



Cambridge City Council Local Lettings Plan

Location covered by plan: Colville Road Phase 3

Landlord

The landlord of the properties covered by this plan is: Cambridge City Council

Total number of properties covered by this plan

52 homes (expected to be ready for letting starting from end of July 2024)

Affected property types and sizes

Colville Road Phase 3 (new development off High Street, Cherry Hinton).

Flats:

19 x 1 Bed Flat

26 x 2 Bed Flat

- Ground floor (including 2 wheelchair accessible)
 - 5 x 1 bed flat
 - 2 x 2 bed flat (wheelchair accessible)
- First floor
 - 7 x 1 bed flat
 - 9 x 2 bed flat
- Second floor
 - 7 x 1 bed flat
 - 9 x 2 bed flat
- Third floor
 - 2 x 1 bed flat
 - 4 x 2 bed flat

Houses:

- 2 x 3 bed house
- 1 x 2 bed house
- 4 x 2 bed houses situated in Tottenhoe Court Phase 2

32 homes will be let at Social Rents; and 20 homes will be let at Affordable Rents (up to 80% of market rents) and aimed at local workers. See below for more information.

Reasons for introducing the Local Lettings Plan

1. Background

This Local Lettings Plan (LLP) applies to Colville Road Phase 3. It covers all first-time lettings of all properties, and subsequent lettings of the homes aimed at local workers.

The development is ready to let from end of July 2024*. ** dates are subject to change.*

The Council has worked in partnership with housing developer, Hill, through the Cambridge Investment Partnership (CIP) to build a new housing development perfectly situated for access to the city centre.

The location of the development allows travel by foot, public transport, and cycling.

2. Building a mixed community

Colville Road Phase 3 is a new housing development located in Cherry Hinton. An LLP is being introduced in order to create a balanced, sustainable community that can help complement the wider community.

The LLP should also help support local businesses and services and minimise need for private vehicle journeys to work by allocating some of the homes to people working locally. It also aims to free up council homes for others on the housing register by giving some priority to existing Cambridge City Council tenants. It will also support the needs of people needing wheelchair accessible housing by giving priority to those who need it. The LLP will help tackle homelessness by allocating homes to homeless applicants who are owed a main duty under Part 7 of the Housing Act 1996 and aims to ensure that successful applicants can afford the rents being charged.

The Council understands the need to provide housing for those who are otherwise unable to buy or rent homes due to expensive owner-occupying and private renting in the city.

3. Additional information

Council tenants are allowed pets under their tenancy agreement; however, tenants in flats are asked to consider space constraints which may not be suitable for owning more than one domestic animal such as a house cat or one dog.

It is important to ensure that the development and its residents are protected from potentially negative impacts, such as noise, and the possible impact of animal fouling in open spaces.

Applicants should be aware that there is minimal car parking available. There will be 43 car parking spaces in total, but the spaces are for both Colville Road Phase 2 and 3 residents. Parking at Colville Road development will be managed by Cambridge City Council, and residents will require parking permits for which there will be an additional charge. This will not be covered by Housing Benefit / Universal Credit.

Has an Equality Impact Assessment been completed?

An Equality Impact Assessment has been completed June 2024

How we propose to let the properties covered by the plan

1. Completion dates

The letting of the 52 affordable homes will be staggered from end of July 2024** as the flats/houses are completed,. **all dates subject to change.

2. Affordability and rent levels

Rents for the Affordable Rent properties, to be aimed at local workers, will be set at up to 80% of market rents.

Additional charges may be added exceeding this level, such as for parking.

In line with our Anti-Poverty Strategy applicants will be asked to complete an affordability assessment prior to any offer to try and prevent financial hardship. The council reserves the right not to make an offer of accommodation if the applicant does not meet affordability requirements (rent should be no more than 40% of total household income).

3. Allocating homes

The Council's Lettings Policy applies to all lettings at Colville Road Phase 3.

