

## **Appendix A: Updated Local Lettings Policies**

This appendix includes the updated policies for the retained Local Lettings Policies. These are:

1. The Crescent, Dunscroft
2. Coniston Road, Mexborough
3. Auckland Road, Mexborough
4. The Oval, Conisbrough
5. Silverwood House, Balby Bridge Estate, Town Centre
6. Jubilee Court, Wheatley
7. Park View, Adwick Le Street
8. New Build Council Homes

## The Crescent, Dunscroft

### **Background**

The Crescent, Dunscroft is a street of 53 houses with historic anti-social behaviour.

### **Local Lettings Policy Criteria**

Where an applicant meets one or more of the following criteria, they will be excluded and not offered a tenancy in the scheme for a period of at least 2 years where the applicant:

- Is known to have been involved in anti-social behaviour within the last 2 years
- Is unable to demonstrate an ability to sustain a tenancy for a minimum period of the last 12 months
- Has an unspent criminal conviction
- Has been convicted of, or has been held responsible for criminal damage or arson within the last 12 months
- Has a history of chaotic behaviour
- Has a drug or alcohol use associated with anti-social behaviour and is not on a treatment programme. (Consideration will be given to individuals who have an alcohol / drug problem and are actively engaging in a rehabilitation treatment programme).

Bypassed applicants will have the right to review the decision under the existing review terms of the overarching Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories provided that overall the authority is able to demonstrate compliance with the requirements of section 166A(3).

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings Policy will cover 100% of relets in The Crescent, Dunscroft.

### **Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)

## Coniston Road, Mexborough

### **Background**

Coniston Road flats, Mexborough is a development of 22 flats located on a main bus route adjacent to a large number of council bungalows, a primary school and private housing. A local lettings policy has been in place since 2012 to reduce the likelihood of anti-social behaviour from new tenants by applying the criteria below.

### **Local Lettings Policy Criteria**

An exclusion criteria is implemented as follows:

Where the applicant meets one of the following criteria they will be bypassed and not offered a tenancy in the scheme for a period of at least 2 years if the applicant or member of their household:

- Is known to have been involved in anti-social behaviour within the last 2 years
- Is unable to demonstrate an ability to sustain a tenancy for a minimum period of the last 12 months
- Has an unspent criminal conviction
- Has been convicted of, or has been held responsible for, criminal damage or arson within the last 12 months.
- Has a history of chaotic behaviour
- Has a drug or alcohol use or is on a rehabilitation programme

Bypassed applicants will have the right to review the decision under the existing review terms of the overarching Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories provided that overall the authority is able to demonstrate compliance with the requirements of section 166A(3).

The proposed Local Lettings Policy covers 100% of the flats within the scheme. Although there is an existing Local Lettings Policy on flats at Auckland Road Mexborough with the same criteria, there is sufficient alternative flat accommodation within the Mexborough area, to ensure that no applicant would be disadvantaged by being refused accommodation.

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings policy will cover 100% of relets on Coniston Road, Mexborough.

### **Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)

## Auckland Road, Mexborough

### **Background**

Auckland Road, Mexborough is a street including 25 general needs flats, 1 of which is a leasehold property, 1 council house and a remaining development of privately owned family housing. The focus of the Local Lettings Policy is to reduce the likelihood of anti-social behaviour from new tenants by applying the criteria below.

### **Local Lettings Policy Criteria**

An exclusion criteria is implemented as follows:

Where the applicant meets one of the following criteria they will be bypassed and not offered a tenancy in the scheme for a period of at least 2 years if the applicant or member of their household:

- Is known to have been involved in anti-social behaviour within the last 2 years
- Is unable to demonstrate an ability to sustain a tenancy for a minimum period of the last 12 months
- Has an unspent criminal conviction  
Has been convicted of, or has been held responsible for, criminal damage or arson within the last 12 months
- Has a history of chaotic behaviour
- Has a drug or alcohol use or is on a rehabilitation programme

Bypassed applicants will have the right to review the decision under the existing review terms of the overarching Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories provided that overall the authority is able to demonstrate compliance with the requirements of section 166A(3).

