

## **New Development: Local Lettings Plan**

**Development Name: Oakfield Campus**

**Landlord: GreenSquareAccord**

**Request made by: GreenSquareAccord**

**Date to be reviewed:** LLP for first allocations only. Review after 12 months or sooner if either party requests

**Sensitive Let requirement: See section 5**

**Date approved by Lettings Manager:**

**Date approved by SBC: 30/05/2023**

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### **1. Overview of Development**

***Provide brief of development i.e. number of properties, size of properties (plans), welfare adaptations (wheelchair, lifts, etc.), proposed dates of handover of each units, tenure and affordable rent:***

The overall site is to be 239 homes, located on the former Oakfield Campus in the Swindon Borough Council (SBC) area. Within the development, 71 homes will be allocated for affordable housing as follows:

- 42 x 1 bed flats for affordable rent
- 20 x 2 bed houses for shared ownership
- 9 x 3 bed houses for shared ownership

A key focus for the affordable housing delivery is the provision of inter-generational homes for local people on low income. The broad principle is a mix of 42 affordable rent tenures which could be interchangeable when re-let, to adapt to local emerging housing need while supporting reasonable adjustment to assist tenancy management.

In broad terms, of the 42 affordable rent tenures, 14 will be allocated for people aged 55 or over, 5 for wheelchair users and 23 properties for economically active households; either younger working households who are aged 35 or under or key workers with no age restriction.

### **Affordable Rent Details**

Affordable rent for all rented housing charged @ 80% of market rent up to a maximum of Local Housing Allowance

Units to be affordable to households in low paid employment. GreenSquareAccord will undertake a Housing and Support Needs Assessment to ensure the rent and associated housing costs are affordable for the housing applicant.

### **Location of development:**

Oakfield can be found just off Marlowe Avenue, Swindon, SN3 3HQ

**30 / 32 / 43 / 45 / 47 / 49 / 51 / 53 Oakfield Avenue, Swindon, Wiltshire, SN3 3GL**

**19 / 20 Little Walcot Lane, Swindon, Wiltshire, SN3 3gj**

**1 – 23 Scholars Road, Swindon, Wiltshire, SN3 3 GT**

**2 / 4 / 6 / 8 Pankhurst Street, Swindon, Wiltshire, SN3 3GN**

**9 / 11 / 5 / 17 / 19 / 21 Annapurna, Swindon, Wiltshire SN3 3GS**

## **2. Objectives of the Lettings Plan**

The lettings plan aims to:

- Ensure residents have a high level of satisfaction with their homes and neighbourhood
- Minimise turnover and reduce voids
- Ensures that the needs of residents and the wider community are reflected within the development
- To build a balanced and sustainable community by allocating properties to households from a variety of social and economic backgrounds, whilst ensuring that residents integrate well to form a cohesive, safe, and sustainable community

## **3. The Lettings Process**

- Applicants will have a housing need in accordance with Swindon Borough Council's allocations scheme. All applications will be assessed in accordance with GreenSquareAccord HA lettings policy.
- A sensitive let applies to this scheme first lets, so applicants will subject to enhanced housing checks, which may involve Police or other relevant professional agencies checks.
- Properties will be advertised and allocated using the criteria set out in section 4.
- As GreenSquareAccord does not maintain its own waiting list and supports Swindon Borough Council's Common Housing Register, the Council will be asked to provide 100% of nominations for vacancies that arise.
- If after two rounds of advertisement there are no suitable applicants, GreenSquareAccord reserves the right, in appropriate cases, to consider its own current tenants for a transfer to the development. Such cases will be discussed in advance and only accepted with a written agreement from a SBC Senior Housing Letting Manager, ensuring that they meet the criteria laid out in the Allocation Scheme.

