

North Prospect
Local Lettings Plan



Index

1. Introduction
 2. Purpose
 3. Allocations
 4. Community Sustainability/Child Density
 5. Economic Mix
 6. Checking your identity
 7. Home visits
 8. Refusals
 9. Breaches of Tenancy
 10. Equalities Statement
 11. Tenancy Types
 12. Monitoring and review
- Appendix A – Map
Appendix B – The Beacon

1.0 Introduction

The local lettings Plan (LLP) is an overarching document for all properties in the North Prospect Regeneration area (as identified in Appendix A) which includes existing, improved and newly developed properties that belong to Plymouth Community Homes. Rented properties will be allocated according to the local letting plan.

The plan will be in place for the duration of the regeneration project and will be reviewed on a phase by phase basis.

2.0 Purpose

2.1 The purpose of the plan is to:

- Develop and maintain North Prospect as a distinct place in modern Plymouth.
- Make it a vibrant self-sustaining community, a place of real quality, the pride of residents and a model of 21st century living, working and playing.
- Guide and support allocations of social rented properties and sales of shared ownership properties in the regeneration area of North Prospect during the period of the regeneration project.

2.2 Contribute to meeting the housing needs of the whole community and of the wider community in Plymouth.

3.0 Allocations

- 3.1 The LLP applies to all allocations of vacant properties within the North Prospect Neighbourhood. The Map of this area is defined on the attached document. (See Appendix A)
- 3.2 **Homes within North Prospect Neighbourhood**
All properties in North Prospect will be predominantly advertised on Devon Home Choice with a preference to PCH tenants requiring permanent decants as part of the North Prospect Regeneration Scheme. In exceptional cases we will direct match those within regeneration requiring a permanent decanting.
- 3.3 Properties at the Beacon will be allocated in accordance with this LLP and will be let specifically in accordance with Appendix B.

4.0 Community Sustainability/Child Density

- 4.1 PCH aims to achieve a balance of age ranges to avoid pressures caused by large groups of children of the same age living in one area. In order to achieve this we will monitor the ages of all children and should there be a high density of a certain age, we will avoid that particular age.

5.0 Economic Mix

- 5.1 A mix of households between applicants who are dependent on welfare benefits and those in employment will assist in achieving a social economic mix and will help to avoid a high concentration of deprivation. The intention is to encourage people who can, to work, and therefore to raise levels of aspiration and ambition. The lettings plan will aim to increase the number of successful applicants where at least one member of the household is in stable employment or actively seeking stable employment. Stable employment includes at least one adult in the following:
- A permanent employment contract of more than 16 hours per week
 - A long term temporary contract (more than 12 months)
 - Self employed
 - Training for employment
 - Past working history will be considered of the applicant has recently become unemployed
 - Voluntary work for 14 hours or more per week.

- 5.2 Should an applicant not be in employment they will be referred to a local work club for advice and support on employment options available to them.
- 5.3 All applicants will be required to complete an affordability assessment, to ensure that the applicant has the means to pay the rent and service charges set by Plymouth Community Homes.

6.0 Checking Identity and Tenancy History of Applicants

- 6.1 Before an offer is confirmed we will require from the applicant proof of their identity, and the identity of each member of their household and their previous address history.
- 6.2 As a member of Devon Home Choice, PCH has the right to carry out any enquiries that are deemed necessary. PCH will contact any relevant agencies for information about any former tenancies.
- 6.3 As part of the assessment of suitability for a tenancy under Devon Home Choice, we are authorised to liaise with Devon and Cornwall Constabulary to disclose any relevant information about the applicant and their household relating to convictions for arson, offences involving violence, offences of a sexual nature or convictions for possession, supply or possession with intent to supply any illegal drugs.

7.0 Home visits

- 7.1 PCH will carry out home visits before a final offer to confirm the applicant's housing need and household circumstances.

