| **LOCAL LETTINGS PLAN****Lunts Heath Rise, Widnes, Cheshire**  |
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| ***Introduction / Background to the Site***The introduction of this Local Lettings Plan for Halton Housings new development at Lunts Heath Rise, Widnes Cheshire and is based upon the Halton Housings desire to ensure balanced and cohesive communities where sustainable tenancies can be achieved. The development comprises of a mixed tenure consisting of 34 Affordable rented properties, and 4 Shared Ownership properties, and the properties have been obtained under a section 106 Agreement with Miller Homes. Please click here for more details [Lunts Heath Rise | Halton Housing](https://www.haltonhousing.co.uk/about-us/our-developments/lunts-heath-rise)It is proposed that Halton Housing will allocate the majority of its Affordable rented properties via the Choice Based Platform Property Pool Plus (PPP), however also reserving the right to allocate a small number of properties internally via their own Lettings Policy where appropriate.There will be 18 x 2 bedroom and 12 x 1-bedroom Apartments/Maisonette’s that will be allocated under Affordable rent, with the first 13 Apartments/Maisonette’s are due to be handed over from Miller Homes on or near 30th May 2025 and the remaining properties will be handed over Autumn 2025, see table below. (please note handover date to be used as a guide only). It is worth noting that 7 ground floor apartments will have level access bathrooms, and will be allocated to those people who have been medically assessed as requiring such adaptations.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Plot No. | Property No. | Street Name | Location 1 | Post Code | Property Class | 48 weeks rent at 80% of market rent | Property Type | Build Year | Exp.Handover Date | No. Living Rms | No. Dble Brms | No. Sgle Brms |
| 61 | 11 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat Ground Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 62 | 13 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat Ground Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 63 | 15 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat First Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 64 | 17 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat First Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 65 | 19 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat Ground Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 66 | 21 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat Ground Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 67 | 23 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat First Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 68 | 25 | Delville Wood Drive | Widnes | WA8 5EF | Flat  | £155.00 | Flat First Floor | 2025 | 31/10/2025 | 1 | 1 | 0 |
| 204 | 11 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat Ground Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 205 | 12 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat Ground Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 206 | 13 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat Ground Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 207 | 14 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat First Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 208 | 15 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat First Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 209 | 16 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat First Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 210 | 17 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat Second Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 211 | 18 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat Second Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 212 | 19 | Mesen Road | Widnes | WA8 5EQ | Flat  | £175.00 | Flat Second Floor | 2025 | 26/05/2025 | 1 | 1 | 1 |
| 283 | 26 | McStay Close | Widnes | WA8 5ES | Flat  | £155.00 | Flat Ground Floor | 2025 | 30/05/2025 | 1 | 1 | 0 |
| 284 | 28 | McStay Close | Widnes | WA8 5ES | Flat  | £155.00 | Flat Ground Floor | 2025 | 30/05/2025 | 1 | 1 | 0 |
| 285 | 30 | McStay Close | Widnes | WA8 5ES | Flat  | £155.00 | Flat First Floor | 2025 | 30/05/2025 | 1 | 1 | 0 |
| 286 | 32 | McStay Close | Widnes | WA8 5ES | Flat  | £155.00 | Flat First Floor | 2025 | 30/05/2025 | 1 | 1 | 0 |
| 315 | 1 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat Ground Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 316 | 2 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat Ground Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 317 | 3 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat Ground Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 318 | 4 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat First Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 319 | 5 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat First Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 320 | 6 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat First Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 321 | 7 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat Second Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 322 | 8 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat Second Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |
| 323 | 9 | Beaumont Court | Widnes | WA8 5ER | Flat  | £175.00 | Flat Second Floor | 2025 | 30/05/2025 | 1 | 1 | 1 |

