



**Trinity Square (flats 1-4, 11 King Street)
Local Lettings Policy**

**Hull City Council affordable
rental units**

1. Introduction and background

1.1 The Trinity Square is a defined geographical area within Hull's Old Town Conservation Area and forms one of Hull City Council's ("the council) regeneration priority areas. The area is subject to a range of planning policies. Trinity Square is due to undergo regeneration in conjunction with the regeneration of the Holy Trinity Church. Trinity Square will become a piazza style area which will be carried out with planned regeneration work of the church. The long term plan for Trinity Square is to be used for upcoming events and to be the focal point for 2017 City of Culture events.

1.2 The Trinity Square Local Lettings Policy (the local lettings policy") applies to 4 residential units ("the units") which comprise of 4 one bedroom flats being developed by the council in Trinity Square for letting as council homes at affordable rent.

The 4 units are located within a building that is within a conservation area and the building/units itself has many restrictions as it is a grade 2 listed building. The restrictions will be incorporated into the tenancy agreement which the tenants will sign and have to adhere to.

1.3 The local lettings policy is made under Section 166A(6)(b) of the Housing Act 1996 and sits outside the council's standard allocation policy as described in the council's published "Lettings policy". In accordance with Section 166(6)(b) the council may allocate particular accommodation to people of a particular description whether or not they fall within the reasonable preference categories. Local lettings policies may be agreed for specific areas in order to achieve particular council or housing management aims or objectives.

1.4 The purpose of the local lettings policy is to ensure, as far is reasonably possible, that standard council tenancy conditions particularly in relation to antisocial behaviour and damage or unauthorised alterations to properties are adhered to by the tenants of these properties. The need to minimise the risk of antisocial behaviour recognises the importance of the location of the flats in terms of plans to make Trinity Square a focal point of public gatherings particularly during the City of Culture events. The need to minimise the risk of damage or unauthorised works to the properties recognises the strict conditions placed on any alterations to these properties due to their listed status and the increased financial cost to the council of potentially having to carry repairs to deliberate or violent damage or reinstatement of unauthorised alteration due to the substance of the building in terms of the special building materials and techniques that have had to be used in the renovations. To minimise risks it is considered justifiable to give priority in the allocation of the units to applicants who are secure Hull City Council tenants and have an exemplary tenancy record.

1.5 Where a matter is not specifically referred to in the local lettings policy the terms of the council's published Lettings Policy will apply.

2. Criteria all applicants must meet

- 2.1 Applicants must be registered on Hull City Council's housing list and therefore must be legally eligible for an allocation of accommodation and also meet the council's qualification criteria (refer to the council's Lettings Policy).
- 2.2 An Applicant must have an exemplary tenancy history which demonstrates that he has previously complied with the contractual terms of his current and previous tenancies. In particular, an Applicant will not be considered for allocation if:-
 - 2.2.1 there is any record or evidence of reports of anti-social behaviour relating to the Applicant, his household or his visitors in his current or any previous council tenancies or any other non council tenancies
 - 2.2.2 there is any record or evidence of the Applicant or any member of his household or his visitors damaging his current property or any other council or non council property.
 - 2.2.3 there is any record or evidence of the Applicant or any member of his household making alterations to a council or any other non council property without consent of the landlord and/or without seeking any other necessary permissions or consent (for example planning permission) or where any works carried out with consent have not been completed in accordance with any conditions of that consent
 - 2.2.4 there is any record or evidence of the Applicant or member of his household making alterations to a council or any other non council property with consent of the landlord but where this was conditional upon reinstatement to the original condition of the property at the end of the tenancy and this was not been done
 - 2.2.5 there is any record or evidence of the Applicant having any outstanding debt to the council (whether or not statutorily recoverable under the Limitation Act) or any other previous landlord for recoverable works which the council or other landlord has had to undertake due to the Applicant having behaved in the manner described in paragraphs 2.2.2 to 2.2.4)
- 2.3 An Applicant will not be considered if there is evidence that as part of the household of or as a visitor to another council or non council tenant he has behaved in a manner described in paragraphs 2.2.1 to 2.2.5
- 2.4 An Applicant must have no recorded history of involvement in antisocial behaviour recorded by the council or any current or previous court order relating to antisocial behaviour.

Applicants must be listed in bands A – D of the council's waiting list at the date of application. Applicants who are in band E due to unacceptable behaviour will not be considered.

3. Priority for the units

Priority 1: Applicants who are currently secure Hull City Council tenants and have an exemplary tenancy history, with no history of anti-social behaviour and no history of making alterations to their council property without first seeking the council's permission.

Priority 2: Applicants who have a tenancy with another landlord and can prove, to the satisfaction of the council, that they have an exemplary tenancy record (including adhering to any requirements set out in their tenancy in terms of seeking permission to carry out alterations to their property), with no history of anti-social behaviour.

3.1 Within the above priorities, applicants who meet the criteria set out in paragraph 2 will be prioritised according to their housing need in accordance with the council's Lettings Policy.

4. Direct Lets

4.1 People with a Direct Let award will be considered for these units subject to meeting the criteria outlined in 3.1 above.

4.2 Applicants who have a Direct Let awarded and refuse one of these properties will not be treated as refusing a reasonable offer of a property if they refuse one of these units due to the restrictions of being in a listed property .

5. Eligibility criteria for the units

5.1 The one bedroom flats will be allocated in accordance with the council's normal rules of eligibility as set out in the Lettings Policy, the units will be allocated to persons needing one bedroom.

6. Advertising

6.1 The units will be advertised in the Homesearch advertisement with information about the local lettings policy so potential bidders know that -

- a local lettings policy applies
- who will be given priority for the units

7. Pre-offer stage

7.1 The council will carry out reasonable and appropriate checks to ensure that the Applicant has an exemplary tenancy history and meets the criteria set out within paragraph 2. The council will not make an offer to an applicant or joint applicants unless it is satisfied that the applicant meets this criteria.

7.2 Where a decision is made not to make an offer due to not meeting the criteria the applicant will be advised of their right of appeal. The appeal will be considered by an Officer more senior than the original decision maker who has had no previous involvement with the application for the unit. Where an applicant makes a successful appeal an offer of the next available property will be made (providing their housing need is still the same) under the "similar alternative property" Direct Let category.

8. Allocations on subsequent lets

Lettings policy appendix 1b

- 8.1 This local lettings policy will apply to allocations on subsequent lets of units unless a formal decision to revoke or amend the local lettings policy is made.