

**Housing Officer's Report to Port St Mary Commissioners
25th November 2020**

Decisions Sought	<ol style="list-style-type: none"> 1. To note summary of housing works & repairs 2. To note fixed five year tenancy renewal 3. To note shared housing waiting list update 4. To note transfer list 5. To note callouts in October 6. To note Summary of Housing Data
October 2020 Summary of Housing Works & Repairs	<ul style="list-style-type: none"> • No responsive repairs were carried out by DLO in October <p>12 responsive repairs were carried out by contractors in October:</p> <ul style="list-style-type: none"> • 4 boiler related issues • 4 plumbing repairs • 1 electrical repair • 3 window repair
Fixed Five Year Tenancies & Temporary Licences	<ul style="list-style-type: none"> • Following inspection and completion of the review. One expiring fixed five year tenancy was renewed for a further five years.
Southern Shared Housing Waiting List	<ul style="list-style-type: none"> • One applicant was assessed and placed on the waiting list by this office in October.
Transfer List	<p>There is currently one family on the transfer waiting list for a three bed property, one family wishing to transfer to a two bed property in a different area and one tenant requiring a bungalow.</p>
Out of Hours Callouts in October 2020	<p>None</p>
Summary of Housing Data	<p>The 2020/21 July-September Summary is attached below.</p>

**Port St Mary Commissioners
Summary of Housing Data 2020/21**

Introduction:

The following data is taken from the quarterly submissions provided to central government as a statutory requirement.

	Q1 April - June	Q2 July - Sept	Q3 Oct - Dec	Q4 Jan - Mar
No. Of applicants for housing in PSM on Waiting list at quarter end	10	12		
No. Of new applicants for housing in PSM in the quarter	2	3		
No. Of lettings from waiting list	2	0		
No. Of transfers	0	0		
Rent collected per quarter (rent element only not rates)	£141,559.63	£149,025.51		
Property Voids				
No. Of voids completed per quarter	2	0		
Total cost of completed voids	£7,209.91	0		
Cost per completed void	£3,604.95	0		
Void rent loss at quarter end	£1,405.19	0		
Void rent loss 'standard' works	£1,405.19	0		
Void rent loss 'major' works	0	0		
Void re-letting timescales				
Average weeks void 'standard' (target 5 weeks)	9.5	0		
Average weeks void 'major' (target 12 weeks)	0	0		
Responsive Repairs				
No. Of responsive repairs raised per quarter	23	17		
No. Of responsive repairs raised by type:				
Emergency (within 24 hours)	4	1		
Urgent (within 7 days)	13	15		
Routine (within 28 days)	4	1		
No. Of responsive repairs completed on time:				
Emergency	4	1		
Urgent	13	15		
Routine	4	1		

PORT ST MARY COMMISSIONERS

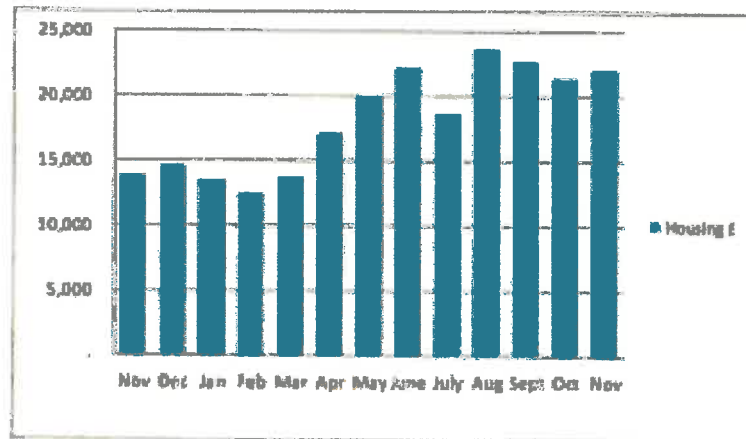
Tenancy Arrears Report for November Meeting

Week 34 2020 commencing 23rd November 2020

Management Summary

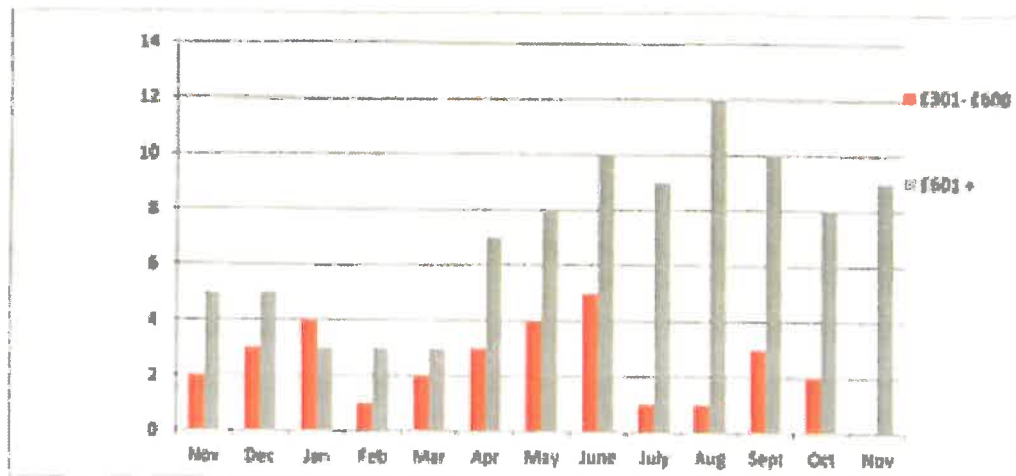
Unpaid rents currently stand at £ 22,015.26 a increase of £ 692.17 since the previous report, largely due to the addition of tenant 8 to the report — see detailed analysis on the following page.

