

## **How we let Council and Housing Association homes**

This section explains how vacant social rented homes are let either through the Choice Based Lettings System or by the Council matching an applicant with a suitable home, also known as a Direct Offer.

### **Choice Based Lettings (CBL) – Home Connections**

#### **Adverts**

Most vacant council and housing association homes will be advertised on Enfield's Choice Based Letting website called Home Connections

Vacant properties may also be posted weekly to housing applicants in Enfield who have requested a paper copy of the adverts.

Other methods of advertising may also be used to ensure the information reaches as many people as possible.

Each advert will identify key features of the property

- How big it is
- Whether it is suitable for people needing accessible housing
- Who is the landlord
- What type of tenancy agreement is being offered
- What the rent and any service charges are

#### **Withdrawing a Property after it has been advertised on Home Connections**

In exceptional circumstances the Council may have to withdraw a home from the CBL system after it has been advertised and bids received. These circumstances are:

- it is needed for a household in emergency or urgent priority
- it has been incorrectly advertised.

If a home has been incorrectly advertised it may be withdrawn at any point prior to an applicant signing the tenancy agreement. This is because it is essential that the Council makes best use of all housing stock to meet the needs of applicants on the Housing Register.