

EAST AYRSHIRE COUNCIL

CABINET

29 SEPTEMBER 2010

REVIEW OF HOUSING ALLOCATION POLICY

Report by the Depute Chief Executive/Executive Director of Neighbourhood Services

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to seek approval from Cabinet for a new Housing Allocation Policy which will be common to the Council and four Registered Social Landlords operating within East Ayrshire. The Common Allocation Policy will be linked with the development of a Common Housing Register.

2. BACKGROUND

- 2.1 The current Allocation Policy was last reviewed in 2006. Since that time a report on the inspection carried out by the Scottish Housing Regulator, which was published in April 2008, suggested that whilst there were a number of strengths there were areas within the policy which required to be reviewed, focusing mainly on the suspension and cancellation of housing applications. Actions to respond to these concerns were agreed by Cabinet in June 2008.
- 2.2 Whilst reviewing the current policy to take account of the recommendations made by the Scottish Housing Regulator consideration was given to the benefits of developing a Common Allocation Policy with the core Registered Social Landlord partners of the Common Housing Register namely Atrium Homes, Cunninghame Housing Association, Irvine Housing Association and Shire Housing Association.

3. COMMON HOUSING REGISTER

- 3.1 Part 1, Section 8 of the Housing (Scotland) Act 2001 requires local authorities "when required to do so by the Scottish Ministers, prepare and submit to the Scottish Ministers proposals for establishing and maintaining a list of applicants for housing to be kept jointly by, or on behalf, of any two or more housing providers in connection with the allocation of housing held by them for housing purposes". Although Common Housing Registers are not yet compulsory they are considered good practice across the country.
- 3.2 The Council, therefore, are currently developing a Common Housing Register with the aforementioned partner Registered Social Landlords.
- 3.3 Alongside a Common Housing Register a Common Allocation Policy should aid applicants in understanding the process of applying for housing.

Applicants will only be required to complete a single application form and be subject to a single Allocation Policy when wishing to be considered for social housing by the Council and any or all of the aforementioned partners. It is anticipated that the Common Housing Register will go live during spring 2011.

4. COMMON ALLOCATION POLICY

- 4.1 In development of the Common Allocation Policy, full consideration of the legislative framework has been taken into account (listed in full within the appended Common Allocation Policy document – Appendix 1) along with the specific legislative duties pertaining to access to housing registers and the allocation of social rented housing.
- 4.2 The policy has been developed with a working group comprising officers of the partner organisations, representatives of the East Ayrshire Tenants and Residents Federation and tenant representatives of two of the Registered Social Landlords involved in the project.
- 4.3 The policy has focused on housing need and has sought, where possible, to assess multiple needs where appropriate. To avoid a situation whereby one type of applicant will always get to the top of the list, it is preferable to retain a grouping system and to accord priority within the group structure. Therefore, the Common Allocation Policy will be a *Group plus Points* system. The policy also seeks to address the needs of those living in specific circumstances, facilitating the matching process to take account of the requirements of individuals.
- 4.4 The proposed groups within the policy are:

Homeless Group	Applicants qualifying under Part II of the Housing (Scotland) Act 1987, as amended and the Homelessness etc. (Scotland) Act 2003
Strategic Needs Group	Applicants who have an assessed specific need or occupy specific accommodation types
Waiting Group	Applicants who are not tenants of the partners, and whose needs do not merit inclusion in the Homeless Group or Strategic Needs Group
Transfer Group	Applicants who are tenants of the partners, and whose needs do not merit inclusion in the Homeless Group or Strategic Needs Group
Outwith the District	Applicants who live outwith East Ayrshire and

Group do not meet the qualifying criteria, as defined by the Housing (Scotland) Act 1987, as amended. (Those who do meet the qualifying criteria will be placed on the Waiting Group)

4.5 Addressing Housing Need

4.5.1 The Common Allocation Policy has recognised that applicants can have multiple needs, e.g. a medical need and an over-crowding need. The policy will therefore take account of all needs with an aggregated points award.

4.5.2 The Scottish Housing Regulator has expressed the view that waiting period points do not reflect housing need. The Common Allocation Policy has taken account of this and does not award points for time on the waiting list. Where there is no established need, allocations would be ranked by date of application.

4.5.3 Applicants living in specific circumstances will be placed in a Strategic Needs Group, which will include:

- Applicants whose home is scheduled for demolition, as part of a wider regeneration programme
- Applicants from residential accommodation who have been assessed as ready to move to their own accommodation
- Looked After and Accommodated Children who are about to leave care
- Applicants being discharged from long term hospital care
- Applicants who are at risk of being admitted to hospital or residential care because their current home is considered unsuitable
- Foster Carers referred through protocol agreement with Educational and Social Services
- Injured Armed Forces applicants
- Prisoners who have responsibly surrendered their tenancy
- Applicants subject to witness protection

4.5.4 Allocations within this Group will be based, primarily, on the suitability of the available accommodation, incorporating input from other agencies, where appropriate. The Common Allocation Policy has a sharper focus on the needs of young people, specifically those who are looked after and are about to leave care, providing better opportunities and choices for accessing housing.

4.5.5 The priority for Injured Armed Forces personnel reflects the Scottish Government's stated commitment to this group as highlighted in "Scotland's Veterans and Forces Communities: meeting our commitment" which was published in July 2008.

4.5.6 Applicants who have agreed overnight residence and contact arrangements with a child or children for up to and including 3 nights per week, and in so doing would overcrowd their present accommodation will be entitled to one additional bedroom to that of their minimum entitlement.

5. SUSPENSION AND CANCELLATION

5.1 The Scottish Housing Regulator in its inspection of East Ayrshire's Housing Service in 2007 criticised our approach to suspensions and cancellations. The Housing Regulator noted:

- The Council "does not publish in its allocation policy all the circumstances in which it cancels applications and we found cases where it cancelled applications for reasons prohibited by law. This is a weakness".
- "We saw that some reasons for suspensions are not in line with the Housing (Scotland) Act 2001"
- "the Council does not publish all the reasons that it suspends applicants for."
- The Council's policy to suspend applicants for one year if they refuse two offers in six months is overly restrictive".

5.2 The review of the Allocation Policy has taken account of the viewpoint expressed by the Regulator. The policy identifies the grounds for suspension, timescales for the duration of the suspension and what an applicant can do to have the suspension lifted. Specific changes to the current policy include the removal of suspension for two refusals and for applicants deliberately worsening their housing condition.

