

How to apply

If you are looking for housing to rent from Registered Social Landlords (RSLs) in North Somerset you will need to make an application. You can access the HomeChoice North Somerset Housing Register application form in one of the following ways:

- Apply online
www.homechoicensomerset.org.uk
- Print off the application form from the HomeChoice website
- Phone **01934 426 330**

Confirmation

You will be sent a letter confirming that you are registered. It will tell you:

- The priority band you are in
- Your application date
- The size of home you can apply for

The letter will also include your unique login number. This will enable you to bid using the website, telephone or by mobile text message.

Find a home

All empty properties owned by RSLs in North Somerset are advertised on the internet
www.homechoicensomerset.org.uk

Properties are also advertised in a weekly Property newsletter, this is available at the North Somerset council Housing reception and libraries.

Applying for a home

When you see a home that you like and are eligible for, you will have 7 days to make a bid for the property. All applicants will be able to register bids for up to 3 properties per bidding cycle.

You can bid for a property by using:

- The internet
www.homechoicensomerset.org.uk
- Telephone **08455 050 124**
- Mobile phone text message **07781 482 347**
- Housing Reception, Somerset House,
Oxford Street, Weston-super-Mare, BS23 1TG

If you place a bid online you will be able to view your position on the shortlist. You can withdraw your bid if you wish to.

If you use the telephone to place a bid, you can withdraw a bid, find out if you are eligible and what your current queue position is. You will be charged the local call rate for this, please be aware that this rate will vary depending on your telephone service provider.

If you place a bid by SMS text you will receive a text reply confirming if your bid has been successful. SMS charges vary depending on who your mobile phone provider is but are usually 10p or less per message.

You can visit the Housing reception where there is the facility to place a bid online.



Selection

If there is more than one applicant for an advertised property, we will select the applicant placed in the highest band with the highest housing need (HN). If these are still equal we will select the applicant who has been in the band the longest.

Offer

If you have been shortlisted for a property you may be invited by the RSL to view it. The successful applicant will be made a formal offer.

Receiving the keys

A Housing Officer from the RSL will meet you at your new home so you can sign your tenancy

agreement and receive your keys. You must have your ID, proof of address and relevant paperwork available at this stage.

Feedback

Every week we will show the results of previously advertised properties, this will show which band the successful applicant was in.

Banding

You will be placed in one of four bands according to your housing need. Band A is the highest band and Band D is the lowest band. There will also be an Emergency Priority band for urgent housing needs. These cases will be assessed by a housing panel.

Housing Need is indicated by HN

Band A

Approved Homeless (HN)

Lack of bedrooms (HN)

Applicants who lack three or more bedrooms

Under-occupation

RSL or council tenants only

High medical need (HN)

High welfare need (HN)

RSL improvement works

The applicant needs to be moved by the RSL for improvement works

Serious disrepair

Supported Housing move on

Applicant ready for move on

Care Leavers

Council approved Foster Carers needing alternative accommodation

Band B

Significant medical priority (HN)

Significant welfare priority (HN)

Lack of bedrooms (HN)

Applicants who lack two bedrooms

Applicant threatened with homelessness or rough sleepers (HN)

Split families (HN)

Band C

Minor medical need (HN)

Minor welfare need (HN)

Applicant on low income (as defined by eligibility for housing benefit)

Applicant In supported housing

Children in flats

Sharing basic facilities (HN)

Toilets, bathrooms and kitchens with people who are not related

Lack of bedrooms (HN)

Applicants who lack one bedroom

Band D

Owner occupiers

Sufficient financial resources

Suitable accommodation

Those whose circumstances do not appear in bands A to C