The first graph shows the rent arrears by sector over the last 12 months. As in previous months, all arrears are housing related.



Number of Debtors and Actions Taken

The second graph shows the number of debtors categorized by how much they owe.



**Tenancy Arrears Report for November Meeting
Week 34 2020 commencing 23rd November 2020**

(Continued)

Below is a detailed analysis of the arrears and the separate action being taken for each tenant.

Uncontrolled debt

There are currently 3 tenants with uncontrolled debt.

Tenant 1 – Arrears £3,342.83 (decreased by £ 100.00 since previous report)

Request for judgment of an Injunctive order granted by court, payments of £ 100.00 per month to be received from 14th September 2020. Finance officer has communicated payments are to be received by individual no later than the 23rd of each month, or further proceedings will ensue. Payment of £100.00 has been received for October instalment.

Tenant 2 – Arrears £ 10,599.25 (Increased by £ 296.37 since previous report)

Small claims court has granted attachment of earnings on 10 August 2020, to commence and be received by Coroner of Rushen from tenant's employer on monthly basis as of 25 August 2020. Attachment of earnings only in respect of arrears, tenant still obligated to pay monthly rent, for which are still awaiting payment.

Further discussion through email took place at the end of September with elected advocates to ensure attachment of earnings in respect of arrears has been communicated with the tenant's employer. Payment of the aforementioned attachment of earnings order has been received for October, but no payment received in respect of monthly rent.

Controlled Debt

The following tenants have controlled debt but due to the amounts, are being brought to the Boards attention:

Tenant 3 – Arrears £ 2,180.90 (decreased by £ 1.00 since previous report)

Tenant is now employed and housing office has agreed a payment plan with tenant.

Tenant 4 – Arrears £ 1,347.44 (increased by £ 290.40 since previous report)

Payments of rent in erratic amounts not sufficient to address large arrears are being received, tenant has agreed a plan to clear arrears shortly.

Tenant 5 – Arrears £ 1,014.41 (Increased by £ 21.05 since previous report)

Tenant has agreed a payment plan to pay £ 500 per month (rent and additional sum) until arrears cleared. Payment of £500 was paid at the end of October.

Tenant 6 - Arrears £ 1,046.21 (increased by £ 521.05 since previous report)

Tenant making regular monthly payments at the end of each month, however October payment was missed and hence housing office has written to tenant.

Tenant 7 - Arrears £ 837.37 (decreased by £ 50.00 since previous report)

Has recommenced rent payments by direct debit and has continued to pay additional £ 10.00 per week by direct debit, remitting more when circumstances allow tenant to do so.

Tenant 8 - Arrears £ 903.10 (new addition to report)

Tenant is currently not working and the housing officer is liaising with the tenant and will formulate a payment plan.

Tenant 9 - Arrears £ 743.75 (increased by £ 92.86 since previous report)

Tenant has agreed that going forward they will continue to make £600 monthly payments as agreed per payment plan with approximately £150 each month going towards clearing arrears.

Item 8.2

**PORT ST MARY COMMISSIONERS
PUBLIC CORRESPONDENCE**

Good evening,

We are planning to replace two sections of gas mains in Port St Mary in the coming months and wanted to let you know of this work taking place.

Cronk Road, Port St Mary – Between Plantation Road and Victoria Road (road closure and suspension of parking) from the 7thDecember to the 8thJanuary 2021 (road to reopen over the Christmas period 21stDecember to the 4thJanuary)

Station Road/Bay View Road, Port St Mary – Between Junctions of beach road/Plantation road and Victoria Road. 11thJanuary 2021 to the 5thFebruary 2021 (Suspension of Parking – Traffic Lights (two/three and four way sets to be used as project processes along the road)).

An initial survey has been conducted for both projects and Residents affected in Cronk Road have been written to with an initial information letter.

Please let me know of any issues or if you require any further information.

Kind Regards,
Network Operations
Manx Gas Limited

Items 9.1 – 9.4

PORT ST MARY COMMISSIONERS
PLANNING

Item 9.1 Applications

PA20/01230/GB Railway Station, Station Road, Port St Mary. Conversion of existing station to provide museum, tearoom and office accommodation with associated parking (amendment to approved PA19/01117/GB) (in association with PA20/01231/CON). Installation of secondary escape stairs to comply with fire regulations.

