



# MANOR ESTATES

## Housing Association

### Moving to a Bigger Home

**Are you looking to move to a bigger home? Do you need an extra bedroom for your family but don't know what to do? This guide will give you some information on how to apply for a new home and what other options might be available to you**

#### ***My family has outgrown our current property, how do we know if we are overcrowded?***

The occupancy standards the Association uses are:

- Adults should not share a bedroom with a child
- Adults living together as partners will be expected to share a bedroom
- Single adults aged 16 and over should have their own bedrooms
- No more than 2 children should normally share a bedroom
- Children of the opposite sex where one is more than 6 years old should have separate bedrooms
- Children of the same sex will be expected to share a bedroom up to age 14 unless the age gap between the two is greater than 6 years

#### ***Will I get priority to move if I am overcrowded?***

If you require one extra bedroom to meet the occupancy standards above, you will be entitled to apply for housing through EdIndex (Key to Choice) and bid for properties of the correct size – but you will **not** be awarded priority for a move.

If you need two or more bedrooms to fit your family size then you will be awarded priority when you apply for housing through EdIndex (Key to Choice).

For more information about how to apply for a move through EdIndex (Key to Choice):

- Visit our website
- Visit the Key to Choice website
- Speak to your Housing Officer

#### ***What can Manor Estates do to support me?***

Whilst we are unable to provide priority transfers to tenants who are overcrowded we do advertise some properties on Key to Choice as Priority to Manor Estates tenants. This means that current tenants of the Association will be considered for the vacancy before other applicants.

### ***What about an exchange with another tenant?***

In many situations, you will be able to move more quickly if you apply to exchange with another tenant. This could be a Manor Estates tenant, a Council tenant or a tenant of another housing association. You can register your interest on **Edinburgh House Exchange**.

This is a free mutual exchange service for tenants which lets you search for home exchanges in the area. Once you have found a tenant to swap with you would then apply for the move by completing the necessary application forms. Further details can be found on our website under Mutual Exchanges or by contacting our office.

### ***What other options do I have available?***

**Mid-Market Rent** properties do cost a bit more than other rented accommodation, but rents are lower than private-rented accommodation and carpeting and white goods are provided. These properties are generally new-build and it may be a suitable option for you,

Manor Estates' subsidiary (MEAL) has a small number of these properties at Little France Drive in the south of Edinburgh, but only with two bedrooms. If you are interested in finding out more about this option, further details are available on the Mid Market Rent page of the website or by emailing [meal@manorestates.org.uk](mailto:meal@manorestates.org.uk).

Mid-market rent properties are also available from other landlords, including City of Edinburgh Council further information can be found on the Key to Choice website and from individual landlords.

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