medical issues only. It would not qualify for both categories in band C. • An applicant is currently overcrowded by 1 bedroom, i.e. if the household needs at least one more bedroom than they have
<p>Band D: No housing need</p>	<ul style="list-style-type: none"> • An applicant does not fit into any of the categories in Band A, B or C. • An applicant has deliberately worsened their housing circumstances to get more priority. • An applicant has given up accommodation that was suitable for their needs and, by doing so, has knowingly worsened their housing circumstances.

Band	Explanation
Band E: A2Dominion tenants; Keyworker (including Keyworker NHS) / Intermediate Rent / Housing for Older People / Care & Support (Long term - where applicable)	<ul style="list-style-type: none"> <li data-bbox="555 282 1362 394">• Tenants that meet the criteria for the above business streams and they can move into social housing without support.
Band F – Non A2Dominion tenants / Private Rented Sector / Temporary Accommodation / Student Accommodation	<ul style="list-style-type: none"> <li data-bbox="555 848 1337 960">• Non A2Dominion tenants and those in A2Dominion managed (local authority) temporary accommodation and student accommodation throughout the group.

Appendix 2: Expanded bedroom housing need matrix

This matrix shares criteria for understanding housing need based on a household's size.

Household	Current Bedroom(s)	Bedroom Need	Band Award
Tenant	Bedsit	Bedsit / one	Band D
Tenant pregnant < 28 weeks	Bedsit	Bedsit / one	Band D
Tenant pregnant > 28 weeks	Bedsit	Two	Band C
Tenant and partner	Bedsit	One	Band C
Tenant and partner + pregnant < 28 weeks	Bedsit	One	Band C
Tenant and partner + pregnant > 28 weeks	Bedsit	Two	Band B
Tenant, partner, and child	Bedsit	Two	Band B
Tenant, partner, and child + pregnant < 28 weeks	Bedsit	Two	Band B
Tenant, partner, and child + pregnant > 28 weeks	Bedsit	Bedroom need and banding award will be based on the age of the first born child and gender	
Tenant and child	Bedsit	Two	Band C
Tenant and child + pregnant < 28 weeks	Bedsit	Two	Band C
Tenant and child + pregnant > 28 weeks	Bedsit	Bedroom need and banding award will be based on the age of the first born child and gender	
Tenant	One	One	Band D
Tenant pregnant < 28 weeks	One	One	Band D
Tenant pregnant > 28 weeks	One	Two	Band C
Tenant and partner	One	One	Band D
Tenant and partner + pregnant < 28 weeks	One	One	Band D
Tenant and partner + pregnant > 28 weeks	One	Two	Band C
Tenant, partner, and child	One	Two	Band C
Tenant, partner, and child + pregnant < 28 weeks	One	Two	Band C
Tenant, partner, and child + pregnant > 28 weeks	One	Bedroom need and banding award will be based on the age of the first born child and gender	
Tenant and child	One	Two	Band C
Tenant and child + pregnant < 28 weeks	One	Two	Band C
Tenant and child + pregnant > 28 weeks	One	Bedroom need and banding award will be based on the age of the first born child and gender	
Tenant	Two	One	Band B

Household	Current Bedroom(s)	Bedroom Need	Band Award
Tenant pregnant < 28 weeks	Two	One	Band B
Tenant pregnant > 28 weeks	Two	Two	Band D
Tenant and partner	Two	One	Band B
Tenant and partner + pregnant < 28 weeks	Two	One	Band B
Tenant and partner + pregnant > 28 weeks	Two	Two	Band D
Tenant, partner, and child	Two	Two	Band D
Tenant, partner, and child + pregnant < 28 weeks	Two	Two	Band D
Tenant, partner, and child + pregnant > 28 weeks	Two	Bedroom need and banding award will be based on the age of the first born child and gender	
Tenant, partner, and more than 1 child	Two	Refer to Bedroom Need matrix in section 4	
Tenant and child	Two	Two	Band D
Tenant and child + pregnant < 28 weeks	Two	Two	Band D
Tenant and child + pregnant > 28 weeks	Two	Bedroom need and banding award will be based on the age of the first born child and gender	
Tenant and more than 1 child	Two	Refer to Bedroom Need matrix in section 4	
Tenant	Three	One	Band A
Tenant pregnant < 28 weeks	Three	One	Band A
Tenant pregnant > 28 weeks	Three	Two	Band B
Tenant and partner	Three	One	Band A
Tenant and partner + pregnant < 28 weeks	Three	One	Band A
Tenant and partner + pregnant > 28 weeks	Three	Two	Band B
Tenant, partner, and child	Three	Two	Band B
Tenant, partner, and child + pregnant < 28 weeks	Three	Two	Band B
Tenant, partner, and child + pregnant > 28 weeks	Three	Refer to Bedroom Need matrix in section 4	
Tenant, partner, and more than 1 child	Three	Refer to Bedroom Need matrix in section 4	
Tenant and child	Three	Two	Band B
Tenant and child + pregnant < 28 weeks	Three	Two	Band B
Tenant and child + pregnant > 28 weeks	Three	Refer to Bedroom Need matrix in section 4	
Tenant and more than 1 child	Three	Refer to Bedroom Need matrix in section 4	
Tenant	Four	One	Band A

Household	Current Bedroom(s)	Bedroom Need	Band Award
Tenant pregnant < 28 weeks	Four	One	Band A
Tenant pregnant > 28 weeks	Four	Two	Band A
Tenant and partner	Four	One	Band A
Tenant and partner + pregnant < 28 weeks	Four	One	Band A
Tenant and partner + pregnant > 28 weeks	Four	Two	Band A
Tenant, partner, and child	Four	Two	Band A
Tenant, partner, and child + pregnant < 28 weeks	Four	Two	Band A
Tenant, partner, and child + pregnant > 28 weeks	Four	Refer to Bedroom Need matrix in section 4	
Tenant, partner, and more than 1 child	Four	Refer to Bedroom Need matrix in section 4	
Tenant and child	Four	Two	Band A
Tenant and child + pregnant < 28 weeks	Four	Two	Band A
Tenant and child + pregnant > 28 weeks	Four	Refer to Allocations Policy Bedroom Need matrix	
Tenant and more than 1 child	Four	Refer to Bedroom Need matrix in section 4	

Note: In order to calculate the bedroom need for a pregnant tenant, A2Dominion will require confirmation of the pregnancy and estimated due date (usually a MAT B1 certificate or doctor's letter).