5.3 The policy also makes clear the circumstances in which an applicant may be suspended from receiving an offer of housing, these are:

- Tenancy debt
- Anti-social behaviour
- Breach of Tenancy Agreement
- Individuals subject to Multi Agency Public Protection Arrangements (MAPPA)

5.4 Additionally the policy clarifies the circumstances when an application for housing will be cancelled, these are as follows:

- The applicant has requested, in writing, that they wished to be removed from the list
- The applicant has died
- The applicant has failed to respond to the periodic review of the waiting list
- The applicant does not respond to two or more consecutive letters sent out(21 day letter process)

- The applicant has been re-housed by one of the partners or has been re-housed by another Social Landlord through a nomination arrangement with East Ayrshire Council

6. LETTING PLANS

6.1 The distribution of lets between the various groups will form part of the Letting Plan for the respective partners. This will vary between partners who will take into account house type and house size within their own stock portfolio, along with applicant profile. However, in furtherance of the Scottish Government's ambitions for the eradication of homelessness by 2012, and the expectation that Registered Social Landlords will play an important part in meeting that objective, all the partners are committed to a target allocation of 25% of available lets going to the Homeless Group. This target represents a reduction in the current quota within the existing East Ayrshire policy (32%) anticipating more vacancies becoming available from the partners' letting pools, and recognising a recent reduction in the number of homeless presentations.

6.2 The suggested targets for the groups for East Ayrshire Council are:

Current Group	Current Target % of lets	Proposed Group	Proposed Target % of lets
Homeless	32%	Homeless	25%
Non Householder	32%	Waiting	40%
Transfer	10%	Transfer	31%
Householder*	10%		
Medical*	15%		
Miscellaneous	1%	Strategic Needs	3%
		Outwith the District**	1%
Total	100%	Total	100%

*these groups will not exist in new policy, applicants currently on these groups will be put into either the Waiting or Transfer Group

** this group does not currently exist

6.3 In order to achieve best possible outcomes it is proposed the Head of Housing Services will have authority to adjust the target percentages within a tolerance level of + or – 2% in response to fluctuations in demand and availability, with use of this discretion reported on an annual basis. The Letting Plan targets will also be reviewed annually.

6.4 It is recognised that the removal of waiting period points will negatively affect many applicants, and many tenants who have aspirations to move, but have no established housing need. It is considered that the Letting Plan for the Council referred to above will allow us to make better use of our existing housing stock by stimulating more movement of tenants within the social rented sector, meeting their needs and generating further vacancies.

- 6.5 Performance information is currently reported monthly through the electronic performance management system on re-let performance, differentiated between low demand and not low demand vacancies. Information on annual performance includes the foregoing along with void rent loss, total re-lets and un-let low demand voids at year end.
- 6.6 Additional to the information currently reported on, performance on each of the undernoted indicators will also be monitored:
- Number of suspensions and a breakdown of the reasons
 - The average length of time applicants are suspended by reason
 - The number of suspended applicants as a percentage of the total number of applicants on the Common Housing Register
 - The number of appeals of suspension by reason
 - The number of appeals upheld and rejected by reason
 - The length of time between receipt of the appeal letter and notification of the appeal outcome
 - processing times for applications
 - distribution of lets to identified groups by partner landlords
 - Number of offers and subsequent refusals including refusal reasons
- 6.7 Further information on outcomes will be reported to Cabinet and/or Governance and Scrutiny Committee as required.

7. CONSULTATION

- 7.1 A briefing session for Elected Members in August 2009 was followed up with the establishment of a working group, comprising of officers of the partners and tenant representatives. Consultation sessions have been held with the Disability Access Panels for both north and south areas, the Equalities Forum, and the Disability Forum. There have been two public meetings, one in Kilmarnock and one in Cumnock, three events for staff and one session for relevant Community Planning partners.
- 7.2 Feedback from these sessions has been generally positive. A proposal to curtail the number of offers to Homeless applicants to one (applicants currently receive two offers within the existing policy) was considered by the Equalities Forum to be a retrograde step and has been subsequently withdrawn. The impact of removing waiting period points was discussed at some length. It was noted that within the existing policy, applicants adequately housed, often in owner occupation, can take up priority positions at the top of the list and be allocated housing ahead of those in recognised housing need. However, it was also noted that for many applicants who may not have a housing need, but cannot afford alternative tenures, a Council house was the preferred option for which they had demonstrated a willingness to wait their turn.

8. EQUALITIES IMPACT ASSESSMENT

- 8.1 Given the purpose of the Common Allocation Policy and the requirement to ensure that access to the housing register is, as far as possible, unrestricted it was deemed appropriate to carry out a full Equalities Impact Assessment. The assessment explored the relevance of the policy for the various equality groups and concluded that the policy had a high relevance for disability, gender and age groups, medium relevance for race, and low relevance for sexual orientation and religious or belief groups.
- 8.2 The exercise established the policy had no identifiable negative impacts on any grouping within the community and used positive action to redress disadvantage by allowing that some groups be afforded priority by inclusion within a specific group. Examples of this are inclusion of Looked After and Accommodated Children in the Strategic Needs Group; an Adapted Lets Protocol to target suitable accommodation for disabled people; priority re-housing for Injured Armed Forces personnel; and assessed needs arrangements for older people requiring or requesting supported accommodation. The exercise also noted arrangements are in place through Homeless legislation and its linkages with the Common Allocation Policy to deal with those fleeing domestic violence.
- 8.3 The Equalities Impact Assessment identified that an Accessibility Statement was required to support the policy and this was duly produced.

9. CONCLUSION

- 9.1 The Common Allocation Policy aligned with a Common Housing Register, will improve access and streamline the process of applying for social rented housing within East Ayrshire. The Common Allocation Policy has been devised to take account of relevant legislative requirements and address the specific issues raised within the aforementioned Scottish Housing Regulator's report on East Ayrshire's Council Housing Services.
- 9.2 The thematic approach to good practice with regard to access and lettings is reflected in the Scottish Housing Regulators Activity Standards. These standards are set out to ensure that people have fair and open access to our housing list and assessment process and that we are working with others to maximise and simplify access routes into our housing. Additionally these standards specify that our houses should be let in a way that gives reasonable preference to those in greatest housing need, whilst, making best use of available stock; maximising applicant choice, and helping to sustain communities.
- 9.3 While recognising that Housing need is the core principle of the policy, it is recognised that many of those long-standing applicants who have accrued waiting period points would be adversely affected by the removal of these points. It is proposed, therefore, that existing applicants who have accrued waiting points will retain any points previously awarded but with no new points awarded in future. No new applicants will be awarded waiting points. As this

is a phasing out process applicable to all existing eligible EAC applicants, it is not considered to negatively impact on any grouping within the community. RSL partners do not currently award waiting points and have a preference to recognise only established housing need in the selection of applicants. For the purpose of selection of applicants, therefore, the Council will run a list showing applicants with any retained waiting points, whereas RSL partners will run a list which does not show retained waiting points.