## **4. How will this plan create a more sustainable community?**

- Applicants will be assessed by the Lettings Officer using a Housing and Support Needs Assessment and in line with the criteria set out in our Allocations Scheme. The assessment will be discussed with the Housing Officer to ensure that the aim of building a balanced, cohesive, and sustainable community, as well as ensuring a high level of satisfaction with homes and neighbourhood.
- At the discretion of GreenSquareAccord HA, applicants may be asked supplementary interview and risk assessment questions as part of the allocation assessment process. A

Housing Officer will complete this. The aim of this is to ensure that a balanced, cohesive, and sustainable community is built and to ensure tenancy sustainment and minimise turnover and reduce voids.

**New tenants:** All new applicants will be given Starter Assured Shorthold Tenancies except where their existing tenancies are more secure tenancies. The conduct of the tenancy will be reviewed during the initial 12-month period and if no breaches of tenancy are identified then the tenancy will automatically be converted to a Full Assured Tenancy on its first anniversary.

If a breach of tenancy is identified during this initial 12-month period, then a decision may be made to extend the period of the Starter Tenancy for a maximum of another six months or to bring the tenancy to an end.

If a decision is taken to end the tenancy, the tenant has the right of appeal to GreenSquareAccord. Existing tenants of GreenSquareAccord will be issued with an Assured Tenancy.

- **For first allocations only, Affordable Rent for applicants 55 and over:**
  - Priority 1 to 55+ households wanting to downsize nominated from the SBC housing waiting list
  - Priority 2 to 55 year olds and over nominated from the SBC housing waiting list
- **For first allocations only, Affordable Rent Economically Active:**
  - Priority 1 households in paid employment either under the age of 35 or key workers on the key worker waiting list from the broader Swindon area.
  - Priority 2 other households in paid employment

Any future allocations will only be allocated in this way where an appropriate review has been completed and it is deemed necessary to do so to meet the objectives of the lettings plan. The aim of this is to ensure that a balanced, cohesive, and sustainable community is built and that the needs of the wider community are reflected within the development.

To facilitate best use of stock, in exceptional circumstances, up to 10% of the affordable rent properties may be allocated directly to an existing GreenSquareAccord household with a local connection. Any such direct allocation must be consistent with the nominations criteria of this local lettings plan to meet housing need in Swindon.

## 5. Exclusions

- Applicants with a known history of convictions for criminal or anti-social behaviour in the last 3 years will not be considered for accommodation within this scheme. After this time the prospective customer must be able to clearly demonstrate to our satisfaction that they have had a proven record of no anti-social behaviour or criminal behaviour
- Applicants with known history/convictions of/for drug abuse or drug dealing in the last 3 years will not be considered for accommodation within this development
- Applicants with known history/convictions of/for prostitution or 'pimping' in the last 3 years will not be considered for accommodation within this development
- Nominations will not normally be considered from those who have a debt outstanding to this association or another landlord. This includes present rent arrears, former rent

arrears or any sundry debt such as recharges. However, consideration may be given to those who have former tenancy debt and adhered to a repayment plan for at least 6 consecutive months to date, or are willing to repay a majority of the remaining debt. A current or previous landlord's reference will also be required

- For existing social tenants, their present accommodation must be in good decorative order with no outstanding tenant repairs

## **6. Rejecting a Nomination**

Should GreenSqaureAccord reject a nomination then it will advise Swindon BC within 1 working day of their decision, fully stating the reasons for rejecting.

## **7. Review**

SBC and GreenSquareAccord will work in partnership to deliver the objectives of this LLP. Where allocations require review, this will be done by mutual agreement and permission will not be unreasonably withheld. Any review should be concluded within 2 weeks to avoid delays to the allocation process. Details of the inter-generational aspects can be reviewed and amended without the need to require a Deed of Variation to the S106 Agreement.

**Signed on behalf of GreenSqaureAccord**

**Name:**

**Position:**

**Signature**

**Date:**

**Signed on behalf of Swindon Borough Council**

**Name:**

**Position:**

**Signature**

**Date:**