

## FORM 1

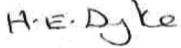
### NOTICE OF DELEGATION OF DECISION TO CABINET MEMBER BY STRONG LEADER

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, Cllr Helen Dyke, as Strong Leader, delegate the decision to agree the Local Letting Plan for new affordable housing at Musketeer Court, Kidderminster to the Cabinet Member detailed below:

Cabinet Member- Councillor Nicky Martin

Dated: 12<sup>th</sup> May 2022

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
Musketeer Court, Kidderminster,	To agree the LLP for 13 affordable rent properties at Musketeer Court, Kidderminster	This decision ensures that: <ul style="list-style-type: none"><li>• the Registered Provider BDHT, will let the new dwellings in line with the Allocation Policy and the Joint Allocation Procedure set out in the LLP; and</li><li>• 100% of initial nominations are let in accordance with this letting plan, along with all subsequent allocations to the disabled adapted properties. The remaining subsequent nominations will be inline with the Council's Allocation Policy</li></ul>	12/05/2022

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

Dated: 12<sup>th</sup> May 2022

Signed: 

Councillor: Nicky Martin  
Cabinet Member

To: Cllr Nicky Martin, Cabinet Member for Housing, Health, Wellbeing and Democratic Services

From: Kate Bailey, Head of Strategic Growth

Date 31 March 2022

## **Local Letting Plan; Musketeer Court, Kidderminster**

### **1. PURPOSE**

- 1.1 To agree the Local Letting Plan (LLP) for the affordable housing developed by BDHT at Musketeer Court, Kidderminster.

### **2. RECOMMENDATION**

- 2.1 The Cabinet Member for Housing, Health, Wellbeing and Democratic Services is asked to decide that:

**the Local Lettings Plan for Musketeer Court, Kidderminster are adopted by the Council.**

### **3. BACKGROUND**

- 3.1 All nominations and allocations to properties owned by Registered Providers in Wyre Forest must be let in accordance with the Allocations Policy unless a Local Lettings Plan (LLP) is in place. The LLP will outline alternative criteria for letting properties.
- 3.2 The Musketeer Court, Kidderminster has been developed by BDHT. The tenure split is as follows:
- 6 affordable rent 2 bed flats and 7 affordable rent 1 bed flats, therefore making the site 100% affordable.

### **4. KEY ISSUES**

- 4.1 The Local Lettings Plan will ensure that:

- 100% of initial and subsequent nominations for the rented units are offered to the Council (although the s106 agreement only obliges BDHT for 100% of initial and 75% of subsequent nominations are offered to the Council)
- BDHT will let the new affordable rented dwellings across the site in line with the Councils Allocation Policy and the Joint Allocation Procedure set out in the LLP.

- 4.2 The purpose of the LLP is to ensure that balanced communities are achieved and to support greater community cohesion and sustainability; in doing so contribute to making the area an even better place to live, work and visit. It will ensure that current and future residents feel safe and content in their homes and to make the best use of housing stock.
- 4.3 Preference will be given to families that are under occupying their existing tenancy to free up additional units of housing stock and to families with an assessed medical need who require ground floor accommodation.

## **5. FINANCIAL IMPLICATIONS**

- 5.1 All costs in relation to this LLP are met through existing budgets.

## **6. LEGAL AND POLICY IMPLICATIONS**

- 6.1 This Local Lettings Plan will ensure that delivery of affordable housing is fair and equal and in line with other council policies. The Council is required to hold a Housing Register and have an Allocations Policy under Housing Act 1996. BDHT will let the new affordable rented dwellings across the site in line with the Councils Allocation Policy and the Joint Allocation Procedure set out in the LLP.
- 6.2 The Local Lettings will ensure that 100% of initial nominations and subsequent nominations for any disabled adaptations for the properties are let in line with this policy. All other subsequent vacancies will be let via the Councils Housing Register using the Allocations Policy ensuring delivery of affordable housing is fair and equal and in line with other council policies.
- 6.3 Any transfers allowed from BDHT housing stock will only be agreed in exceptional circumstances and will be via a management transfer as outlined in the Allocations Policy.

## **7. CONCLUSION**

- 7.1 The use of a Local Lettings Plan at the Musketeer Court site will enable the Council to work in partnership with BDHT to create a balanced and sustainable community. There will be some minimal divergence from the usual allocations policy to ensure this aim is achieved
- 7.2 The site is made up of 13 affordable rented flats, 6 x 2 bedroomed and 7 x 1 bedroomed. The Local Lettings Plan will ensure that preference goes to families that have been awarded highest bandings and also those that are

either in a high band due to medical needs or under occupation in their current home,

## **8. RISK MANAGEMENT**

- 8.1 Conformity monitoring will take place on an annual basis to ensure it is in line with the Home Choice Plus local connection criteria and allocation policy and the Local Lettings Plan.
- 8.2 The LLP will be published so residents are aware of the criteria when placing bids. This will minimise the risk of unsuitable bids and the possibility of complaints.

