

When can I move?

Once both parties have received written consent of approval from their respective landlords, tenants can arrange to exchange tenancies by deeds of assignment with their landlord and make arrangements to move to the home of their choice.

What can I do if the Council refuses my application?

Schedule 5 Housing and Planning Act 1986, outlines the 10 grounds for refusing an exchange involving a secure tenant.

If Derwentside Homes refuses your application we must do so in writing within 42 days. We will outline the ground for refusal in the letter.

If the difficulty involves only one tenant in the proposed exchange, the other tenant is welcome to apply for another Homeswap with someone else.

PLEASE NOTE THAT STARTER TENANTS CANNOT MUTUALLY EXCHANGE PROPERTIES

Derwentside Homes Ltd
Greengates House
Amos Drive
Greencroft Industrial Park
Stanley
County Durham
DH9 7YE



DERWENTSIDE HOMES
HOMESWAP SCHEME

tenants guide



This document is available in large print, audio, Braille and different formats on request from 0845 850 5600.

www.derwentsidehomes.co.uk

Tenants Guide

Derwentside Homes has seen a reduction in the numbers of empty properties becoming available for reletting.

As a result of this Derwentside Homes has introduced the Homeswap scheme as a method of improving customer choice in trying to find available properties to transfer to.

The Homeswap scheme may help you to make that move quickly without the need to apply on the waiting list.

How does it work?

The Homeswap can help you in two ways.

1. If you already know of someone who would like to exchange homes with you, both you and the person you wish to exchange with must both complete Homeswap application forms available at any Housing Office.

2. If you would like to move but do not know of anyone wishing to exchange with you. You can register your Homeswap details with Derwentside Homes using a Homeswap registration form, which will detail your Homeswap requirements; forms are available at any Housing Office.



If you wish details of your Homeswap requirements could be used to advertise for a potential Homeswaps using a variety of methods including: -

- On line advertising through a dedicated website:
- Office based advertising in Housing Offices:
- Newsletters produced by the Derwentside Homes advertising Homeswaps:

Who can use the Homeswap Scheme?

All Assured Tenants and all Registered Social Landlord tenants that have assured tenancies have the right to exchange their properties through assignment of tenancy. Starter Tenants cannot exchange properties through Homeswap, as they do not have the right to assign their tenancy through an exchange.

I have found a tenant who wishes to exchange homes. What do I do?

You must firstly make your own arrangements to view each other's homes. If you wish to go ahead with the exchange, you must both complete the Homeswap Application forms available at your Housing Office.

What happens next?

A Housing Officer will arrange to visit you in your home, if you are exchanging with a Registered Social Landlord tenant you may also be visited by a Housing Officer from that organisation.

1. Condition of Property

Tenants must be prepared to accept the respective houses in their present. Tenants may be asked to accept liability of any former tenant's improvements to the property.

2. Rent Arrears and Conditions of Tenancy

Derwentside Homes also requests that any outstanding rent arrears are paid in full and any breaches in Tenancy Conditions are remedied prior to approval being given.

