

EASY TO READ

version

POLICIES AT HONEYCOMB GROUP



Policy name:

Succession Policy

This policy was created to:

Explain what happens to a tenancy when a tenant passes away and how Honeycomb Group decides who can stay in the property or be offered a new tenancy.

What this policy covers

- Who has the legal right to take over a tenancy (succession)
- What happens if more than one person applies
- What happens if there's no legal right to succeed
- How decisions are made for people left living in the property
- When a new tenancy might be offered
- What steps are taken if someone cannot stay in the home

Our Goals

- Follow the law and be fair when handling succession requests
- Support those left in the property, especially if they are vulnerable
- Avoid people becoming homeless after a tenant dies
- Use housing wisely so homes match people's needs

Key Terms

- **Succession:** When someone legally takes over a tenancy after a tenant dies.
- **Assured Tenancy:** A long-term tenancy protected by law.
- **Under-occupation:** When a home is too big for the people living in it.
- **Left in Occupation:** When someone stays in the home after the tenant has died but does not have an automatic right to the tenancy.

Our Approach

If you are a close family member or partner of the tenant and they've died, we will:

- Check if you have a legal right to take over the tenancy (succession)
- If you do, we will support you in taking over the home
- If there are two or more people with equal rights, we will decide who can take over

If you do not have a legal right, we may still offer you a tenancy if:

- You are a vulnerable family member or carer
- You've been caring for the tenant or their dependents
- You've lived in the property for a while and there's no one else with a legal right

We may offer you a different home if the current one is too big or not suitable for your needs.

If we cannot offer you a tenancy, we'll give advice and time to help you find other housing.

Legal Compliance

We follow:

- Housing Act 1988
- Localism Act 2011
- The Equality Act 2010
- Domestic Abuse Act 2021

We also follow tenancy agreements and housing regulations to make fair decisions.

Performance Monitoring

We handle each case on its own merits and keep records of how we respond. We aim to make timely, fair decisions while considering legal duties and customer needs.

Data Protection

We keep your personal information safe and only use it when needed to deal with succession cases. All data is handled under UK GDPR and the Data Protection Act 2018.

Review

This policy is reviewed every three years or sooner if there are changes in law or regulations.

Date of Policy: July 2024