9.4 The Common Allocation Policy will promote housing need and specifically focuses on those applicants whose individual circumstances require a more targeted approach to accessing suitable accommodation. The suggested Lettings Plan is designed to improve opportunity. This will be reviewed on an annual basis to assess if it is delivering what is intended.

9.5 In addition to the group changes and suggested targets stated at 6.2 the following points summarise the key changes between the existing policy and the proposed Common Allocation Policy.

- **Medical priority**

Current

Applicants placed on separate Medical Group

Proposed

No separate Medical Group, applicable medical points will be added to assessed overall housing need.

It should be noted that Ayrshire and Arran Health Board have advised that they intend to withdraw the independent Housing Medical Advisor service for the assessment of medical applications. Discussions are in progress with RSL partners and colleagues in North Ayrshire Council to develop a replacement assessment system. Full details of the proposed replacement assessment system will be notified to Cabinet in a future report.

- **Outwith the district applicants**

Current

No separate group, applicants from outwith the district are absorbed into mainstream groups

Proposed

Separate group for those applicants who do not meet the qualifying criteria

- **Children's bedroom sharing age**

Current

Children's bedroom sharing age of 10

Proposed

Reduce children's bedroom sharing age to 8

- **Residence and Contact**

Current

2 points per night per established bedroom deficiency and no limit on bedroom entitlement

Proposed

Fixed points award, if overcrowded, and allowed to queue for one additional bedroom above their minimum entitlement

- **Suspensions**

Current

If 2 refusals of offers of housing within a 6 month period – suspended for 12 months

If worsening housing conditions – suspended for 12 months from date left previous accommodation

Proposed

Removal of suspensions for these reasons

- **Waiting period points**

Current

Award of 2 points per year up to a maximum of 20 points removed

Proposed

No waiting period points

- **Provision for foster carers**

Current

No provision

Proposed

Inclusion within Strategic Needs Group to be considered for a larger size property to allow them to foster and matched to suitable properties

- **Looked after and accommodated children**

Current

No special provision

Proposed

Inclusion within Strategic Needs Group and matched for suitable properties

- **Injured armed forces**

Current

No special provision

Proposed

Inclusion within Strategic Needs Group and matched for specially adapted properties suitable for their needs

- **Prison leavers**

Current

No provision

Proposed

Inclusion within Strategic Needs Group and matched for similar properties to that which they responsibly terminated prior to being incarcerated

10. FINANCIAL IMPLICATIONS

10.1 There is a risk of increased void rent loss and void repair costs arising from the increase in re-lets to Transfer applicants. This will be monitored regularly by senior management who will seek to mitigate these risks through corrective action and report any significant issues in due course as appropriate.

10.2 It is anticipated that the introduction of the Common Allocation Policy will have no additional resource implications. There is currently budgeted provision for development of a Common Housing Register. Our partner Registered Social Landlord contribute to the development costs.

- 10.3 Albeit the replacement medical assessment process has not been finalised, it is envisaged that the new system will entail applications being assessed internally. This is likely to incorporate the knowledge and expertise of an Occupational Therapist. There may be an additional cost to the Service to provide this, details of which will be included in a future report to Cabinet alluded to at 9.5 above.

11. LEGAL IMPLICATIONS

- 11.1 The Common Allocation Policy is compliant with relevant legislation. It is a legal requirement that any change to the Council's Allocation Policy is published.

12. COMMUNITY PLANNING IMPLICATIONS

- 12.1 The Common Allocation Policy will support the East Ayrshire Community Plans themes of Improving Health and Wellbeing and Delivering Community Regeneration. The proposals also support National Outcome 10: Sustainable Places.

13. ASSET MANAGEMENT IMPLICATIONS

- 13.1 An effective allocation policy, supported by robust allocation and void management operational processes, will ensure that void periods are minimised, void turnover is stabilised and that stock utilisation is maximised. This reduces security costs and increases rental income, supporting investment in the housing stock and the Standard Delivery Plan to achieve the Scottish Housing Quality Standard by 2015.

14. RISK MANAGEMENT IMPLICATIONS

- 14.1 As previously identified in Section 10 there is a risk of increased void rent loss and void repair costs, however, it is our belief that the overall benefits of the proposed changes in terms of addressing applicant need and making best use of Council houses whilst aiming to create more sustainable neighbourhoods will prove cost effective in the longer term. These costs will be closely monitored and appropriate management action taken if required.

15. RECOMMENDATIONS

- 15.1 It is recommended that Cabinet:
- i) Consider and recommend to Council that the Common Allocation Policy is approved for implementation by the Council and the identified Registered Social Landlords as set out in Appendix 1;
 - ii) Approve the suggested targets as detailed at paragraph 6.2 and agree delegated authority to the Head of Housing Services;
 - iii) Approve the proposal set out at paragraph 9.3 in respect of waiting time points;

- iv) Authorise the Head of Housing Services to provide a future report to Cabinet on a replacement system for assessing medical applications;
- v) Otherwise note the contents of the report.

Elizabeth Morton
Depute Chief Executive / Executive Director of Neighbourhood Services

CMCA/WJ/GD/LA

21 September 2010

LIST OF BACKGROUND PAPERS

1. Scottish Housing Regulator, East Ayrshire Council Inspection Report 2008
2. East Ayrshire Council, Cabinet Report, The Inspection of East Ayrshire Council's Housing and Homeless Service, 4th June 2008
3. East Ayrshire Council, Housing Committee Report, Housing Allocations Policy 6th September 2006
4. East Ayrshire Council, Equalities Impact Assessment, Allocation Policy December 2009

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COMMON ALLOCATION POLICY

Atrium Homes

Cunninghame Housing Association

East Ayrshire Council

Irvine Housing Association

Shire Housing Association

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1 Background

East Ayrshire Council and its partner social housing providers recognise that good quality accommodation is fundamental in supporting the East Ayrshire Community Plan theme of *Improving Health and Wellbeing and Delivering Community Regeneration*. Housing need and supply are identified as part of the Local Housing Strategy.

