

**SUBJECT: TENANCY POLICY**

**DIRECTORATE: HOUSING AND INVESTMENT**

**REPORT AUTHOR: PAULA BURTON, ASSISTANT DIRECTOR OF HOUSING MANAGEMENT**

## **1. Purpose of Report**

- 1.1 For Executive to consider the contents of the City of Lincoln Council's Tenancy Policy and approve its implementation and publication.

## **2. Background**

- 2.1 It is a requirement under the Localism Act 2011 for each local authority to produce a Tenancy Strategy and all Registered Providers must publish a Tenancy Policy that aligns with the Tenancy Strategy. As the Housing Revenue Account is a Registered Provider the Council is required to produce and publish a Tenancy Policy.

## **3. City of Lincoln Council Tenancy Policy**

- 3.1 The Tenancy Policy specifies the different types of tenancies, licences and non-secure tenancies to be granted to new and existing Council tenants. The policy provides a framework of which tenancies the Council will grant and the exceptions to granting the most secure form of tenure.
- 3.2 The policy ensures that the tenancy granted is compatible with the purpose of the accommodation provided, considering the housing needs of individuals and households, sustainability of the community and making best use of housing stock.
- 3.3 The policy outlines the following detail:
- Introductory tenancies
  - Secure tenancies
  - Non-secure tenancies
  - The use of Licenses
  - The use of Demoted tenancies
  - The use of Family Intervention tenancies
  - Granting of joint tenancies, succession and assignments
  - New tenancy process
- 3.4 The draft tenancy policy is attached as Appendix 1 for reference.

## **4. Strategic Priorities**

### **4.1 Let's reduce all kinds of inequality**

This policy will support tenants, potential applicants and applicants on the housing register to obtain suitable accommodation and reduce inequalities in regards to the financial, physical, and mental impact of living in housing that does not meet their needs.

### **4.2 Let's deliver quality housing.**

The Tenancy Policy states the different tenancy types and the security of tenure attached to each. Publishing this information empowers tenants and potential applicants when making decisions about where they want to live and which housing may be the most suitable for them.

## **5. Organisational Impacts**

### **5.1 Finance**

There are no direct financial implications relating to this policy.

### **5.2 Legal Implications Including Procurement Rules**

There are no legal implications specifically for the implementation of this policy, however it should be noted that the tenant will sign up to the terms set out in their tenancy or licence, and any variations should be explained and understood before the tenancy or licence is signed.

There are no procurement implications with the introduction of this policy.

### **5.3 Equality, Diversity and Human Rights**

The Public Sector Equality Duty means that the Council must consider all individuals when carrying out their day-to-day work, in shaping policy, delivering services and in relation to their own employees.

It requires that public bodies have due regard to the need to:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations between different people when carrying out their activities

The introduction of the Tenancy Policy helps to ensure fair access to housing based on individual/ family need whilst also meeting the Council's statutory duty.

Equality, Diversity and Human Rights form part of the processes being followed and the specific housing teams involved within the assessment and award of tenancies and licences. Upon assessment each applicant will be considered against a set criteria based on their current need in line with the Lincs Homefinder Policy.

A combined Equalities Impact Assessment has been completed for both the Tenancy Policy and Tenancy Strategy and no impacts in regard to Equality, Diversity and Human Rights have been identified.

#### **5.4 Human Resources**

This scheme will be managed by existing staff within the Directorate of Housing and Investment. The policy will form part of the core landlord services that existing staff carry out.

#### **5.5 Land, Property and Accommodation**

The policy will advise tenants and applicants of tenancy types and licences granted and the properties will remain owned and managed by the Housing Revenue Account.

#### **5.6 Corporate Health and Safety Implications**

The scheme does not have any corporate health and safety implications. Any work and processes followed will be in line with existing corporate working practice.

### **6. Risk Implications**

#### **6.1 (i) Options Explored**

##### **No Introduction of a Tenancy Policy**

The City of Lincoln Council would not meet the requirements of the Localism Act 2011.

##### **Implementation of Tenancy Policy (Preferred Option)**

The introduction of the Tenancy Policy provides a clear and useful policy to guide tenants on the tenancy types and any considerations provided by City of Lincoln Council (CoLC). It also ensures CoLC are meeting the requirements of the Localism Act 2011.

### **7. Recommendation**

- 7.1 For Executive to approve the implementation and publication of the City of Lincoln Council's Tenancy Policy.

**Is this a key decision?**

No

**Do the exempt information categories apply?**

No

**Does Rule 15 of the Scrutiny Procedure Rules (call-in and urgency) apply?**

No

**How many appendices does the report contain?**

3

**List of Background Papers:**

None

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