



Local Lettings Policy for Council Schemes

Development Name: Eldervale (Extra Care), Beech Hill

Housing Provider: Wigan Council

Policy Effective From: 01/06/2023

Policy Effective To: 31/05/2028

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1. Local Lettings Policies – Introduction and Purpose

Local Lettings Policies (LLPs) are agreed local plans for the allocation and letting of homes, which can be applied in relation to new build and regeneration schemes, Affordable Rent properties, or a group of properties of a particular type, such as older persons accommodation or purpose-built blocks of flats. Where homes are not being directly provided by the Council, a Local Lettings Policy is an agreement between the Council and the relevant Housing Provider, including Registered Providers of Social Housing, Community-led housing groups and other private housing providers.

The Wigan Council Allocations Policy allows for Local Letting Policies, building on the provisions of Section 166A (6)(b) of the Housing Act 1996 (as amended), which enables local authorities to allocate particular properties to specific groups, and to persons meeting wider, additional criteria than those provided for under the same Act's 'reasonable preference' categories (which a local authority's principal allocations scheme must operate in accordance with).

LLPs are designed to ensure the best use of available housing stock, based upon local housing need and any wider criteria as necessary, and are used to promote balanced and mixed communities, so any new housing provision blends cohesively with existing stock. LLPs aim to recognise households who are economically active or making a positive contribution to the community, and often incorporate measures to ensure community cohesion, minimise anti-social behaviour, and effectively capture and prioritise households who are either overcrowded or looking to downsize.

Working alongside the Council's Allocation Policy and our statutory obligations in relation to meeting local housing need, LLPs allow for additional flexibility to enable the specific needs of particular groups and/or communities to be met, addressing any shortfalls and imbalances to promote fair opportunities and thriving neighbourhoods.

See the Wigan Council Allocations Policy for a full overview of the allocation of Wigan Council properties:

<https://www.wigan.gov.uk/Docs/PDF/Council/Consultations/Allocations-policy.pdf>.

2. Scope and Duration

This LLP applies to the following development: **Eldervale, Whitebeam Close, Wigan, WN6 8AW (Planning ref: A/19/87214/OUTMAJ)**.

The properties subject to this LLP are all social and affordable homes for rent provided by **Wigan Council** at the development.

This LLP will run for at least 5-years from the date that homes are first available for occupation, with the associated lettings criteria (as detailed below) to apply to all first and subsequent lets for this duration, to help ensure the sustainment of the scheme.

Where homes are to be released in phases, as may be the case with larger developments, they will fall under the scope of this LLP for a period of at least 5-years from the date they are first available for occupation.

This LLP will be updated as needed to incorporate the details of any properties released in further phases, including the dates from and to which the properties are subject to the scope and criteria of this LLP.

The LLP will be subject to an annual review by Council officers (with the first review scheduled for 12 months following its commencement date, and so on) to ensure that the lettings criteria still work in relation to housing demand and trends, and it is positively contributing to sustainable communities.

3. Development Details and Housing Profiles

The mix of affordable housing units at this development, and the phase they belong to (if applicable), is given in the below table.

No of Units	Property Type	No of Beds	Tenure
15	Lower ground floor apartment	1	AR
1	Lower ground floor apartment	2	AR
18	Upper ground floor apartment	1	AR
1	Upper ground floor apartment	2	AR
15	First floor apartment	1	AR
1	First floor apartment	2	AR

4. Local Lettings Criteria and Definitions

4.1. Local Lettings Criteria

To achieve the aims of the LLP and promote a sustainable, thriving community, the Council is applying the allocations criteria and respective quotas as set out below.

Quotas denote the *minimum* percentage of overall lets which should be made to applicants who satisfy the relevant criteria, unless otherwise stated (within the 'Quota' column). In some cases, the number of lets intended by the nominal quota may also be given alongside the quota in brackets.