PA20/01231/CON Railway Station, Station Road, Port St Mary. Registered building consent for conversion of existing station to provide museum, tearoom and office accommodation with associated parking (amendment to PA19/01118/CON) (in association with PA20/01230/GB)

PA20/01261/B 1 Primrose Terrace, Port St Mary. Alterations and erection of rear extension.

Item 9.2 Approvals

PA20/00990/CON 22 Shore Road Underway, Port St Mary Registered building consent for erection of a dwelling with integral garage to be attached to (In association with 20/00989/B) Registered Building Nos. 203. Approved.

PA20/00989/B Site of Former Dwelling adjacent to 22 Shore Road Underway, Port St Mary. Erection of a dwelling with integral garage (In association with 20/00990/CON) Approved

PA20/00969/B Sunrise, Linden Avenue, Port St Mary. Extension of existing dormer window to front elevation. Approved.

Item 9.3 On Appeal

PA20/00011/B Dublin House, The Promenade, Port St Mary. Alterations, erection of single storey extension, three store extension and carport to rear and installation of replacement windows. Appeal dismissed and application approved.

Item 9.4 Variation of Condition to extend period of approval

PA20/01196/B Cliff Cottage, Bay View Road, Port St Mary. Variation of condition 1 to PA16/01006/B Demolition of existing wall and construction of new ring beam and decking area, to extend period of approval for a further four years.

PORT ST MARY COMMISSIONERS

PROPOSED STAFF DEVELOPMENT PLAN

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- 2) Interviewer's Checklist
- 3) Action Plan
- 4) Summary of Training Needs

INTRODUCTION

What is the staff
Development plan?

The Staff Development Plan is a one-to-one discussion for each individual employee to review his/her job with their manager, any changes which will occur and any training or other action needed. Individual Action Plans are drawn up and any training required is incorporated into Port St Mary Commissioners' training plan for the following year.

Why have one?

Experience in a large number of organisations of all types, both in the public sector and the private sector, have shown that there are considerable benefits to be gained by the individual as well as the organisation in having such discussions on a formal, structured, regular basis. For the individual, it is part of our 'Caring For Our Staff' as it provides them with the opportunity to explore their role and contribution to the department or section and have it recognised. It ensures that the time is set aside to discuss issues pertinent to them – their training and development needs and any other changes relating to the job. For the organisation it provides the opportunity for Managers to ensure that their staff understand what is expected of them, the reasons for any changes which occur and also ensures that resources devoted to training and personal development are spent effectively.

Who does it apply to?

The Staff Development Plan discussed in this booklet applies to all permanent employees of Port St Mary Commissioners' including Senior Supervisory staff employed under the Public Service Commissioners (formerly Whitley Council) Memorandum of Agreement and such members of staff as may be nominated by the Establishment Officer.

PROCEDURE

The annual appraisal

The Scheme centres around an annual appraisal between individual employees and their line manager, (the Chairman determines who is the most appropriate person to carry out the interview if there is any doubt). All interviewers must attend a training course before conducting any interviews.

The discussion or interview can be considered in a number of stages.

1. Preparation

The process will be more successful if both the interviewer and the interviewee prepare beforehand. To help with this checklists for Interviewers and Interviewees have been designed and a copy of each can be found at the end of this booklet (Appendices 1 and 2). They list the topics which will be discussed and indicate a number of points for individuals to consider.

Interviewers will give staff at least one week's notice of their Staff Development Appraisal and give them a copy of the interviewee's checklist (Appendix 1), showing the date, time and place of the meeting.

2. The Interview

The discussion will be held in a private, interruption-free room.

The purpose of the discussion or interview is to: -

- review if the post holder is currently undertaking all the tasks in the job description and to identify any additional areas to be covered under this review
- review the actual job being done – what is involved and how well it is being done, by looking at both strengths and weaknesses
- review the actual job being done in the context of the department or section's objectives as these are developed and approved
- identify any changes which could be considered to make the job more effective
- encourage the further development of the individual within their current job
- identify any training needs the individual may have
- draw up an agreed action plan setting personal targets and objectives for the forthcoming year

It is helpful if the skills and actions which encourage successful discussions (such as promoting a relaxed, open atmosphere, careful listening and appropriate questioning, clarifying unclear points, summarising, confirming agreement etc.,) are employed by both the interviewer and the interviewee.

3. Action Plan

The outcome of the interview is an action plan drawn up and agreed jointly by both interviewer and interviewee who both sign it (a copy can be found at the back of this booklet as Appendix 3).

The action plan is in two parts – one relates to development and training needs, the other to personal objectives and targets.

Training and development needs should indicate the nature of the training required, i.e. the subject area, topic or experience required. They should be categorised as :-

i) either

Essential – those which are necessary to improve performance or because of changes, such as a change in job, job content, technology, work systems or methods or any other circumstances which need to be addressed, to ensure that performance and service delivery is acceptable.

ii) or

Desirable – those which assist in career development through promotion and/or professional qualifications, or which would help with improved performance and personal development.

Care needs to be taken when discussing training needs -training is not the panacea solution to all problems. Obviously it may help in many cases but will not necessarily resolve a problem on its own.

