

Local Lettings Plan

Flats 1 - 14 Brampton House, St. Luke's Road (South), Torquay, TQ2 5NZ

Effective from 01 July 2025



Landlord	Torbay Council
Proposing Officer	Alex Rehaag, Affordable Housing Manager
Scheme name	(Former) Brampton Court Hotel
Development name (address)	Flats 1-14 Brampton House, St Luke's Road (South), Torquay, TQ2 5NZ
Duration of LLP application	ONGOING

Purpose	The Council has created its Hotels to Homes programme to specifically intervene in the market to increase the available housing options for those working in key employment industries; with specific emphasis on the health and social care sectors. With the Brampton project advancing rapidly, it is necessary to develop and agree a site specific Local Lettings Plan prior to allocation of the new homes. This will be used to ensure the project meets the original objectives of the grant funding (which is being used to financially support the scheme) and transparently outline the allocation criteria that will be used to prioritise new tenants that are working for a key local employer, to help the wider sustainability of Torbay.
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Scheme context	The redevelopment of the former Brampton Court Hotel offers an opportunity for the Council to deliver homes for social rent on a brownfield site near the town centre. This is part of our “Hotels to Homes” accommodation repurposing programme. The scheme was granted planning permission on 11th March 2025 under reference P/2024/0738. The scheme approves the conversion of the building from C2 hotel use to self-contained C3 residential accommodation. The Council has secured grant funding from Homes England’s Affordable Homes Programme to convert the homes from open market tenure to social rent in perpetuity, all for local households.																																																												
Description of scheme and summary of the properties bound by this this LLP	The scheme will provide 10 x 1 bedroom studios and flats and 4 x 2 bedroom self-contained flats in a converted former hotel, in the following form: <table><tr><th>Flat No</th><th>Property Type</th><th>Floor</th><th>Gross Internal Area (rounded) (m²)</th></tr><tr><td>1</td><td>1-bed flat</td><td>Ground</td><td>56</td></tr><tr><td>2</td><td>2-bed flat</td><td>Ground</td><td>64</td></tr><tr><td>3</td><td>2-bed flat</td><td>Ground</td><td>62</td></tr><tr><td>4</td><td>1-bed flat</td><td>Ground</td><td>49</td></tr><tr><td>5</td><td>2-bed flat</td><td>Ground</td><td>69</td></tr><tr><td>6</td><td>1-bed flat</td><td>Ground</td><td>52</td></tr><tr><td>7</td><td>1-bed flat</td><td>First</td><td>47</td></tr><tr><td>8</td><td>1-bed studio</td><td>First</td><td>43</td></tr><tr><td>9</td><td>2-bed flat</td><td>First</td><td>61</td></tr><tr><td>10</td><td>1-bed flat</td><td>First</td><td>45</td></tr><tr><td>11</td><td>1-bed studio</td><td>First</td><td>43</td></tr><tr><td>12</td><td>1-bed flat</td><td>First</td><td>46</td></tr><tr><td>13</td><td>1 bed flat</td><td>Second</td><td>49</td></tr><tr><td>14</td><td>1-bed flat</td><td>Second</td><td>45</td></tr></table> Homes will meet EPC B, benefit from a fire suppression system, and feature compliance with modern Building Regulations. Homes are being built to a high standard, by a respected local developer. Homes will have access to a small amount of on-site parking with electric vehicle charging points. Other parking is available on-street in the area. The site is within close proximity to Torquay Town Centre and is in a sustainable location. Some properties will have self-contained garden areas; others will have access to communal recreation spaces. Bike and bin stores will be provided.	Flat No	Property Type	Floor	Gross Internal Area (rounded) (m ²)	1	1-bed flat	Ground	56	2	2-bed flat	Ground	64	3	2-bed flat	Ground	62	4	1-bed flat	Ground	49	5	2-bed flat	Ground	69	6	1-bed flat	Ground	52	7	1-bed flat	First	47	8	1-bed studio	First	43	9	2-bed flat	First	61	10	1-bed flat	First	45	11	1-bed studio	First	43	12	1-bed flat	First	46	13	1 bed flat	Second	49	14	1-bed flat	Second	45
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Management arrangements	The new homes delivered on the former Brampton Court site will be owned and managed by Torbay Council. Torbay Council’s Housing Manager will be responsible for implementing this LLP, and for the long-term management and maintenance of the homes and providing support to the tenants.																																																												
Justification for adopting scheme-specific	There is a pressing need to provide accommodation for people working in ‘Key Industries’. This covers a broad spectrum of industries within Torbay. However, it is reported that key services, including specifically Torbay Hospital, are facing a recruitment crisis. This is due, in part, to the lack of availability of housing that is affordable on local wages.																																																												

