



# What is Temporary Accommodation?



Temporary Accommodation (TA) is a form of housing that local authorities are legally required to provide to people who are homeless or at risk of homelessness, while they assess their eligibility and needs for longer-term housing solutions.

TA can include bed and breakfasts, hostels, hotels, social housing providers accommodation or council-owned properties. You could be in a self-contained unit or have shared facilities, which means sharing a bathroom or kitchen space with other people.



## Where will my Temporary Accommodation be?

Buckinghamshire Council covers a large area and TA may not be available in your current or preferred area. The Council will make every attempt to place you in the area you have a connection with, however this is not always possible. Every effort will be made to ensure that TA will be within the county of Buckinghamshire.

## Consideration for the location of placements

We will consider your circumstances and have regard to things such as:

- Employment
- Education
- Support Services
- Medical and Disabilities
- Affordability

Our aim is to provide you with the most suitable TA for you and your family. We only have access to a certain amount of TA and have to be mindful about what is available at the time, it might be that we need to move you to other places during your stay.

If there are limited placement options, you may be placed in a hotel or B&B and you will be moved to other TA as soon as possible. It is reasonable for the council to consider the costs when deciding where you will be placed.

We will only offer you accommodation which has been assessed as suitable for you and meets your needs.

During your stay it is sometimes necessary to make a change to your placement. There are many reasons why we may need to move you. We will always try to give you as much notice as we can.

If you identify an issue with the placement you are offered, this can be discussed with your housing advisor.

From the moment you enter your TA placement, we will work with you to actively source longer term settled accommodation.



## Temporary accommodation agreements

All TA residents must adhere to the terms of the agreement according to the property they are living in, which could be a licence agreement, non-secure tenancy or an assured shorthold tenancy agreement depending on the property you are offered. You will be informed about which agreement or tenancy you are subject to when you are offered the placement.

If you are in breach of any part of an agreement, the Council will serve the relevant notice, and this could mean that the Council ends your TA placement.

There is a requirement for you to occupy your placement; if you are not in residence at your allocated accommodation the Council can take steps to end the placement and end our housing duty to you. You may be required to sign a register to prove your occupation.

Your agreement sets out the rules regarding any alterations or decorations you might want to make. Before making any changes to your accommodation you are advised to review your agreement and seek permission from your landlord. You will be charged for any items removed from or damaged in the property.



### Paying for your Temporary Accommodation

We strongly advise that you claim housing benefit and/or universal credit if you are eligible.

You are responsible for paying for your accommodation. If you are in receipt of housing benefit, this may help cover the cost of your rent but may not cover the full amount. You are expected to keep up to date with your rent payments and not get into arrears. If you are in arrears, this may affect your ability to secure an offer of permanent housing and you may lose your TA.

## Other Charges

In addition to the rent there may be other charges you will need to cover. You may have to pay a service charge, council tax and utilities, it may be that you must pay for a TV licence and wifi.

At the time of placement these fees will be set out in your accommodation offer letter.

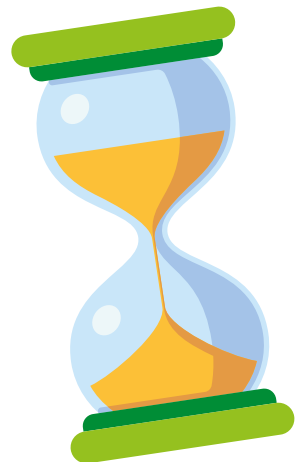
Failure to pay any required rent or other charges may result in the loss of your accommodation.



## Living In Temporary Accommodation

Things you must do in the first few days

- Make a claim for Housing Benefit or complete a 'change of circumstances' update on your Housing Benefit claim or Universal Credit account.
- Provide any supporting information to your Housing Advisor as detailed in your Personal Housing Plan.
- Read, understand and sign your license or tenancy agreement.
- Check if you're liable for Council Tax. If so, you should look into whether you are eligible to apply for Council Tax Reduction.
- Make a budget plan including rent payments, service charges, council tax and other living expenses.
- Look into other local services that can help you.
- Register with a local GP and dentist.
- Register with Bucks Home Choice if you are eligible to do so.



## Furniture

You will be advised by your TA Officer what furniture and house items are provided in your TA placement and what you may need to provide yourself.

## Repairs and Maintenance

You are responsible for looking after your accommodation and it is your responsibility to report repairs or maintenance issues to your accommodation provider as soon as possible. You will be expected pay for any damage caused by you, a member of your household or any visitors invited to your accommodation.

Any noise, nuisance or incidents of anti-social behaviour may result in the loss of your TA, serious incidents will be reported to the Police.

## Can I bring my pets to the accommodation?

We are not able to accommodate pets in TA except in rare and exceptional circumstances.



## During your stay in Temporary Accommodation



Please inform your Housing Advisor of any changes to your household.

If you want to stay away from your TA (for example travel), you must seek permission from the TA Officer in advance. Failure to do so may result in the cancellation of your accommodation.

## There are a number of reasons that may end your Temporary Accommodation placement including:

- You find your own alternative accommodation.
- You accept a Private Rented Sector offer of accommodation.
- You are successful in bidding and accept a permanent offer from Bucks Home Choice.
- We conclude your homelessness assessment and determine that you are not eligible for a TA placement.
- You are in breach of your licence/occupancy agreement, for example, rent arrears or anti-social behaviour
- You refuse a suitable offer of a Private Rented Sector offer.
- You refuse your final offer of permanent accommodation from Bucks Home Choice.
- You voluntarily vacate the accommodation or fail to use the property as your only principal home.

## Moving out of Temporary Accommodation

When you move out or leave Temporary Accommodation you must remove all your personal belongings. Failure to remove your personal belongings may result in them being disposed of.



More information can be found on the Council's website  
[buckinghamshire.gov.uk/temporary-accommodation](https://www.buckinghamshire.gov.uk/temporary-accommodation)

You can also contact the TA Team using the following  
email address: [Tarequests@buckinghamshire.gov.uk](mailto:Tarequests@buckinghamshire.gov.uk)

