



Right to Buy and Right to Acquire Policy

Published May 2024

Review date May 2027

1. Aim and scope of policy

Right to Buy (RTB) is a statutory instrument available to our customers who hold a tenancy which allows them to buy their home with a discount.

The Right to Acquire (RTA) is a scheme for housing association tenants to enable them to buy their own home, also at a discount.

Both schemes have set eligibility criteria which the tenant and/or the home must meet before either the Right to Buy or Right to Acquire can be exercised.

Some properties are not eligible for the RTB/RTA schemes as they have been adapted, are designated for older people or have been ear marked for demolition.

Some additional properties are exempt from the RTA due to their rural location.

2. Policy

This policy is designed to ensure:

- RTB/RTA applications are processed fairly and accurately;
- RTB/RTA applications are processed in accordance with the relevant legislation;
- A robust approach is taken to identifying potential RTB/RTA fraud.

This policy applies to all eligible tenants. More detail about the two schemes, how customers are eligible and exclusions can be found at Appendix 1.

- We will follow the guidelines below when considering RTB and RTA applications.
- We will provide customers who are interested in Right to Buy or Right to Acquire with relevant information.
- We will advise customers to seek independent legal and financial advice to ensure they fully understand the implications and responsibilities of becoming a home owner.
- We will assess eligibility on the basis of information provided in the appropriate forms and notify the applicant within the prescribed time limit.
- We will liaise and share information with third party organisations where necessary to prevent or detect potential fraud; these agencies may include but are not exclusive to, the police, local authorities, Department for Work & Pensions, HM Revenue & Customs. This will be done in accordance with our statutory obligation to do so.
- Once an application has been accepted, only repairs with health and safety implications

will be carried out.

- We will follow Government rules on discounts, including repayment of discounts.
- The number of complete years will be as at the time the application is received.
- The eligible discount for each application will be calculated as at the date of receipt of the application and will not be increased if the discount amount changes before completion of the purchase.
- We will carry out internal checks to ensure the cost floor (the cost of works previously carried out by the landlord) is correctly calculated and will not sell properties below this.
- We will meet the timescales specified in legislation.
- We will ensure sales receipts are treated in accordance with agreements in place with the relevant local authority and Homes England's capital funding guide.
- We will reserve the right to place a restriction on any sale in order that future sales of that property may only be to local people.

3. Responsibilities

The Sales Director is responsible for this policy and all staff involved in providing information will be aware and comply with the requirements of this policy.

The Sales Director and staff will consider and keep under review the risks associated with selling homes under the RTB and RTA.

We will report any suspicious applications to our Governance team who will review and decide on further action.

We'll monitor our performance and ensure we are compliant by having robust checks on:

- Eligibility
- Sales values, discounts and costs

4. Related documents and statutory requirements

This policy must be read in conjunction with the Prevention of Financial Crime Policy.

Government websites for reference:

- <https://www.gov.uk/right-to-buy>
- <https://www.gov.uk/right-to-acquire>

Statutory Requirements:

- Housing Act 1980 (Amended 1985)
- Housing Act (1988, 1996, 2004)
- Housing (Right to Acquire) Regulations 1997
- The Housing (Right to Buy) (Cost Floor) (England) Determination (1998)
- The Housing (Preservation of the Right to Buy) Amendment) Regulations (1999)

Co-Creation	This policy did not require co-production.
Equality Impact Assessment	This policy underwent an Equality Impact Assessment on 09/05/2024

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Approved by	Executive Team
Approved Date	May 2024
Published Date	May 2024
Review Date	May 2027