The proposed Local Lettings Policy covers 100% of the 24 flats within the scheme. Although there is an existing Local Lettings Policy on flats at Coniston Road, Mexborough with the same criteria, there is sufficient alternative flat accommodation within the Mexborough area, to ensure that no applicant would be disadvantaged by being refused accommodation on Auckland Road.

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings Policy will cover 100% of relets on Auckland Road, Mexborough.

### **Will the Local Lettings Policy be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned review from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)

## The Oval, Conisbrough

### **Background**

The Local Lettings policy covers the 83 flats and 22 bungalows within the scheme.

### **Local Lettings Policy Criteria**

Properties in the scheme will be subject to the following criteria:

- Minimum age designation of 40+
- Priority given to those aged 60 and over in accordance with Doncaster Council's Housing Allocations Policy

An additional exclusion criteria is implemented as follows:

Where the applicant meets one of the following criteria they will be bypassed and not offered a tenancy in the scheme for a period of at least two years if the applicant:

- Is known to have been involved in anti-social behaviour within the last 2 years
- Is unable to demonstrate an ability to sustain a tenancy for a minimum period of the last 12 months
- Has an unspent criminal conviction
- Has been convicted of, or has been held responsible for, criminal damage or arson within the last 12 months
- Has a history of chaotic behaviour
- Has a drug or alcohol use or is on a rehabilitation programme

Bypassed applicants will have the right to review the decision under the existing review terms of the Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories provided that overall the authority is able to demonstrate compliance with the requirements of section 166A(3).

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings Policy will cover 100% of relets in The Oval, Conisbrough.

### **Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)

## Silverwood House, Balby Bridge Estate, Town Centre

### **Background**

Silverwood House is a high rise block of 128 flats over 16 floors, located on the Balby Bridge Estate in the Town Centre. It is age designated to applicants aged 50 and over. 30 of the flats are 1 bedroomed, with the remaining 99 flats 2 bedrooms.

Silverwood House is one of the only two age designated blocks on the Balby Bridge Estate in an area of high density flats and intensive housing management provided by an estate based team.

The focus of the Local Lettings Policy is to reduce the likelihood of anti-social behaviour from new tenants by applying the criteria below.

### **Local Lettings Policy Criteria**

- Applicants and any household members to be aged 50 years and over
- Priority given to those age 60 and over in accordance with Doncaster Council's Housing Allocations Policy
- No involvement or history of anti-social behaviour
- No drug or alcohol abuse and not on a rehabilitation programme

Bypassed applicants will have the right to review the decision under the existing review terms of the overarching Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories provided that overall the authority is able to demonstrate compliance with the requirements of section 166A (3).

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings Policy will cover 100% of relets in Silverwood House.

### **Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)

## Jubilee Court, Wheatley

### **Background**

Jubilee Court Wheatley is a previously enclosed sheltered senior citizen scheme comprising of 42 units of accommodation. The scheme comprises of 17 bedsits and 24 one bedroom flats and 1 three bed maisonette.

As part of the sheltered housing review the age designation was changed to 45 years and over, although applicants aged 60 and over are prioritised in accordance with the terms of Doncaster Council's Housing Allocations Policy.

### **Local Lettings Policy Criteria**

- Single households only
- No pets
- Priority will be given to applicants aged 60 and over first and then remaining applicants in accordance with the overarching Housing Allocations Policy.

Where the applicant meets one of the following criteria they will be bypassed and not offered a tenancy in the scheme for a period of at least 2 years if the applicant or member of their household:

- Is known to have been involved in anti-social behaviour within the last 2 years
- Is unable to demonstrate an ability to sustain a tenancy for a minimum period of the last 12 months
- Has an unspent criminal conviction
- Has been convicted of, or has been held responsible for criminal damage or arson within the last 12 months
- Has a history of chaotic behaviour
- Has a drug or alcohol use or is on a rehabilitation programme

Bypassed applicants will have the right to review the decision under the existing review terms of the overarching Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories provided that overall the authority is able to demonstrate compliance with the requirements of section 166A(3).

