



Local Lettings Policy Rock Bank

What is a Local Lettings Policy?

Local Lettings Policies are used by Housing Providers to help them work with local authorities/communities to create successful, clean and safe neighbourhoods. Where people are proud to live and work.

Local lettings policy explained;

Local lettings policies are used by Housing providers to help create communities that residents want to be a part of, that feel safe to live and work.

A Local Lettings Policy is a set of guidelines and/or criteria governing which households can be allocated accommodation in a specific designated area.

A Local Lettings Policy allows Irwell Valley and Salford City Council to pro-actively allocate and manage its housing stock.

Local Lettings Policies are covered under section 5.17 of the Irwell Valley Lettings Policy.

Local lettings policy – our aims;

1. To provide a safe, stable environment to reduce future housing management issues and minimise the potential for ASB or crime and disorder.
2. To achieve a child density and occupancy level that will encourage sustainability and allow for children to be best accommodated.
3. To meet the housing needs of households whose needs might not otherwise be met.

Features of the Rock Bank local lettings policy;

1. Irwell Valley Homes will work towards housing 30% of the total applicants in the financial year to applicants who meet the community contribution criteria.

The criteria for meeting Community Contribution includes:

- All applicants must be in part or full time employment, working at least 16hours per week either paid or unpaid
- Training for employment such as apprenticeships and/or paid placements as part of a college or university course
- Self employed of a minimum of 16hours per week
- All applicants must provide 2 references. 1x reference must be from a previous landlord within the last 5 years

- Applicants with a history of alcohol or substance mis – use must have a high level of support with relevant agencies and be able to evidence that they are consistent with engaging with the support provided
- All applicants must declare links & relationships with any current tenant residing in Rock Bank
- All main applicants must be 30+ this does not include household members

Information about current employment will be checked at the shortlisting stage and applicants will need to provide proof of community contribution.

2. If the customer is already housed, we may carry out home visits before progressing an application if required. The home visit is an opportunity to meet the customers in their existing home/temporary accommodation and to assess their living circumstances and suitability for a home.
3. Customers with substance or alcohol dependencies, that affect their ability to sustain a tenancy, may be rejected if they are unable to demonstrate successful engagement with support. Where this is the case, IVH will signpost the customer to appropriate support to prepare them for managing a tenancy in the future.
4. Customers assessed as requiring support to maintain their tenancy will be required to accept and sustain support from IVH's Tenancy Sustainment Team for the period of their starter tenancy.
5. Irwell Valley Homes will not consider any customers with records of Anti-Social Behaviour in the last 12 months or any open cases of Anti-Social Behaviour at the point of offer.
6. If Irwell Valley Homes are experiencing a high level of ASB at any of the properties within Rock Bank, this will result in lets being completed in a sensitive manner, ensuring any vulnerable customers are protected and not unintentionally exposed to situations where they may be targeted due to being allocated a property in the block.
7. Links with current residents of Rock Bank must be disclosed at application stage and will be reviewed as part of your application.

Defining anti-social behaviour, serious harassment, nuisance, and drugs misuse;

For the purpose of the Local lettings Plan, the following definitions support the existing policies of Irwell Valley Homes and sets out the type of applicant who will **not** be re-housed at Rock Bank.. Each household will be assessed on its own merit against the following criteria.

• Anti Social Behaviour ;

Is where a householder has been **cautioned** for violent crimes against other people or properties or under any parts of the anti-social behaviour legislation within the last 2 years.

Is where a householder has been **prosecuted or convicted** for violent crimes against other people or properties or under any parts of the anti-social behaviour legislation within the last 2 years.

- **Harassment;**

Is where a householder has been **cautioned** for crimes of harassment against others within the last 12 months.

Is where the householder has been **prosecuted or convicted** for crimes of harassment against others within the last 2 years.

- **Nuisance;**

Is where a householder has caused a nuisance that has resulted in **legal action** by the Association or another social housing landlord within the last 2 years. This includes actions against a tenancy through environmental health or planning legislation.

- **Drug misuse;**

Is where a householder has been **cautioned** for the possession or supply of a controlled drug within the last 24 months.

Is where a householder has been **prosecuted or convicted** for the possession or supply of a controlled drug within the last 2 years.

All successful applicants will be required to sign and abide by a Good Neighbour Agreement.

Matching property size to family needs

The homes will be allocated according to the size and type of the property and the number of bed spaces required by the applicant.

Monitoring and Review;

We will monitor the effectiveness of the local lettings policy using existing performance measures, such as:

- Length of tenancies
- Tenancy terminations
- Number of ASB cases
- Number of tenancies with rent arrears
- Incidences of customer complaint

The local lettings plan will be reviewed annually.

Appeals and Complaints

Customers wishing to appeal against a decision made under this local lettings policy may request a review of the decision by the Neighbourhood Manager at Irwell Valley Homes (or by another manager who has not been involved in the decision) and the Partnerships Manager at Salford City Council.

In the event that the customer remains dissatisfied they may follow the Irwell Valley Homes internal complaints procedure.