

Local Lettings Plan
Lettings Plan
between
LiveWest
and
Devon Home Choice
Godolphin House, Whitchurch Road, Tavistock, PL19 9EY
October 2018

1. Purpose of the Local Lettings Plan

This Local Lettings Plan has been prepared to assist in the re-lets of 22 flats for rent at Godolphin House, Whitchurch Road Tavistock, PL19 9EY.

The contents of this document will be used to prepare the advert for promoting the development under the Devon Home Choice scheme and will assist with the final selection of successful applicants.

It will ensure the properties are let to applicants who minimise future housing management issues and provide a safe and sustainable community.

LiveWest own the scheme consisting of 16 one bedroom residential units and 6 two bed residential units, situated on the ground and first, second and third floors. One of the ground floor 2 bed properties is fully adapted to suit the need of a person or persons with a disability,

The properties are managed from our Exeter office and they are social rented for general needs housing. They are not suitable for letting to families with a child under 12 years.

2. Objectives of the Local Lettings Plan

The objectives of this Plan are to:

- i) create a balanced sustainable community that reflects the community's present and future needs;
- ii) ensure the needs of the local and wider community are reflected within the property;
- iii) minimise future housing management issues
- iv) make best use of the housing stock.
- v) Which identifies those unable to purchase or rent reasonably suitable accommodation in the open market.

This Local Lettings Plan will only consider those who have not been involved in incidents of anti-social behaviour, nuisance or drug misuse; within the last 5 years and must therefore meet the "good behaviour" criteria as set out below."

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 Live West and set out the type of applicant who will **not** be rehoused in Godolphin House.

- **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 12 months.

Is where a householder has been **prosecuted** for violent crimes against other people or properties or under any parts of the anti social behaviour legislation within the last 5 years.

- **Harassment**

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

Is where the householder has been **prosecuted** for crimes of harassment against others within the last 5 years.

- **Nuisance**

Is where a householder has caused persistent low level ASB or a nuisance that has resulted in **legal action** by the Association or another social housing landlord. within the last 5 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** for the possession or supply of a controlled drug within the last 5 years.

These criteria will be checked at verification stage. Should an applicant be refused on the above they will have a right of appeal which must be submitted in writing with in 7 days to the Lettings Manager of DCH, Kenwyn Street, Truro, TR1 3BA. The review of the decision will be completed within 14 days and the applicant advised of the decision in writing.

Overall Preference for Good Behaviour

All applicants including homeless applicants will **have** to pass the test of not being cautioned or prosecuted or had any legal action taken against their tenancy for **anti social behaviour, serious harassment, nuisance and drug misuse**. The fact that the property is subject to a Local Lettings Plan will be identified in the advert and this will be verified as part of the allocation/verification process. An allocation will be refused or offer withdrawn if evidence comes to light that an applicant fails to meet the criteria within the Local Lettings Plan.

3. Breakdown of Property Types

There are currently a total of 22 units.

16 x 1 bed flats and 6 two bed flats. One of the ground floor 2 bed flats is a fully adapted flat suitable for a disabled person/couple.

4. Local Connection and Qualifying Criteria

Preference will be given to bidders with a working connection to Tavistock in line with the West Devon local allocation policy.

5. Terms of Tenancy

The terms of the tenancy will be as per Live West's standard tenancy conditions. Applicants will normally be offered a starter tenancy for a period of one year. Following this if the tenancy has been conducted in a satisfactory manner, the tenancy will become a six year Assured shorthold Tenancy.

6. Household Type

Flats on ground and first, second and third floor levels

7. Household size

16 x 1 bed properties max occupancy 2 persons, no children or pets.

6 x 2 bed properties max occupancy 3 persons, no children under 12 years or pets.

8. Equality & Diversity

This lettings plan is intended to work alongside the Equality and Diversity policies of both West Devon District Council and Live West. It should ensure that the assessment and nomination process does not discriminate against households and enables applicants with diverse needs to access accommodation on this scheme. The aim is that the residents of Godolphin House as a whole will reflect the diversity of the community.

9. Future Lettings

All future vacancies on this development will be let to the highest banded applicant who meets the local connection criteria for the vacancy, in accordance with the Council's allocations policy and LiveWest's general lettings policy.

We will consider applicants for the two bed flats with children aged over 12 years of age.

Godolphin House has no outside area/garden. It is adjacent to a busy main road in and out of Tavistock, so we do not consider it to be suitable for children under 12.

This Local Letting Plan will be reviewed and managed annually by LiveWest.