



Bristol City Council

# Lawrence Weston Local Lettings Policy

Version 0\_07

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Responsibility	

History of most recent policy changes or Health-check			
Date	Page	Change	Origin of change (e.g. legislation)

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## **1. Policy statement**

- 1.1 Bristol City Council is committed to the creation of a mixed and balanced community within Lawrence Weston through new build affordable homes.
- 1.2 This policy sets out to meet the housing needs of people who live in the Lawrence Weston area and has been developed in conjunction with Lawrence Weston Neighbourhood Planning Group.
- 1.3 It also recognises the pressures and demands on social and affordable housing throughout the city and will allocate homes in a fair and transparent way.

## **2. Introduction**

- 2.1 50% of new affordable housing within the Lawrence Weston Neighbourhood Plan area will be allocated to applicants that meet the criteria set out within this document.
- 2.2 This policy only applies to the first round of lettings of new build affordable housing accommodation within the Lawrence Weston Neighbourhood Plan area.
- 2.3 Properties freed up by tenants moving to new build affordable housing within the Lawrence Weston Neighbourhood Plan Area by virtue of this policy will be allocated via the HCB allocation policy or in cases in line with 4.6.
- 2.4 This policy will cover all new affordable homes and developments built within the Lawrence Weston Neighbourhood Plan Area.
- 2.5 This policy will be enacted once the first new build property or site is built ready for allocation and occupancy.

### **3. Aims and objectives**

- 3.1 The aim of the policy is to provide clear guidance to Bristol City Council and Housing Association staff, residents of Lawrence Weston and citizens of Bristol, around how new affordable homes built within the Lawrence Weston Neighbourhood Planning Area will be allocated and monitored.

### **4. Criteria**

- 4.1. Applicants must be on the Bristol housing register and any offers made to applicants meeting the criteria below will be given to the applicants in the highest housing need.
- 4.2. Priority will be given to resident's who are currently living within the Lawrence Weston Planning Area and have two years or more continuous residency with no breaks in their tenancy or residency and/or:
- 4.3. Applicants who do not live within the Lawrence Weston Planning Area, but who have an essential need to live within the Lawrence Weston Planning Area so they are able to provide a provision of care to an immediate family member who has lived in the Lawrence Weston Plan Area for a period of two years continuous residency.
- 4.4. In the second instance priority will be given to residents who currently live within the Lawrence Weston Planning Area for less than two years.
- 4.5. Should an applicant not be found who matches the above criteria the allocation of the property will revert back to the HCB allocation policy.
- 4.6. There will be flexibility in the allocation of these properties to allow Landlords to make best use of stock and so divert away from this policy in cases of strategic interest where direct offers may be used as per LAT and Direct offer policies.

### **5. Roles & responsibilities**

- 2.1. Landlords will be responsible for the allocation of properties.
- HCB will be responsible for assessing rehousing applications and agreeing the banding of an applicant.

## 6. Monitoring

- 6.1. HCB will carry out allocation audits after each scheme/development has been successfully allocated too. Outcomes and data regarding the successful applicants will be shared with the Lawrence Weston Neighbourhood Planning Group in accordance with [The Data Protection Act 1998](#) and Bristol City Council's own data protection protocols.
- 6.2. Landlords may also monitor the effect of the policy separately to ensure that it is fair and that the criteria is still appropriate and fit for purpose.

## 7. Policy Review

- 7.1. This policy will be reviewed every twelve months following the first allocation using this policy.

## 8. Glossary of terms

Affordable homes	Shared ownership, affordable rent & social rent.
Best use of stock	Feeing up homes in low supply or in high demand including adapted/accessible homes
Direct Offer	An offer of accommodation made outside of Home Choice Bristol made directly to a tenant or applicant on the housing register.
Housing Delivery	Bristol City Council Housing services
Housing need	An applicant will be placed into one of four bands according to their housing need. Applicants are considered in band order (band 1 being the highest and band 4 the lowest) and then in date order within the agreed band.
HCB	Home Choice Bristol, the housing register for Bristol.
Immediate family	As defined in the <a href="#">HCB allocation policy</a>
LAT	Landlord Agreed Transfer – 10% of Housing Delivery's stock and 30% RSL's can be allocated outside of HCB.
Lawrence Weston Neighbourhood Plan Area	See appendix A
Strategic interest	Contributing to the vision and priorities of the city and the council, meeting the aims and objectives set out in the Corporate Plan.

## 9. Appendix A – Lawrence Weston Neighbourhood Planning Area