Subject to demand:

- a) The 20 Affordable Rent properties, at first and all subsequent lets, will be allocated to local workers. Applicants for the local worker housing will need to be in full time employment or employment of 16 or more hours per week and will need to have been in that employment for at least 12 months. Local worker is defined as working within the Cambridge City boundary.
- b) 16 properties which are provided at social rents will be allocated at first let to current tenants of Cambridge City Council whose homes are no longer suitable for them. This could be because their family have moved out and they wish to move to a smaller home or to another area; they are fleeing domestic abuse; or their current home is no longer suitable for other reasons. Social rented properties do not require an affordability assessment.
- c) 16 properties which are provided at social rents will be allocated at first let to other applicants on the Council's housing register. This will be a mixture of applicants who are already a tenant of a Registered Social Landlord (such as housing associations), whilst for others it may be their first home. This includes homeless household who owed a main a main duty under Part 7 of the Housing Act 1996. Social rented properties do not require an affordability assessment.

Each size of home will be allocated at first let to a mix of household types and sizes. e.g. 1-bedroom homes will be allocated to a mix of single people and couples, whilst 2-bedroom homes will be allocated to applicants both with school aged children and adult children. This will help provide a mixture of different types of households across the new community.

The Council will also continue to give appropriate priority to those who are homeless and those who need to move on medical or welfare grounds and may have an urgent need for housing, as well as those given an emergency status for rehousing as a result of re-generation projects.

Please note there may be overlaps between the above groups. For example, someone allocated a home could be both working locally and be a transfer applicant.

Wheelchair accessible homes

Two flats are wheelchair accessible (1 x 2-bedroom flat with 3 person occupancy and 1 x 2 bedroom flat with 4 person occupancy). Priority will be given to applicants on the Council's housing register requiring this type of housing. This may involve assessment from an occupational therapist to ensure people's needs are met.

All other flats on the development are adaptable to become wheelchair accessible. Therefore, applicants with a wheelchair need may still be considered if the two wheelchair units have already been let.

The Council will ensure priority is given to those requiring a ground floor property as determined by an occupational therapy assessment.

Unacceptable behaviour

When shortlisting applicants, the Council will consider whether an applicant or a member of their household has a history of behaviour, particularly within the last three years, which in the opinion of Cambridge City Council is unacceptable. Unacceptable behaviour can include (but is not limited to) domestic or other abuse, harassment, anti-social behaviour, drug dealing or other criminal activity, failing to maintain or repair their home or associated garden or garage, noise nuisance or tenancy related debt.

When considering whether to exclude an applicant from the shortlist the Council will also take into account whether an applicant is effectively engaging with a recognised programme of support and rehabilitation.

Equalities

The Council will not tolerate discrimination, harassment or victimisation and will strive to promote equality of opportunity and understanding within our organisation and our communities. The Equality Act 2010 identifies a number of 'protected characteristics',

- Age
- Disability
- Gender Reassignment
- Race
- Religion or belief
- Sex
- Sexual orientation
- Pregnancy & maternity
- Marriage & civil partnership

Applicants with any of these protected characteristics will not be disadvantaged in respect of decisions made about the allocation of available homes. An Equality Impact Assessment has been carried out on this Local Lettings Policy.

The period that the plan covers

- First lets of all homes on the development
- First and subsequent lets of the homes aimed at local workers.

Schedule of properties

Block	Tenure	Postal numbers
Spurgeons Court	Affordable Rent 80% Social Rent	12-27 inclusive 1-11 inclusive and 28
Saffron Court, High Street	Social Rent	1-17 inclusive
High Street, Cherry Hinton	Social Rent	122-124 inclusive
Tottenhoe Court	Affordable Rent 60%	64-67 inclusive

This plan is approved by:

Name	Role
Anna Hill	Housing Services Manager, City Homes (on behalf of landlord)
Simon Hunt	Housing Services Manager (on behalf of Housing Advice Service)
Helen Reed	Housing Strategy Manager (on behalf of Housing Strategy)

Date of plan

08/07/2024