



# Transfer Incentive Scheme

A Colchester Borough Council scheme to provide an incentive, with financial support, for tenants who are under-occupying their council home.

[www.cbhomes.org.uk](http://www.cbhomes.org.uk)



## The scheme gives Council tenants who agree to move to a smaller home:

- A high priority on the housing register – band A for giving up two spare bedrooms or moving from a three or four bedroom house, or band B for one spare bedroom
- A payment to support the cost of moving

## The scheme may be able to help if:

- You are an existing CBC secure tenant
- You have at least one spare bedroom
- You live in a property with adaptations that are no longer required
- **You are not** moving between sheltered accommodation

### Giving up one bedroom – what am I entitled to?

Housing register band change	Band B
Payment to help with moving costs	£1000
Payment for giving up one bedroom	£1000

A maximum payment of £2000 can be paid to you\*\*

### Giving up two bedrooms

Housing register band change	Band A
Payment to help with moving costs	£1000
Incentive payment for giving up two bedrooms	£1750

A maximum payment of £2750 can be paid to you\*\*

## Swapping Homes

For CBC tenants wishing to swap homes within the Gateway to Homechoice sub region which includes Babergh, Braintree, Colchester, Ipswich, Maldon, Mid Suffolk, Suffolk Coastal and Waveney District Councils the incentive scheme can help.

To qualify the other party must not be under occupying as a result of the exchange.

### Giving up one bedroom – what am I entitled to?

Payment to help with moving costs	£1000
Incentive payment for giving up one bedroom	£1000

A maximum payment of £2000 can be paid to you\*\*

### Giving up two bedrooms – what am I entitled to?

Payment to help with moving costs	£1000
Incentive payment for giving up two bedrooms	£1750

A maximum payment of £2750 can be paid to you\*\*

For an application to swap your home complete an online registration form [www.cbhomes.org.uk/mutualexchangeapply](http://www.cbhomes.org.uk/mutualexchangeapply)

**\*\*If you owe any debts to CBC or Colchester Borough Homes (CBH) we will deduct these before we pay you the balance.**

## Further incentives and benefits of the scheme:

- We can help you to move home, CBH can help arrange removals, property or garden clearance or the provision of a skip. Payment for these services will be taken from the removal costs or incentive payment
- We can help you bid on an alternative home if you want us to
- We can make a part payment to your bank account when you sign for your tenancy followed by any additional payment once we have inspected the tenancy you give up and checked your accounts for any outstanding debts.

## How do I apply?

You need to complete an online Housing Register/Transfer application form [www.gatewaytohomechoice.org.uk](http://www.gatewaytohomechoice.org.uk)

Support to complete an online application is available at the Town Centre Library and the Greenstead Local Housing Office or by telephoning **01206 282569**

Once a transfer applicant has been accepted onto the scheme they will be given a priority banding by Homechoice and a community housing officer will contact you to arrange a home visit.

If you have any comments about the services we offer please contact our Customer Services Team on [info@cbhomes.org.uk](mailto:info@cbhomes.org.uk) or visit our website [www.cbhomes.org.uk](http://www.cbhomes.org.uk) or telephone **01206 282514**.



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