## **9. BACKGROUND PAPERS**

- 9.1 The Councils allocation policy can be found via the following link

<https://www.homechoiceplus.org.uk/content/Furtherinformation>

## Appendix 1

### Local Lettings Plan

#### **Local Letting Plan - Musketeer Court, Kidderminster, DY11 7PB**

Scheme Name:	Musketeer Court, Kidderminster DY11 7PB
Landlord:	BDHT
Does a S.106 agreement apply to this scheme?	Yes
Full Address (as advertised)	Flats 1 -13, Musketeer Court, Kidderminster, DY11 7PD
Number, Size, Type and Tenure of units	<u>13 Affordable rent units.</u> 6 X 2bedroom flats 7 X 1bedroom flats
Reasons for developing an LLP (including evidence where relevant)	<p>In the first instance all applicants must meet the requirements of Wyre Forest District Council allocations policy and register on the Councils Choice Based Letting scheme housing register, currently Home Choice Plus.</p> <p>The Local Lettings Plan will ensure that initially 100% of nominations and all subsequent lettings of the disabled units will be allocated in line with the LLP and the Councils allocations policy. All prospective tenants must register on the Councils Choice Based Lettings scheme housing waiting list, currently Home Choice Plus. Subsequent lettings of properties that aren't set aside for disabled applicants will be advertised and let in line with the Allocations Policy.</p> <p>This will ensure a balanced and sustainable community by selecting a diverse mix of applicants from the housing register.</p>
Aims and Objectives of LLP	Ensure that 100% of the initial and subsequent nominations of occupiers of the affordable housing units for rent are submitted to and approved by the Council onto their housing waiting list, Home Choice Plus.

	<p>To help achieve balanced communities and support greater community cohesion and sustainability; in doing so contribute to making the area an even better place to live, work and visit.</p> <p>Ensure that current and future residents feel safe and content in their homes and to make the best use of housing stock.</p> <p>Reduce unnecessary turnover and potential refusals of properties and to give opportunities to those who are making community contributions but have restricted housing options.</p> <p>To meet housing need whilst preventing future management problems on site</p> <p>Ensure that the new community aligns smoothly with the existing community</p> <p>Ensure that the needs of the local and wider community are reflected in the new development</p> <p>Ensure that any allocation does not result in a household becoming isolated or vulnerable</p>
<p>Are any allocation restrictions proposed in terms of Home Choice Plus bandings?</p>	<p>Yes</p> <p>Please see below</p>
<p>Are any allocation restrictions proposed in terms of numbers of household members to be allocated to family sized properties?  (i.e. different to Home Choice Plus bedroom standard)</p>	<p>Yes</p> <p>Details</p> <p><b><u>The Joint Allocation Plan.</u></b></p> <p>2 X 2 bed flats – preference to families that have been awarded priority banding. A mixture of 2 bed 3 persons and 2 bed 4 person units.</p> <p>2 X 2 bed flats – preference to families that have been awarded Gold plus banding for under occupying their current accommodation. A mixture of 2 bed 3 persons and 2 bed 4 person units.</p> <p>1 X 2 bed flat – preference to families on Gold plus and below.</p> <p>1 X 2 bed flat – preference to Gold plus with an assessed medical need for Ground floor accommodation.</p>

	<p>1 X 1 bed flat – Preference to families that have been assessed as having a medical need for ground floor accommodation requiring a wet room.</p> <p>2 X 1 bed flats – preference to families who have been assessed as having a priority banding.</p> <p>1 X 1 bed – preference to families that have been awarded Gold Plus banding for under occupation of their existing tenancy.</p> <p>1 X 1 bed flat – Preference to families who have been assessed as requiring Ground floor accommodation on medical grounds. No wet room.</p> <p>2 X 1 bed flats – Preference to those on Gold plus and below banding.</p> <p>Assessments will be undertaken by the Communities and Lettings teams at BDHT</p>
<p>Are any allocation restrictions proposed in terms of ages of children?</p>	<p>No</p>
<p>Is it proposed to advertise any properties for priority to Transfer applicants?</p>	<p>No</p> <p>BDHT tenants outside of the District will only be housed if there is a Management Transfer agreed by the council.</p> <p>If BDHT tenants already living in Wyre Forest wish to transfer into these properties that can happen through the usual Housing Register and Allocations Policy.</p>
<p>Are any other restrictions outside of the Home Choice Plus allocations policy proposed?</p>	<p>Yes</p> <p>All applicants will be assessed to ensure they meet BDHT's affordability criteria and will be subject to a credit check.</p> <p>BDHT require applicants to be able to demonstrate a sufficient income that will cover rent and service charge for the homes it covers.</p> <p>BDHT may refuse applicants where there is an acute vulnerability and no history of sustained engagement with support services</p> <p>BDHT may refuse applicants where an existing support package cannot be guaranteed at the new address and no other support is available</p> <p>BDHT may refuse applicants where the level of support required would seriously undermine BDHT's ability to support other residents in the neighbourhood</p>



	With the council's consent applicants who don't meet BDHT's eligibility criteria may be excluded	
Date of LLP	03/05/2022	
Date of review against objectives	Review every 3 years on anniversary of date of LLP (above) Conformity monitoring to take place annually	
Duration of Local Lettings Plan	All First lets and subsequent relets for the units suitable for those with a disability for a period of three years	
Approved by	BDHT  Officers name  Officers signature	WFDC  Officers name  Officers signature
Date signed		