

## **Local Lettings Plan – Flaxmans Court and Manor House**

### **Purpose**

This local lettings plan is for rented properties managed by Medway Council in Flaxmans Court and Manor House situated in Brompton. It is designed to support sustainable communities and aims to meet housing need, whilst preventing management problems in the area.

The purpose of this local lettings plan is to reduce ASB in the area and to maintain a sustainable community through joint working between Medway Council, Kent Police and residents within the community.

### **Scope**

This local lettings plan is applicable to all voids within Flaxmans Court and Manor House. The criteria below will be applied.

### **General Criteria**

- Applicants and members of the household will not be the perpetrators of serious and/or ongoing nuisance or anti-social behaviour at their current home, nor had any legal action as a result of nuisance or anti-social behaviour taken against them including a Notice Seeking Possession being issued.
- Applicants and members of the household will not have any unspent criminal convictions.
- Applicants and members of the household will not have any known current substance misuse issues.
- If applicants are transferring from another social landlord, they must neither be in rent arrears in their current property nor have any other housing-related debt.
- Tenancy records must show that applicants will not have any outstanding tenancy notice for any breaches of tenancy.
- Applicants will not have been previously evicted from a council or registered provider property in the last two years.

### **Allocation**

Allocations in the first instance will be given to households over the age of 50, as the current make up of the properties are predominantly households over this age. If the property is not able to be let to a household over 50 years of age, an allocation will be made to the household meeting the above criteria, with age closest to 50.

The properties will be advertised through Kent Homechoice (via choice-based lettings). The adverts will make it clear that a local lettings plan is in place.

If there are no suitable applicants or applicants close to the age criteria and properties remain vacant, the property can either be re-advertised, or a direct offer can be made, in line with Medway Council's Allocations Policy and the local lettings plan.

Comprehensive background checks will be completed Medway council when applicants are allocated to any units advertised in these areas.

### Monitoring

Properties allocated under this local lettings plan will be monitored by the Housing Management Team on a monthly basis during the first six months of implementation.

Signed .....  
Dated..... 18-10-17 .....

Head of Housing Management

Signed .....  
Dated..... 18-10-17 .....

Head of Strategic Housing

Signed .....  
Dated..... 18/10/2017 .....

Deputy Leader and Housing and Community Services Portfolio Member