

## Caerphilly Common Housing Register Local Lettings Policy Pro-Forma

<b>Details of area to be covered:</b>	N <sup>o</sup> :	
	Road(s):	Borfa Place
	Town:	Blackwood
	Postcode:	NP12 3FE
<b>Details of properties to be covered:</b>	Count:	6 one bedroom flats
	Bedrooms:	
	Type(s):	
	Landlord(s):	Charter
<b>Reason for requesting a local lettings policy:</b>		<p>Borfa Place is the Cefn Fforest Fire Station site. We would like to promote a balanced community and therefore propose a mixture of applicants with varying needs and priorities to be considered for the single person accommodation. Allocating on the basis of need alone could result in a high concentration of people with support needs, which may affect the balance/harmony of the estate.</p>
<b>Summary of evidence base to support local lettings policy:</b>		<p>We have had concerns raised that social housing developments bring anti-social behaviour and criminal activity issues to an area. We do assure local communities that we will try to allocate these properties sensitively.</p> <p>We would propose a split of allocations of the flats; one third to homeless applicants, one third to waiting list applicants (based on band and waiting time) and one third to applicants that need to move due to welfare reform (bedroom tax).</p> <p>We have 191 properties across eight streets less than one mile from the new development. In the last twelve months we have handled 87 cases in relation to issues such as drug-related activity, noise nuisance, anti-social behaviour, serious acts of violence, an alleged sexual assault and incidents of domestic violence.</p>
<b>Objective of local lettings policy:</b>		<p>To ensure that we create a balanced community from the 1<sup>st</sup> let.</p> <p>Prevent any housing management issues arising.</p>
<b>Restrictions to be placed on lettings:</b>		<p>Any applicant that has a history of causing anti social behaviour in the past 5 years, or has unspent convictions for violent offences, theft/burglary and/or drug offences will be not be considered.</p>

	Ground floor properties will be offered to applicants with mobility issues that require these property types. However, applicants with a history of causing anti social behaviour in the past 5 years, or has unspent convictions for violent offences, theft/burglary and/or drug offences would still be overlooked for adapted properties.	
<b>Details of any community consultation:</b>	Local residents have contacted us, concerned about potential new developments. This new site will be under close scrutiny from local residents.	
<b>Summary of equality impact assessment:</b>	An EIA has been completed. No adverse impacts were identified.	
<b>Implementation date:</b>	From handover – due February 2018	
<b>Termination date:</b>	12 months from implementation	
<b>Review frequency:</b>	N/A	
<b>Monitoring and review arrangements:</b>	N/A	
<b>Requesting officer:</b>	<b>Name:</b>	Andrew Frame
	<b>Position:</b>	Sustainable Communities Manager
	<b>Organisation:</b>	Charter Housing
<b>Dated:</b>	15/01/2018	
<b>Panel decision:</b>	Approved	
<b>Dated:</b>	27/02/2018	
<b>Decision details:</b>	N/A.	

Please ensure that the pro-forma is fully completed before sending via secure email to the common housing register team at [CHR@caerphilly.gov.uk](mailto:CHR@caerphilly.gov.uk) . Please telephone 01443 873521 should you need to speak with a member of the team.