The Common Allocation Policy (the policy) has been introduced in conjunction with a Common Housing Register to improve access for applicants seeking social rented housing in East Ayrshire. This policy has been jointly agreed by the following partners who will be referred to as “the partners” or “we” throughout this policy document: -

Atrium Homes

Cunninghame Housing Association

East Ayrshire Council

Irvine Housing Association

Shire Housing Association

2 Aims and Objectives

The aims and objectives of the policy are: -

- to address housing need
- to alleviate and assist in the prevention of homelessness
- to maximise applicant access and choice
- to minimise suspensions
- to ensure that suspended applications are formally monitored
- to make best use of housing stock
- to promote equalities and diversity by avoiding discrimination on the grounds of race, disability, age, gender, sexual orientation, religion and belief
- to adopt a common approach in the provision of housing information to applicants
- to assess applications in a clear and consistent manner whilst complying with all relevant legislation and good practice
- to promote and support sustainable communities
- to simplify the application process for applicants

- to let houses quickly and effectively in order to keep void rent loss to a minimum
- to deal with appeals and complaints fairly and consistently

3 Legal Framework

The framework for the policy is provided by the following legislation:

- Housing (Scotland) Act 1987
- Housing (Scotland) Act 2001
- Housing (Scotland) Act 2006
- Homelessness etc. (Scotland) Act 2003
- Leasehold Reform, Housing and Urban Development Act 1993
- Human Rights Act 1998
- Data Protection Act 1998
- Matrimonial Homes (Family Protection) (Scotland) Act 1981

Additionally, the policy has taken account of equal opportunities with particular reference to the following legislation:

- Race Relations Act 1976
- Race Relations (Amendment) Act 2000
- Sex Discrimination Act 1975
- Sex Discrimination Act 1986
- Civil Partnership Act 2004
- Disability Discrimination Act 1995
- Disability Discrimination Act 2005
- Immigration and Asylum Act 1999
- Protection from Harassment Act 1997
- Equality Act 2006

4 Regulatory Requirements

The policy has been designed to meet the regulatory standards specified by the Scottish Housing Regulator with regard to access and lettings. These are as follows:

Access to housing (Activity Standard 1.1)

“We ensure that people have fair and open access to our housing list and assessment process. We work with others to maximise and simplify access routes into our housing”.

Lettings (Activity Standard 1.2)

“We let houses in a way that gives reasonable preference to those in greatest housing need; makes best use of available stock; maximises choice; and helps to sustain communities”.

5 Access to the Housing Register

Applications for housing must be made on the designated form and will be accepted from persons who are aged 16 years and over. In practice this means that applications will be accepted from those who are resident within the UK, Eire, Isle of Man or the Channel Islands and from British Armed Forces overseas. Applications will also be accepted from members of the British Armed Forces overseas. The aforementioned examples are not exhaustive and other types of application which do not fall into these categories may be considered for inclusion.

Applicants must keep their application up to date by notifying us of any change to their circumstances immediately after they occur.

There are circumstances when an applicant may be suspended from receiving an offer of housing. These circumstances are detailed further on in this policy.

6 Application Processing

Our aim is to process all completed application forms within 10 working days. Forms which are incomplete or have insufficient information could be subject to delay. Applicants will be advised of their application status and their group and points total once their application has been processed.

7 Groups

The policy is based on a groups plus points scheme. This means that applicants will be placed on the group most applicable to their circumstances and awarded points based on their current living arrangements. The groups and definitions are as follows:

7.1 Homeless Group

Applicants will be admitted to this group who meet the criteria specified under Part II of the Housing (Scotland) Act 1987 and the Homelessness etc (Scotland) Act 2003. Applicants registered on this group will have undergone an assessment of their personal circumstances by a Homeless Persons Officer employed by East Ayrshire Council prior to inclusion. Applicants will be made two suitable offers of accommodation. Should these offers be refused, the applicant will be removed from the Homeless Group and placed on the group most suitable to their needs, in accordance with the policy. Applicants on the Homeless Group will not be awarded points, but will be ranked according to the date of their homeless presentation.

7.2 Strategic Needs Group

Applicants within this group include:

- applicants whose home is subject to demolition due to a wider regeneration programme and who require to be permanently re-housed
- applicants from residential accommodation who have been assessed as ready to move on to their own accommodation
- Looked After and Accommodated Children
- applicants being discharged from long term hospital care
- applicants who are at risk of being admitted to hospital or residential care setting because their current home is considered unsuitable
- Foster Carers referred through protocol with East Ayrshire Council's Educational and Social Services
- Injured Armed Forces applicants
- prisoners who have responsibly surrendered their tenancy
- applicants subject to witness protection

The above examples are not exhaustive and other types of application which do not fall into these categories may be considered for inclusion within this group.

Applicants will be matched to properties which are suitable for their identified needs and not necessarily by date of application.

7.3 Transfer Group

Applicants who are tenants of the partners and are resident in East Ayrshire and whose needs do not merit inclusion within either the Homeless Group or the Strategic Needs Group.

7.4 Waiting Group

Applicants in this group will fall within one of the following categories:

- (1) Applicants resident in East Ayrshire whose needs do not merit inclusion within either the Homeless Group or the Strategic Needs Group.
- (2) Applicants who reside outwith East Ayrshire whose needs do not merit inclusion within either the Homeless Group or Strategic Needs Group and who meet the qualifying criteria in the Housing (Scotland) Act 1987. To

meet the qualifying criteria an applicant must evidence that he or she meets one or more of the following:

- is employed or has been offered employment in the area
- wishes to move into the area to seek employment
- wishes to move into the area to be near a relative or carer
- has special social or medical reason for requiring to be re-housed within the area
- is subject to conduct amounting to harassment or runs the risk of domestic violence and wishes to move into the area

7.5 Outwith the District Group

Applicants who live outwith East Ayrshire and do not meet the qualifying criteria in the Housing (Scotland) Act 1987 will be placed on this group.

8 Points that may be Awarded

8.1 Overcrowding Points

For the purpose of assessment of need the entire household living within the property will be taken into consideration. Where applicants do not have a home of their own the bedroom requirements of the “host” family will be taken into account first.

For each additional bedroom required there will be an award of 15 points.

Points will be calculated based on the following rules:

Family Composition	Bedroom Requirement
Single Person	own bedroom
Couple	own bedroom
2 children under 8	Can share a bedroom
Children over 8	Own bedroom

Single people in bed-sit type accommodation will not be entitled to overcrowding points. When awarding overcrowding points there is no maximum ceiling applicable.

Provided that applicants are being considered for accommodation larger than their existing property a full award of overcrowding points will be made. Should applicants wish to be considered for the same size of accommodation no overcrowding points will be awarded when being considered for that particular size of property.

8.2 Under-occupation Points

Points for under-occupation will only be awarded to tenants of the social rented sector within the East Ayrshire boundary. Applicants under-occupying by 2 bedrooms or more and looking to move to smaller accommodation will be awarded a one off award of 12 points.

8.3 Medical Points

Applicants who find that their current home is unsuitable because of an existing medical condition can apply to have their housing circumstances assessed and graded to reflect medical priority. Points awarded will be on the following basis.

Grade 1 Medical: 5 points

Grade 2 Medical: 15 points

Grade 3 Medical: 20 points

Grade 4 Medical: 30 points

Medical points awarded will be in addition to any other points the applicant may be entitled to within the terms of the policy.