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings Policy will cover 100% of relets in Jubilee Court, Wheatley.

### **Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)

## Park View, Adwick Le Street

### **Background**

Park View, Adwick Le Street is a block of 48 self-contained flats designated as senior citizens accommodation. In 2013, as part of the sheltered housing review in which Park View was included, the age designation was changed to 45+.

### **Local Lettings Policy Criteria**

- Single households only
- No pets
- Priority will be given to applicants aged 60 and over first and then to remaining applicants in accordance with the overarching Housing Allocations Policy

Where the applicant meets one of the following criteria they will be bypassed and not offered a tenancy in the scheme for a period of at least 2 years if the applicant or member of their household:

- Is known to have been involved in anti-social behaviour within the last 2 years
- Is unable to demonstrate an ability to sustain a tenancy for a minimum period of the last 12 months
- Has an unspent criminal conviction
- Has been convicted of, or has been held responsible for criminal damage or arson within the last 12 months
- Has a history of chaotic behaviour
- Has a drug or alcohol use or is on a rehabilitation programme

Bypassed applicants will have the right to review the decision under the existing review terms of the overarching Housing Allocations Policy. Section 166A of the Housing Act 1996, as amended, enables local housing authorities to allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories. Provided that overall the authority is able to demonstrate compliance with the requirements of section 166A (3).

### **How many allocations will be affected by the Local Lettings Policy?**

The Local Lettings Policy will cover 100% of relets in Park View, Adwick Le Street.

### **Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

### **How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)



## New Build Council Homes

An enhanced local connection criteria to the specific areas defined in each development will be applied to up to 100% of the new build council homes for the first let or if the home becomes available within 12 months of the completion date.

This does not apply to adapted properties to ensure best use of this type of accommodation where priority will be given to applicants nominated from Doncaster Council's Accessible Housing Register.

The initial boundaries of the Schemes are set at the actual village dependent on the size of the area or the defined ward.

The enhanced local connection criteria will include:

- Living within the defined geographical boundary where the new build homes are located (time period 3 years)
- In paid work in the defined boundary (time period 3 years)
- Has a close family member living in the defined boundary (time period 3 years) – civil partners, parents, grandparents, sons, daughters, brothers or sisters
- Can demonstrate a strong local connection having lived in the area for five years e.g. lived in the area as a child and then moved away

This is with the exception of applicants in the General Band, who will continue to be considered after residents in all other bands in accordance with DMBC's Housing Allocations Policy.

In the case of allocating new build bungalows or flats:

- Council tenants releasing a house to relet, with the enhanced local connection will be considered before other applicants meeting the enhanced criteria.

Should applicants with the enhanced local connection be exhausted, any remaining offers will be made in accordance with the shortlisting priority of the overarching Housing Allocations Policy.

An example of the priority criteria applied is shown below.

### **Agreed Local Connection Criteria**

**Priority 1** Applicants who have a Local Connection to Edenthorpe and Kirk Sandall.

**Priority 2** If there are no applicants/ or the shortlist is exhausted on **Priority 1** the scheme will be extended to applicants with a Local Connection to Clay Lane and Barnby Dun.

**Priority 3** If there are no applicants/or the shortlist is exhausted on **Priority 2** the scheme will be extended to applicants with a Local Connection to Armthorpe, Duncroft and Dunsville.

**Priority 4** If there are no applicants in **Priority 3** the scheme will be allocated to applicants in order of their shortlisted position.

Areas will be discussed and agreed with the Housing Portfolio Holder and SLHD Director of Housing and Customer Services and ward boundaries will be applied.

**Will the Local Lettings Policies be reviewed?**

Yes, there is a review matrix attached in Appendix C with planned reviews from 12 months to 3 years.

**How will the policy be advertised?**

Any arising vacancies will be clearly advertised as subject to a Local Lettings Policy. The terms and conditions of the policy will be published on the Doncaster HomeChoice website at [www.stlegerhomes.co.uk/looking-for-a-home/](http://www.stlegerhomes.co.uk/looking-for-a-home/)