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Tel No: 020 8937
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Email: @brent.gov.uk
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Date

(name and address)

Our Ref : /

Your Contact :

Your Ref :

Alternative ref No :

Dear

Re: Cessation of duty under the Housing Act 1996, Part VII as amended by the Homelessness Act 2002 and the Localism Act 2011.

We wrote to you on the (date) to inform you that you were formally being offered accommodation at . *(insert address and rent details)*

This is a private rented sector offer defined by section 193(7AC) as an offer of an assured shorthold tenancy made by a private landlord to you and was accommodation which:

- (a) Has been made available for your occupation by arrangements made by this local authority with a private landlord or
- (b) Has been made with the approval of this authority, in pursuance of arrangements made by ourselves with a landlord with a view to bringing the section 193(2) duty to an end, and
- (c) That the property was a fixed term Assured Shorthold Tenancy for a period of at least 12 months.

I informed you that the Council considers this offer of accommodation to be suitable for you and your household. In reaching its decision that this is a suitable offer of accommodation to discharge our duty to you the Council fully considered

- 1) The Homelessness Suitability of Accommodation Order (England October 2012) and specifically all the statutory requirements in part 1 which cover the suitability of the location of accommodation and Part 2 which sets out the circumstances in which accommodation is not to be regarded as suitable for a person.

- 2) That the property is suitable in relation to existing suitability requirements that relate to space and arrangement.
- 3) Any other subjective matters and issues that relate to your circumstances and that of any other household members obtained by the Council from our investigation of your application.
- 4) That the accommodation is affordable having fully considered the cost of the rent and any other expenditure relating to the property compared to the income available to you with or without benefits and specifically the outgoings which are needed for you to feed and clothe yourself and your household; heat the property, plus any other expenditure that we are satisfied is essential to meet the ordinary necessities of life, plus all other reasonable living expenses
- 5) All existing legislation, statutory guidance and caselaw relating to making suitable offers of accommodation and specifically paragraphs 17.40 and 17.41 of the Homelessness Code of Guidance.
- 6) In making this offer I have had regard to the Public Sector Equality Duty.
- 7) I have also had regards to our placement policy.

I also informed you that the offer was a final offer of suitable accommodation to discharge the Councils' duty to you. **The consequences of you accepting or refusing the accommodation is that the Council will no longer be subject to any further duty to you under the homelessness legislation including any duty to provide accommodation.**

I also informed you of what will happen if you were to become homeless within two years of acceptance of this offer and make a further application to this or any other English Local Authority

I am pleased that you have accepted the offer of accommodation with a tenancy start date of xx/xx/xxxx. The Council is now no longer under a homelessness duty to secure suitable accommodation for you and any members of your household as it has fully discharged its duty to you under Section 193 of the Housing Act 1996, Part VII (as amended by the Homelessness Act 2002 and the Localism Act 2011).

Please note that any applicant offered suitable accommodation still has a right to accept the property, move in and still seek a review regarding its suitability and that the duty to you has been fully discharged. This letter therefore formally advises you that you have the right to request a review. Any such request for a review must be received within 21 days of the date of this decision.

If you have any queries regarding this letter or need any explanation of its contents, please do not hesitate to contact myself or a member of the Council's Housing Services team, on telephone number xxxxxxxxxx. You may also wish to obtain your own legal advice.

Yours sincerely