8.4 Sharing Points

Sharing points will be awarded to applicants who share a kitchen, bathroom or both, with people who will not be moving with them as part of their household. Points will be awarded on the following basis:

Applicants who have children resident with them on a permanent basis and are sharing with others who will not be moving with them will be awarded 8 points.

Applicants who have no children and are sharing with others who will not be moving with them will be awarded 6 points.

Applicants who have residence and contact with children up to and including 3 nights per week and are sharing with others who will not be moving with them will be awarded 6 points.

These points will be in addition to any other applicable points.

8.5 Residence and Contact Points

Residence and contact points will be awarded to applicants who have agreed overnight residence and contact arrangements with a child or children for up to and including 3 nights per week and in doing so are in an overcrowded situation. Once residence and contact has been established the applicant will be awarded 7 points. Additionally, the applicant will be permitted to be allocated a property with one additional bedroom to that of their minimum entitlement within the terms of the policy. This principle may also be applied where residence and contact arrangements are conditional upon there being appropriate accommodation available.

These points will be in addition to any other applicable points.

8.6 Below Tolerable Standard Points

The tolerable standard is defined by the Housing (Scotland) Act 1987. Applicants who reside in a property which is defined by statute to be below the tolerable standard will be awarded 25 points.

These points will be in addition to any other applicable points.

8.7 No Fixed Abode Points

No fixed abode points will be awarded to applicants who have advised that they do not have an address at which they can stay. Applicants in these circumstances would be advised to seek an appointment with a Homeless Persons Officer employed by East Ayrshire Council in order that their eligibility for inclusion in the Homeless Group can be assessed. Applicants who return an address of “no fixed abode” will be awarded 5 points but will not be entitled to receive any other points except for medical points if applicable.

8.8 Extenuating Circumstances Points

Whilst the policy seeks to identify applicant needs and accord priority to address these, there will be instances of severe and urgent housing needs that cannot be met within the general needs assessment of the policy. Where such circumstances are presented, Extenuating Circumstances points can be awarded.

Such cases will be referred to a panel comprising Senior Managers from two or more of the Common Policy Partners for consideration.

Points will be awarded up to 75.

These points will be in addition to any other applicable points.

9 Standard Household Matching

Household Size	Bedsit	One Bedroom	Two bedroom	Three Bedroom	Four Bedroom
Single Person	√	√	√		
Couple		√	√		
Family with 1 child regardless of age			√		
Family with 2 children both under 8			√		
Family with 2 children if either is aged 8 or over				√	
Family with 3 children all under 8				√	
Family with 3 children and 1 is over 8				√	
Family with 3 children and 2 are over 8				√	√
Family with 3 children all of whom are over 8				√	√
Family with 4 children regardless of age				√	√
Any larger size family					√

Applicants can apply for and may be offered properties larger or smaller than they require. However, points will only be awarded based on individual circumstances in accordance with paragraph 8 above.

10 Applicants living in Specific Circumstances

10.1 Armed Forces

Applicants applying for housing whilst serving in the Armed Forces will go onto the Waiting Group and be deferred until 6 months prior to their date of discharge. If alternative housing has not become available 2 months prior to their date of discharge, arrangements can be made for the applicant to have an appointment with a Homeless Persons Officer employed by East Ayrshire Council in order that their eligibility for inclusion in the Homeless Group can be assessed.

Applicants who are leaving the forces due to injury or disability and require access to adapted social housing will be placed on the Strategic Needs Group.

Special consideration will also be given to applications from ex-service personnel and their families who leave the forces due to exceptional circumstances, these will include such individuals whose partner has been killed in action or dies before the date of discharge. Such applications will be judged on merit and an award of Extenuating Circumstance points may be considered.

10.2 Tied Tenants

Applicants who are tied to their tenancy due to their employment will go onto the Waiting Group and will be deferred until 6 months prior to their employment ending. If alternative housing has not become available 2 months prior to their employment ceasing, arrangements should be made for the applicant to have an appointment with a Homeless Persons Officer employed by East Ayrshire Council in order that their eligibility for inclusion in the Homeless Group can be assessed. Tied Tenants who are giving up their accommodation but will remain in their employment can choose to have their application made active immediately.

10.3 Applicants within Regeneration Areas

Where an area within the boundaries of East Ayrshire has been identified for regeneration, those whose homes will be demolished as a result will be eligible for priority re-housing and placed on the Strategic Needs Group. The applicant would, where possible, be allocated a property equivalent to that which was demolished.

10.4 Young People Leaving Care (Looked after and Accommodated Children)

To ensure a managed and fully supported transition to independent living, young people leaving care will be placed on the Strategic Needs Group. Working with colleagues from East Ayrshire Council's Educational and Social Services, we will seek to identify the accommodation which will provide the best possible opportunity for the young person. This will take account of existing support networks, augmented by a tailored package of support to develop the skills required to set up and sustain a tenancy at a pace which recognises the progress, attainments and abilities of the young person.

10.5 Foster Carers

Foster Carers may be considered for larger properties to enable them to foster. Applicants in these circumstances would be referred from East Ayrshire Council's Educational and Social Services and if agreed would be placed on the Strategic Needs Group for matching.

10.6 Gypsy Travellers and Those Living in Caravans

Applications from Gypsy Travellers and people living in caravans will be placed on the group most appropriate to their circumstances. Points will be awarded based on the applicant's housing conditions. Gypsy Travellers who do not have a safe place to legally park their caravan or mobile home will be invited to attend an appointment with a Homeless Persons Officer employed by East Ayrshire Council in order that their eligibility for inclusion in the Homeless Group can be assessed.

10.7 Prison Leavers

Where one of our tenants is convicted of a crime, and the crime is not connected to any breach of their Tenancy Agreement, and the tenant is subject to a custodial sentence for a period beyond that which will be covered by Housing Benefit, the tenant can surrender his/her current tenancy and may be given priority for re-housing upon release, or immediately prior to release, without having to make a homeless application. The applicant would, where possible, be allocated a property equivalent to that which was surrendered. To be eligible for this priority the surrender of the tenancy must be intimated in writing within 28 days of conviction or final determination of any appeal, and eligibility for the scheme duly acknowledged by the relevant landlord. Applicants in this category will be placed on the Strategic Needs Group.

10.8 Non UK Nationals and Asylum Seekers

Procedures have been developed for dealing with applications from people who are non UK Nationals or Asylum Seekers. These procedures take cognisance of our legal duties concerning the rights of such individuals. The eligibility for Local

Authority housing depends on an applicant's immigration status. If the applicant is a person who is "subject to immigration" control then they may not be entitled to public funds. Each application will require to be assessed against the current applicable legislation and guidance. The rules governing these applicants differ for Local Authorities and Registered Social Landlords.

