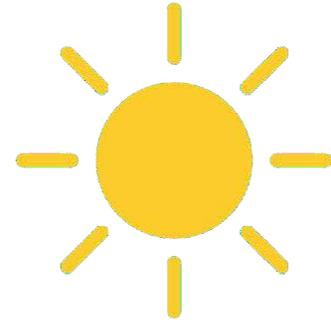


Plus Dane Housing

Local  
Lettings  
Policy

Oriel Road,  
Sefton



## 1. Introduction

This Local Lettings Policy sets out how Plus Dane shall allocate its designated over 55 scheme at 48 Oriel Road, Sefton

The aim of the policy is to ensure the scheme is let in a way which supports independent living and maintains a balanced and sustainable community by offering homes to residents aged over 55 years.

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

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## 2. Background

Oriel Road is a scheme built exclusively for applicants aged 55 years and over. To comply with the planning and funding permissions granted, allocations will only be made to applicants who meet the age criteria.

The scheme comprises of 24, two bedroom apartments.

As an age specific scheme, only applicants aged over 55 shall be considered. Plus Dane will therefore advertise these properties with an age criteria.

As a age specific scheme, only applicants aged 55 and over will normally be considered. Properties will therefore be advertised with an age criteria. A household member under the age of 55 may be considered only where they are:

- a partner or spouse aged 50 years or above or
  - the registered carer of the lead applicant and aged 50 or over
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## 3. Aims and Objectives

The objectives of this policy are to:

- Prioritise applicants aged 55 and over
  - Make best use of housing designed for older customers
  - Promote a stable, supportive community
  - Support sustainable tenancies and community cohesion.
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### 3. Allocation Process

Homes will be advertised through Property Pool Plus and allocated in accordance with Sefton's Housing Allocation Policy, taking account the local letting criteria set out in this document.

Applicants will be considered in band and date order, with preference given to those who meet the local letting requirement.

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

Where demand is low, we may consider lowering the minimum age to 50. However applicants younger than this will not be housed, as doing so would be contrary to the ethos and purposes of the scheme.

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### 5. Local Lettings Criteria

#### Age

- Applicants must be aged 55 or older

#### Offers

Before any offer is made, shortlisted applicants will be required to undergo a formal interview and undergo full reference checks. During this process, the local lettings criteria and any additional checks required will be explained in full.

We reserve the right to withhold or withdraw 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

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

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## 6. Selection and Verification

Homes will be advertised through Property Pool Plus, clearly stating that a Local Letting Policy is in place and that applicants must meet the specified criteria.

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

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

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

In line with Plus Dane's Lettings Policy, apartments will be allocated as follows:

- Ground floor homes will be prioritised for applicants with a health-related need for ground floor accommodation.
- Fully adapted wheelchair accessible homes will be prioritised for applicants with a wheelchair requirement.
- Homes should normally be fully occupied, unless medical evidence confirms that an additional bedroom is required to meet health, wellbeing, or care needs.

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## 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, as set out in the Property Pool Plus allocation policy.

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## 8. Monitoring and Review

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

- Customer Profile Reports
- Average tenancy length
- Turnover rate

If the policy does not achieve its intended outcomes, it will be reviewed in consultation with Sefton Borough Council.