

CHANGES COMMENCING 1 NOVEMBER 2019

Changes to your household and tenancy rights

From 1 November 2019, new rules mean that there will be a *12-month qualifying period* before you can apply for permission to make any substantial changes to your tenancy, and the 12-month qualifying period only begins on the day we receive *written notification from you of any changes*.

To protect your tenancy rights, it is important that you *let us know in writing*, by no later than 1 November 2018, of changes that have already happened.

This is particularly important if someone has given up their own home to move in with you to care for you.

It is important that you tell us immediately of any change which occurs after 1 November 2018. If you let us know after 1 November 2018, the 12-month qualifying period will begin on the day you let us know.

For example, if you notify us in writing on the 5 November 2018, the 12-month qualifying period will end on the 5 November 2019. If you notify us in writing on 5 April 2020, the 12-month qualifying period will end on the 5 April 2021.

Applying to add a joint tenant to your tenancy agreement

You may have a new partner or family member who you wish to become a joint tenant with you. You need consent from us if you wish to add a joint tenant to your tenancy agreement.

From 1 November 2019, proposed joint tenants will need to have lived at the property as their only or principal home for 12-months before you apply for them to become a joint tenant.

The 12-month period only starts when we receive *written notification from you* that the proposed joint tenant is living there, and you wish to apply to add them as a joint tenant.

We can refuse permission to add a joint tenant if we have reasonable grounds to do so.

Transferring your tenancy to someone else (assignation)

You may wish to move out of your property, and pass your tenancy to a member of your household who already lives with you.

From 1 November 2019, before you can do this, both you and the person you wish to pass the tenancy to must have lived in the property as your only or principal home during the previous 12 months before you apply to assign your tenancy.

The 12-month period only starts when we receive *written notification from you* that the other person is living in the property as their only or principal home.

We can refuse permission to assign a tenancy if we have reasonable grounds to do so.

CHANGES COMMENCING 1 NOVEMBER 2019 (continued)

Subletting your property

You may wish to sublet all or part of your home. You need our consent to do this.

From 1 November 2019, before you apply for consent to sublet your property, you must have been the tenant of the house throughout the 12 months immediately before you apply to sublet.

We can refuse to give permission for you to sub-let your property if we have reasonable grounds to do so.

Taking over a tenancy after the tenant's death (succession)

You may have people living with you who are not joint tenants, who you may wish to take over the tenancy after you die. This could be an unmarried partner, family member or carer.

To protect their right to 'succeed to your tenancy', you must *tell us in writing* that the person you wish to take over your tenancy has moved in with you at the time they do so. If someone has already moved in and you have not told us, it may affect their right to succeed to your tenancy.

To succeed to your tenancy if you die after 1 November 2019, any person who is not your lawful spouse or civil partner must have lived in the property as their only or principal home for at least 12 months immediately prior to the tenant's death.

The 12-month period only starts when we receive *written notification from you* that the other person is living in the property as their only or principal home. This is very important if someone else has given up their own home to care for you.

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