11 Medical Assessments

Applicants who deem that their current accommodation is unsuitable due to a medical condition of someone in their household may apply for medical priority. Applicants will be required to complete Medical Application Forms for assessment.

Any medical points awarded will be added to the application in conjunction with any other applicable points.

Only one set of medical points will be awarded per application and in cases where separate medical submissions within that application have been made, the highest medical points will be applied.

Medical priority will be based on the most recent assessment and the applicant's chosen house types may be restricted to reflect the recommendations of the assessor.

12 Supported Accommodation for Older People

Applicants requesting supported accommodation will be required to complete a further questionnaire which will determine their level of established need for this type of accommodation. The level of need will be determined in the assessment process which will also take account of any identified support needs of the applicant. The allocation of supported accommodation will be based on the relative merits and the degree of priority accorded to the assessed needs of applicants. The assessment of applicants and the allocation of supported accommodation will be made in full consultation with East Ayrshire Council's Department of Educational and Social Services.

13 Adapted Properties

These properties will include those purposely built for disabled people as well as those which have been significantly adapted. Where appropriate, a referral for assessment will be made to an Occupational Therapist to ensure that the specific requirements of the applicant may be established. The applicant's suitability for the property will be the determining factor in the allocation process.

There may be instances where it is not possible to find a suitable applicant for a particular adapted property. In these circumstances, it may be necessary to remove the adaptation in order to re-let the property. Adaptations will only be

removed if no suitable applicants can be identified in accordance with the Adapted Property Lets Protocol.

14 Designated Properties

We may on occasion, designate blocks or properties for a specific client group provided that the properties were designed or adapted for that particular group of people.

The Housing Need and Demand Assessment (HNDA) will identify the number of properties required to meet housing need across East Ayrshire including those for individuals with particular housing needs. This could include housing for older people, single persons, disabled people or those in need of identified housing support.

The Local Housing Strategy (LHS) will provide the detail in terms of location, size and tenure of these properties. Properties that are specifically developed within the social rented sector to meet particular needs may only be allocated to applicants who fall within that category.

15 Application Review

Applications will be reviewed on an annual basis on the anniversary of the date of application. Applicants who fail to return their review response within the specified timescale will have their application cancelled.

16 Merging Applications

Applicants wishing to be considered jointly for housing may merge their applications. In these cases the date of application will be determined by the date of the earlier application. Applicants wishing to withdraw from a joint application shall be allowed to have their original date of application re-instated if they wish to re-submit an application in their own right. Points will be allocated based on the household in greater need.

17 Multi Agency Public Protection Arrangements (MAPPA)

Persons currently on the sex offenders register and other high risk offenders are subject to the Multi-Agency Public Protection Arrangements (MAPPA). These arrangements require that agencies including the Police, Local Authorities, Registered Social Landlords, Health Boards and the Scottish Prison Service work together to assess and manage the risks posed by such offenders. The major aim of MAPPA is to promote public safety and reduce the risk of harm. Allocations to individuals who are subject to these arrangements will follow on from multi agency scrutiny of assessed risk.

18 Nomination Agreements

East Ayrshire Council has Nomination Agreements in place with those Registered Social Landlords who do not participate in the policy. Through these agreements applicants may be nominated for housing with other providers who operate within East Ayrshire.

19 Mutual Exchanges

Existing public sector tenants can apply to exchange their home with another tenant of a Registered Social Landlord or Local Authority. Tenants must not make arrangements to move without first seeking written permission from their landlord, which will not be unreasonably refused.

20 Suspensions

A suspension happens when someone has been assessed for and accepted onto housing register but is told that he or she will not be eligible for an offer of housing until

- a specified period has elapsed
- it is evident that the conduct has changed; or
- a change in circumstances has occurred

A suspension is **not** a deferred application.

A deferred application is when the applicant is not currently seeking housing, e.g. applicants in tied accommodation, prison, armed forces or supported accommodation. It can also be where the applicant has stated that they do not want to currently be considered for housing for a short period e.g. due to illness or family crisis, but wish to remain on the register. This is known as a *voluntary deferral*.

- Homeless legislation takes priority over this policy therefore none of the grounds for suspension will apply to statutory homeless applicants
- Each application will be assessed on an individual basis and all relevant matters will be taken into account
- the use of suspensions will be minimised for our existing tenants through the use of appropriate interventions as contained within other housing management policies, for example, rent arrears, debt management, anti-social behaviour and estate management policies.

20.1 Reasons for Suspension

Applicants **can be** suspended from receiving an offer of housing for the following reasons;

- Outstanding tenancy debt (social or private rented)
- Anti-social behaviour
- Other breach of tenancy (social or private rented)
- Applicants who are high risk offenders and require to be housed through the East Ayrshire Multi Agency Public Protection Arrangements (MAPPA) protocols. These individuals will not be offered accommodation until the risk has been assessed and any potential accommodation agreed by all agencies as suitable.

20.2 Applying and Removing a Suspension

The specific criteria for suspension, length of suspension periods, the review process and the circumstances when the suspension will be removed are detailed in the table below. A suspension can be activated at the point of application or when an applicant is being considered for an offer of housing. Suspensions can be applied and removed during the course of the application.

Suspension Reason	Period of suspension and review criteria	Requirements to have suspension removed
<p>Tenancy Debt The applicant has tenancy debt currently owed to any landlord (social or privately rented) over the value of one month's rent which is less than 5 years old at the point of application including:</p> <ul style="list-style-type: none"> • current and former tenant arrears (excluding outstanding Housing Benefit) • rechargeable repairs • missing or wilfully damaged furniture and equipment • house clearance charges • factoring charges • services charges • fuel charges • legal fees for court action <p>Suspension can only take place where there is no repayment arrangement in place or the arrangement has been maintained for less than 3 months. Where there is more than one debt owed, debts cannot be added together to cumulatively make up the value of one month's rent. One debt must be at least equivalent to one month's rent.</p>	<p>No maximum suspension period. Suspension will be reviewed every three months.</p>	<p>Where a repayment arrangement is maintained for 3 months consecutively suspension will be removed. Once suspension is removed it will be reapplied if the arrangement breaks down. Repayment arrangement will be monitored and debt pursued by the landlord. Court action may be taken for non-payment of debt in accordance with the landlord's own policy.</p>