Criteria	Quota
Local Connection	100%
Age Requirements	100%
Household Composition	100%
Adult Social Care Referral	50% (25-26)
* Welfare Support	50% (25-26)
* 'Rightsizing' – Downsizing and Overcrowding	10% (5)
* Transferring Applicants	10% (5)

** These criteria only apply to lettings made through the Council's Choice Based Lettings (CBL) system, based on the Council's Housing Register and Allocations Policy. Associated quotas are given as a proportion of all homes let under this LLP, but the criteria will not need to be met by any proportion of lets which are made outside of the CBL system.*

Where it has not been possible to meet the quota in respect of the above categories, the Council will work flexibly to ensure homes can still be promptly let, allocating remaining homes in line with the usual prioritisation of applicants as set out in the Council's Allocations Policy.

4.2. Criteria Definitions

Local Connection

A Local Connection to the Wigan borough as defined by the Council's Allocations Policy.

Age Requirements

Applicants must meet any age-related restrictions or requirements as provided in the Council's Allocations Policy.

In addition, or exception, to the age-related criteria of the Council's Allocation Policy, this LLP may also apply further age-related criteria.

These age-related criteria may impose alternative upper or lower age limits in relation to all properties, or certain types of properties, for example bungalows or flats.

Age Requirements applied under this LLP:

- At least one applicant must be aged 55+ at time of letting

Household Composition

Applicants must meet any eligibility restrictions or requirements, as provided in the Council's Allocations Policy, concerning the composition of the household in relation to the property.

In addition, or exception, to any criteria of the Council's Allocation Policy with respect to household composition, this LLP may also apply further criteria with respect to household composition.

These further criteria concerning household composition may limit or exclude the number or proportion of some types of property, or all units, which may be let to certain compositions of households, such as single applicants, couples, or families with children.

Household composition requirements applied under this LLP:

- All properties may only be let to applicants whose households consist of either:
 - Couples, or
 - Single applicants.

Adult Social Care Referral

The proportion of lets to be allocated based on a referral from Adult Social Care, rather than the usual Choice Based Lettings system and the Council's Allocations Policy. Referrals will be made at the discretion of Adult Social Care and the referred applicant, or a member of their household, must have a care plan in place.

Welfare Support

The proportion of lets to be made to applicants who have been awarded additional points or priority on either medical or welfare grounds, as defined by the Allocations Policy.

'Rightsizing' – Downsizing and Overcrowding

Rightsizing refers to applicants who are under-occupying their home and are looking to downsize and thereby free up a family home for re-occupation, or who are living in overcrowded accommodation and looking to move to a larger home with sufficient room for the household.

Applicants will be deemed to satisfy the rightsizing criterion where they:

- Meet any overcrowding criteria to be awarded priority or points under the Council's Allocations Policy; or
- Meet any under-occupation criteria to be awarded priority or points under the Council's Allocations Policy; or,
- Would otherwise be considered under the Council's Allocations Policy to be under- or over-occupying their home with respect to any housing size allowances provided in the Allocations Policy and are existing social tenants.

Rightsizing applicants may also be prioritised under this LLP with respect to the degree to which they are under- or over-occupying.

The Rightsizing criterion in this LLP applies **only** to applicants who are existing tenants of Wigan Council or a Registered Provider of Social Housing, and who are downsizing.

Transferring Applicants

The percentage of lets which may be made to existing tenants of Wigan Council or a Registered Provider of Social Housing who are looking to move, excluding transfers made by applicants who are rightsizing.

5. Further Information and Accessibility

If a copy of this policy is required in an alternative or accessible format, the request should be made using the contact details provided below.

For any further information or enquiries relating to this policy, please contact us using the contact details provided below.

Contact details:

- Email: HousingStrategy@wigan.gov.uk
- Telephone: 01942 489204
- Postal Address: Wigan Council, Strategic and Private Sector Housing Team, PO Box 100, Wigan, WN1 3DS

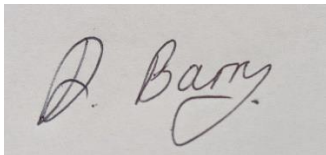
6. Signatory

Approved on behalf of **Wigan Council**:

Name (PRINT): Amber Barry

Position: Strategic and Private Sector Housing Manager

Signature:

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'A. Barry' in a cursive style.

Date: 08/10/2025