

Cheltenham Borough Council

Cabinet Housing Committee – 16 July 2025

Tenancy Policy & Decant (required move) Policy

Accountable member:

Cllr Flo Clucas, Cabinet Member for Housing and Customer Services

Accountable officer:

Caroline Walker, Director of Housing, Customer Services and Communities

Executive summary:

The purpose of the Tenancy policy is to set out the council's approach to managing council tenancies and includes:

- Types of tenancies offered by CBC
- Tenancy Changes & Assignments
- Mutual Exchanges
- Succession
- Lodgers and Subletting

The purpose of the Decant (required move) policy is to communicate the circumstances in which a tenant may be required to temporarily or permanently move out of their home and set out the support provided.

The policies are a regulatory requirement (consumer standards) and will be supported by operating procedures.

Recommendations:

1. That the policies are noted by Cabinet Housing Committee.
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1 Background

1. See attached Tenancy Policy & Decant (required move) Policy

2. The reading age of the revised policy has been as 'mid-teens', predominantly due to the inclusion of legislation and legal terminology. As it is essential to include the relevant legislation within the policy, a proposed summary document has been drafted and included with this report (Appendix 2 & 3) with the intention of providing an overview of the key aspects of the policy that is accessible to a person with a lower reading age.

Report author:

Caroline Walker, Director of Housing, Customer Services and Communities
caroline.walker@cheltenham.gov.uk

Appendices:

- i. Tenancy Policy
- ii. Tenancy Policy Equality Impact Assessment
- iii. Decant (required move) Policy
- iv. Summary of Decant (required move) Policy
- v. Decant (required move) Policy Equality Impact Assessment