Suspension Reason	Period of suspension and review criteria	Requirements to have suspension removed
<p>Anti Social Behaviour The applicant has been evicted from any property (social or privately rented) for anti social behaviour</p> <p>The applicant or a member of their household is subject to an ASBO or an Interim ASBO</p> <p>The applicant has been issued with a Notice of Proceedings for anti social behaviour</p> <p>The applicant has been issued with a final warning for anti social behaviour</p> <p>The applicant has a Short Scottish Secure Tenancy for anti social behaviour</p>	<p>12 month suspension from the date of eviction</p> <p>Suspension for the duration of the ASBO being in place</p> <p>6 month suspension from the effective date of the NOP</p> <p>6 months from the date of the final warning</p> <p>6 or 12 months</p>	<p>Suspension removed after 12 months</p> <p>ASBO revoked by the Sheriff Court</p> <p>Suspension removed when NOP is no longer in place.</p> <p>No further action taken after 6 months</p> <p>SSST converts to SST</p>
<p>Failure to adhere to terms of the tenancy agreement</p> <p>Applicants who have been evicted from any property (social or privately rented) for a breach of tenancy such as failing to maintain their garden to an acceptable standard</p> <p>There is a Notice of Proceedings in place for breach of tenancy</p>	<p>12 month suspension from the date of the eviction</p> <p>6 month suspension from the effective date of the NOP</p>	<p>Suspension removed after 12 months</p> <p>Suspension removed when NOP is no longer in place</p>

Suspension Reason	Period of suspension and review criteria	Requirements to have suspension removed
<p>High Risk Offenders</p> <p>Applicants who are required to register with the Police are suspended from the Common Housing Register whilst MAPPAs (Multi-Agency Public Protection Arrangements) Officer liaises with colleague services / agencies to ensure appropriate risk assessment is carried out.</p>	<p>As directed by MAPPAs officer</p>	<p>N/A</p>

20.3 Notifying Applicants of Suspension

Applicants will be notified in writing if their application for housing is subject to suspension of offers. Applicants will be told why they have been suspended from receiving offers, how long they are suspended for and what they need to do to get the suspension removed. They will also be advised of the appeals procedure and provided with a leaflet explaining the suspensions process.

21 Removal of an applicant from the Housing Register

The partners will only remove an applicant from the housing register when:

- The applicant has requested, in writing, that they wished to be removed from the list
- The applicant has died
- The applicant has failed to respond to the periodic review of the waiting list
- The applicant does not respond to two or more consecutive letters sent out(21 day letter process)
- The applicant has been re-housed by one of the partners or has been re-housed by another Social Landlord through a nomination arrangement with East Ayrshire Council

22 Lettings Plans

Each of the partner landlords will utilise Lettings Plans to allocate an appropriate number of lets to each group. These targets will vary from partner to partner and it is the responsibility of each partner to determine their own approach. In determining the target number of lets to each group the Letting Plan will take account of:

- our statutory obligations
- the reasonable preference categories
- the supply and turnover of the housing stock that is available for letting
- the size and type of properties available for letting

Lettings Plans will be subject to an annual review

23 Council Employees and Elected Members

Applications received from East Ayrshire Council employees, Elected Members and their relatives will be assessed and pointed in accordance with the Allocation Policy. The employee or Elected Member will play no part in assessing or pointing their Application Form or have any involvement with regard to any prospective offers of housing. Allocations and nominations which fall within this category will be reported to Senior Management who will be required to approve any offer of housing.

Additionally, Elected Members are not allowed, by law, to be directly involved in the allocation of houses concerning people living in their wards.

24 Registered Social Landlords Employees or Board Members

In terms of Part 1 of Schedule 7 of the Housing (Scotland) Act 2001 employees and Board Members must not put themselves in a position where their duties and personal interests conflict with those of the Registered Social Landlords.

Employees and former employees who have ceased employment within the last twelve months together with Board members and close relatives of both groups are not able to benefit from their connection with the Registered Social Landlord except for certain areas permitted by Part 1 of Schedule 7 and the Registered Social Landlord will ensure strict compliance with the Scottish Housing Regulator's guidance on this subject.

Allocations and nominations that fall within the scope of Schedule 7 will be reported to the Board who are required to approve the granting of the tenancy or other permitted benefit. In granting approval the Board will satisfy themselves that clear audit trails exist to support the granting of the tenancy in accordance with the policy before any offer is made to the prospective tenant.

25 Equality and Diversity

Applications for housing will be dealt with in a non-discriminatory way. The Housing (Scotland) Act 2001 requires Local Authorities and Registered Social Landlords to act in a manner which encourages equal opportunities and to observe equal opportunity requirements.

25.1 Equalities Impact Assessment

Equality Impact Assessment (EQIA) is an approach which can be used to assess the actual and positive equality impacts of our policies and practices. This includes examining existing or new initiatives. The aim is to identify the intended and unintended effects of our formal and informal decisions, so that we can:

- eliminate unlawful discrimination and unlawful harassment;

- identify and reduce negative equality impacts;
- promote equality of opportunity and good race relations between groups:
- enhance equality;

The process is intended to ensure thorough and systematic assessment which builds on what is currently being done in relation to equality. This will help mainstreaming of equality into policy development, implementation and day to day thinking and practice. Full EQIA is an evidence-based process.

This policy has been impact assessed and can be viewed at <http://www.east-ayrshire.gov.uk> or upon request from the Housing Register Manager at East Ayrshire Council.

26 Monitoring and Review

The partners will ensure that this policy and its implementation effectively comply with our stated aims and objectives and is in line with the Scottish Housing Regulator's Performance Standards and relevant legislation.

Individual partner's governing body will receive reports as required including:

- The number of applicants who have applied for housing and the number of lets made to each lettings group
- The number of applications received by age, ethnic group, gender and disability. The partners operate an Equal Opportunities Policy in respect of assessing applicants in housing need from all sectors of society. This is monitored to ensure that the housing register is accessible to all sections of the community, and that appropriate information and advice is given.
- The number of applicants suspended or removed from the housing register and the reasons for this action
- The average length of time applicants are suspended by reason
- The number of suspended applicants as a percentage of the total number of applicants on the Common Housing Register
- The number of appeals of suspension by reason
- The number of appeals upheld and rejected by reason
- The length of time between receipt of the appeal letter and notification of the appeal outcome
- Number of offers made and number of offers accepted and any refusal reasons

- Number of days taken to allocate properties, void periods and rent loss

The partners also comply with the monitoring requirements of Audit Scotland and The Scottish Housing Regulator. Information will also be provided for the Annual Performance and Statistical Return. Performance information will be collated and reported in line with national good practice.

We will review this policy every three years, or earlier if required in light of changes in the law or good practice guidance.

27 Access to Personal Information

Applicants have in terms of the Housing (Scotland) Act 1987 a legal right to gain access to personal information supplied in connection with their application. Applicants may also view other personal information supplied in line with the Data Protection Act 1998. We may only refuse such requests on grounds specified in the 1998 Act. There may be a charge for this service in line with individual partner procedures.

