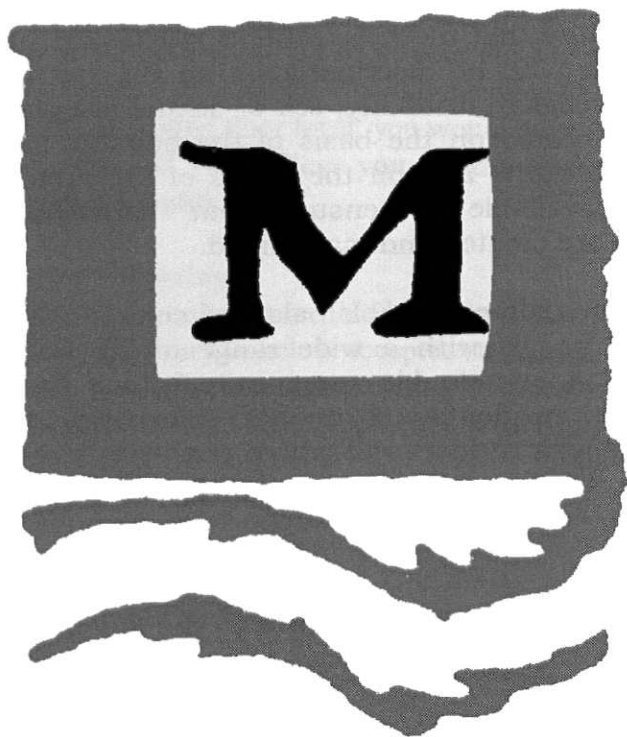


**Molendinar Park  
Housing Association Ltd**



**Notes for Applicants**

## **1. INTRODUCTION**

Molendinar Park Housing Association operates throughout the city of Glasgow. The Association is controlled by a Committee of Management, which currently consists of lay people with considerable experience in the housing association movement, people from relevant professional backgrounds and tenants of the Association. The primary aim of the Association is to provide high quality affordable housing across all tenure forms, which will enable potential tenants, and owner-occupiers to exercise the greatest possible choice in resolving their housing needs and to create sustainable balanced communities.

We aim to ensure that the Association's houses are allocated fairly and objectively with no discrimination on the grounds of marital status, race, religion, disability, sex or sexual orientation and that housing is allocated on the basis of the housing need criteria of individual applicants and on the needs of the area in which the housing is available to ensure that balanced and stable communities are created and maintained.

The Association defines a stable balanced community as one which encompasses people with a wide range of life and employment experiences. A sustainable community is one in which people aspire to live; residents are free to enjoy their home without nuisance, distress or fear; and where residents identify with, and participate in the life of the community thus giving the community the strength to absorb and support individuals in times of difficulty.

### **Factors, which contribute to the development of a sustainable balanced community, are:**

- (a)** That residents have chosen, and applicants aspire, to live within that community.
- (b)** That there is a socio-economic mix in addition to a variety of tenure forms.

(c) That the community covers a wide range of need, from aspirational need to acute need.

(d) That there exists appropriate community, social and family networks to bind the community together.

## **2. ELIGIBILITY CRITERIA**

### **(a) Health:**

You are eligible for housing under this heading if you suffer from a medical condition which would be alleviated by a house which has characteristics or facilities more suited to your condition than the house you currently occupy. For example, if you are unable to climb stairs and currently live above ground floor level, you would be eligible for a house on the ground floor. **If you believe you qualify under this category tick the box beside Health.**

### **(b) Unsatisfactory Housing:**

You are eligible for housing under this heading if you currently live in housing which is temporary or below accepted standards. Normally such applications will result from an agreement with Glasgow City Council regarding local clearance and redevelopment but each application will be considered on its merits. **If you believe you qualify under this category tick the box beside Unsatisfactory Housing.**

### **(c) Financial:**

You are eligible for housing under this heading if you cannot afford to live in your current accommodation or obtain accommodation in the private sector. For example, if you are in employment and do not qualify for housing benefit you may wish to rent a more economic property than your current home; *or*, you may have had difficulty in maintaining mortgage payments and face the repossession of your current home. **If you believe you qualify under this category tick the box beside Financial.**

**(d) Location:**

You are eligible for housing under this heading if the accommodation you are interested in is more suitable than your current accommodation because it is closer to your place of work, training or study, it would enable you to be nearer your family or, it is nearer to other support structures. For example, where you were unable to take up an offer of employment because you could not arrange suitable childcare facilities where you currently live and the accommodation requested would enable a relative to provide this or, if you attend an Adult Training Centre or hospital which can be more easily reached from the requested accommodation. **If you believe you qualify under this category tick the box beside Location.**

**(e) Social:**

You are eligible for housing under this heading if you wish alternative accommodation for non-housing reasons related to your current accommodation. For example, if your present accommodation is unsuitable due to racial harassment by neighbours, if you are subjected to domestic violence or, as a result of relationship breakdown. **If you believe you qualify under this category tick the box beside Social.**

### **3. APPLYING TO THE ASSOCIATION**

Provided you meet the eligibility requirements relating to your application you will be accepted onto the Association's waiting list.

