

**NOTICE OF DELEGATION OF DECISION TO CABINET MEMBER BY STRONG LEADER**

Section 15(4) of the Local Government Act 2000, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1<sup>st</sup> December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

I, M J Hart, as Strong Leader, delegate the decision to agree the local Letting Plan for new affordable housing at Reilloc Chain, Stourport Road to the Cabinet Member/Officer detailed below:

Cabinet Member/Officer Councillor Anne Hingley

*18<sup>th</sup> day of September, 2014.*

Dated:

Signed: .....

Leader of the Council

**NOTICE OF DECISION OF CABINET MEMBER**

Pursuant Section 15(4) of the Local Government Act 2000, as amended by section 63 of the Local Government and Public Involvement in Health Act 2007, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1<sup>st</sup> December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

In accordance with the authority delegated to me by the Leader, I have made the following decision:

Subject	Decision	Reason for decision	Date for Decision to be taken
Reiloc Chain / Stourport Road Local Letting Plan	To agree the LLP for Stourport Road with Waterloo Housing.	This decision allows the Register Provider to let the new dwellings in line with the LLP rather than the allocations policy and will allow for a balanced, sustainable community to be rehoused.	asap

**I confirm that the appropriate statutory officer consultation has taken place with regard to this decision.**

Dated: 22<sup>nd</sup> September, 2014

Signed: *Anne Hingley*

Councillor: ANNE HINGLEY  
Cabinet Member

**Stourport Road scheme  
Waterloo Housing Group and Wyre Forest District Council  
Local Lettings Allocations Policy**

**Introduction**

This is a local lettings arrangement within Wyre Forest District Council's nomination and allocation policy framework for the Stourport Road scheme. Provision under 167 (2) of the Housing Act 2002 and associated guidance / the Home Choice Plus Allocations Scheme that allows for such tailored local lettings arrangements. Statutory and voluntary consultations will be undertaken within a reasonable time scale before this is adopted.

Stourport Road scheme is a partnership between Wyre Forest District Council (WFDC) and Waterloo Housing Group (WHG).

The scheme is made up of the following property types and sizes

- A total of 33 properties for Affordable Rent
- 15 no. 1 bedroom 2 person flats
- 3 no. 2 bedroom 3 person flats (1 – ground floor, 1 – 1<sup>st</sup> floor & 1 – 2<sup>nd</sup> floor)
- 8 no. 2 bedroom 4 person house
- 7 no. 3 bedroom 5 person house

Plot 5 (3 Goldthorn Road) has been fitted with a level floor shower and grab rails and on first let is to be directly allocated to a household who require such adaptations.

**1. Allocation Criteria**

- 1.1 The eligibility and allocation criteria applied to this scheme is done so to ensure access to the scheme is fair, equitable and open to all applicants.
- 1.2 Each of the 33 units will have its own eligibility criteria to ensure a balanced and mixed community. The eligibility criteria will take into consideration the following; age, family make up, households requiring ground floor accommodation due to health and support needs and employment status.
- 1.3 For the ground floor units preference will be given to those who require level access accommodation (or ground floor) i.e. elderly or applicants who suffer mobility problems.
- 1.4 Preference will be given on 20% of all units (7 out of 33), to those households where at least one family member is employed (full or part time).
- 1.5 Approval will only be given to a household to underoccupy a property or where they are in employment (full or part time) if they meet the affordability criteria as determined by WHG.

- 1.6 All household's must have a local connection to Wyre Forest District Council and be registered on the Home Choice Plus Housing Register to comply with s106 terms.

<b>Property Type</b>	<b>Mix to be achieved</b>
15 no. 1B2P Flats	<ol style="list-style-type: none"> <li>1. 7 no. ground floor – singles and couples defined as having a ground floor need (elderly or disabled/mobility issues). Where this need cannot be met – preference to be given to couples and singles over the age of 30</li> <li>2. 7 no. 1<sup>st</sup> floor and 1 no. 2<sup>nd</sup> floor – 50% (4) singles and couples with preference being given to applicants over the age of 30 (NB for couples - one applicant to be over the age of 30)</li> </ol>
3 no. 2B3P Flats	<ol style="list-style-type: none"> <li>1. Ground Floor (plot 5) – household who require level floor accommodation</li> <li>2. 1<sup>st</sup> &amp; 2<sup>nd</sup> Floor (plot's 7 &amp; 9) – couple/childless couple or couple with one child over the age of 10</li> </ol>
8 no. 2B4P house	<p>Households with at least 1 child. The scheme should overall have a mix of age ranges for children so that the scheme doesn't start with all very young children or all very old e.g. suggest 50% under 10 years old and 50% over 10 years old.</p> <p>If not possible to accommodate a mix as outlined above then we will also consider 'older' households i.e. Parent with adult child where there is a high level housing need e.g. Gold, Gold Plus or Priority.</p>
7. no 3B5P house	Households with at least 2 children (no more than 5 persons in total)
<p>NB – please note for childless couples or households that do not meet the social size criteria (Welfare Reform Act 2012) i.e. they will under occupy the property an affordability calculation will determine eligibility.</p>	

## 2.0 Allocation Procedure

- 2.1 All units will be allocated in adherence to the agreed nominations process between WFDC and WHG and WHG Lettings Policy. WFDC will be given 100% nominations rights to first lets and 75% on subsequent relets.

- 2.2 All properties will be let at Affordable Rent with a one year Probationary tenancy. Upon successful completion of the Probationary period a five year Fixed Term tenancy will be issued.
- 2.3 WHG will notify WFDC of any refusal of an applicant and provide reasons for the decision.

### **3.0 Monitoring and Review**

- 3.1 WHG will monitor the lettings at Stourport Road to ensure compliance with the desired mix outlined above.
- 3.2 The policy will be formally reviewed annually by the Head of Allocations and Performance for WHG and the Strategic Housing Services Manager for WFDC.