28 Right of Appeal

Applicants may appeal decisions concerning this policy. For example, an applicant may appeal if they consider that points are not awarded accurately or if they wish to appeal a decision to suspend their application. We have established a common appeals system that applies to all the partner landlords. There are two stages to this appeal process as follows:

Stage 1

Appeal can be made either in writing, or verbally, to a designated officer in the organisation which first dealt with the application form.

Stage 2

If the applicant remains dissatisfied with the decision, a written appeal can then be lodged with another more senior officer within that organisation. Assistance will be provided with a written appeal if required.

29 Complaints

If an applicant is dissatisfied with the level of service provided, the complaint will be dealt with through our respective complaints procedures. Details of the complaints policies and procedures are available from individual partners.

Applicants should use our internal complaints procedures in the first instance. Contact details for the partners are as follows:

Atrium Homes

Cunninghame Housing Association

39/41 John Finnie Street
Kilmarnock
KA1 1BL
Tel: 01563 528816

42 Campbeltown Drive
Kilmarnock
KA3 1JX
Tel: 01294 607550

East Ayrshire Council
Housing Service
John Dickie Street
Kilmarnock
KA1 1HW
Tel: 01563 576000

Irvine Housing Association
9 GlenCraig Street
Drongan
KA6 7AS
Tel: 01292 591375

Shire Housing Association
Netherthird House
Netherthird
KA18 3DB
Tel: 01290 421130

If the complaints process has been exhausted and the applicant is still not satisfied with the outcome they have the right to appeal to the Scottish Public Services Ombudsman; this is the public office that deals with complaints involving maladministration. Maladministration is a general term that concerns inadequate or inappropriate practice.

30 Area Choices

Applicants may make up to 5 choices from the following areas:-

KILMARNOCK

- Area 1. Shortlees
- Area 2. Bellfield (including Kirkstyle)
- Area 3. Riccarton East (including Ayr Rd/Townend)
- Area 4. Riccarton West
- Area 5. Scott Road
- Area 6. London Road
- Area 7. Bonnyton
- Area 8. Longpark
- Area 9. Altonhill
- Area 10. Knockinlaw

- Area 11. Onthank
- Area 12. New Farm Loch
- Area 13. Central South (Richardland PL, Gallion Wlk, Springhill, Sth. Hamilton Court)
- Area 14. Central North (i.e. North of the Railway Line, Hill St, High St, Boyd Ct. etc.)
- Area 15. Woodstock (Grange St, Park St, Morton Pl., Nth Hamilton St and Pl.).
- Area 16. Kilmarnock - any Area
- Area 17. **IRVINE VALLEY ANY AREA**
- Area 18. **CROOKEDHOLM**

HURLFORD

- Area 19. Galston Road
- Area 20. Drumleyhill
- Area 21. Blair Avenue
- Area 22. Hurlford - any Area

GALSTON

- Area 23. Gauchalland, Gateside, Portland Road
- Area 24. Western Road, Park Road, Chapel Lane
- Area 25. Maxwood and Castleview
- Area 26. Galston - any Area

NEWMILNS

- Area 27. Gilfoot, Masonholm, Queens Crescent and Strath Crescent
- Area 28. Nelson Street, Greenside, Ladeside and Borebrae
- Area 29. High Street, King Street, Isles Terrace
- Area 30. Newmilns - any Area

DARVEL

- Area 31. Central, Causeway, Drumclog Crescent
- Area 32. Dublin, W. Edith Street, Lochore Terrace
- Area 33. John Morton Crescent, Glen Crescent
- Area 34. Darvel - any Area
- Area 35. **PRIESTLAND**
- Area 36. **MOSCOW**
- Area 37. **CROSSHOUSE**
- Area 38. **GATEHEAD**
- Area 39. **KNOCKINTIBER**
- Area 40. **KILMAURS**
- Area 41. **FENWICK**
- Area 42. **WATERSIDE**

STEWARTON

- Area 43. Lainshaw, Rigghead
- Area 44. Ravenscraig, Dean Street, The Crescent
- Area 45. Robertland
- Area 46. Stewarton - any Area
- Area 47. **DUNLOP**
- Area 48. **LUGTON**

CUMNOCK

- Area 49. Netherthird
- Area 50. Craigens
- Area 51. Skerrington
- Area 52. Car Road/Cairn Road
- Area 53. Glenlamont Areas
- Area 54. Wylie Crescent Area
- Area 55. The Glebe Area

- Area 56. Keir Hardie Hill Area
- Area 57. Drumbrochan Road and Townhead Street Area
- Area 58. Barshare Area
- Area 59. Cumnock - any Area

MUIRKIRK

- Area 59. Village Area
- Area 60. Smallburn Housing Scheme Area
- Area 61. Muirkirk - any Area

CATRINE

- Area 62. Village Area
- Area 63. Shawwood Housing Scheme
- Area 64. St. Cuthbert Street Area
- Area 65. Catrine - any Area
- Area 66. **SORN**
- Area 67. **OCHILTREE**
- Area 68. **SKARES**

NEW CUMNOCK

- Area 69. Pathhead Area
- Area 70. Village - i.e. Castle
- Area 71. Afton Bridgend, Mason Avenue,
the Holm Areas and Afton Road Area
- Area 72. Cairnhill Housing Scheme
- Area 73. The Leggate Area/Dalleagles
- Area 74. New Cumnock - any Area

LOGAN

- Area 75. Logan Village

- Area 76. Lugar Village
Area 77. Logan - any Area

AUCHINLECK

- Area 78. Stoner Crescent, Glenshamrock Drive Areas
Area 79. Sorn Road and Coal Road Areas
Area 80. Auchinleck - any Area

MAUCLINE

- Area 81. Welton Road Scheme
Area 82. Jean Armour Drive Scheme
Area 83. West Park Avenue/Barskimming Road Area
Area 84. Mauchline - any Area
Area 85. **DOON VALLEY ANY AREA**

PATNA

- Area 86. Doonbank Crescent
Area 87. Jellieston Terrace Area
Area 88. Polnessan
Area 89. Carskeoch Drive/Main Street Area
Area 90. Dalvennan Avenue/Keirs Crescent Area
Area 91. Patna - any Area

DALMELLINGTON

- Area 92. Village Area
Area 93. Bellsbank Housing Scheme
Area 94. Dalmellington - any Area
Area 95. **OCHILTREE**

DRONGAN

Area 96. Mill 'O'Shield Road Area

Area 97. Barbieston Avenue Area

Area 98. Drongan - any Area

Area 99. **RANKINSTON**

Area 100. **DALRYMPLE**

Area 101. **HOLLYBUSH**

Area 102. **HAYHILL**