Action points may also relate to areas other than training. To be of any value they need to be specific and the person(s) who needs to deal with them clearly identified and a realistic timescale agreed. Any action agreed needs also to be within the authority of the interviewer or interviewee to resolve.

What happens to the Action Plan after this?

Action plans should show both areas of agreement and disagreement, if they exist.

It is important that the confidentiality of action plans are respected. Both the interviewer and the interviewee should keep a copy of the action points agreed. Line managers with direct responsibility for the post will

receive a copy as will the Clerk for counter signature. It will then be held on individual staff files. No other copies of the form should be made and access to it is restricted to the employee concerned, their interviewer, the Clerk. Any other information which needs to be made available to others will be given to them on a “need to know“ basis, for example, to those involved in implementing training needs or specific action points.

The Supervisor will consider what, if any, action and follow-up to the interview is necessary and be responsible for monitoring the progress of agreed action on a regular basis.

The Manager/Supervisor summarises training requirements for all his/her staff in the format shown in Appendix 4. Training needs obviously have to be considered in the context of the Commission’s overall objectives and resources. These requirements will be discussed with the Clerk and agree a relevant training plan.

It is important that Managers/Supervisors inform individual employees, as soon as possible, of any decision taken which affects their action plan. This becomes even more important if a training need discussed is changed or declined for any reason.

What next?

Once training plans have been agreed with each Manager/Supervisor the Personnel Section will compile a corporate training plan which encompasses these, and this plan will form the Training Plan presented to the Board. Following this, all people involved (Managers, Personnel and individuals themselves) will implement the training approved

DISSATISFACTION

What happens if an individual is dissatisfied with their treatment under the Plan?

Hopefully the number of times this will occur will be minimal since to be effective the Plan relies on mutual respect and commitment to work amicably to resolve disagreements. It is recognised that there may be occasions when an individual feels dissatisfied with their treatment under the Plan and in this case the matter will be referred to the Board.

SOME OTHER POINTS

Staff Development IS NOT about

.... an excuse for a general moan – either about other people, other sections, the Authority, the employee’s work in general or the manager in general.

....having a “nice cosy chat” and avoiding issues which need to be discussed.

.... a once a year discussion which is then forgotten until the next time.

....encouraging staff to view training in isolation and expect whatever they wish whether or not it brings a benefit to the Authority

Staff Development IS
about....

....employees having an open honest discussion with their Line Manager and there being mutual commitment to take action designed to improve performance and service delivery.

....developing ways of working together which improves performance and service delivery.

....implementing agreed action to effect improvement over a continued period of time.

....identifying and prioritising individual's training needs to ensure the training resources are used effectively to further the organisation's aims.

Appendix 1

STAFF DEVELOPMENT PLAN

INTERVIEW PREPARATION FORM – INTERVIEWEE'S CHECKLIST

This form is intended to help you prepare for the interview by suggesting some topics you might consider.

It is entirely up to you whether or not you use the form. The form is personal to you and it is your decision whether you show it to your interviewer before, during or after the interview. It is not part of any official record.

Name:	Job Title:
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To be interviewed by:

Date:	Time:	Place:
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1. JOB DESCRIPTION:

- Do I have one?
- Do I perform all of the tasks described?
- Are there any areas I do not do?

2. ACHIEVEMENTS:

- Parts of my job I feel I have done particularly well?
- Other successes (e.g. projects, exams)?

3. SKILLS, EXPERIENCE AND WORK RELATED INTERESTS:

- Any that I feel are not fully used?

4. PROBLEMS WITH THE JOB:

- Any parts of my job that are creating difficulties for me?
- Any ideas for improving the situation

You may feel apprehensive about discussing difficulties with your interviewer, especially if this means you talking about staff or other things you personally find a problem. However, your interviewer can only take action on problems and improve the situation if you are prepared to discuss them openly.

5. TRAINING NEEDS:

- For the performance of my job?
- Consider training received and how effective it was.

6. CHANGES:

- Any suggestions for ways in which I can be helped to work more effectively

7. TEAMWORK:

- How effective is the team in which I work.

8. OTHER ITEMS:

- Any other topics I wish to raise?

STAFF DEVELOPMENT PLAN

INTERVIEW PREPARATION FORM – INTERVIEWER’S CHECKLIST

This form is intended to help you prepare for a Staff Development Interview. It is a working document and forms the basis of the development interview.

Interview Details:

NAME OF INTERVIEWEE:		JOB TITLE:
INTERVIEWED BY:		
DATE:	TIME:	PLACE

1. **JOB DESCRIPTION:**
 - Do you have one?
 - Do you perform all of the tasks described?
 - Are there any areas you do not do?

2. **ACHIEVEMENTS:**
 - Parts of the job that you feel have been done particularly well?
 - Other successes (e.g. projects, exams)?

3. **SKILLS, EXPERIENCE AND WORK RELATED INTERESTS:**
 - Any that are not fully used

4. **PROBLEMS WITH THE JOB:**
 - Parts of the job that are creating difficulties?
 - Examples/evidence?
 - Any ideas for improving the situation?

