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| **Local Lettings Plan for Waterdale Gardens Development** |  |
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| **Lead Director** | Louise Ellis  |
| **Reference** | POL  |
| **Committee Review** | [Committee Name] (Day/Month/Year) |
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| **Version date** |  |
| **Review Date**  | (26/April/2025) – max 2 years from approval date |

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# 1 Introduction & Aim

The Local Lettings Plan is an addition to the Merseyside Sub-Regional Allocations Policy. It sets out Cobalt Housing’s approach to the allocation of available properties on the Waterdale Gardens site, defining exceptions to the Sub-Regional Allocations policy and providing a set of principles and a framework to ensure tenancy and neighbourhood sustainability in the area.

# 2 Policy Statement

The Local Lettings Plan (LLP) has been developed to supplement the sub regional choice based lettings (SRCBL) policy. It enables the business to continue to provide consistent allocations but also provides flexibility to enable Officers to manage risk in the allocation of properties, particularly around the sustainability of communities.

The policy applies to the allocation of Cobalt properties on the Waterdale Gardens development.

# 3 Policy Principles

**Support Regeneration of Stonedale Estate**

A local lettings plan will support the decant of properties on Stonedale estate and facilitate further regeneration, giving priority to current Croxteth tenants will help create a sustainable community.

The Waterdale Gardens site is part of a wider regeneration project of the Stonedale Crescent/ Invergarry Road area. The recent new build development on Altbridge was also part of the regeneration project and our plan is to repeat the same local letting plan we employed there. This was 50% of the affordable rent properties will be allocated via Propertypool or Access and 50% will be let via Propertypool, but with priority given to those applicants with a link to the local area.

**Criteria for 50% Cobalt matches**

We will operate a points based system for transparency. Priority will be given to those in order who:

* Are directly impacted by the estate regeneration in Stonedale Crescent (their homes are due to be demolished in a future phase)
* That meet the criteria for the rightsizing project to free up larger family homes
* Are in housing need AND have a positive local connection to our neighbourhoods such as an existing resident, family or work in the local area to sustain community cohesion. Due to the proximity of the new properties to the Stonedale Estate we also feel some movement between the two would promote a sense of community rather than having a ‘them and us’ scenario.

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| **Criteria**  | **Points awarded**  |
| Stonedale Decant   | 10  |
| Stonedale resident with a housing need   | 4  |
| Cobalt tenant downsizing (1 point per room capped at 3)   | Max 3    |
| Active role in the community including school and work or give/receive support in the croxteth area   | 1   |

The total number of properties included in the development is broken down as follows:

4 x 1 bed flat

4 x 1 bed flat wheelchair accessible\*

23 x 2 bed house

2 x 2 bed house wheelchair accessible\*

11 x 3 bed house

2 x 3 bed house wheelchair accessible\*

4 x 4 bed house

*\*M43 accessible units*

The scheme also has rent to buy and shared ownership properties as part of the development, but the allocation of these will be managed separately to this policy.

The Local lettings plan will be approved in consultation with Liverpool City Council. Initial conversations in this regard have already started.

**Best Use of Stock**

Cobalt will always aim to make ‘best use’ of its available housing stock and fully occupy properties.

**Period of Allocations / Local Lettings Policy**

Cobalt will adopt the temporary revised allocations criteria in the Local Lettings Plans for the initial allocation of the properties as detailed above. Subsequent allocation will revert to the Sub-Regional Allocations Policy.

**Adapted / purpose-built specialist properties**

Due to changes in Sub-Reginal Allocations Policy all adapted or purpose-built specialist properties will be advertised on PPP and attempted to be match to applicants requiring those adaptations or property type.

Adapted properties that are not suitable for allocation by CBL will be let by Cobalt, aiming to best match the property to a suitable applicant. We will also retain a Cobalt medical register for this purpose, for properties that have partial adaptations that cannot be allocated through PPP.

# 4 Risk Management

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| **Risk Register** | **Risk** |
| ST 13 Neighbourhood Sustainability | This policy primarily manages and protects the sustainability of our neighbourhoods |
| Risk Consequences: | Management and Mitigation: |
| Increased Void levelsDrop in rental income  | Alongside this plan we also have a mixture of support and enforcement to manage allocations and subsequent tenancies |

# 5 Regulatory & Legislative Compliance

Cobalt is committed to work in partnership with Liverpool City Council (LCC) to assist the local authority in its statutory duty to meet housing needs within the district. Cobalt participates in the local authority’s recognised ‘choice-based lettings’ system, ‘Property-Pool Plus’, and nominates to the local authority no less than 50% of all available empty properties for allocation through this mechanism.

# 6 Links to Other Key Documents

QP 24 – Allocations Process

POL20 – External Policy PPP Sub Regional allocations policy

PROC065 - Allocations

# 7 Governance of this Policy

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| **Equality and Diversity**  | The local lettings policy will adhere to the criteria previously agreed via the Sub Regional Allocations policy |
| **Financial and Links to VfM** | Offering decants an alternative property will reduce possible court costs, also creating a sustainable community will reduce voids and associated cots |
| **Privacy and Data Protection** | Current Data protection protocol will be adhered to |
| **Health and Safety** | No impact on Health and Safety |
| **Development and Consultation** | The local lettings plan is a continuation of the local lettings plan from the Altbridge development, and therefore no supplementary consultation was needed |
| **Customer Profiles and Accessing Services Data** | Profiling data of applicants will be used to determine eligibility for properties. |
| **Monitoring and Review**  | Allocations data is reported at EMT and will be monitored by Allocations Lead |
| **Roles & Responsibility**  | Croxteth Customer Lead will ensure delivery of the local lettings planAllocation Lead is responsible for PI |