

**Local Lettings Plan for rented homes at:
The Meadows, Manston Road, Ramsgate
&
Briary Close, Garlinge, Margate**

Summary

This local lettings plan sets out the criteria that will be applied to establish balanced and sustainable communities through the allocation and letting of 8no affordable rented homes for general needs at The Meadows, Manston Rd, Ramsgate & 7no affordable rented homes for general needs at Briary Close, Garlinge, Margate.

The developments comprise:

Scheme	2 Bed/ 4 Person House	3 Bed/ 5 House	Totals
The Meadows, Manston Rd, Ramsgate	0	8	8
Briary Close, Garlinge, Margate	6	1	7
Total Affordable Rented Units			15

The properties are owned and managed by West Kent Housing Association (WKHA). Thanet District Council (TDC) will have nomination rights to:

First Letting - 100% of new properties (new build or acquisition)

Re-lets - 75% on subsequent lets

Unless there is a scheme-specific agreement to vary this.

Aims

The homes will be allocated in accordance with TDC and WKHA allocations and lettings policies but additional criteria will be applied to establish integrated, thriving and sustainable communities by:

- Offering tenancies to applicants from a range of access queues including home seekers and transfers
- Letting at least 50% of properties to economically active households

Allocations Process

Applicants wishing to be considered for these homes, including existing Thanet District Council tenants wishing to transfer, must be included on the Council's housing register. Initial and subsequent lettings of most of the homes will be via the Kent Home Choice (KHC) choice-based lettings scheme. KHC advertisements will clearly state that a Local Lettings Plan applies and that this gives preference to certain groups of applicants as detailed in this document.

When vacant properties are advertised, applicants should bid in the usual way. At the close of bidding, a shortlist of applicants that have placed bids will be produced. The highest priority applicant, taking into account the priorities set out in this plan, will usually be offered the property. In the event of two or more applicants sharing the priority band, their registration date order will be used to determine priority. All vacancies will be allocated by the criteria stated in this Local Lettings Plan.

No allocations will be allowed to an applicant if they are more than 1 band lower than the highest priority applicant, for a particular property. Thanet District Council reserves the right to make direct nominations to some of the homes.

Initial lets shall be allocated as follows:

1) Applicants who are transferring from other TDC properties

- Households who are under occupying accommodation and banded under the tenant incentive scheme
- Households that have a serious medical and welfare need requiring immediate housing and awarded band A
- Thanet District Council tenants that are experiencing major overcrowding and banded appropriately for this reason
- Thanet District Council tenants that are minor overcrowding and banded appropriately for this reason

2) Applicants who are economically active - 50% of all allocations across the scheme

A mix of economically inactive households and those in employment will assist in achieving a social economic balance in the scheme. The Lettings Plan will aim to make sure that up to 50% of tenants on first lets are in stable employment. Stable employment includes at least one adult:

- With permanent employment contract

- With a long-term temporary contract (more than one year)
- Who is self employed
- Who is working more than 16 hours per week
- Training for employment

Households that are unable to be economically active because they are full time carers; because a disability prevents them from working or because they are over working age will be regarded as economically active.

Additional Criteria

- Applicants and members of the household will not be the perpetrators of serious and/or ongoing nuisance or anti-social behaviour at their current or previous home or in the local community, or had any legal action as a result of nuisance, drug related crime or anti-social behaviour taken against them.
- Applicants will not have been evicted for nuisance or antisocial behaviour from any previous addresses. Discretion may be exercised if the applicant can show that they have over a period of not less than 1 years rectified their behaviour.
- Applicants will not have rent arrears or housing related debts for their current or a former home. If arrears are because of a delay in benefit payments the applicant will need to evidence this is the case.
- Applicants will not have a current Notice for any breaches in tenancy.

Risk assessments and landlord checks may be completed where required. Further, applicants will be assessed against compliance with tenancy agreement conditions. Proof of identity and residency as well eligibility to access public funds will be confirmed at the interview.

WKHA will carry out affordability and needs assessments for all prospective tenants. This is to verify the application and check that they can afford the rent and other household costs and that any support needs are met so that they can sustain a tenancy.

