

Brentwood Borough Council

The Council uses Local Lettings Plans (LLP) to address housing management issues on existing sites and to ensure the best use of new homes when they are first let.

When properties covered by a LLP are advertised, the criteria of the LLP will be made clear in the advert to provide clear guidance to potential applicants.

Local Lettings Plan for 17 & 17a Crescent Road

The following LLP has been written for the letting of an existing 4-bedroom HRA property which has been converted to 2 x 2 bedroom flats in Crescent Road, Brentwood, Essex

Content of the LLP

The following table covers the content of the LLP for 17 & 17a Crescent Road.

| Subject | Content |
|---|---|
| Types of properties | <p>17 & 17a Crescent Road are 2 x 2-bedroom flats that were recently converted from an existing HRA 4-bedroom house which had been derelict for a number of years.</p> <p>17 – 2-bedroom ground floor flat with garden 17a – 2-bedroom 1st floor flat (no garden)</p> <p>For this reason, the allocation of the properties will be targeted at those households on the transfer list who wish to downsize to a smaller property.</p> <p>Where a transfer applicant releases a larger social housing property, they will be entitled to a payment under the Council's under occupation scheme.</p> <p>17a Crescent Road due to its layout and low height of the stair banister rail will be unsuitable for children under 12yrs or any medical needs..</p> <p>There will be no right to buy (RTB) on either property. No additional adaptations will be carried out to either property All applicants will be subject to a financial assessment to confirm affordability</p> |
| Properties to be let on a "direct let" basis | <p>Not applicable – Properties to be advertised via CBL</p> |
| Priority Applicants – First Group | <p>(17 & 17a) Transfer Applicants that are downsizing and will release a larger property by moving.</p> |
| Priority Applicants - Second Group | <p>(No. 17 only) Transfer Applicants that have a medical need for an alternative ground floor property and can manage a small number of steps with a handrail.</p> |

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| Priority Applicants – Third Group | (No. 17 only) Housing Register Applicants that have a medical need for a ground floor property and can manage a small number of steps with a handrail. |
| Priority Applicants – Fourth Group | (No 17 only) Housing Register Applicants with a need for a garden for Therapy/Assisted pet. |
| Priority Applicants - Fifth Group | (No. 17 & 17a) Transfer Applicants that require an alternative or larger property (subject to financial assessment) |
| Priority Applicants – sixth Group | (No. 17 & 17a) Housing Register applicants (Subject to financial assessment) |

| Details of the LLP | Content and Dates |
|--------------------------------------|---|
| Date LLP Started | 10 th October 2022 |
| Date LLP to be reviewed | April each year. |
| Date LLP to end | Subject to review |
| Properties Covered by the LLP | Two 2 x 2 bedroom flats |
| Rent Charged | The properties at Crescent Road will be charged an affordable rent. 70% LMR – £201.92 PW * Valuation of properties carried out by Mass & Co, September 2022 LMR - £1,250.00 PM |

Governance

The following table sets out the process for signing off the LLP and also when it was placed on the Council's website and then removed.

| Sign off | Dates |
|-----------------|--------------|
|-----------------|--------------|

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|--|---------------------------------|
| Ward/s affected | Brentwood West |
| Date Ward Councillors informed | 12.10.22 |
| Date signed off by the Director | Approved. Julian Higson 5.10.22 |
| Date shared on the Council's website | 12.10.22 |
| Date removed from the Council's website | TBC |