8.0 Refusals

- 8.1 We reserve the right to withdraw an offer if it does not meet the requirements of the local lettings plan or contravenes PCH's Tenancy Allocation Policy, for example because of anti-social behaviour, property condition, rent arrears or affordability.
- 8.2 Applicants have the right to request a review of any decision to withdraw their offer of accommodation with PCH. Requests for a review should be put in writing advising the reasons for the request. The review will be undertaken by an officer of PCH, independent of the original decision. The review request will be responded to in line with Tenancy Allocations Policy.
- 8.3 If an applicant is fleeing violence, including domestic abuse, we may withdraw an offer if the applicant and/or members of their household would be at risk

9.0 Breach of tenancy

- 9.1 If we assess that the applicant or a member of their household does not satisfy the LLP, we may not offer them a home in North Prospect.
- 9.2 If an applicant or a member of their household has a history of tenancy breaches because of anti-social behaviour, or other types of tenancy breach, or they have been guilty of unacceptable behaviour, which has required PCH, any former landlord and/or Devon and Cornwall Police to issue warning letters or a notice of seeking possession, we will assess the application using the criteria below:-
- If the applicant or member of their household had a tenancy breach within the past 5 years, then evidence to support a sustained change in behaviour will be required
 - The quality of life for people already living in the area won't be adversely affected.
 - The applicant or household member will be able to demonstrate on going engagement with support agencies.

9.3 Rent arrears

If the applicant owes rent arrears to PCH or another landlord we will not normally consider an allocation. In exceptional cases we may consider applicants in arrears, for example, if the applicant is subject to Bedroom Tax and is moving to smaller accommodation.

10.0 Equalities statement

- 10.1 All partners to the local letting plan are committed to providing equality of opportunity for all in the services provided. We aim to ensure that all applicants receive equal and fair treatment, free from direct or indirect discrimination on any grounds, including age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation. However, it should be noted that The Beacon has been purposely designed for active elders in the community and therefore, only person over 55 will be eligible.

11.0 Tenancy types

- 11.1 All types of tenancy will be offered in line with PCH's Tenancy Management Policy.

12.0 Monitoring and review

12.1 We will monitor the allocations process annually to identify any areas that we may need to review regarding future allocations in the neighbourhood.

We will collect and monitor the following information:

- number of refusals of offers by PCH and reasons
- number of households with one member in employment
- number and type of complaints about allocations
- number and type of complaints about anti-social behaviour
- number of children housed
- ethnicity of those housed
- type of application
- number of re-lets
- reasons (if possible) for tenants leaving the properties.

12.2 . The purpose of the annual review is to:

- identify any trends or common complaints
- make policy recommendations
- set objectives and agree action plans, if appropriate

• **Links to other policies and strategies**

- **Equal Opportunities and Diversity Policy**
- **Allocations Policy**
- **Tenancy Management Policy**
- **PCH Pets Policy**

Appendix B to North Prospect LLP Local Letting Plan for the Beacon, North Prospect

This is a scheme specific Lettings Plan for the Beacon which sits within the wider LLP for North Prospect.

1. Lettings

The scheme is designed for active elders in the community and provides accessible and some adapted properties for over 55's. The scheme has no onsite support but is built with an element of communal living in mind. There is a communal rooftop garden. In addition, facilities are provided in the main part of "The Beacon" which includes a community space, shops and a library.

Applicants who apply for this accommodation will be applying for high quality, accessible flats for independent living. The scheme has two lifts, is wheelchair accessible, with some flats providing fully accessible wet rooms.

Applications will be subject to a needs assessment which will be carried out prior to an offer being made.

Lettings

In exceptional cases, consideration may be given to under 55, where there is demonstrable evidence that the applicant requires this type of accommodation.

2. Sustainable communities

We aim to achieve a sustainable, balanced and cohesive community by including a broad selection and proportionate number of residents from a variety of social and economic backgrounds.

Applicants for this scheme will be assessed as having a need for this type of accommodation but will also need to demonstrate that they are able to live independently in a communal housing environment without intensive onsite support.

It is acknowledged that some applicants will have higher care and support needs. Some high needs can be accommodated within the scheme if they are supported with appropriate care and support packages from outside the scheme. These will be assessed on a case by case basis to ensure a balanced community.

The tenant/main applicant will generally be over the age of 55, and any household member would need to demonstrate the need for this type of accommodation.

Applicants applying for this accommodation will be supported to live independently by linking in with other agencies and/or family support along with support from Plymouth Community Homes Housing Management Service.

We will endeavour to match mobility needs when allocating, as 20% of the properties are fitted with wet rooms. Preference will be given to applicants needing these specially adapted properties within the scheme.

3. Pets

It should be noted that the properties concerned are not suitable for dogs or cats as there is no direct access to private a garden. Assistance dogs are not regarded as pets and are therefore exempt. (Please refer to the PCH Pets Policy for full details)

4. Under Occupation

We will aim to make the best use of the stock and allocate on the basis of need. Eligible households needing a two bed home will, therefore, normally be considered before those seeking to under occupy. Where under occupation is necessary in order to let homes, couples will normally be given priority over singles.



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Plymouth Community Homes

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