WKHA will not generally house applicants who own or have a legal interest in a property anywhere in the UK or abroad, unless the local authority determines it is unreasonable for them to continue to occupy it. WKHA reserves the right to reject a nominee who has sufficient financial resources or equity to purchase housing either outright or through shared ownership.

No more than 25% of the homes will be allocated to households assessed as including a

vulnerable person where an appropriate support package is in place. Applicants may be rejected where WKHA assesses that they will be unable to meet the conditions of a general needs tenancy without additional support and we cannot determine that this support is available and in place at the time of letting.

Pets

WKHA allows pets in all homes with some restrictions; our pets policy can be found on our website. You must ask permission and complete an application so we can ascertain that you can be a responsible pet owner.

Zero Tolerance – Communal Areas

All shared areas such as entrances, stairways, corridors, balconies, and landings must be kept clean at all times for fire safety purposes. No personal belongings including pushchairs, buggies, prams, bicycles, toys or rubbish must be left in these areas. Any such items will be stickered providing a warning of removal and disposal. If the item presents an immediate risk, it will be removed straight away. There is a cost to have items return to you and we may charge you for removing items.

Laminated/Wooden Flooring

Laminated and wooden flooring will only be allowed in houses and ground floor flats.

Household/ Property Matching

Tenancies will only be offered where the property has an appropriately sized bedroom for:

- Each adult couple
- Any other adult aged 16 or over (but not lodgers)
- Any two children aged under 10
- Any two children of the same sex aged under 16
- An adult or child needing a separate bedroom because of severe disability or ill health.
- A resident or non-resident carer where the tenant or a permanent household member needs overnight care (where confirmed by a social care assessment).

Maximum household sizes

The maximum household sizes that will be offered the homes are as follows Homes will be allocated to maximum household sizes as follows:

Property Size	Household Size
3-bedroom, 5-person house	1 or 2 adults and 3 children (where 2 children can share)
2-bedroom, 4-person house	1 or 2 adults and 2 children (where 2 children can share)

Form of Tenancy

Existing tenants of TDC or another social housing provider who currently have a secure or assured non shorthold tenancy will be granted an affordable rent assured (non-shorthold) tenancy. All other applicants will initially be granted a 12-month starter tenancy, following successful completion of which an affordable rent (non-shorthold) assured tenancy will be granted.

Equality Statement

Thanet District Council's Equality Policy seeks to promote and uphold the principles of equality, diversity, fairness and inclusion within our employment practices, service design and delivery, procurement and partnership working.

As a council we will not tolerate discrimination, harassment or victimisation and will strive to promote equality of opportunity, understanding and foster good relations within our organisation and our community. The Equality Act came into force in October 2010. The legislation identifies a number of 'protected characteristics':

- Age
- Disability
- Gender Reassignment
- Race
- Religion or belief
- Sex
- Sexual Orientation

- Pregnancy and maternity
- Marriage and civil partnership

Applicants with any of these protected characteristics will not be disadvantaged in respect of decisions made about the allocation of available homes. Homes will be allocated strictly in accordance with this LLP and the Thanet District Councils and West Kent Housing Association's Allocation Policy criteria.

Review Process

This lettings plan has been drawn up by Thanet District Council and West Kent Housing Association. Both are positive about the principles of the lettings plan and are keen to see successful long-term lettings achieved at all new housing developments.

It is intended to review this Local Lettings Plan annually. The review may consider:

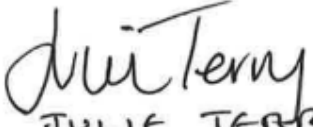
- Turnover of vacancies
- Any failed tenancies and the reasons for these
- Households accessing/needing support services
- Community safety concerns and the impact this may be having
- General tenant satisfaction
- Any changes to Thanet District Council or West Kent Housing Association Housing policies

Thanet District Council



Signed
Name Bob Porter
Position Head of Housing and Planning
Date 25.01.2022

West Kent Housing Association

Signed 
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Date 23.11.2021