Acceptance onto the Waiting List does not mean the Association will offer you a house. As housing becomes available we will use the list to select potentially suitable applicants in terms of our aim of creating balanced communities. Initially, this will mean one third of available houses will be allocated to each of the following categories.

- a) *Allocations in respect of acute need*
- b) *Allocation designed to create and maintain socio-economic balance*
- c) *Allocation to satisfy community, social and family need*

**Your application form will establish whether or not you are eligible.**

**The other information you provide, such as occupation, community or voluntary work etc. will determine under which category you will be allocated a house. Some categories will contain more applicants and it will, therefore, mean a longer wait before a house can be allocated.**

Once we are in a position to make you an offer of a house a member of our staff will visit you to check that the information you have provided is correct. In certain circumstances, for example, where the application results from domestic violence, alternative arrangements to verify your circumstances can be arranged if you so wish.

**Please note that if you provide false or misleading information your application will be cancelled. Make sure that you advise us of any change in your circumstances, which might affect your application.**

#### **4. AREAS**

**Finnart Square** is a small estate of 35 rented and 11 owner occupied houses near Dunn Street, built in the late 1980s. It consists of large terraced houses and small flats with one large bungalow adapted for use by someone with a physical disability. Turnover is low, and is largely confined to the small flats.

**Dalmarnock** consists of a mixture of inter-war tenemental flats, new flats built in the 1980s and four-in-a-block houses with gardens. There is also a sheltered housing complex consisting of 33 flats, application for which should normally be at least 60 years of age. In total there are about 340 rented houses in the area

managed by the Association plus a number of owner-occupied properties. Turnover is average but confined mostly to the interwar tenemental flats.

**Gallowgate** is the area from Sword Street to Melbourne Street. All the flats have been built since 1994. Within the area managed by the Association 22 flats are Homestake, 102 flats are shared ownership, 73 flats are owner occupied and 109 flats are rented.

**Drakemire** is a sheltered housing completed in Castlemilk consisting of 29 flats built in the late 1980's. Applicants should normally be at least 60 years of age although there are some houses suitable for younger people with a physical disability. Turnover is low.

## **5. COMPLETING THE APPLICATION FORM**

a) Please indicate which area or areas you are interested in. You may tick as many or as few areas as you wish.

(b) Please complete your personal details. Your work telephone number is required in case we need to contact you urgently. We will not contact your employer by telephone.

(c) Please indicate both the size of house you wish and the total number of people to be housed including yourself. We will normally allow up to one bedroom more than the minimum you require. We do not allow over-occupancy.

(d) Please indicate as fully as possible why the allocation of a house by the Association in the area or areas indicated would improve your current situation. You may continue on a separate sheet if required.

**DO NOT AT THIS STAGE SUBMIT ANY BACKUP INFORMATION SUCH AS A DOCTOR'S CERTIFICATE ETC. WE WILL REQUEST THIS INFORMATION FROM YOU WHEN WE ARE IN A POSITION TO MAKE YOU AN OFFER OF ACCOMMODATION.**

e) Please complete the sections relating to arrears of rent or mortgage fully. You will not be excluded from our waiting list because you accrued arrears provided that you have made and

f) The information requested on the third page relates to the category (or list) in which the Association will place your application. Please provide us with any information, which you think might support your application.

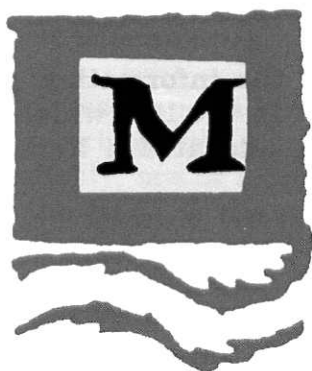
**On the basis of the information provided we will place your application in the list, which will give you the best chance of being allocated a house within a reasonable period of time.**

g) Once you have completed the form please read and sign the Declaration.

**Please note that this authorises us to make any enquiries, which we deem necessary to verify the information you have provided.**

If there are specific groups or individuals you do not wish us to contact please provide details with reasons on the back of the Declaration.

***Thank you for your interest in  
Molendinar Park's housing.***



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