***Aims of the Local Lettings Plan***The purpose of this Local Letting Plan is to assist in creating a balanced and blended neighbourhood by managing the allocation and lettings of the properties in Lunts Heath Rise, Widnes, Cheshire In order to achieve and maintain a stable community consideration will be given to customers economic status, household size, age and make up as per the Property Pool Plus (PPP) policy. The fundamental objective being that all tenures harmonise and blend.Due to the rent cost, council tax band, design and size of the properties, Halton Housing will look to fully occupy in all cases and offers will be made pending the outcome of a full affordability assessment.***Divergence from the Standard PPP Policy*** This Local Lettings Plan will differ from our principal allocations policy (PPP) in that housing need will not necessarily be the primary consideration. It has been envisaged that the area will attract a mix of young and older applicants alongside small families with differing financial circumstances, and this should be reflected in the scheme tenure mix to provide a blended and balanced neighbourhood where people can start out and sustain a successful tenancy. We believe that this would be the essence of an established and stable neighbourhood in this particular area of Halton. ***Demand & Intelligence***Data source: Property Pool Plus – Live CBL register from April 2024 – March 2025Research through Property Pool Plus demonstrates that there is a high level of demand for 1 and 2 bedroom accommodation within that area of Widnes/Halton.Current statistical intelligence extracted from Property Pool Plus determines that in Halton there are total of 2700 applicants on the housing register. Of these 1078 are registered as employed. (39.93% of the register total) (Fig1)There are 11 applicants who are employed, with no preference need (Band C) The average waiting time already accrued on the register for this cohort of applicants is 62 weeks. (fig 2)The average waiting time for applicants in all bands who have expressed an interest in the Farnworth, Fairfield and Halton View areas of Widnes is 64 weeks across all bands (A, B and C). This high waiting time is largely because of the high demand and low turnaround for this particular area of Widnes. (fig 3)(fig 1) –

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| --- | --- | --- | --- | --- |
| **Employment Verified** | **Column Labels** |  |  |  |
| **Row Labels** | **Non-Transfer**  | **Transfer** | **Grand Total** |  |
| No | 953 | 669 | 1622 | **60.07%** |
| Yes | 773 | 305 | 1078 | **39.93%** |
| **Grand Total** | **1726** | **974** | **2700** |  |

(Fig2) –

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Band C applicanrs verified employment housed. |  |  |  |  |
| Halton band | Preference given to those in employment | Employment verified | Void to date | Calculated Effective Date Halton | waiting in days |  waiting in weeks  |
| Band C | Yes | Yes | 18/03/2024 | 17/10/2021 | 883 |  126  |
| Band C | Yes | Yes | 18/03/2024 | 17/02/2023 | 395 |  56  |
| Band C | No | Yes | 22/01/2024 | 21/10/2021 | 823 |  118  |
| Band C | No | Yes | 08/04/2024 | 08/08/2023 | 244 |  35  |
| Band C | Yes | Yes | 25/03/2024 | 15/03/2024 | 10 |  1  |
| Band C | Yes | Yes | 19/03/2024 | 22/06/2023 | 271 |  39  |
| Band C | Yes | Yes | 12/02/2024 | 24/03/2022 | 690 |  99  |
| Band C | No | Yes | 25/03/2024 | 05/05/2023 | 325 |  46  |
| Band C | No | Yes | 21/10/2024 | 24/09/2021 | 1,123 |  160  |
| Band C | No | Yes | 22/01/2024 | 13/12/2021 | 770 |  110  |
| Band C | Yes | Yes | 25/03/2024 | 31/07/2023 | 238 |  34  |
| Band C | Yes | Yes | 15/07/2024 | 19/04/2024 | 87 |  12  |
| Band C | No | Yes | 01/07/2024 | 16/05/2024 | 46 |  7  |
| Band C | No | Yes | 02/09/2024 | 05/04/2024 | 150 |  21  |

 (Fig3)

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| --- | --- | --- | --- |
| Average waiting time by band for areas Farnworth, Fairfield and Halton View (surrounding areas on Lunts Heath) |  |  |  |
|  |  |  |  |
| **Band** | **No of Lets** | **waiting in weeks** | **average waiting time for those in employment** |
| Band A | 21 | 41 weeks | 10 weeks |
| Band B | 12 | 51 weeks | 109 weeks |
| Band C | 4 | 100 weeks | no lets to employed band C |

