

Local Lettings Plan - Kingsmead Field

Front elevation and map of the site



Context

The Housing Act 1996 allows housing authorities to allocate accommodation to people of a particular description to properties by means of a Local Lettings Plan/Policy.

They are usually set up in response to particular local circumstances. They will include a clear commitment to equality of opportunity, the provision of clear and accurate information to applicants and an appeals mechanism.

Canterbury City Council's Allocations Policy (2015) S1 Page 6, sets out provision for applying a local lettings policy/plan to a property or group of properties for initial lettings, with the aims to widen choice for local people, create a better living environment for local residents, and to ensure that good housing contributes to regeneration and renewal.

It is essential to ensure that addressing an issue in one area does not create an imbalance in another, there is also a need to take into account community safety issues, and how the area or estate will be managed.

Having a local lettings policy may mean that applicants in the highest band may not be considered first, and preference may be given to applicants with a lower housing need and / or effective date.

The Kingsmead Field properties were built by Canterbury City Council. The contractor was Jenner and this project was funded by Canterbury City Councils General Fund and 5

homes have been purchased by the Housing Revenue Account.

Sustainability / heating / carbon footprint. The homes were designed in 2016 to comply with Building Regulations standards for energy efficiency. During the construction process and as part of the council's commitments to acting on the causes of climate change, the heating systems for the homes were changed from gas boilers to air source heat pump central heating and hot water systems. The homes do not use any natural gas and will produce around 65% less carbon emissions than if they used gas boilers. The running costs of the homes should be about the same and a post-occupancy monitoring programme with the tenants will help the council learn about using low carbon heating systems in its housing stock. The homes have all been fitted with an electric vehicle charging point in the designated parking spot that comes with each home to enable the tenants to switch to using an electric vehicle. Each home has a shed for bicycle storage and the homes are located next to a key walking and cycling route to the city, local shops and schools to enable car-free living.

Description of the site		8,9,10,11 and 12 Kingfisher Close 8 = 3b/5p 93m2 9 = 3b/5p 93m2 10 = 2b/4p 79m2 11 = 2b/4p 79m2 12 = 3b/6p 116.8m2
Build Phase 1 :		Other Build Phases: 5 x 2 and 3 bed houses
Start date of the Local Lettings Plan and length of time that it is applicable for.		The Local Lettings Plan will only be used for the first allocation of homes that fall within the site. The start date of the Local Lettings Plan will be applied according to handover of property dates. Handover is scheduled for 17 January 2023
Rent levels and tenancies		Rent levels will be between £118.40 and £131.64 The types of tenancies offered will reflect the council's current Tenancy Policy.
Justification for Local Lettings Plan		Appendix 2 - Justification for the Local Lettings Plan (Background data)

		<p>In accordance with Canterbury City Council's Allocations Policy, this Local Lettings Plan is for the newly constructed social housing properties that are located at the eastern edge of Kingsmead Field</p> <p>The Canterbury district has Housing Needs Register applications which remain constant, reflecting housing need in the area, and there has been an ongoing decline in the availability of social housing.</p> <p>There is evidence showing that the ward has high levels of deprivation, child poverty and mental health/social care needs.</p> <p>There are properties that also fall within the geographic boundary of this new housing development scheme that are not within the ownership of the council.</p> <p>Anecdotally, in other communities where there is a mixture of social housing, family accommodation and single persons accommodation, and where there are significant student numbers living within that community, there are a number of common key challenges including:</p> <ul style="list-style-type: none">● conflicting lifestyles including noise nuisance and anti social behaviour● lack of community cohesion● disposal of rubbish and waste generated from student accommodation <p>There is limited parking on the site.</p> <p>Each House has a private garden</p> <p>There is a children's play area on the adjacent Kingsmead Field.</p> <p>In light of the above evidence a Local Lettings Plan is needed to ensure that we try to create a thriving community, and it will be used to:</p> <ul style="list-style-type: none">● help meet unmet housing needs within the district● help to target the best use of council owned social housing stock● encourage greater community
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		<p>cohesion and sustainability</p> <ul style="list-style-type: none"> ● proactively manage, and where possible prevent antisocial behaviour, nuisance and crime ● help achieve a balanced community
Aims of the Local Lettings Plan		<ul style="list-style-type: none"> ● Allocate to those to enable an improved position with a housing need who are over occupying or under occupying council owned social housing, to enable best use of the council's stock ● Create a local thriving community - including students, singles, couples and family households ● Effectively manage and reduce problems of anti-social behaviour ● Reduce potential breaches of tenancy ● Help to address the issue of child density ● Open up opportunities to those who are economically active and have restricted housing options
Household composition, age distribution and child density		<p>In line with the aims of the Kent Sustainable Communities Protocol, we wish to ensure that the site has a mixture of residents reflecting the local community and minimising any adverse impact that a lack of diversity may cause.</p> <p>Child density indicators and employment activity are two key elements to ensure long term sustainable communities, as is the total number of children and the child to adult ratio. Consideration will therefore be given to the need for "under letting" some of the homes. This will be monitored to ensure the aims of sustainability are achieved at no detriment to meeting local housing needs.</p> <p>Note: As long as the occupants have the need for the number of bedrooms under the Housing Benefit Guidance, they would not be subject to an under occupation charge</p> <p>In order to create a stable community the Local Lettings Plan will aim to ensure that households who move into the properties</p>

