

LOCAL LETTINGS PLAN

FOR AFFORDABLE HOMES AT STANHOPE GARDENS, ALDERSHOT, GU11 4FQ

1. Introduction

This Local Lettings Plan ('LLP') sets out a framework for cooperation between the parties, Habitare Homes Limited (the 'RP') and Rushmoor Borough Council (the 'Council'). It is intended as a statement of intent setting out the obligations of the parties and not binding on any future party. This LLP is personal to the parties and shall not be capable of registration as a local land charge or as a restriction against the RP's title to the Affordable Housing Units. For the avoidance of doubt, a person who is not a party to this LLP shall have no right under the Contracts (Rights of Third Parties) Act 1999 to enforce any of its terms.

2. Definitions

- **Affordable Housing Units:** Any or all of the 96 Social Rent and Affordable Rent homes listed in Appendix 1.
- **Affordable Rent:** Rent set at no more than 80% of the open market rent (inclusive of service charges), subject to the rent-setting methodology detailed in the Homes England Capital Funding Guide and the Government's prevailing Rent Standard.
- **CBL:** The Council's Choice-Based Lettings scheme.
- **Development:** The residential development known as Stanhope Gardens, Aldershot, GU11 4FQ at which the Affordable Housing Units are situated.
- **Eligible Persons:** Individuals who are unable to afford to rent or purchase accommodation on the open market to meet their housing needs, based on the relationship between their income and local housing prices. In the case of Nominees provided by the Council, such persons must also be eligible for accommodation under the Council's Allocations Scheme.
- **Nominees:** Bidders for an Affordable Housing Unit nominated by the Council to the RP via the CBL scheme.
- **Social Rent:** A low-cost rent determined by the Government's 'Formula Rent' regime as specified in the Government's Policy Statement on Rents for Social Housing and the associated Rent Standard.

3. Aims and Objectives of the LLP

This LLP is intended to help meet local housing needs and contribute to the creation of a successful, sustainable, and mixed community, while mitigating potential tenancy management issues.

4. Tenancy and Pre-Tenancy Requirements

- **Tenancy Type:** All tenants will be offered a fixed-term Assured Shorthold Tenancy.
- **Security Deposit:** For Affordable Rent units, a security deposit equivalent to a maximum of two weeks' rent will be required and held in a registered deposit scheme. No security deposit will be required for the Social Rent units.
- **Rent in Advance:** Applicants will be required to pay one week's rent in advance.
- **Affordability and Referencing Checks:** All applicants must pass affordability and referencing checks in line with the RP's policies and procedures, which the RP may update from time to time.

5. Allocation and Letting Process

5.1 Nomination Process

The Affordable Housing Units will be advertised through the Council's CBL scheme. This process shall apply to 100% of initial lettings and to 75% of subsequent re-lets that arise when a tenancy ends.

- a) The RP will notify the Council of available Affordable Housing Units giving no less than ten working days' notice and the Council shall place the initial advert within these timescales.
- b) The Council will advertise the Affordable Housing Units via its CBL scheme for a minimum of four working days and set a closing date of not more than 5 working days for receipt of bids for Affordable Housing Units from Bidders.
- c) On the first working day following the closing date, the Council will provide the RP with a ranked list of up to three Nominees for each Affordable Housing Unit within two working days. This list will be based on the Council's Allocation Scheme and the criteria in this LLP.

5.2 Assessment and Offers

The RP will assess the Nominees in priority order. An offer of tenancy will be made to the first suitable Nominee who passes the pre-tenancy requirements set out in Section 6 (including the Affordability and Referencing Checks) and meets the other criteria in this LLP. If the RP, acting reasonably, considers a Nominee to be unsuitable, it will notify the Nominee in writing with reasons and proceed to assess the next Nominee on the list.

5.3 Failure to Nominate

- If the Council fails to provide a list of suitable Nominees within the agreed timescales, or if all Nominees are unsuitable or reject an offer, the RP will request that the Council re-advertise the Affordable Housing Unit.
- The Council will have five working days to complete this re-advertisement.
- If no suitable Nominee is found after a second advertisement, the RP may let the Affordable Housing Unit directly to any applicant, provided they meet the definition of an Eligible Person.

6. Lettings Priorities

The Council will use reasonable efforts through its Allocation Scheme to meet the following lettings criteria:

- **Tenant History:**
 - 40% of Affordable Housing Units to current Housing Association tenants.
 - 40% to private rental sector tenants with a good tenancy history.
 - A maximum of 20% to first-time tenants.
- **Employment:** The Council will target letting at least 50% of the Affordable Housing Units to households where at least one member is in full or part-time employment.
- **Overcrowding & Needs:** Priority will be given to applicants living in overcrowded conditions. A maximum of 20% of Affordable Housing Units will be allocated to applicants with medical or welfare needs.
- **Anti-Social Behaviour:** Applicants and their household members must not:
 - Be perpetrators of serious or ongoing anti-social behaviour.
 - Have been evicted for such behaviour within the last five years.
 - Have an unspent criminal conviction which, in the RP's reasonable opinion, may negatively impact the tenancy or the community.
 - Have outstanding notices for tenancy breaches or material, unpaid rent arrears.

7. Child Density Strategy

To ensure the efficient use of family-sized accommodation, reasonable efforts will be used to apply the following strategy:

1. **4-Person Homes:** All 51 "3-Bed, 4-Person" properties will be let to achieve full occupancy.
2. **Larger Homes (5- and 6-Person):** For the 45 larger properties, approximately half (23 homes) will be allocated for full occupancy, with the remainder allocated with a minor under-occupancy of one person.

Property Type	Total Properties	Fully Occupied	Under-occupied by 1	Adults (A)	Children (B)	Total Occupants	Final Child Density
3-Bed, 4-Person	51	51	0	102	102	204	50.00%
3-Bed, 5-Person	24	12	12	48	60	108	55.56%
4-Bed, 5-Person	15	8	7	30	38	68	55.88%
4-Bed, 6-Person	6	3	3	12	21	33	63.64%
Total	96	74	22	192	221	413	53.51%

8. Monitoring and Review

The RP and the Council will use reasonable efforts to meet annually, or as otherwise required to review the effectiveness of this LLP and the outcomes of the lettings process. This review is intended to be collaborative and to support the aims of this LLP.