5. **TRAINING NEEDS:**
 - For performance of the job?
 - Consider training received and how effective was it

6. **CHANGES:**
 - Are there any changes likely to affect the job in the future?
 - How do the Sections/Departments and Objectives affect your job?

7. **TEAMWORK**
 - How effective is the team in which you work

8. **OTHER ITEMS**
 - Any other topics you wish to raise?

STAFF DEVELOPMENT PLAN – ACTION PLAN

This form is designed to record Action Points identified through the Staff Development Plan. A full explanation of its purpose and instructions for its use can be found in the written details of the Plan which should be consulted before the form is completed.

Interview Details

NAME:	JOB TITLE:
INTERVIEWED BY:	
PLACE OF WORK	

Training needs

Please ensure you describe the nature of the training need rather than the way you feel that training need can best be met. See document on the Staff Development Plan for a definition of essential and desirable training needs.

a) Essential
b) Desirable

AGREED ACTION PLAN

ACTION POINTS	BY WHOM	BY WHEN

ADDITIONAL COMMENTS

Signature of Interviewee _____ Date _____

Signature of Interviewer _____ Date _____

Signature of Manager/Supervisor _____ Date _____

The interviewee, interviewer and manager/supervisor should keep a copy of this list of action points. No other copies should be made and access to the list is restricted to the above people, the individual's clerk.

Seen by Clerk _____ Date _____

Item 10.2

PORT ST MARY COMMISSIONERS

MEETING DATES FOR 2020 - 2021

2020 Meeting Dates	
9 th December 2020	Only 1 meeting held in December
13 th January 2021	Notice to be issued by 8 th January if meeting required
27 th January 2021	
10 th February 2021	Notice to be issued by 5 th February if meeting required
24 th February 2021	
10 th March 2021	Notice to be issued by 5 th March if meeting required
24 th March 2021	
14 th April 2021	Last meeting of the current Board
22nd April 2021	Election
28 th April 2021	Date to be kept available if required
12 th May 2021	AGM

Item 11.1

PORT ST MARY COMMISSIONERS

PUBLIC CONSULTATION

Good Morning

The Department of Infrastructure is today launching a public consultation on the access and eligibility criteria for mid rent housing. For your information, please find attached copy of the news release which supports the consultation.

The online survey can be accessed [here](#).

The consultation period ends at **12pm on Thursday 10th December.**

We look forward to receiving your response.

Kind regards

Carrie Yates
Business Support Manager (Housing)

Introduction by Minister of Infrastructure

In 2013, Tynwald approved a set of policy recommendations which included, as a means of assisting people to bridge the funding gap between home rental and ownership:

"Explore the feasibility of rent to buy and mid-rent schemes including the opportunity for establishing such schemes in partnership with private developers."

Accordingly the Department has since piloted a small-scale scheme trialling the operational principles for a mid-rental scheme.

This consultation, centred on the access and eligibility criteria, is another step on that journey and I would urge you to take the time to read it, consider its implications and to use this consultation as your opportunity to voice your opinion.

I welcome your feedback.

Hon Tim Baker MHK

Minister for Infrastructure

Why we are consulting

The purpose of this consultation is to invite comments on the Department of Infrastructure's mid-rent eligibility & allocation criteria, its relevance and fairness, and whether further revision is required as part of the policy development.

The feedback received from the consultation will be used in drafting a mid-rental Allocation Policy prior to consideration by Tynwald.

Background

The report on the public consultation used in the development of Housing Review work was published in July 2013. The report found that 85% of the 816 respondents believed that Government should support the development of other forms of affordable housing which make less demand on public funds.

Following legal advice on how best to trial a mid-rental scheme, the first of five mid-rent properties in Cronk Cullyn, Colby was occupied in May 2017, with the remainder following in quick succession.

The purpose of the scheme was to offer subsidised housing at 80% of private rent, to applicants who were seeking to buy a property in the near future but would benefit from lower housing costs in order to boost their ability to save.

In accordance with all access to publically subsidised housing, there were certain criteria for access and pointing for priority, so that those most in need were first to be offered tenancies.

Appendix A Schedule for Allocation of Mid-Rent Housing, including Part 1 - Conditions for Inclusion on the Housing Waiting List and Part 2 - Pointing System.

Outcome

Many of the pilot scheme customers have been able to save significant amounts of money towards future home ownership and three mid-rent customers have already moved on to home ownership. The Department regularly communicates with mid-rent customers to ensure the scheme is still suitable for their needs and the majority of customers are able to regularly contribute to their deposit savings.

A former mid-rent customer had this to say about the mid-rent scheme:

"My family and I rented a mid-rent property for 15 months. During that time we saved an extra £200 at least each month owing to reduced rental and energy savings. We saved our full deposit and purchased our first home in August 2019. If we had not been successful in securing the mid-rental tenancy we would most certainly have taken much longer to be able to afford to purchase our first home. I would like to take this opportunity to thank the mid-rent team for all of their help and support."

Isle of Man Government's Programme for Government

The mid-rental scheme supports the Programme for Government theme of an 'Inclusive and Caring Island', and the outcome "We have affordable and accessible housing which meets our social and economic needs" both by increasing the variety of housing options available and as an enabler to homeownership.

