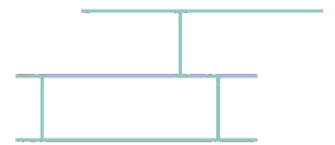
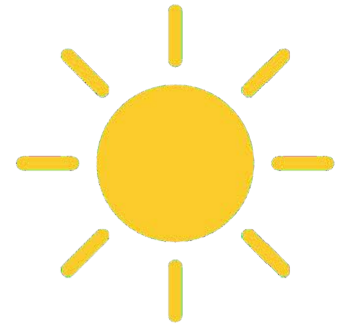


Plus Dane Housing

Local
Lettings
Policy

Johnsons HQ
Bootle



1. Introduction

This Local Lettings Policy sets out how the new affordable homes at Johnsons HQ, Bootle will be allocated.

The development consists of 47 homes:

- 12 apartments (6 one-bedroom and 6 two-bedroom)
- 35 houses (20 two-bedroom, 11 three-bedroom, and 4 four-bedroom)

The aim is to create a balanced and sustainable community by offering homes to residents who can demonstrate commitment to the local area through employment, volunteering, or community contribution, while also meeting local housing need.

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 the first lets and any vacancies within the first 12 months following handover. It is designed to support tenancy sustainment and safeguard the significant investment made in the scheme.

2. Background

Johnsons HQ is in the Litherland ward of Sefton. Handover of homes will take place between from May 2026 through to August 2026.

The scheme forms part of Plus Dane’s wider development programme and sits within an area of high housing demand, as shown by Property Pool Plus data for Sefton. See appendix 1.

The purpose of the Local Lettings Policy is to support the early stability of the development by ensuring a positive mix of residents and helping reduce the likelihood of anti-social behaviour or tenancy failure. The approach complements, rather than replaces, the Property Pool Plus Allocation Policy.

The Local Lettings Policy will apply to the first and any subsequent lets within the first 12 months of the scheme and is intended to create a mixed scheme of applicants

3. Aims and Objectives

The key objectives of this policy are to:

- Build a mixed and settled community from the outset.

- 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.
 - Protect Plus Dane's investment in the development.
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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, 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.

Where demand is low, Plus Dane will consult with Sefton Council about alternative letting options.

It is intended that a local lettings policy will apply on the first let or any first lets within the first 12 months of the scheme, to safeguard the reputation of the development and the significant investment being made in the new homes.

5. Local Lettings Criteria

Employment and Economic Activity

- 60% 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 40% 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 current residency within the borough.

Tenancy History

- Applicants must provide satisfactory tenancy references for the previous two years.
- Households with tenancy breaches, rent arrears, or anti-social behaviour within the past two years will not normally be considered.
- First-time renters who have not held a tenancy before may provide an alternative reference such as one from an employer.

Criminal Behaviour

- Applicants with unspent convictions for offences involving drugs, violence, or serious anti-social behaviour within the last two years will not be considered. This includes criminal convictions and / or warnings for anti-social behaviour which may pose a risk to others or undermine the safety of the surrounding community.
- Each case will be reviewed individually. Written reasons and guidance will be provided to anyone deemed unsuitable.

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.
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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, detailed in the Property Pool Plus allocation policy.

8. Monitoring and Review

This policy applies to the first lets and any vacancies within the first 12 months of handover.

Its effectiveness 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 Sefton Council and Property Pool Plus. Future lets will then follow Plus Dane's general Lettings Policy.

Appendix 1

PPP demand by Band (May 2025)

Band / Bed need	1	2	3	4	5	7	Grand Total
Band A	254	114	42	28	10	1	449
Band B	672	520	256	119	5		1572
Band C	661	496	188	17	1		1363
Grand Total	1587	1130	486	164	16	1	3384

PPP allocation by Band for homes in Bootle for 2024-25 was as follows:

	1 bed Flat	2 Bed Flat	2 bed house	3 bed house	4 bed house	Grand Total
Band A	28	8	20	12	1	56
Band B	8	6		20		14
Band C	3	3		1	1	6
Grand Total	39	17	20	33	2	76

LLP Offer breakdown

Flats Band %	One bed (6)	Two beds (6)	Employment (60%*) 1b	Employment (60%*) 2b
Band A 40%	3	3	2	2
Band B 40%	2	2	1	1
Band C 20%	1	1	1	1
Total	6	6	4	4

(As it is not possible to allocate to the exact 40% number, priority will be rounded up to Band A.

House Band %	Two bed (20)	Three beds (11)	Four beds (4)	Employment 2b (60%)	Employment 3b (60%)	Employment 4b (60%)
Band A 40%	8	4	2	5	3	1
Band B 40%	8	4	1	5	3	1
Band C 20%	4	3	1	2	1	-
Total	20	11	4	12	7	2

(*60% of 35 – 21.