		<p>will be able to remain there for at least five years in line with the Localism Act.</p> <p>Allocation of property will be primarily based on occupation guidelines contained in Allocations Policy.</p>
<p>Community infrastructure and local facilities</p>		<p>There is parking on the site, new tenants will be made aware of this to manage expectations.</p> <p>In terms of parking spaces</p> <p>Plots 8 & 9 have one space each and a third space shared between the two houses.</p> <p>Plots 10 & 11 have one space each and a third space which is shared.</p> <p>Plot 12 has 2 spaces.</p> <p>1 space for each house has a dedicated Electric Vehicle (EV) charging point. The EV charging spaces have drop down bollards to protect those spaces.</p> <p>Onsite, there is currently no open space or play areas but the properties are immediately adjacent to Kingsmead Field</p> <p>Offsite, there is access to a wide range of facilities and services within a 1-20 minute walk including:</p> <ul style="list-style-type: none"> ● wide range of supermarkets and shops ● open space adjacent to the site at Kingsmead Field) ● children and youth activities at Prince of Wales Youth Club ● community activities and cafe at the Northgate Ward Community Centre ● Riverside Children's Centre (Surestart services and nursery) ● youth activities at Riverside youth centre ● sport and leisure at Kingsmead Leisure centre ● health services including GP and dentist

		<ul style="list-style-type: none"> ● Jobcentre ● Parkside, St Thomas' and St Johns Primary schools <p>Tenancy Management</p> <p>It will be necessary to support the creation of links between residents within the site, and with the existing wider community.</p> <p>To do this effectively a profile of the residents should be collated and good dialogue with and between residents established.</p> <p>It will also be important to make the links between residents and local facilities/services.</p> <p>Multi agency approach</p> <p>The council will facilitate the inception of a multi agency working group to look at how this new community could be supported by the various agencies, services and charities working in the ward. Frequency of meetings in the first 12 month period is to be determined.</p>
<p>Allocation and lettings</p>		<p>General:</p> <ul style="list-style-type: none"> ● the properties will be advertised through Kent HomeChoice ● a link to the LLP will be included in the advert ● interested applicants will need to be registered and accepted on to the Housing Needs Register for the Canterbury district ● an affordability check needs to be carried out with shortlisted applicants to assess ability to afford rent ● pets will only be allowed with landlord permission. ● Families with children under 13 will be prioritised for houses with gardens <p>To achieve best use of stock and ensure we are meeting housing needs we will:</p>

- give priority allocation to those with housing need who are over occupying or under occupying council owned social housing
- if there are insufficient numbers within the above group who wish to be rehoused on this estate, then properties will be allocated to those that have bid who are not in council owned stock, and according to the highest priority on the HNR
- allocate a number of properties to homeless households to whom we owe a duty

To achieve community stability and address concerns over child density, we will:

