



POLICY ON RECOVERY OF ADAPTED PROPERTIES

POLICY IMPLEMENTATION CHECKLIST	
Policy Guardian:	Director of Customer Services
Author:	Housing Manager
Version number:	1.0
Approved by Chief Executive on:	January 2019
Approved by Management Board on:	February 2019
Effective from:	May 2019
Due for review on:	May 2022
Diversity compliant:	Yes
Equality Impact Assessment required:	No
Data Protection compliant:	Yes
Health & Safety compliant:	Yes
Procedure implemented:	
QL system changes made:	Not required
KPIs / reporting arrangements implemented:	Not required
Training Completed:	Not required
Posted on intranet:	Yes
Posted on website:	Yes
Publicity material issued:	
Business Services – Implementation Review:	

This document can also be provided in large print, braille, audio or other non-written format, and in a variety of languages

1.0 ALLOCATION OF ADAPTED PROPERTIES

- 1.1 The Association allocates adapted properties to applicants who require either full or partly adapted properties to enable them to live comfortably and safely in accommodation which is deemed suitable for their needs. This also incorporates the needs of any family members who are permanent members of the household.
- 1.2 This provision also applies to cases where someone has been allocated a property and it is recognised that they do not require the adaptations, but at the time of allocation there was no qualifying person on the waiting list and the allocation would prevent a lengthy void period.
- 1.3 In this provision any offer of allocation will detail that the tenant would be required to move to alternative suitable accommodation if another applicant later requires the adapted property.

2.0 ADAPTATIONS IN EXISTING PROPERTIES

- 2.1 During the course of a tenancy the tenant or their family members' needs may change and adaptations may be required to enable them to live comfortably and safely in accommodation. These adaptations are usually undertaken following a needs assessment by a Social Work Occupational Therapist and the provision of Housing Association Grant Stage 3 funding.

3.0 RECOVERY OF ADAPTED PROPERTIES

- 3.1 Section 15 of the Housing (Scotland) Act 2014 allows any social landlord to ask the Courts to grant an order to end the tenancy of an adapted property that is not being occupied by anyone who needs the adaptations. This is currently covered within a Scottish Secure Tenancy Agreement (SSST) and a Scottish Secure Tenancy Agreement (SSST).
- 3.2 This measure only applies where the landlord requires the property for someone who does need the adaptations. If this situation occurs Caledonia will serve the appropriate notice on the tenant or the person currently living in the property as their permanent home before applying to the Court.
- 3.3 Caledonia will work with its Common Housing Register partners to seek suitable available alternative accommodation and priority for rehousing for the occupier within the framework of the Common Allocation Policies.
- 3.4 Where the affected occupier disagrees with the action taken by Caledonia, they may appeal to the Courts to consider whether Caledonia is being reasonable and to challenge the suitability of the alternative accommodation.

4.0 STATEMENT

- 4.1 Caledonia will apply the measures contained in this policy on a case by case basis as they arise and a detailed procedure is in place to guide staff.

5.0 Review

- 5.1 This policy will be reviewed 3 years from the date of implementation, which will be the date the policy is approved by the Management Board or earlier if deemed appropriate.

6.0 Equalities Implications

- 6.1 The Association aims to treat all customers with respect and professionalism and we will ensure that our service is fair and accessible to all. The Association will publish information that is easy to read and understand in a range of appropriate languages and formats. Where tenants have any particular needs or requirements, the Association will do all that it can to ensure that its services are tailored to these needs.
- 6.2 The Association will ensure that no individual is discriminated against on grounds of sex or marital status, on racial grounds, or on grounds of disability, age, sexual orientation, language or social origin, or other personal attributes, including beliefs, or opinions, such as religious or political beliefs.