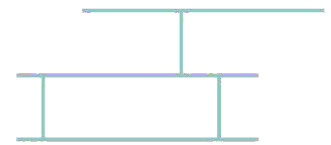
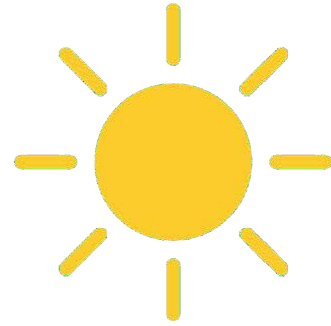


Plus Dane Housing

Local  
Lettings  
Policy

Liverpool  
over 55  
schemes



## 1. Introduction

This Local Lettings Policy sets out how Plus Dane shall allocate its designated over 55 schemes.

The aim is to ensure these schemes are let in a way which supports independent living and continues to ensure balanced and sustainable community by offering homes to residents aged over 55 years.

We aim to achieve this by housing a mix of different households, with different lifestyles and economic profiles, whilst at the same time, still providing housing to residents in housing need.

This policy applies to all lets and is designed to support tenancy sustainment and safeguard the reputation of the schemes.

---

## 2. Background

The schemes below are intended exclusively for applicants over 55 years. A household member under 55 will only be considered if they are a partner or spouse aged 50 years or above or the lead applicants registered carer aged 50 or above.

Homes will be advertised through Property Pool Plus; however, we intend to include an age local lettings criterion to ensure the sustainment and reputation of the schemes.

L6:

- Rocastle Close, L6
- Tree Tops Court, Penlinken Drive, L6

L8:

- 116 Hill Street, L8
- Kenyon Court, L8
- Northumberland Street, L8
- George Cross Court, L8
- Coulsdon Place, L8

L15:

- Pearson Court, L15
- Seaman Road

L17

- Chestnut House, L17

L19:

- Kinsman Court, L19
- Beechtree Court L19

L25:

- Lime Tree Court, L25

The Local Lettings Policy will apply to all lets and is intended to maintain a balanced and sustained community.

---

### **3. Aims and Objectives**

The key objectives of this policy are to:

- Prioritise applicants aged 55 and over
  - Make best use of housing designed for older customers
  - Promote a stable and supportive communities for older residents
  - Ensure economic diversity by balancing working and non-working households.
  - Support sustainable tenancies and community cohesion.
  - Prevent concentrations of worklessness or anti-social behaviour.
  - Encourage local connection and community contribution.
- 

### **3. Allocation Process**

Homes will be advertised through Property Pool Plus and allocated in accordance with Liverpool's Housing Allocation Policy, considering the local lettings criteria outlined in this document.

Applicants will be considered in band and date order, with preference given to those meeting the local lettings requirements.

Applicants must be aged 55 years or over at the date of allocation.

Where demand is low, we shall explore lowering the age limit to a minimum of 50 years, however we will not house younger applicants in the schemes as to do so would be contrary to the ethos and purposes of the schemes if the age limit was lower.

---

### **5. Local Lettings Criteria**

#### **Employment and Economic Activity**

- 50% of homes will be allocated to households in employment (minimum 16 hours per week).
- Applicants must provide proof such as a contract, payslip, or employer letter.
- Preference will be given to applicants in continuing employment who can demonstrate financial sustainability.

**Community Contribution**

- The remaining 50% of homes will be prioritised for applicants contributing to the community, including:
- Volunteers active for at least 16 hours per week for 6 months or more with a registered charity or non-profit organisation.
- Students engaged in part-time or full-time further or higher education for at least one academic term.
- Individuals unable to participate in work or volunteering due to age, disability, or other relevant circumstances.

**Local Connection**

- Applicants must have a local connection through residence, exemption criteria, employment, or family ties.

**Tenancy History**

- Applicants must provide satisfactory tenancy references for the previous two years.
- First-time renters who have not held a tenancy before may provide an alternative reference such as one from an employer.

**Affordability**

- All applicants will undergo a financial assessment to confirm they can sustain rent and other household costs.

**Property Occupation**

- Applicants must fully occupy the property in line with current bedroom eligibility requirements.

**Offers**

We reserve the right to withhold any offer of accommodation if the qualifying applicant has an offending history associated with any of the following activities:

- Illicit drug related activities

- Serious Anti-Social Behaviour
- Any other offence deemed serious enough to pose a high-risk to neighbourhood stability

If concerns arise about an applicant's background or potential community impact, Plus Dane reserves the right to withhold or withdraw an offer.

---

## **6. Selection and Verification**

Homes will be advertised on Property Pool Plus advising applicants that a Local Letting scheme is in place and applicants will be required to satisfy the criteria specified.

All shortlisted applicants will be interviewed before an offer is made. Verification will include reference checks, affordability assessments, and confirmation of employment or volunteering.

An 'Entitled To' benefit assessment will be completed to ensure applicants are receiving their full entitlement.

Where appropriate, applicants will be referred to tenancy sustainment or debt advice services to promote long-term stability.

If there are reasonable concerns that an applicant's behaviour or background could negatively impact neighbours or the wider community, any offer may be withheld or withdrawn.

In keeping with our Letting Policy, flats will be offered as follows:

- Ground floor apartments will first be offered to applicants with a health-related ground floor need.
- Fully adapted homes will be prioritised for applicants with a wheelchair requirement.

---

## **7. Appeals**

Applicants may request a review of any decision made in relation to their application. Reviews can be made by phone, in writing, or in person.

All review requests will follow the Property Pool Plus review process, detailed in the Property Pool Plus allocation policy.

---

## **8. Monitoring and Review**

The effectiveness of this Policy will be reviewed after 12 months to assess whether it has supported a sustainable mix of residents.

The following indicators will be used to measure the overall success of this lettings plan:

- Average tenancy length
- Turnover rate
- Number of anti-social behaviour cases

If the approach does not achieve the intended outcomes, it will be reviewed in consultation with Liverpool City Council and Property Pool Plus.