

Appendix 1

Local Letting Policy Criteria

There are several types of local letting criteria. These are detailed below.

Management Local Letting criteria

This type of criteria is applied when there has been an increase in reported anti-social behaviour in the area

Properties will be allocated to applicants with a management local letting criteria who:

- Have not had a criminal conviction in the last 12 months where the conviction poses a risk to the Community. These include:
 - Acts of violence
 - Theft and burglary
 - Community disorder
 - Criminal damage to property
 - Racial abuse
 - Any drug offence, this will include all class of drugs e.g. heroin and cannabis
- Do not have a drug or alcohol problem unless they can demonstrate that they are actively engaging in a rehabilitation treatment programme.
- Have not been requested to sign an Anti-Social Behaviour Contract (ABC) within the last 12 months.
- Have no tenancy enforcement action in place in respect of tenancy breaches (Has no current SPO, NSP or NTQ)
- Does not have any pending criminal court cases not yet heard
- Can demonstrate good behaviour in the community for the last 12 months, individual cases in urgent housing need will be considered by Housing Assessment Panel.

In order to create sustainable communities local letting policies now include all household members, not just the primary applicant.

Improved processes and communication with the police have been introduced for obtaining information on convictions. Previously the police only gave information on the seven strands of Anti-Social Behaviour. The police are now providing information, if the person has served a custodial sentence within the previous 12 months, been convicted of any criminal offence in the same time period or has a pending criminal case.

Any issues and customer challenges on information provided by the police are referred back to the police to respond and resolve.

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LLP's now include all tenancy breaches including pending NSP or SPO's in a current tenancy.

In the past the police only provided information on recorded convictions. We now include information on pending criminal convictions.

Age limited Local Letting Policy Criteria.

This type of criteria is applied to better match the profile of existing tenants and help remove fear of crime and clash of lifestyle issues.

An age limited criteria may apply to some properties, which specifies the minimum age of an applicant for a particular property.

Rural Local Letting Policy

This type of criteria is applied to a rural village when the population is less than 3,500; few or no facilities; surrounded by open countryside. There are 35 rural villages in Rotherham, some with populations as small as 100. However, not all villages have any council stock. In the villages with Council Stock 50% of new vacancies will be offered to persons on the housing register with a local connection. The applicant will have a Local Connection if:

- Their only or principle home is within the boundaries of the locality covered by the rural housing letting policy and has been for the last 12 months.
- The applicant (not a member of their household) is in **permanent paid work** in the locality covered by the rural housing letting policy
- They have a son, daughter, brother, sister, mother or father, who is over 18 and lives in the locality covered by the rural housing letting policy and has done so for at least five years before the date of application.

Employment Local Letting Policy

This type of criteria is applied when there are high unemployment levels in the area

The housing application asks for information on employment status, this can be utilised to give preference in certain areas to create more balanced communities.. The advert will clearly state that a Local lettings Policy applies and give preference to:

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- households who are currently in employment.
- This will be adopted only in the specific areas listed and will not be applied to more than 10% percent of voids in Rotherham.

New Build Local Letting Policy.

This criteria is applied to new build properties because all of the new homes meet high quality design standards and Level 4 of the Code for Sustainable Housing resulting in a quality residential social housing offer. It is important to ensure that all of the schemes are looked after by the new tenants, that there is compliance with the tenancy agreement and the estate(s) do not suffer from anti-social behaviour. The criteria will also help free up Council homes for other applicants on the housing register

127 new properties were built in Rotherham two years ago. These and any further new build properties will be allocated in accordance with the New Build Local Letting Policy.

Preference will be given to current council tenants who:

- Are Rotherham Council Transfer applicants with a clear rent account and has a good management behaviour history over the past 2 years.
- Have not been convicted of anti-social behaviour within the previous 12 months.
- Where the conviction resulted in a custodial sentence they MUST have also in the opinion of the Council demonstrated good behaviour in the Community within the last 12 months.
- Demonstrated good behaviour in the Community for the last 12 months.
- Do not have a police record of anti-social behaviour, where the last offence is less than 12 months ago.
- Have not been prosecuted for an offence within the last 12 months where illegal drug use played a major part in the conviction. e.g. stolen goods to pay for drug addiction.
- Do not have a drug or alcohol problem unless they can demonstrate that they are actively engaging in a rehabilitation treatment programme.
- Have not been requested to sign an Anti-Social Behaviour Contract (ABC) within the last 12 months.