How to complete the consultation

An online survey is available for you to complete and is in three parts:

Part 1 seeks feedback on the proposed access & eligibility criteria for people wishing to be accepted onto the mid-rent waiting list.

Part 2 seeks feedback on the proposed pointing criteria for allocation of properties (the pointing system) for mid-rent housing. The points awarded in the allocation process when totalled up determine an applicant's priority (place) on the mid-rent housing waiting list.

Part 3 seeks feedback about the current tenure period and other elements of a mid-rent tenancy that are actioned after a successful applicant to the mid-rent list is allocated a property.

The consultation should be read in conjunction with the following documentation:

Appendix A - Schedule for allocation of mid-rent housing, including:

- Part 1: Conditions for inclusion on the housing waiting list, and
- Part 2: Pointing system.

The consultation can be completed online via the Consultation Hub (consult.gov.im) or alternatively by post or email to:

By post: Carrie Yates, Business Support Manager, 1st Floor Sea Terminal, Douglas, Isle of Man, IM1 2RF or by email: carrie.yates@gov.im

In the event you do not have access to the Internet, or would prefer a hard copy, please contact the above address and similarly if you require assistance to complete the consultation.

The closing date for responses is midnight 10th December 2020

What will happen next?

It should be noted that this consultation is not a referendum but an information, views and evidence gathering exercise from which to take an informed decision on the drafting of a Mid-Rental Allocation Policy. In any consultation exercise the responses received do not guarantee changes will be made to what has been proposed.

A summary of the responses will be posted on the Consultation Hub once they have been reviewed.

Consultation Survey

Personal Information

Q1. What is your name?

Q2. Can we publish your response?

- Yes, you can publish my response in full
- Yes, you can publish my response anonymously
- No, please do not publish my response

Please read our Privacy Policy (<https://www.gov.uk/about-the-government/departments/cabinet-office/privacy-notice/>) for more details and your rights.

Q3. What is your email address?

Q4. If you are completing the survey as an individual, please select the category that describes you best (please select one option)

- | | |
|--|---|
| <input type="checkbox"/> Politician (national) | <input type="checkbox"/> Politician (local) |
| <input type="checkbox"/> Private Landlord | <input type="checkbox"/> Homeowner |
| <input type="checkbox"/> Tenant (private sector) | <input type="checkbox"/> Health or Welfare Professional |
| <input type="checkbox"/> Tenant (public sector) | |
| <input type="checkbox"/> Other (please specify) | <input type="text"/> |

Q5. If you are completing the survey on behalf of an organisation, please provide the name of the organisation.

Q5. What type of organisation do you represent? (Please select one option)

- Local Authority
- Private Sector Letting Agent
- Private Sector Tenant Association or Group
- 3rd Sector Housing Charity
- Other (please specify)

Please continue to the consultation survey

Part 1 – Access and Eligibility Criteria for acceptance onto a Mid-Rent Housing Waiting List

The Criteria for Acceptance (Appendix A, Part 1) cover three areas of eligibility:

- Eligible Applicants
- Residency Qualification
- Financial Qualification

1) **Eligible Applicants** – this clarifies the definition of an eligible applicant and also explains how joint tenancies will be allocated.

An applicant(s) must be 18 years and over and is defined as:

1. A single person
2. A couple (defined as people who are married or in a Civil Partnership, or two people who are living together as if married or in a Civil Partnership)
3. A single person with dependent children
4. A couple with dependent children

If you wish to comment on these provisions you may do so below:

2) **Residential Qualification** – this confirms the requirement to be ordinarily resident on the Island for at least 5 years in order to qualify for access to mid-rent housing. (Applicants applying for public sector housing must reside on the Island for at least 10 years)

Q1. Do you agree that an applicant must have ordinarily been resident on the Island for a minimum of 5 years to qualify for access to mid-rent housing?

YES

NO

If you wish to comment on this provision you may do so below:

3) Financial Qualification

Section 3 of the proposed criteria for access and eligibility lists the current financial qualifications that mid-rent applicants must adhere to. Table 1 below illustrates these financial qualifications and compares them to Public Sector rental requirements:

Table 1 – comparison of mid-rent scheme and public sector housing financial qualifications

	Mid-rent	Public sector
Financial qualification: Single or joint applicants without children	Maximum gross income £45,000	Maximum gross income £33,000
Financial qualification: Single or joint applicants with children	Maximum gross income £60,000	Maximum gross income £44,000
Financial qualification: Maximum savings/financial assets	Maximum savings/financial assets of £50,000	Maximum savings/financial assets of £30,000

Q2. Do you think the maximum income levels for mid-rent acceptance criteria are reasonable?

YES

NO

If you have any comments on the maximum income limits for access to mid-rent public sector housing please provide them below:

Q3. Do you think the maximum savings/financial assets level for access to mid-rent public sector housing are reasonable?

YES

NO

If you have any comments on the maximum savings/financial assets level for access to mid-rent public sector housing please provide them below:

Property ownership – Applicants cannot apply to the mid-rent waiting list if they are a property owner (except where the value of the proceeds from the sale of that property and other assets is less than £50,000). See Table 1.