	The Office for National Statistics shows that the average house price is currently £239,000 (March 2025), whilst average wages are £27,116, resulting in a ratio of 9x average earnings to house prices. This is causing significant issues for first time buyers and those wishing to rent accommodation privately.
Evidence of need to provide housing options for this specific cohort	A recent survey of Torbay Hospital staff identified the following in relation to their Housing: - Approximately 10% of the Trust workforce anticipated needing to move within 2 years, with the 2 primary drivers being a) wanting to buy a house and b) the need for cheaper accommodation 500 to 700 of these staff members would be open to a ring-fenced key worker accommodation solution - Local registered providers are keen to work with the Trust on Key Worker accommodation solutions i.e. housing developed specifically for key workers across multiple sectors Work is ongoing to gain a wider understanding of these needs by Torbay Council and Devon Home Choice.
Description of the eligibility / lettings criteria that would normally be applied	Applicants would normally be registered on Devon Home Choice - scheme adopted by all 10 Devon authorities, to allocate social housing. Torbay does not include Band E in their allocations scheme which could have been used to Target this group. This further justifies the need for the LLP.
Description of the eligibility requirements to be able to bid	Applicants must be registered on Devon Home Choice and therefore meet standard requirements in respect of income thresholds, banding, and household composition to bid on a property at Brampton House. To meet the aspirations of the MHCLG grant funding, and to assist with recruitment and retention at Torbay Hospital, priority of allocation will be given to households that have an employment connection to Torbay Hospital, as outlined in the Allocation Preference Cascade in the following section.
Description of the Allocation Preference Cascade to be used through the shortlisting process.	Applicants must always have a Local Connection to Torbay. All homes will be let through Devon Home Choice. Priority of allocation will be given to households, as outlined below: First Priority: - At least one adult applicant must be permanently employed by and at Torbay Hospital (for at least the last 12 months; for a minimum of 18 hours per week) <u>OR</u> - At least one adult applicant must have a signed (permanent) contract of employment to commence working at Torbay Hospital, for at least 18 hours per week, within the next 12 weeks. Second priority: - At least one person must be permanently employed within the NHS in Torbay for at least 18 hours a week Third priority (once applicants matching First and Second Priority have been exhausted): - At least one adult applicant must be permanently employed within an electoral Ward of Torquay (for at least the last 12 months, for a minimum of 20 hours per week).

	Fourth priority (once applicants matching the First, Second and Third Priority have been exhausted): e) At least one adult applicant must be permanently employed within an electoral Ward of Torquay (for at least the last 12 months, for a minimum of 20 hours per week). Fifth Priority If no eligible applicants bid that meet the requirements of Priorities 1-4 above, homes may be allocated to any applicant registered with Devon Home Choice with a general Local Connection to Torbay in accordance with the Statutory definition. The above Priority system must also have regard to standard Priority Need on Devon Home Choice to ensure that we are still generally housing those with the highest needs. As such, in a situation where, for example, 9 applicants bid on a property, that all meet the First Priority defined above, the household with the highest banding on Home Choice will be offered the property first. Worked example: Plot 1 is advertised through Devon Home Choice. At the close of the bidding cycle, there are 50 bids for the property. A shortlist is created that ranks bidders by First Priority (and then banding and date), Second Priority (and then banding and date) and then Third Priority (and then banding and date). An offer will first be made to the household that has the highest combination of working eligibility, with Banding and the longest date; if they decline the offer, the Housing Manager will move to the second, and subsequent households on the shortlist. If no eligible household bids, the property will be let to the highest banded household with a Local Connection to Torbay, and the longest date on the register, regardless of working status.
Advertising protocol	Torbay Council will advertise all vacant homes at Brampton Court (at both initial and subsequent re-let stages) through Devon Home Choice, as this is a transparent, fair and equitable process for advertising and allocating accommodation. The Allocation Preference Cascade outlined above will form part of the advert, along with details of the properties in question. Adverts for initial lets will aim to be published a minimum of 6 weeks prior to the Council accepting handover from the developer. There will be two letting cycles for the initial lettings scheme, In light of the specific nature of this proposed Allocation Preference Cascade, Torbay Council will hold a pre-advert engagement event at Torbay Hospital, to highlight the availability of these properties, and describe the nature of the preference restriction that will be used (and explain the evidence that will need to be provided to support a bid for one of these properties)
Exception circumstances	It is acknowledged that Local Lettings Plans reduce the choice and ability to apply for some applicants. It is also recognised that this is a highly specialised LLP and has been drafted in this way as a trial scheme, to understand how this works in practice, and the implications of allocating this way. As a result, it is possible that the Council may, as a result of unforeseen circumstances, be required to make a reasonable interpretation to consider eligibility requirements in operating this LLP. Consequently, in agreeing this procedure, it should also be noted that the Affordable Housing Manager and Head of Housing

	Needs will have specific discretion to jointly vary, interpret or apply flexibility to the allocation of the homes on this scheme, in the event that unexpected circumstances arise during the allocation process.
Reviews and Decisions	Applicants have a right to appeal an offer of accommodation. The procedure included within the Devon Home Choice** should be followed. An appeal against an offer of accommodation will be brought to the attention of the Head of Housing Options for a review to be undertaken. Any appeal should be made within 7 days of an offer being made or withheld.
Does this LLP require any specialist interventions, or routes to market?	Yes – to ensure the eligible cohort are aware of this scheme, and the preference they will have through allocation, an engagement event will be held prior to the bidding cycle commencing for interested Torbay Hospital Staff to meet with Torbay Council to discuss the scheme, the lettings procedure, and the Devon Home Choice application process.
Tenancy terms	Accommodation will be let at Social Rents, using the maximum calculation of Target Rent that is achievable in this location. The Housing Delivery Team will confirm the rent that must be charged to the first tenants, to ensure the rents match the approved Homes England grant bid.
Details of consultation undertaken in agreeing this LLP	Torbay Council has secured grant funding to support the Accommodation Repurposing Programme from MHCLG. This was fully consulted upon as part of the bidding process; the implications of developing this programme to meet the housing need of people working in key industries (over normal housing need criteria) has been widely discussed and debated. To achieve this objective, it is necessary to develop a Local Lettings Plan in this way. Specific consultation has been undertaken with the Housing Options Team, Devon Home Choice, Housing Management and Torbay Council Cabinet.
Monitoring arrangements for this LLP	A review of allocations will be undertaken 6 months following the first letting of these units, to understand the effectiveness and success of this policy. A further review may be undertaken annually, if required by Cabinet.