How to register

To register on the scheme you need to complete the online application form. Once this has been completed it is sent through to your landlord who will then check the information you have provided and, assuming the information you have given is correct, will then confirm you are eligible for the scheme.

Secondly, we decide how much priority you have. Every application is placed into one of four bands. Band 1 applicants have the highest priority, and Band 4 applicants have the least priority. The bands are as follows:

Band 1
You must be underoccupying your current home and willing to downsize. You will receive additional priority if you give up more than one bedroom.

Band 2
One or more members of your household must be either:
- In employment, for at least 16 hours a week and continuously (although not necessarily in the same job) for the last 6 months.
- In training that leads directly to employment (e.g. an apprenticeship).

Band 3
One or more members of your household must be providing unpaid care or support to a family member or friend.

If you do not meet any of the criteria in other bands, you will be a band 4 applicant.

Your landlord might contact you to ask for more information so that they can process your application. For example, they might ask for copies of payslips or proof that you are a carer.

Thirdly, we work out how many bedrooms your household needs. This will determine which properties you can move to through the housingmoves scheme. To work out how many bedrooms you need, we use the government’s Bedroom Standard. A separate bedroom is allocated to
- each married or cohabiting couple
- any person over the age of 21
- each pair of adolescents aged 10-20 of the same sex
- each pair of children under 10
Any unpaired person aged 10-20 is paired, if possible with a child under 10 of the same sex, or, if that is not possible, he or she is given a separate bedroom, as is any unpaired child under 10.

Finally, we will contact you once your application has been processed. We will let you know whether your application has been successful and if so, will also tell you your banding and your bedroom allocation. You will also be given your login details and a password for this website.