

# Brentwood 2022 - 2027 Management Move Policy



**BRENTWOOD**  
BOROUGH COUNCIL

*Where everyone matters*





## Introduction

A management move is where a high priority transfer status is given to a council tenant of a Housing Revenue Account (HRA) property because of the tenant's exceptional circumstances which requires the tenant to move urgently out of their home or the area.

This policy has been introduced to provide clarity on the circumstances where a management move would occur and how this would be overseen by the Council.



## Purpose

This policy sets out the Council's approach to managing emergency situations where tenants are unable to remain living in their homes for a period of time or who may require urgent permanent re-housing in specific circumstances.

This policy outlines our approach to letting the Council's Housing Revenue Account (HRA) properties only in cases of a management move.

This policy does not cover temporary moves or decants that occur where the tenant returns to the same property and relates to the implementation of permanent moves only.

This policy should be read and applied in conjunction with the Lettings Policy.



## Criteria for a Management Move

When letting the Council's homes it is the aim to house those in greatest need of housing. The Council recognises that there will be exceptional situations where tenants may require urgent re-housing in specific circumstances.

Agreeing to a management move is exceptional, as the decision overrides the Choice Based Lettings process and as a result delays the rehousing of other applicants on the transfer list and housing register who may also have high needs.

There is also a cost to the housing service, as each transfer will result in void charges, staff time and administrative costs. The circumstances of the applicant will therefore need to be extremely serious to justify a management move.

The Council will consider every case on its individual merits, and ensure the approach is reasonable and effectively controlled and monitored.

The following circumstances are where a management transfer would apply:

**Threats to life and limb:** A threat to life or limb occurs when a tenant, or member of the tenant's family (who lives at the same address), is the victim of a threat of physical harm. A threat would be considered where it can be demonstrated that perpetrators have been physically engaged in actions aimed at causing personal injury to either the tenant or other persons residing with them and that a move is required. This can include physical damage to their property or belongings. In deciding if the threat is credible, we will consider any current or previous actions or patterns of behaviour displayed by the perpetrators. We will also consider where there is a continuous and escalating pattern of more severe threats to the tenant. In these situations, the combination of all previous incidents suggest that a serious threat, assault or other forms of physical harm is more likely to be carried out against the tenant or one or more members of the tenant's family who live at the same address. Examples of this would include anti-social behaviour and domestic abuse.



**Properties in need of major work:** This is when a property is in need of major work that cannot be reasonably carried out with the tenant in occupation, where the works are expected to exceed 6 months or the property needs to be sold or converted to a different use. The tenant's individual circumstances will determine whether they could be expected to occupy the premises whilst the works are carried out in accordance with the Council's Decant Policy.



## Offer of a Management Move

If a permanent management move is agreed by the Council, only one reasonable offer will be made. Usually this will be anywhere in the Borough considered safe and for this to be for the same type and size of accommodation that the tenancy covers. Any variation to the existing size of property will need to be justified and based on appropriate evidence. Where the current property is larger than your current needs you may be asked to move to a smaller property and any incentives available for downsizing may apply.

Out of borough moves may be required where the risk of violence is deemed severe or where the perpetrator resides in the Borough. This decisions will need to be supported by appropriate evidence.





## Review of this policy

This policy and procedure will be reviewed should there be any legislative changes that could impact upon it.





## Contact us

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