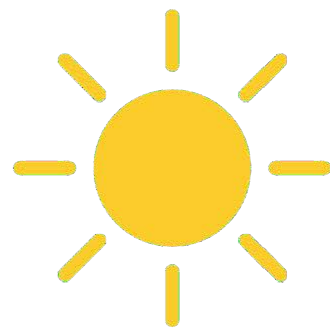


Plus Dane Housing

Local Lettings Policy

Deacon Close,
Warrington



1. Introduction

This Local Lettings Policy sets out how the 13 new affordable rent homes at Deacon Close, Warrington will be allocated.

The 13 homes include a mix of two- and three-bedroom houses, suitable for families.

The aim is to create a balanced and sustainable community by offering homes and tenancies to a mix of residents who can demonstrate a commitment to the local area through employment, a stable income, good tenancy histories, or community contribution, while also supporting people in housing need.

This policy applies to the first lets and any vacancies arising within the first 12 months following handover. It is designed to help establish a stable neighbourhood and protect the investment made in the development

2. Background

Local Lettings Policies allow housing providers to respond to the specific needs of a development or neighbourhood while still operating within the main Allocations Policy of the local authority. This plan ensures the scheme attracts a varied mix of residents and supports a positive, long-term community.

3. Aims and Objectives

The key objectives of this policy are to:

- Build a settled, mixed community from the outset.
- Achieve and encourage a balance of working and non-working households.
- Support sustainable tenancies and community cohesion.
- Reduce the risk of anti-social behaviour and tenancy failure.
- Contribute positively to the reputation and long-term sustainability of the area.
- Prevent concentrations of worklessness or anti-social behaviour
- Protect Plus Dane's capital investment in the scheme

4. Allocation Process

All properties will be advertised through Warrington's Choice Based Lettings System and allocated in accordance with Warrington's Housing Allocation Policy, taking into account the additional local lettings criteria below.

Applicants will be considered in band and date order, with preference given to those meeting the local lettings requirements.

5. Local Lettings Criteria

Priority will be given to applicants who meet one or more of the following criteria:

Employment:

- At least 50% of the homes will be allocated to households in employment (part-time or full-time).
- Applicants must be working 16 hours or more per week at the close of the bidding cycle and able to provide evidence such as a contract, payslip, or employer letter.

Local Connection:

- Applicants must have a local connection to Warrington through residence, employment, or close family ties.

Tenancy History:

- Applicants who have held a tenancy before must be able to provide a satisfactory tenancy reference for the past 12 months (or 24 months if applicable).
- Those without prior tenancies may provide an alternative reference such as one from an employer
- Applicants with a history of tenancy breaches, rent arrears, or anti-social behaviour within the last two years may not be considered.

Volunteers / Community Contribution:

- Applicants who can demonstrate at least six months of continuous volunteering with a registered charity or community organisation will also be considered as contributing to community sustainability.

Criminal Behaviour:

- Applicants with unspent convictions or recent offences involving drugs, violence, or anti-social behaviour within the past 2 years may not be considered.
- Each case will be reviewed individually, and applicants will receive written reasons and advice if deemed unsuitable.

Family Needs:

- Homes must be fully occupied and will be prioritised for households with dependent children.

Affordability:

- Applicants will undergo a financial assessment to confirm they can sustain the rent and household costs.

6. Selection and Verification

All shortlisted applicants must provide full verification documents and evidence before an offer is made. Applicants will be interviewed to confirm suitability, affordability, and understanding of tenancy obligations. References will be checked to confirm good tenancy conduct.

Volunteers must provide proof of continuous activity with a registered charity or non-profit for 6 months.

Tenancy sustainment support and benefit checks will be offered to ensure financial stability. Applicants may be referred to tenancy support services or debt advice where needed to encourage long-term sustainment.

We reserve the right to withdraw an offer if an applicant's circumstances or background present a risk to community stability.

All other aspects of the allocation process will comply with Warrington's Housing Allocation Policy and current legislation.

7. Appeals

Applicants can request a review of any decision made about their application. Reviews can be made in person, by phone, or in writing.

Reviews will follow the process set out in the Nomination Agreement between Plus Dane and Warrington Borough Council, as will be considered under Plus Dane's Customer Feedback Policy.

8. Monitoring and Review

This policy will apply to the first lets and any subsequent vacancies within the first 12 months following handover.

It will be reviewed after 12 months to assess whether the approach has achieved a sustainable mix of residents.

Key indicators include:

- Turnover of homes

- Average tenancy length
- Number of anti-social behaviour cases
- Tenancy sustainment levels

Any required adjustments will be made in consultation with Warrington's Housing Team.

A summary of the review findings will be documented and used to inform future local lettings approaches.