

«Title» «Initials»
«Address_Line_1»
«Address_Line_2»
«Address_Line_3»
«Postcode»

Housing Service
Phoenix House
Phoenix Lane
Tiverton
Devon
EX16 6PP
www.middevon.gov.uk

Your Ref: «Tenancy_ID»
Our Ref: Tenancy Agreement

Contact: Helen Carty
Telephone: 01884 234918
Email: htenancy@middevon.gov.uk
Fax / DX: 01884 234907

Date 26 September 2016

Dear «Title»

Landlord's Notice of Variation
Section 103 of Housing Act 1985
Property Address: «Address_Line_1», «Address_Line_2»

This letter is a notice of variation of your secure tenancy given pursuant to Sections 102 and 103 of the Housing Act 1985.

With effect from Monday 7 November 2016 the terms and conditions of your tenancy are contained in the enclosed document headed "Variation of terms and conditions of your secure tenancy" and replace your existing terms and conditions.

In May 2016 we wrote to you to let you know of our intention to change the terms and conditions of your tenancy. We received 72 responses and took those into consideration before making final changes to the tenancy agreement.

The enclosed document, "Variation of terms and conditions of your secure tenancy" makes reference to pages where you can refer to for further information. The page numbering relates to where you can find the relevant page within the full version of the tenancy agreement. A copy of the full version of the tenancy agreement which incorporates all types of tenancies the Council uses can be found on the Council's website at www.middevon.gov.uk.

The revision of the tenancy agreement has taken into account the following:

- New legislation such as:
 - The Anti-social Behaviour (ASB), Crime and Policing Act 2014. The law has introduced simpler, more effective powers to tackle ASB and provides better protection for victims and communities;
 - New measures implemented through the Housing & Planning Act 2016 such as the Pay to Stay scheme which requires higher earning households to pay either nearly market rent or full market rent for the property they live in.
- Changes to the way some people receive benefits. Universal Credit started to be rolled out in Devon in November 2015. Tenants on low incomes in receipt of this benefit who are eligible to receive benefit for housing costs, will have this benefit paid directly to them or to a member of their household. The new agreement reinforces the message that it is still the tenant's responsibility to make payments to cover the rent charge.
- The Council considering a move away from charging rent over 48 weeks each year to charging rent over 52/53 weeks with effect from April 2017.
- The need to improve the layout of the agreement so that tenants should find it easier to read and understand.

You do not need to take any action. Please read the enclosed document carefully and keep it in a safe place for future reference. **YOU DO NOT NEED TO SIGN AND RETURN IT.**

If you have any questions, please call 01884 234918 or email htenancy@middevon.gov.uk.

Yours sincerely



HELEN CARTY
Housing Policy Officer

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