****

**Cwrt Canna, Llangan Local Lettings Policy**

The aim of the Local Lettings policy is to ensure that the Housing Association’s development at Cwrt Canna is sustainable and integrates into the local community. It is the intention of the policy to ensure new residents wish to remain in the area and show a commitment to the locality in which they will live. The policy has been developed by and agreed in partnership with the Vale of Glamorgan Council, Newydd Housing Association and Llangan Community Council who represent the residents of Llangan, Treoes, Fferm Goch and St Mary Hill.

Applicants for Lettings should satisfy the main principles of the policy, and will be prioritised according to the following criteria:

**Priority 1**

Local connection will be defined as follows:

• Applicants who have lived in Llangan, St.Mary Hill, Treoes and Ruthin for a continuous period of 5 years

• Applicants who have immediate family\* (parents or children) who have lived in Llangan, St.Mary Hill, Treoes and Ruthin for a continuous period of 5 years

• Applicants who have been employed in Llangan, St.Mary Hill, Treoes and Ruthin for a continuous period of 5 years

• Applicants who are retiring from tied accommodation in Llangan, St.Mary Hill, Treoes and Ruthin

\* Step, half relatives and legal guardians will be treated as full blood relatives, minors will not count as a suitable connection

**Priority 2**

• Applicants who have lived in Llangan, St.Mary Hill, Treoes and Ruthin a continuous period of 1 year

• Applicants who have immediate family\* (parents or children) who have lived in Llangan, St.Mary Hill, Treoes and Ruthin for a continuous period of 1 year

• Applicants who have been employed in Llangan, St.Mary Hill, Treoes and Ruthin for a continuous period of 1 years

• Applicants who are retiring from tied accommodation in Llangan, St.Mary Hill, Treoes and Ruthin

\* Step, half relatives and legal guardians will be treated as full blood relatives. Minors will not count as a suitable connection

**Priority 3**

Applicants who have extended family\* (siblings, grandparents, aunts, uncles) living in Llangan, St.Mary Hill, Treoes and Ruthin, prioritised as per above.

\* Step, half relatives and legal guardians will be treated as full blood relatives. Minors will not count as a suitable connection

**Priority 4**

Applicants who reside or work in the neighbouring communities of, Penllyn, City, Graig Penllyn, Pentre Meyrick, Llanblethian and Llansannor.

**Priority 5**

Applicants who currently reside in the rural Vale.

**Priority 6**

In the unlikely event that there are insufficient applicants who fall within Priority 1, 2,3, 4 or 5 then lettings can be extended to Homes4U applicants living or working anywhere in the Vale of Glamorgan.

**Additional Information**

If more than one applicant has the same priority, the applicant who has lived (or previously lived) in the relevant Priority Level area for the longest period of time will be given priority. Within each of these priority levels - rented properties will be allocated in line with current Homes4U policy, by band priority and by the length of time registered with Homes4U.

When letting properties we will match the size of the accommodation with the household’s needs, in line with current Homes4u allocation policies.

Nothing in this document precludes new applications to Homes4U.

It should be noted that in cases where adapted/fully accessible properties have been built, if there are no suitable applicants with a local connection to the community, the Vale of Glamorgan Council will offer the property to an applicant currently on the Accessible Homes register with no local connection who requires such a property.

**Evidence of Local Connection**

In all cases the applicant will be expected to demonstrate their local connection, for example by providing utility bills, medical registration, birth certificates and so forth. Applicants living at home with parents or where their connection is due to family will need to provide proof that their family have achieved the local connection criteria.

Applicants not living in the community but who are applying for reasons of employment must provide evidence to show that they are principally employed within the area, including the date of commencement of employment.

Applicants will also be asked to consent to the landlord making enquiries with the electoral register and council tax records should it be necessary. In cases where a relative is the connection, consent will need to be obtained from the relative to make enquiries with the electoral register and council tax records should it be necessary.

**Future Voids**

All future lettings for these properties will also be carried out in accordance with this policy.