

Schedule 18
Decanting Plan

SCHEDULE 18

Decanting Plan

1. Joint Responsibilities

- 1.1 The Council, the Partner and the RP will liaise closely with Barnet Homes or its successors on all matters relating to the decanting process.
- 1.2 The Council, the Partner and (in relation to the Affordable Homes) the RP will work together on the decant programme for each Regeneration Phase, including decanting residents and the allocation and letting of newly built homes, in accordance with the matrix of responsibilities annexed to this schedule.
- 1.3 The Council, the Partner and (in relation to the Affordable Homes) the RP will establish a joint decant programme aimed at ensuring that the Existing Homes are vacated in accordance with the Master Programme.
- 1.4 The Council, the Partner and (in relation to the Affordable Homes) the RP will work together to harmonise allocations and lettings policies and will seek to ensure that they are fairly and consistently applied.
- 1.5 The Council, the Partner and (in relation to the Affordable Homes) the RP will agree and implement a mix for the new Homes which will facilitate the decant programme and meet longer term housing needs in the borough.
- 1.6 The Council Authorised Officer will meet regularly with the RP Authorised Officer and the Partner to ensure that the decant and buyback programme is implemented effectively in accordance with the Master Programme and to address strategic issues.
- 1.7 The Council and the RP will work together to identify vulnerable residents of the Existing Homes or those with particular needs in order to plan and provide support during the decant programme.
- 1.8 The Council and the Partner will work together to manage decommissioning works to properties scheduled for demolition in order to ensure the timeframes in the Master Programme are met.

2. Council Responsibilities

- 2.1 The Council will carry out a housing needs survey of residents on the Regeneration Site, and will update and share with the Partner and the RP information about residents' rehousing needs.
- 2.2 The Council will nominate an officer (the "**Decant Officer**") to liaise with the RP on the decant programme

2.3 The Council will cease new lettings within the Regeneration Phase if and to the extent that any such lettings would prevent the Partner from carrying out the Regeneration in accordance with the Master Programme. The Partner will provide the Council with up to date programme to enable this.

2.4 The Council will provide the Partner with details of any deductions to be made from the Home Loss and Disturbance Payments in a timely fashion so that the proper deductions can be made pursuant to clause 3.3(b) below.

3. **Partner/RP Responsibilities**

3.1 The RP will establish a decant team comprising representatives from the Council, the RP and the Partner to deliver the decant programme for residents of the Existing Homes (the "**Decant Team**").

3.2 The Decant Team will liaise with the Decant Officer in order to ensure that suitable lettings are made available by the Council for decants

3.3 In relation to each Regeneration Phase:

(a) the Partner shall be responsible for making all Home Loss and Disturbance Payments that are identified for the Regeneration Phase and are included in the Updated Model for the Regeneration Phase used in carrying out any Phase Viability Test;

(b) The Partner will be required to deduct any monies owed to the Council eg rent, Council tax from the home loss calculation prior to making any Home Loss and Disturbance Payments.

3.4 The Partner will be responsible for buying back all Homes owned by Existing Owner Occupiers within the Regeneration Phase that are identified for the Regeneration Phase and are included in the Updated Model for the Regeneration Phase used in carrying out the Phase Viability Test for the Regeneration Phase

3.5 The RP will invite the Decant Officer to attend the RP's regular lettings meetings to discuss rehousing needs

3.6 The Partner will keep the RP and the Council informed of any changes to the Planning Applications for the Regeneration Site which affect the timing of decant at each Regeneration Phase or the nature of the new housing development in each Regeneration Phase.

3.7 The Partner and the RP will ensure that consultative forums are set up for both Existing Tenants and Existing Owner Occupiers so that the implications of decant policies and options for Existing Owner Occupiers can be explained. The Council will be invited to participate in any sub forums.

3.8 The Partner and the RP, in liaison with the Council, will take responsibility for developing, agreeing with the Council and implementing rehousing options for Existing Owner Occupiers in accordance with Schedule 25.

- 3.9 The Partner and (in relation to the Affordable Homes) the RP will regularly consult with residents scheduled to be rehoused into new Homes in order that their housing needs and design preferences can be met as far as possible.
- 3.10 The Partner and the RP will liaise with the Decant Officer keeping them up to date with any changes.
- 3.11 The Partner and the RP will provide support to residents when they are being moved comprising someone who can assist with basic handyperson tasks, explaining how boilers etc. work and dealing with household issues such as assistance with utilities.
- 3.12 The RP and the Partner will work closely with the Decant Team to co-ordinate and resource a comprehensive handover schedule including viewings and tenants' choice processes.
- 3.13 The Partner will ensure that services and accesses are maintained to existing properties during construction and that resident liaison staff are provided to help minimise disruption to residents during construction and following handover and letting of Homes.

4. Costs

- 4.1 All costs properly incurred by the Council, the Partner, the RP or the Decant Team (including court costs for secure tenants) in complying with this Decanting Plan shall be included as Partner Costs in the Financial Model and shall be payable in accordance with the relevant provisions of the Agreement and accounted for in the Regeneration Phase in which they arise.¹

¹ i.e any costs incurred by the Council in relation to tenants decanting from Phase 2 into Phase 1 shall be payable during Phase 1

Annex

Decanting Plan – Responsibility Matrix

Task	Barnet Council	Partner	Registered Provider
Produce Decant Programme	✓	✓	✓
Decant residents	✓	✓	
Allocation and letting of new homes	✓		✓
Identify vulnerable residents	✓		✓
Manage decommissioning work	✓	✓	
Undertake Housing Needs Survey	✓		
Cease new lettings as applicable to each phase	✓		
Establish decant team	✓	✓	✓
Make homeloss and disturbance payments		✓	
Buy back privately owned properties		✓	
Set-up Consultative Forums with residents		✓	✓
Develop and agree rehousing option for resident		✓	✓
Provide support to residents in moving to new home		✓	✓
Co-ordinate and resource handover schedule including viewings		✓	✓
Maintain services and accesses for existing residents during construction period		✓	