CWRT COL-HUW, LLANTWIT MAJOR LOCAL LETTINGS POLICY

BACKGROUND INFORMATION

The aim of the Cwrt Col-Huw, Llantwit Major Local Lettings Policy is to ensure that the new affordable housing at Cwrt Col-Huw is sustainable and will become part of the local community in which residents wish to remain and show a commitment to the locality in which they will live. To achieve this aim, a local lettings policy has been agreed with the Vale of Glamorgan Council, Newydd Housing Association and Llantwit Major Town Council, who represent the residents of the Llantwit Major Town Council Area.

SCHEME SPECIFICATION

The development at Cwrt Col-Huw comprises of 18 flats as follows;

13 x 2bedroom 3 person flats
3 x 1bedroom 2 person flats
2 x 1bedroom 2 person fully wheelchair accessible ground floor flats

There are 11 general needs parking spaces at the scheme and an additional 2 disabled parking spaces. As there are a limited number of parking spaces, this policy also addresses the allocation of the individual spaces.

LOCAL LETTINGS CRITERIA

All lettings should satisfy the main principles of the lettings policy for the Llantwit Major Town Council Area, which are as follows:

Priority will be given to those applicants with a local connection to the Llantwit Major Town Council Area.

1) Local connection will be defined as follows:

    - Resident in the Llantwit Major Town Council Area for the last 12 months or 3 out of the last 5 years.

- Parents or close family (*see note below*) living in the Llantwit Major Town Council Area.
- Permanently employed (or moving to be permanently employed) in the Llantwit Major Town Council Area.
- Retiring from tied accommodation in the Llantwit Major Town Council Area.

Note: Close family members include husband or wife, grandparents, children, grandchildren, brothers and sisters.
Step and half relatives will be treated as full blood relatives.

After taking into account point (1), rented properties will be allocated in line with current Homes4U policy, by band priority and by the length of time registered with Homes4U.

2) When allocating all properties at the scheme, if there are insufficient Homes4U applicants with a local connection to the Llantwit Major Town Council Area, then priority will next be given to applicants from the adjacent Community Council areas of St Athan, Llanmaes, Llanfair and Llancarfan.
   After taking into account point (2), the properties would then be allocated in line with current Homes4U policy, i.e. by band priority and by the length of time registered with Homes4U.

   2a) If insufficient applications are received from Priority Level 1 and 2, then priority will be given to applicants with an extended family connection to the Llantwit Major Town Council area, including uncles, aunts, nephews & nieces – including step and half relatives.

3) In the unlikely event that there are insufficient applicants taking into account points (1), (2) and (2a) above, then applicants from the other rural Vale villages and comprising less than 1000 households will be considered. Should applicants in these areas also be exhausted, then lettings can be extended to Homes4U applicants residing in the rest of the Vale of Glamorgan.

4) Accessible properties will be let via the Accessible Homes register following the same lettings criteria. Where there are no Accessible Homes Applicants with a local connection, priority should be given to applicants with a matched need to the property within the wider Vale of Glamorgan area.

When letting properties in the Llantwit Major Town Council area we will match the size of the accommodation with the household's needs, in line with current allocation policies.

Nothing in this document precludes a new application to Homes4U.

For all applicants who are housed at Cwrt Col-Huw, home visits will be undertaken by Housing Officers of Newydd Housing Association and tenancy references will be taken up, including for those applicants living in private accommodation.

Newydd Housing Association will ensure that:

1. All applicants are a member of Homes4U
2. All new tenants will be required to complete the Newydd Accredited Learning course – Tenancy Ready Programme
3. Priority will be given to applicants who have no convictions or history of ASB
4. All offers of tenancy will be subject to payment of up to one week's rent in advance. If this is not affordable the applicant may be asked to enter into an agreement to pay £10 initially followed by £1 per week.

ALLOCATION OF PARKING SPACES

1. The two disabled parking spaces will be allocated to the two ground floor adapted units
2. The remaining spaces will be allocated to frequent/dependable car users. These users will be identified at the housing application stage.
3. If the frequent/dependable user list is exhausted, any remaining spaces will be allocated from a waiting list within the scheme.
4. No more than 1 space will be allocated to each household.
5. Newydd will provide a parking permit to each household that has been allocated a space.
6. Newydd will monitor the use of the car park by way of regular estate inspections.

Newydd Housing Association and the Vale of Glamorgan Council will provide feedback on the outcomes of the lettings policy to the Llantwit Major Town Council, as required.