

# Common Allocations Policy

## Frequently Asked Questions on: TENANTS INCENTIVE SCHEME

### What is the Tenants Incentive Scheme?

The Tenants Incentive Scheme (TIS) is a local policy which Perth and Kinross Council has introduced to try and increase the supply of family sized housing within the local area.

This voluntary scheme is intended to encourage tenants who reside in accommodation which is larger than they need to think about potentially moving by offering practical and financial assistance.

### How do I qualify?

It's relatively straightforward:

- You must have a full residential secure tenancy with Perth and Kinross Council
- Your current home must have three or more bedrooms
- Your rent account must be clear or you must have an agreement in place to clear the arrears

If you meet all of the criteria and more importantly **you** want to move then the Tenants Incentive Scheme may be able to help.

### What does the package offer me?

Practically it offers you the chance to be considered for either a one or a two bedroom property within your preferred areas of choice.

The package can include:

- Safe and secure packing of personal items by removal firm and delivery to new property
- Removal and re-fitting of existing fixtures and fittings

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- Uplift and disposal of any unwanted items – or if required provision and removal of skip facility
- Disconnection and re-connection of telephone/satellite dish
- Disconnection and re-connection of domestic appliances
- Mail re-direction for a period of three months
- The uplift and re-laying of existing carpets where required
- Arranging for the transfer of any support provision currently provided
- An additional 7 days free rent on top of the current 3 days

There are obviously financial implications of some of the aspects detailed above and the Council will meet these costs up to a maximum of £3000. Along with this is the support, if you wish, of a dedicated officer within your local Area Housing Team who will be responsible for co-ordinating or delivering some aspects of the incentive package following discussion with you.

## **Do I need to know anything else?**

It is important that you understand that when you move you will no longer be entitled to the preserved “Right to Buy” that you currently benefit from.

If you need more information on this then please contact your Local Area Housing Office.

## **How do I apply?**

You just need to ensure that you have an application for housing on our waiting list. If you are not sure if you have an ongoing application or you need help with completing it contact your Local Area Housing Office who will be more than happy to assist.

## **How long will it take?**

This is a difficult question to answer. Any move will be dependant on a suitable property being identified within your preferred areas. The scheme itself gives your application a high level of priority and subject to suitable vacancies you could be offered a property within the following 12 months

## **What if my circumstances change?**

You should keep your Local Area Housing Team informed of any change in your circumstances particularly any changes to who is living with you in your accommodation as this may have an impact on your application.

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## What if I change my mind?

This scheme is voluntary and it is up to you whether or not you take part. If you change your mind you just need to let us know. To do this you can:

- e-mail [HousingAllocation@pkc.gov.uk](mailto:HousingAllocation@pkc.gov.uk)
- telephone your Local Office or the Housing Access Team
- write to us
- fill in a Change of Circumstances form available on-line at [www.pkc.gov.uk](http://www.pkc.gov.uk) or at any of our offices.

## Contact Details:

### *Housing Advice Centre*

10-16 York Place  
Perth PH2 8EP  
Tel. 01738 475000

### *City Central Area Housing Team*

Pullar House  
35 Kinnoull Street  
Perth PH1 5GD  
Tel. 01738 476103

### *Letham Area Housing Team*

Tweedsmuir Road  
Perth  
PH1 2HJ  
Tel. 01738 625898

### *Blairgowrie Housing Team*

46 Leslie Street  
Blairgowrie  
PH10 6AW  
Tel. 01250 871300

### *Pitlochry Area Housing Team*

26 Atholl Road  
Pitlochry  
PH16 5BX  
Tel. 01796 474625

### *Crieff Area Office*

32 James Square  
Crieff  
PH7 3EY  
Tel. 01764 657540

### *Auchterarder Area Office*

Parkdale Residential Home  
(temporary localisation due to refurbishment of Aytoun Hall)  
New School Lane, High Street  
Auchterarder  
PH3 1QN  
Tel. 01764 661333

### *Kinross Area Office*

21 High Street  
Kinross  
KY13 8AP  
Tel. 01577 862351