



## **EDEN HOUSING ASSOCIATION LIMITED**

# **SANDERSONS CROFT - LOCAL LETTING POLICY**

<b>Document Reference Number</b>	<b>HOU33</b>
<b>Document Owner</b>	<b>Neighbourhood Manager</b>
<b>Approved By</b>	<b>Executive Team Eden District Council Kirby Thore Parish Council</b>
<b>Approved Date</b>	<b>April 2022</b>
<b>Policy Implementation Date</b>	<b>July 2010</b>
<b>Revision Cycle</b>	<b>(2 years)</b>

## **Introduction**

This document sets out a Local Letting Policy for use on Sandersons Croft as referred to in the Cumbria Choice Allocations Policy. The policy was implemented in July 2010, when we identified a limited demand for the properties, a high turnover and high recharge/void repair costs.

The aim of this Local Lettings Policy is to allow the communities living in the parish of Kirkby Thore to retain their links with the area, to help maintain sustainable communities.

The cost of buying a property in Kirkby Thore and surrounding areas is largely unachievable for residents living and working there. A proportion of Eden Housing Association properties on Sandersons Croft have been lost through Right to Buy. The estate comprised of 43 social rented 3-bedroom houses, the remaining 23 properties are privately owned.

Eden Housing Associations aim is to create sustainable communities by using a Local Lettings Policy, which gives priority to local people. We will ensure that there is a good mix of residents in terms of age, sex, household groups and economic status. Properties will be advertised on the Cumbria Choice website and adverts will state that a Local Lettings Policy applies. An Equality Impact Assessment is attached see Appendix 1.

## **Aims of the Local Letting Policy**

Eden Housing Association's aim is to create sustainable communities by using a local lettings policy, which gives priority to local people. We will ensure there is a good mix of residents in terms of age, sex, household groups and economic status. Properties will be advertised on the Cumbria Choice website and adverts will state that a Local Lettings Policy applies.

The Cumbria Choice allocations policy will still be applied to all applicants who place a bid on a property, however, priority will be given if:

- The applicant currently lives in Kirkby Thore Parish.
- The applicant has previously lived in Kirkby Thore Parish for a period of at least *6 months*
- The applicant works or is securing permanent work in Kirkby Thore Parish.
- The applicant has immediate family member living in Kirkby Thore.

If there are no applicants that place a bid on an advertised property that satisfies the above criteria, the area may be widened to the parishes of Appleby, Asby, Bandleyside, Bolton, Crackenthorpe, Dufton, Long Marton, Newbiggin, Milburn, Murton and Temple Sowerby or any subsequent new parishes formed as a result of Local Government Reorganisation (LGR). If there are no applicants that satisfy the above criteria, the area may then be widened to Eden, and post LGR to the Westmorland & Furness area, and subsequently to the boundary of Cumbria if necessary.

In order to encourage local people to live on the estate, vacancies may be advertised locally to generate an interest in the properties. Properties may also be advertised for more than one bidding cycle on the Choice Based Lettings website.

In an attempt to offer local people housing in Kirkby Thore, a 3 Bed House may be under-occupied. If a property is to be under-occupied, advice will be given to applicants on how their Housing Benefit/Universal Credit may be affected by the 'bedroom tax' and applicants will be subject to an affordability assessment.

Preference will be given to persons with a local connection above all other applicants unless the following applies.

### **Armed Forces**

*The Localism Act 2011 amended the Housing Act 1996 in relation to the allocation of housing (Qualification Criteria for Armed Forces) (England) Regulations 2012.*

*The regulations require that housing authorities **do not use local connection** (within the meaning of section 199 of the Housing Act 1996) as a criterion in deciding whether the following are not qualifying persons.*

In addition to the above, the following persons will also receive priority;

- Persons who are serving in the regular forces or have done so in the five years preceding their application for an allocation of housing accommodation.
- Bereaved spouses or civil partners of those serving in the regular forces where their spouse or partner's death is attributable (wholly or partly) to their service and the bereaved spouse or civil partner's entitlement to reside in Ministry of Defence accommodation then ceases;
- Seriously injured, ill or disabled reservists (or former reservists) whose injury, illness or disability is attributable wholly or partly to their service.

### **Advertising**

In addition to advertising the property following the Cumbria Choice Allocation Policy guidelines covering Local Lettings Policies.

- The Clerk of Kirkby Thore Parish Council will be notified of property details on receipt of notice.
- Parish Clerks will be encouraged to advertise locally where possible and appropriate.

### **Review**

The Local Lettings Policy and the impact of it will be reviewed every two years.

## Equality Impact Assessment

Question	Response
<b>1. Name of the policy/practice/activity being assessed</b>	Sandersons Croft Local Letting Policy
<b>2. Summary of aims and objectives of the policy/practice/activity</b>	The aim of the policy is to allow the communities living in the parishes of Kirkby Thore to retain their links with the area, to help maintain sustainable communities.
<b>3. What involvement, consultation, engagement has taken place for the policy/practice/activity (e.g relevant groups/stakeholders)</b>	Kirkby Thore Parish Council – February 2022 EDC (Louise Jeffery)– February 2022
<b>4. Who is affected by the policy/practice/activity</b>	People applying for rehousing in the Kirkby Thore Area
<b>5. What are the arrangements for monitoring and reviewing the impact of the policy/practice/activity</b>	On review cycle

Protected Group	Is there a potential for a positive or negative impact	Explain and provide evidence/data used	Action to address the negative impact
<b>Disability</b>	NO		
<b>Gender reassignment</b>	NO		
<b>Marriage or civil partnership</b>	NO		
<b>Pregnancy or maternity</b>	NO		
<b>Race</b>	NO		
<b>Religion or belief</b>	NO		
<b>Sexual orientation</b>	NO		

<b>Sex (gender)</b>	NO		
<b>Age</b>	NO		

**Evaluation**

<b>Question</b>	<b>Explanation</b>		
Is it possible the proposed policy/practice/activity could discriminate or unfairly disadvantage people	Eden Housing Association is committed to ensuring that no person or group of persons will be treated less favorably than another person or group and will carry out its duty with positive regard for the following core strands of equality		
<b>Decision</b>	<b>Tick the relevant box</b>	<b>Include any justification required</b>	
1. No barriers identified – <b>proceed</b>	X		
2. Barriers identified towards one (or more) protected groups – <b>stop</b>			
3. Barriers identified towards one (or more) protected groups – <b>adapt or change</b> the policy/practice/activity			
4. Barriers identified towards one (or more) protected groups – no proportionate way to amend the policy/practice/activity so <b>proceed with caution</b>			

<b>Completed by – and date</b>	Paula Day 3 <sup>rd</sup> February 2022		
<b>Reviewed by – and date</b>	Executives Team – 1 <sup>st</sup> April 2022		
<b>Review Date (if applicable)</b>			
<b>Will this EIA be published</b>	Yes	No	Not Required

**Action** (To be completed as required)

<b>If the Evaluation has resulted in Decision 4, complete a risk assessment and record on Operational Risk Register</b>	<b>Date Completed:</b>
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**Change Log**

<b>Name</b>	<b>Date</b>	<b>Version</b>	<b>Change</b>
	When published	1	