

INTRODUCTION

Aragon has approximately 2,000 garages for rent and no hardstandings. South Northants Homes owns almost 1,400 garages and 100 hard-standings. Effective management of garages and hardstandings ensures the maximisation of income from these assets and links in with general estate management issues. The purpose of this Policy is to outline how these tenancies/licences are allocated and managed.

POLICY STATEMENT

This Policy determines the framework within which the Associations will allocate and manage garage tenancies.

OBJECTIVES

- To let garages promptly in a fair and consistent manner.
- To ensure applicants are treated fairly and in accordance with the Equality & Diversity Policy.
- To keep to a minimum the number of empty garages.
- To minimise the time garages are empty and avoid rent loss.
- To manage garage tenancies/licences in accordance with the terms of the tenancy agreement.

REGULATORY CODE AND GUIDANCE

The Housing Corporation Regulatory Code and Guidance states the following:

2. Properly Governed

2.5.3 Housing Associations must demonstrate, when carrying out all their functions, their commitment to equal opportunity. They must work towards the elimination of discrimination and demonstrate an equitable approach to the rights and responsibilities of all individuals. They must promote good relations between people of different racial groups.

3. Properly Managed

3.5 Housing Associations must provide good quality housing services for residents and prospective tenants.

3.5.3 With agreements that clearly set out residents' and landlords' rights and obligations.

RELATED KEY LINES OF ENQUIRY (KLOE)

KLOE 3 . Asset Management
KLOE 4 . Income Management
KLOE 6 . Tenancy and Estate Management
KLOE 7 . Allocations & Lettings
KLOE 30 . Access and Customer Care
KLOE 31 . Diversity

OTHER RELATED POLICIES

Confidentiality Policy
Customer Care Policy
Data Protection Policy
Equality & Diversity Strategy
Rent Arrears Policy

APPLICATIONS

Any applicant over the age of 18 years old is eligible to apply to rent a garage or to transfer to an alternative garage. The applicant is required to complete a garage application form, which will be registered on the garage waiting list.

Applications will only be accepted for the purpose of garaging a private motor vehicle. An application may be refused if the applicant wishes to use the garage for other purposes e.g. storage.

An application may be refused if the applicant has behaved in an unacceptable manner, deemed to make him/her unsuitable to be a tenant/licensee. Examples of unacceptable behaviour include where the applicant:

- Failed to pay rent or other monies to either Association or Grand Union Housing Group when it became due
- Is subject to an Acceptable Behaviour Contract, Anti-Social Behaviour Order or other order
- Has been abusive towards staff of the Associations or Grand Union Housing Group
- Has made a false statement to obtain a tenancy

ALLOCATIONS

The garage waiting list will be operated on a date of application basis. Additional preference will be given to tenants of Aragon/SNH properties and to applicants in receipt of a disability benefit who require a garage so they can park close to their home. Where a tenant already has 2 garages, their application will not be given additional preference.

Where the applicant or a member of his/her household owes a debt to their Association, the debt must be cleared in full before a tenancy can be allocated.

All tenants must sign the garage tenancy agreement which sets out the terms of the tenancy.

BREACH OF TENANCY OR OWING MONEY TO THE ASSOCIATIONS

The Association will take steps to end a garage tenancy/licence and repossess where appropriate due to breach of tenancy, or any monies owed to the Associations

MONITORING

This policy will be monitored through the annual policy review programme.

Customer Consultation: Policy Reading Group November 2009

Equality Impact Assessment Carried Out: Initial screen

Person responsible for review: AHA/SNH Housing Managers

Date of review: January 2010

Date of next review due: January 2011