

Local Lettings Policy – Maes yr Hufenfa

St Clears

6th February 2023





1.0 What is the purpose and context of this report?

The purpose of this report is to create a Local Lettings Policy (LLP) for the new build development by Wales and West Housing Association in Maes yr Hufenfa, St Clears.

A LLP is being used for the Maes yr Hufenfa development as an adjustment to our main lettings policy where specific additional criteria will apply to take account of current housing need and local issues. This will ensure that we provide accommodation solutions for local people in most need, meet our objective to move people on quickly from temporary accommodation and back to their community, and provide opportunities for key workers, helping to create a sustainable community.

2.0 What are the aims of the Local Lettings Policy?

The Local Lettings Policy will be implemented in line with the Council's Choice Based Lettings Procedure that states:

“A local lettings policy must be approved by the Cabinet Member for Housing (Council) or the housing association board before it can be put into place. It must have partnership approval to ensure any adverse unintended impact on other partner landlords are mitigated and the review period agreed. An example is, when looking at new housing developments, a local lettings plan is required to ensure a sustainable community cohesion is sought. Preference can be awarded to transfer applicants to allow for a mix of tenants in a new area.”

This LLP has four key aims, these are:

- **Providing homes for people in housing need, particularly those who are currently homeless;**
- **Providing homes for local people;**
- **Providing homes for key workers; and**
- **Creating a balanced sustainable community.**

3.0 What is the housing need in the area?

The ward of St Clears & Llansteffan, in which Maes yr Hufenfa development is situated, is an area of high housing need. This need can be best addressed by providing:

- One-bedroom flats for small households; and
- Two-bedroom houses for small families, this includes families currently under occupying larger houses in the area;
- Two-bedroom bungalows for household over 55 yrs old or requiring level access;
- Three-bedroom houses for households;
- Four-bedroom house for large families, this includes families currently living in unsuitable or overcrowded accommodation in the area.

5. What will the development deliver?

The Maes yr Hufenfa development is in the ward of St Clears & Llansteffan. The development will deliver 45 social rented homes:

- 10 x 2 Person 1 Bed Flats
- 4 x 3 Person 2 Bed Bungalows
- 22 x 4 Person 2 Bed Houses
- 8 x 5 Person 3 Bed Houses
- 1 x 6 Person 4 Bed House

The development will be handed over in one phase in May 2023.

Maes yr Hufenfa site plan:



5.0 What will be the LLP for the homes on Maes yr Hufenfa?

Direct matching will follow the priority categories in the table below. The number for each priority will be limited to the percentages identified.

Letting priority	Letting Type	Number of homes %
Priority A	<ul style="list-style-type: none"> Applicants in greatest housing need with a community connection to the ward of St Clears & Llansteffan. The direct match will, also, take account of their support needs and community cohesion. If there are no applicants with a community connection, we may consider other applicants who have expressed a preference to live in that community. 	60% (27 homes)
Priority B	<ul style="list-style-type: none"> Priority will be given to applicants from the Accessible Housing Register. If there are no applicants from the Accessible Housing Register, we may consider applicants with a family member over the age of 55, people with disabilities and people with special housing requirements taking account of their circumstances and community connection. 	5% (2 homes)
Priority C	<ul style="list-style-type: none"> Applicants in Band B, and where their current social housing home is in the ward of St Clears & Llansteffan. Priority will be given to *Key workers who can demonstrate they need accommodation to take up or sustain the offer of permanent employment in Carmarthenshire. If there are no applicants with a community connection, we may consider other applicants who have expressed a preference to live in that community. 	35% (16 homes)

*Key Workers are normally defined as:

- Health and Social Care.** This includes NHS doctors, nurses, midwives, paramedics, Local Authority social workers, registered care staff in our health and social care sector (verification of Key worker employment to be sent to HousingServicesHousingOptionsTeam@carmarthenshire.gov.uk); and
- Public safety and national security.** This includes officers in the police, Fire and Rescue Service, prison service and other national security roles.

6.0 Advertisement

Following two direct matching panel meetings, if any homes remain in each of the above priorities, these will then be advertised via Canfod Cartref in accordance with our main lettings policy.

7.0 Shortlisting

The direct matching of applicants will be assessed based on the letting conditions set out in this Local Lettings Policy. For properties advertised via Canfod Cartref the applicants' bids will be determined in accordance with our main lettings policy.

8.0 What will be the letting eligibility, refusal, and exclusions at Maes yr Hufenfa?

When allocating homes at Maes yr Hufenfa, eligibility, RSL refusal and exclusions will apply as set out in the Emergency Social Housing Allocations Policy.

9.0 Equality and Diversity

When letting these homes, CCC will not discriminate on the grounds of gender, race, ethnic or national origin, religion, sexual orientation, marital status, age, or disability.

The use of the Local Lettings Policy when allocating homes will ensure that everyone is treated fairly and is not discriminated against, harassed, or victimised on any of the following protected characteristics while accessing our service -

Age, disability, race and nationality, religion or belief, Pregnancy and Maternity, marriage or civil partnership, sex, sexual orientation, gender reassignment

10.0 Term and Review

This Local Lettings Policy will remain in place for six months following all homes being let. After this time, it will be reviewed by WWH, to determine its impact on the community and to ensure that it has met the initial aims of the policy. And whether the term should be extended to create a sustainable community in an area where there is local housing need.

Signed on behalf of WWH:

Name: _____ Date: _____

Signature: _____

Signed on behalf of CCC:

Name: _____ Date: _____

Signature : _____