- an applicant may be excluded if they seem unlikely to be able to meet the conditions of general needs dwellings without additional support and we are unable to determine that appropriate support is available and in place at the time of letting
- aim to give at least 25% preference to those with vulnerabilities to ensure sustainability and management of the neighbourhood
- aim to give at least 25% preference to those in employment
- applicants who are unable to work due to age or disability, or because they are a full time carer of a disabled child/ or disabled person can be classed under either category, disability is defined as those who receive mid to high rate DLA or PIP for mobility or care, an applicant who is the main caregiver, will need to be in receipt of Carer's Allowance (and in the case of a dependent child who is disabled, be in receipt of DLA or PIP for that child)
- aim for a proportion of the homes not to be allocated to the maximum number of residents for example 2-3

		<p>people rather than 2-4 people,</p> <ul style="list-style-type: none"> • aim for applicants whose children are sharing a bedroom are to be of appropriate ages to allow the family to remain in the property for five years where possible • have discretion on offering a proportion of properties with a private garden to families with children aged over 13 years <p>To effectively manage and reduce problems of anti-social behaviour and reduce potential breaches of tenancy, we will ensure that applicants :</p> <ul style="list-style-type: none"> • must not be the perpetrators of nuisance or anti social behaviour • have an up to date rent account • have looked after their current home <p>(See also ASB and tenancy breaches below)</p>
<p>ASB and tenancy breaches</p>		<p>Irrespective of current tenure type:</p> <ul style="list-style-type: none"> • Applicants and members of the household will not have a current or previous involvement in anti-social behaviour taken against them including a Notice of Seeking Possession. Discretion may be exercised if the applicant can show that they have over a period of not less than 2 years rectified their behaviour. • Applicants will not have been perpetrators of serious and/or ongoing nuisance or anti-social behaviour at their current home, or in the local community, or had any legal action as a result of nuisance evicted for nuisance or anti-social behaviour from any previous addresses. Discretion may be exercised if the applicant can show that they have over a period of not less than 2 years rectified their behaviour. • Applicants will not be in rent arrears for their current home. If arrears are

		<p>because of a delay in Housing Benefit and or Universal Credit such that a Housing Benefit and or Universal Credit payment is owing equivalent to the whole of the arrears, applicants will need to show this is the case and that they have dealt with their claim appropriately and are paying any estimated contributions (e.g. non-dependent deductions) regularly.</p> <ul style="list-style-type: none"> • Applicants will not have been evicted for rent arrears from a previous home. (Timescale 4 years or subject to discussion) Or if a person has been evicted because of rent arrears then they will be expected to demonstrate that they have cleared the debt • Applicants will not have any outstanding or current tenancy Notice for any breaches of tenancy where the grounds for the Notice have not been addressed.
Consultation		<p>The council's Allocations Policy provides for the use of Local Lettings Plans.</p> <p>The principles within this LLP have been discussed in detail with:</p> <ul style="list-style-type: none"> • Cllr Alan Baldock (ward councillor) • Cllr Jean Butcher (ward councillor) • Cllr Joe Howes (lead for housing) • Resident Engagement Panel (REP) <p>Feedback from this initial consultation indicates general support for the approaches proposed.</p> <p>Once the final LLP has been produced, then a link to this will be included on the advert placed on Kent HomeChoice</p>
Impact assessment		EIA
Monitoring of the Lettings Plan		<p>CCC will monitor the impact of this Local Lettings Plan to assess effectiveness and to ensure it does not discriminate directly or indirectly on any equality grounds. Initially 3, 6 and 12 month reviews on</p>

		progress.
Role of Canterbury City Council		<ul style="list-style-type: none"> ● Allocate properties in accordance with the Housing Allocations Policy, and the Local Lettings Plan ● Monitor the impact of the Local Lettings Plan ● Advertise properties via Kent Homechoice ● Sign up tenants ● Rent account management ● Management of ASB cases ● Repairs ● Additional tenancy management of the estate, and ensuring that new occupants are linked in with community facilities and services is to be determined ● Monitor the impact of the Local Lettings Plan with CCC
Complaints process		<p>If any applicant that is eligible to be rehoused under the Local Lettings Plan is unhappy with the process, then complaints should be made in the first instance to housingadvice@canterbury.gov.uk</p>