Q4. If you have any comments on property ownership and access to mid-rent housing, please do so here:

Part 2 – Criteria for allocation of Mid-Rent properties

The pointing criteria (Appendix A, Part 2) is designed to ensure that those in most need are prioritised, therefore additional points can be awarded to applicants in certain circumstances and deducted when suitable offers are refused.

Q5. Do you agree that applicants should accrue points during their time on the waiting list at a rate of 1 point for each 3 months on the waiting list?

YES

NO

If you wish to add any further comments, please do so here:

Q6. Do you agree that applicants should accrue 1 point per year (to a maximum of 10 points) for each year they reside in the areas where mid-rent properties are available?

YES

NO

If you wish to add any further comments, please do so here:

Q7. Do you agree that applicants should receive additional points for dependent children residing with them, at a maximum of 15 points for 3 or more children?

YES

NO

If you wish to add any further comments, please do so here:

Q8. Do you agree that applicants who are renting in the private sector (for six months or more) should receive an additional 5 points on their application?

YES

NO

If you wish to add any further comments, please do so here:

Q9. If an applicant refuses a suitable mid-rent tenancy offer, 10 points will be deducted from their application in order to ensure that an applicant in more need is offered the next available property. Do you agree that this is reasonable?

YES

NO

If you wish to add any further comments, please do so here:

Q10. If an applicant has outstanding rent arrears with a public or private landlord then 10 points will be deducted from their application, and no tenancy will be offered to them until they have cleared their arrears. Do you agree this is reasonable?

YES

NO

If you wish to add any further comments, please do so here:

Part 3 – Mid-rent tenancies

Currently, mid-rent tenancies are offered for one year, with the option to extend this for a further year at the discretion of the Department. The pilot operates this way as it was anticipated that a maximum of two years would be a sufficient time period for tenants to save for a deposit to buy a home. Recent activities with current mid-rent customers show that two years may not always be sufficient, as two customers have had to return to public sector rentals after their mid-rent tenancy could not be further extended.

Q.11 Do you think the current maximum allowable mid-rent tenancy of two years is sufficient?

YES

NO

Q.11 Although mid-rent tenancies must be offered on a short term basis, the Department is considering extending the time period. Which of the following options do you think should be the maximum allowable mid-rent tenancy period?

