



## **Housing Planning & Regeneration Local Lettings Plan**

**Location** Kevin Fenton Mews

A Local Lettings Plan decides how properties will be allocated in certain defined geographical areas. Local lettings plans will only be used in exceptional circumstances, to meet specific local issues within an area.

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### **Relationship to London Borough of Bromley Allocations Scheme**

This Local Lettings Plan is made pursuant to the provisions of s.166A(6) Housing Act 1996 (as amended)

Our Allocation Scheme states that:

We may implement a Local Lettings Plan in order to meet a local demand or priority. We may also agree a Local Lettings Plan with the Police or individual Registered Providers for specific areas or developments to reflect local circumstances and to facilitate viable and sustainable communities. Any Local Lettings Plan will reflect considerations such as the social mix of residents within a block, estate or area. All Local Lettings Plans may be subject to an equalities impact assessment and may take into account the following factors:

- child density (the number of children in an area)
- age range
- vulnerability of tenants
- access to resources (such as facilities for vulnerable people, schooling or healthcare)
- community stability and cohesion
- areas of low demand

### **Neighbourhood Profile and supporting information.**

Kevin Fenton Mews is a modular new build scheme in Plaistow, Bromley It well connected in terms of public transport and is a short walk from Bromley Town Centre. It is near several schools. The housing provided is 100% affordable, and 100% rented. All 25 units are expected to be handed over at the end of March 2022.

### **Affordable Housing covered by this plan**

The properties are:

10 x 1 Bed 2 Person (all on the second floor)

15 x 2 Bed 3 Person (14 on the 1<sup>st</sup> floor, 1 on the second floor)

Of these 2 Bed 3 person properties 6 are wheelchair accessible, 7 are adaptable.

## **Purpose of the plan**

The purpose of this plan is to ensure that housing allocations to the site help to create a mixed and sustainable community and contribute to making Bromley an even better place to live, work and visit. A key element of this plan is that this new housing provision is used to reduce the numbers of Homeless households living in Nightly Paid Temporary Accommodation in line with funding provided by Greater London Authority.

## **Objectives**

The Local Letting Plan aims to achieve the following objectives:

- Maximise the number of Lettings made in a way which reduces the number of Homeless households living in Nightly Paid Temporary Accommodation
- Create a balance of people with different housing and support needs
- Aim to provide 20% of homes to people in employment (while ensuring that applicants who cannot work due to disability, age or infant childcare are not unfairly excluded). See appendix for what we mean by “employment” and how this is checked.
- Create a balance of households with dependent children of differing ages
- Create a community which is diverse and representative of the district, ensuring a broad age range of adults and children living on the development

## **Specific targets for this Local Lettings Plan**

This development has arisen to meet the needs of homeless households living in temporary accommodation, particularly those in nightly paid spot purchased accommodation. As a consequence of this, properties will be allocated according to the following targets:

A target of 80% of properties offered to Accepted homeless households in Bands EH, 1H and 2H on the Housing Register who currently live in nightly paid spot purchased accommodation.

A target of 20% of properties offered to Accepted homeless households in Bands EH, 1H and 2H on the Housing Register who currently live in Long Term Temporary Accommodation (not spot purchased). This frees up Long Term Temporary Accommodation so that it can be offered to those in nightly paid spot purchased accommodation.

Where specialist accommodation such as wheelchair accessible or adaptable properties cannot be filled from the above sources, properties will be offered to other reasonable preference groups suffering hardship (particularly E and 1 Bands, and particularly wheelchair users).

## **Advertising and Direct Offers**

50% of properties will be allocated by Direct Offer, this is so that the Council has the best opportunity to make the best use of available properties in meeting the needs of homeless households.

50% of properties will be advertised via Choice Based Lettings and it will be noted that shortlisting will be made in line with this local lettings plan.

### **Accommodation specific criteria (delete options as necessary)**

The two bedroom three person flats have a maximum occupancy of one child. 30% of these properties will be allocated to families with one child aged under 10, 20% will be allocated to families with one child aged under 5.

### **Wheelchair units**

Wheelchair homes will be ring-fenced for those households on the Housing Register who have a need for a wheelchair accessible home and direct offers will be made in consultation with Senior Housing Occupational Therapist to ensure that individual needs are met.

### **Consideration of Tenancy History**

Where it is reasonable, applicants may be refused accommodation on the development to ensure that a mixed and sustainable community is created. For example applicants with a history of anti-social behaviour or previous tenancy management issues may be refused accommodation on the development. In addition:

- Successful applicants will not have been evicted for nuisance or anti social behaviour from any previous addresses. Discretion may be exercised if the applicant can show that they have over a period of not less than 2 years rectified their behaviour.
- In the case of rent arrears we will normally allow applicants to be shortlisted for a property if:
  - You have less than 4 weeks worth of arrears, have entered into a payment plan and have kept to it consistently for 3 months.
  - You have more than 4 weeks worth of arrears, have entered into a payment plan and have kept to it consistently for 6 months.
  - The above are guidelines only and consideration will be given in those instances where there are extenuating circumstances or where an urgent move is required.
- Successful Applicants will not have any outstanding or current tenancy notice or warning for any breaches of tenancy or licence

### **Allocation Procedure**

**Direct Offers** - Officers will draw up lists of potential nominees based on the key criteria of being an Accepted Homeless household in Bands EH, 1H and 2H on the Housing Register who currently live in nightly paid spot purchased accommodation or in Long Term Temporary Accommodation. They will then produce a shortlist of applicants from that list according to the criteria spelt out in this plan. This will involve checking of current circumstances and tenancy history.