***Criteria & Selection Process***The structure of the Property Pool Plus Banding system (A to C) results in customers (who are in employment) having low priority need and therefore are unlikely to obtain an offer within this area. However, within section 4.27 of the “Allocations Code of Guidance” ([Allocation of accommodation: guidance for local housing authorities in England (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/media/60df2d0de90e0771784b991f/Current_allocation_of_accommodation_guidance.pdf) more flexibility is determined to “give priority to working households, who wouldn’t normally be in the reasonable preference categories’ Halton Housing therefore proposes to introduce a quota of 50% of those applicants in Bands A, B and C who are in full time employment to ensure a mix of customers is achieved within this development which will therefore form a balanced community and financially sustainable tenancies. It is worth noting that the council tax bands for these properties at Lunts Heath have been assessed by the local authority as being A, B and C, and these values will be considered when carrying out the affordability assessments for all lets. Halton Housing reserve the right to directly allocate up to 3 of the units to their own customers under their own lettings policy. This will only be in cases where a request for a direct let has been referred to the High Priority Panel for complex and/or emergency situations.It is a fundamental factor that all customers are fully able afford and sustain the properties, therefore each customer will be required to undertake a “Pre-Tenancy Interview” (PTI) which will incorporate an affordability assessment. The aim of the PTI and assessment is to reduce any potential risks due to affordability and to ensure tenant sustainability.***List of******Documentary Evidence \*\***** Property Pool Plus Banding breakdown
* Halton Housing’s Local Lettings Policy.
* Good Neighbourhood Agreement
* Pre tenancy interview assessment template

\*\*all the above documents are available upon request.  |

| **LOCAL LETTINGS PLAN****Hatters Chase, Sandmoor, Runcorn, Cheshire** |
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| This Local Lettings Plan applies to all Affordable Rent plots ***Conditions Applied*** 1. 30 of the homes will be let at Affordable Rent.
2. The Local Lettings Plan at Lunts Heath will give priority to 50% of applicants who are working, seeking work and/or who currently make a contribution to the community, and 50% will be allocated to general needs, including those applicants who have been medically assessed as requiring ground floor accommodation.
3. Applicants who are pregnant at the time of advertising will also be given consideration in line with the Property Pool Plus Policy

 (if a MATB1 has been submitted as part of the mandatory evidence required)1. Starter tenancies will be given to all new customers, unless applicants are already Halton Housing tenants, to which their existing tenure will remain (Assured)
2. All customers will be required to sign a ‘Good Neighbour Agreement’
3. All customers must provide a satisfactory landlord reference(s) if held a tenancy within the last 5 years.
4. There is a right to an appeal within the PPP policy for any individual allocation decision.
5. This plan will be effective from 26th May 2025 and will be reviewed 12 months thereafter.
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| **LOCAL LETTINGS PLAN****STAFF GUIDANCE** |
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| The following procedure will take place whenever there is a vacant Affordable Rent property for the Hatters Chase New Build Scheme,1. Property handover is received from builder (due 26/05/2025)
2. Properties will be advertised on the PPP system and will outline the Local Lettings Plan (Copies of LLP will be upload onto PPP for applicants to access)
3. The Neighbourhood Allocations Team will produce a shortlist following closure of the advertising cycle(s).
4. A provisional offer letter is prepared for the prospective customer it must advise that expressing an interest in a tenancy for the accommodation at Lunts Heath is governed by a Local Lettings Plan and the following the following conditions apply: -
	* An PTI and Affordability Assessment.
	* Provision of 1 appropriate character reference from their employer
	* Agreement to sign a Good Neighbour Agreement
5. Any offer maybe subsequently refused as per the Property Pool Policy, if any anomalies are identified at application verification stage.
6. Only once all checks have been undertaken the customer can proceed to viewing a property and sign up to a new starter tenancy.

***Responsibility for LLP***The Director of Customer experience and the Neighbourhood Allocations Manager will be responsible for the implementation of this plan. ***Associated Documents**** Property Pool Plus Policy
* Local Lettings Policy
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