2 Years

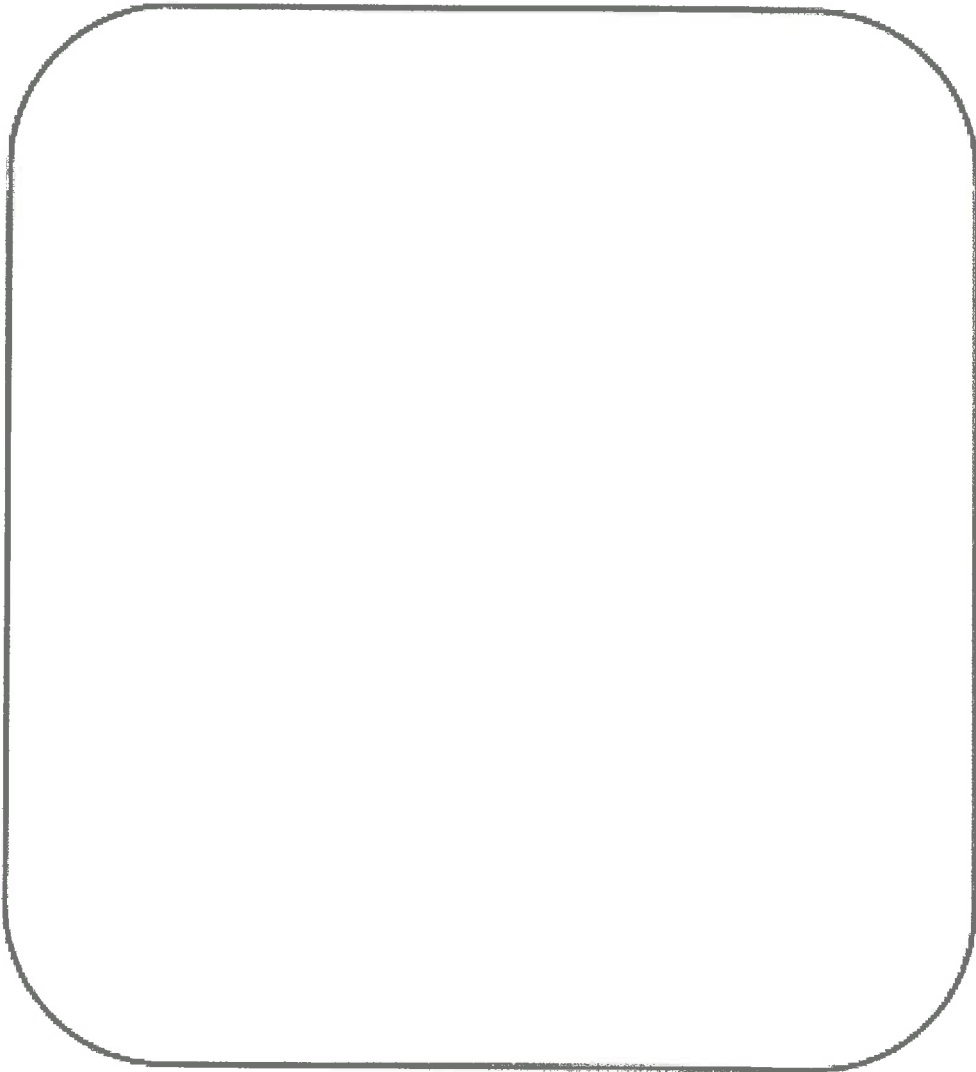
3 Years

4 Years



Thank you for completing this survey

If you would like to add any further comments about the Mid-Rent Housing option, please use the comment box on the next page to do so.



Appendix A:
SCHEDULE
ALLOCATION OF MID-RENT HOUSING

PART 1

CONDITIONS FOR INCLUSION ON MID-RENT WAITING LIST

1 Eligible applicant conditions

- (1) An applicant must be—
 - (a) a single person who does not have a dependent child;
 - (b) a couple neither member of which has a dependent child;
 - (c) a single person who has a dependent child;
 - (d) a couple either member of which has a dependent child.
- (2) An applicant, or either joint applicant, must be at least 18 years old.

2 Residential conditions

- (1) In accordance with paragraph 2(c) of Schedule 3 to the Act, an applicant must have been ordinarily resident for a total period of not less than 5 years.
This is subject to sub-paragraph (2).
- (2) In the case of joint applicants, only one member of the couple must satisfy sub-paragraph (1).

3 Financial conditions

- (1) An applicant's gross annual income, or the sum of joint applicants' gross annual incomes, including any benefits—
 - (a) Single applicant without dependent children, must not exceed £35,000
 - (b) Couple without dependent children, must not exceed £55,000
 - (c) Single or couple applicants with dependent children, must not exceed £60,000.
- (2) An applicant's or joint applicants' savings and other assets must not exceed £50,000.
- (3) An applicant, or either joint applicant, must not currently own a property.

PART 2

POINTING SYSTEM

1. Subject to paragraph 2, points are to be added or deducted in an applicant's or joint applicants' case in accordance with the Table below.
2. In the case of joint applicants where both members of the couple satisfy the criteria to be allocated points in the Table below, only the points available to one person (whichever is the higher amount for each criteria) shall be taken into account in the sum calculated for the purposes of paragraph 4(3) (allocation of mid-rent housing).

Criteria		Points	
1.	Time on housing waiting list	1 point per each 3 month period	
2.	Years of residency in housing area	1 point for every year, subject to a maximum of 10 points.	
3.	Size of family	one dependent child 5 points	
		two dependent children 10 points	
		three or more dependent children 15 points	
4.	Gross annual income Including, where applicable, combined income and benefits of joint applicants.	Single person or couple	
		Points	
		No dependent children	£35,000 and under 4 points
			£35,001 to £38,000 3 points
			£38,001 to £39,000 2 points
			£39,001 to £42,000 1 point
		With dependent children	Single person or couple
			Points
			£45,000 and under 5 points
			£45,001 to £48,000 4 points
	£48,001 to £54,000 2 points		
	£54,001 to £57,000 1 point		
5.	Private sector tenancy	For 6 months or more 5 points	
6.	Unjustified refusal	Discretionary deduction (per refusal) -10 points	
7.	Accumulated rent arrears	Discretionary deduction -10 points	

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Dear Sir/Madam,

The Chairman and Members of the Branch wish to invite you to join us for our St Barbara's Day Service to celebrate our Regimental Day. The service will be held at St Thomas Church, Finch Road, Douglas on Sunday 6th December at 11am followed by a Buffet Reception at the South Douglas Old Friends Club, Finch Road, Douglas.

I look forward to hearing from you in due course.

Yours Faithfully

Phil Glover Secretary Royal Artillery Association

Isle of Man registered Charity number 0286

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President of Tynwald
Eaghtyrane Tynvaal

The Hon Stephen C Rodan OBE
BSc (Hons) MRIBformS MLC

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27 OCT 2020

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The Clerk
Port St. Mary Village Commissioners
Town Hall
Promenade
Port St Mary
Isle of Man
IM9 5DA

Dear Madam

27th October 2020

Tynwald Christmas Carol Service: Thursday 17th December 2020 at 1.10pm

I wish to extend an invitation to the Commissioners to attend this year's Tynwald Carol Service.

The service is taking place at St. George's Church, St. George's Street, Douglas, on Thursday, 17th December. The music will be provided by two choirs: the Government Staff Choir and the Tynwald Choir. The service will commence at 1.10 pm and will be followed by refreshments at the conclusion of the service at approximately 2 pm.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Steve Rodan'.

The Hon S C Rodan OBE MLC
President of Tynwald

E-mail: steve.rodan@gov.im

Post Lectraagh: steve.rodan@gov.im