**Choice Based Lettings** – Properties will be advertised on the Choice Based Lettings system and it will indicate where the property is subject to this Lettings Plan. Officers will draw up lists of potential nominees from those bid lists based on the key criteria of being an Accepted Homeless household in Bands EH, 1H and 2H on the Housing Register who currently live in nightly paid spot purchased accommodation or in Long Term Temporary Accommodation. They will then produce a shortlist of applicants from that list according to

the criteria spelt out in this plan. This will involve checking of current circumstances and tenancy history.

Final shortlists will set out which applicant is earmarked in first place for which property and will also include extra nominees who will be considered in situations where the first nomination cannot go ahead due to refusal or other reason.

Where specialist accommodation such as wheelchair accessible or adaptable properties cannot be filled from the above sources, properties will be offered to other reasonable preference groups suffering hardship (particularly E and 1 Bands, and particularly wheelchair users).

### **Use of Introductory Tenancy**

For most new Council tenants, the tenancies offered will consist of a 12-month introductory period followed by either a fixed term tenancy or a secure tenancy.

### **Timescale**

The plan will commence in March 2022 and will be operational initially for 12 months.

### **Review Date**

The Lettings Plan will be reviewed after twelve months.

### **Equalities**

All applicants will be considered individually. Bromley Council will comply with the Equality Act 2010 and record reasons for refusing accommodation to an applicant.

Equalities Impact Assessment:

Protected Characteristic Group	Is there a potential for positive or negative impact?	Please explain and give examples of any evidence/data used	Action to address negative impact
Age	A mix of bedsizes is likely to result in a range of applicant ages being allocated properties.	The development is a mix of Housing suitable for single people, couple and small families.	Not applicable
Disability - physical, sensory and mental impairments/mental health.	People with high support needs may be excluded if there is a high risk of tenancy failure or community breakdown.	Eg Applicants with unmet mental health needs or autism spectrum disorders, or learning difficulties, may have struggled with previous tenancies.	Close consideration needs to be given to what extra support can be offered to allow such nominations to proceed.

Gender Reassignment	No specific impact of this plan has been identified.	Clear shortlisting procedures exist which ensure fair consideration of applicants.	Properties will be allocated regardless of Gender Reassignment
Marriage & Civil Partnership	No specific impact of this plan has been identified.	Clear shortlisting procedures exist which ensure fair consideration of applicants.	Properties will be allocated regardless of Marriage & Civil Partnership
Pregnancy & Maternity	15 of 25 properties are designated for families with children and will promote the equality of pregnant women.	The local lettings plan avoids maximum occupancy at first let on a number of properties, allowing for family growth.	Specific criteria on occupancy are set for first let.
Race	No specific impact of this plan has been identified.	Clear shortlisting procedures exist which ensure fair consideration of applicants.	Properties will be allocated regardless of Race
Religion or belief	No specific impact of this plan has been identified.	Clear shortlisting procedures exist which ensure fair consideration of applicants.	Properties will be allocated regardless of Religion or belief
Sex	15 of 25 properties are designated for families with children and will promote the equality of women and men with childcare responsibilities.	The local lettings plan avoids maximum occupancy at first let on a number of properties, allowing for family growth.	Specific criteria on occupancy are set for first let.
Sexual orientation	No specific impact of this plan has been identified.	Clear shortlisting procedures exist which ensure fair consideration of applicants.	Properties will be allocated regardless of Sexual orientation

**Important information**

With the exception of the requirements of this Local Letting Plan, the Housing authority will comply with its Allocation Scheme. The Council will ensure that this local lettings plan does not dominate the Allocation Scheme and that overall, the scheme gives reasonable preference to those in the statutory reasonable preference categories.

## Appendix

### **Employment.**

By “Employment” we mean that applicants must have been employed or participating in voluntary work for a minimum of 6 months, at the time they are being considered under this plan.

If you are being considered for one of the properties covered by this plan and we contact you to check your employment circumstances you will need to provide proof that you are employed or volunteering.

Where applicable you will need to provide the following:

- Wage slips for the last 6 months.
- A contract confirming your employment or volunteering status over the previous 6 months.
- Contact details for your employer or voluntary work provider.

All relevant parties will be contacted before you are formally offered accommodation and asked to confirm your status in order to ensure that you qualify for the property being offered. If we cannot contact the relevant person or organisation or are not satisfied with the information that you have provided you may not be formally offered the property.