



Places to live. Space to grow.

Local Lettings Policy Agreement for Pear Tree Close, Swanley, Kent, BR8 7US	
Background	
1. Name of development	Pear Tree Close (Plots 1-4)
2. Landlord for development	West Kent Housing Association
3. Scheme mix/ownership	Terrace of 4 houses for Social Rent
4. Number, size and type of property	<p>Plots 1-3 3 x 2 bed houses for 4 persons Adapted - M4(2)</p> <p>Plot 4 1 x 3 bed house for 5-6 persons Ground floor specifically adapted to meet the needs of a wheelchair user - M4(3)</p>
5. Completion date and Developer	<p>October/November 2022</p> <p>Helix Construction</p>
6. Are they built to: <ul style="list-style-type: none"> • Lifetime homes standards? • Wheelchair standards? • Any additional adaptations? 	<ul style="list-style-type: none"> • Yes - M4(2) • Plot 4 is adapted to accommodate a wheelchair user occupant with ground floor fully adapted bathroom, and through floor lift • None
7. Gifted Items	<p>West Kent Housing Association will gift the following items:</p> <ul style="list-style-type: none"> • Garden shed • Water-butt • Shower rail and curtain • Rotary drier • Toilet roll holder in bathroom and cloakroom • Towel rail in bathroom • Bathroom mirror • Coat hooks • Vinyl floor covering to lounge and hall • Carpets to stairs and bedrooms

8. Are there any limitations or special features that may affect residents? (eg restricted parking, etc)

Car park

There are 11 parking spaces. 1 of the spaces will be wider and marked for those with a disability (Blue Badge holders).

1 electric car charging point payable through an App.

Car parking spaces will not be allocated and spaces will be available on a first come first served basis for residents of the scheme, visitors and existing residents.

All vehicles parked must be taxed and road worthy. No caravans, boats, commercial vehicles, trucks or trailers allowed.

West Kent Housing Association manages the car park and if parking becomes a problem for residents of the scheme, a decision will be made to manage the car park in a different way to ensure residents can park.

Landscaping

Landscaping and car park area to the front of the houses will be maintained by West Kent Housing Association contractors, and a service charge will be payable.

Gardens

Residents will have access to their own private garden, which will have a small patio and grassed area that they will be responsible for maintaining.

Plots 1, 2 and 3 will have trees planted, which will be the tenant's responsibility to maintain.



All properties will have a shed and water butt located in the rear garden, that will be gifted

Refuse storage/collection

Each property will manage their own refuse within the property or garden and will be required to put out black and recycling bags on the day of collection.

<p>Pets</p> <p>Internal to the properties</p>	<p>Pets are allowed, with permission, in line with West Kent Housing Association's Pets Policy</p> <p>Plots 1-3 have a</p> <ul style="list-style-type: none"> • kitchen/diner and separate living room to the rear • downstairs cloakroom <p>Plot 4 has a:</p> <ul style="list-style-type: none"> • separate kitchen and living room/diner <p>All properties have patio doors to the rear garden.</p> <p>All properties have an Air Source Heat Pump heating system.</p>
<p>9. How was the development funded?</p>	<p>The development was funded through Private finance and grant funding from Homes England.</p>
<p>10. Any planning or funding conditions attached to the development (s106, rural exceptions, town planning, etc) which are relevant to allocations?</p>	<p>None</p>
<p>11. What objectives are to be met by the development?</p>	<p>The objectives are:</p> <ul style="list-style-type: none"> • To establish a balanced and stable community • Meeting local housing needs • To ensure the development is an attractive place where people want to live • Improved parking in the area for new and existing residents
<p>12. Are there existing management problems in the area (demographic, economic, density of tenants, etc)</p>	<p>There are issues with parking for existing local residents as the site was a former garage site.</p> <p>Additional parking at the scheme will help address this.</p> <p>There is access to public transport, shops, health facilities and schools within walking distance.</p>
<p>Local Lettings Policy</p>	<p>The aim is to create a balanced mix of residents with varied economic status, to ensure a thriving community where people want to live and have the space to grow.</p>
<p>1. Allocation.</p>	<p>1 property will be direct let to an applicant on the Sevenoaks District Council Housing</p>

	<p>Register, identified as needing an adapted home.</p> <p>Applicants must be eligible for housing and registered on the Sevenoaks District Council Housing Register.</p> <p>All prospective tenants will need to provide verification documents including proof of identity, residency, income and savings and a passport sized photo.</p> <p>West Kent Housing Association will seek to obtain references for prospective tenants where applicable.</p> <p>West Kent Housing Association's Exclusion Policy will apply.</p> <p>Tenancy types will be issued in line with West Kent Housing Association's Tenancy Policy.</p> <p>All applicants will need to complete an affordability check with West Kent. When allocating properties, affordability checks will be used to ensure residents can pay the rent and their bills now, as well as taking into consideration any possible benefit changes due.</p>
<p>2. Any additional qualifying criteria with reason for qualifying criteria</p>	<p>Our aim is to ensure we create a thriving community with a broad range of ages, which will enable a mix of all social groups, where possible.</p> <p>Priority will be given to:</p> <ul style="list-style-type: none"> • Those identified by the Sevenoaks District Housing Register as having mobility disabilities and requiring a fully adapted home • Applicants seeking to downsize from another social housing property that will be allocated via the Sevenoaks District Housing Register • We will seek to allocate 1 property to an economically active household where 1 or more member is employed on a permanent basis (full or part time), or is an applicant seeking employment, where possible

	<ul style="list-style-type: none"> • Applicants must be in position to afford the rent and expected utility bills for this property type, either through employment income or via benefits • Vulnerable applicants, on condition they have an appropriate support package in place with a recognised supporting agency • An applicant may not be offered a property if they seem unlikely to be able to meet the conditions of a general needs tenancy without additional support, and we are unable to determine that appropriate support is available and in place at the time of letting
<p>3. How long will Local Lettings Policy last?</p>	<p>The Local Lettings Policy will be in place for the initial lettings of all properties on the development. For all subsequent lets, the Sevenoaks District Council Housing Register and Allocations Policy and West Kent's Exclusion Policy and Allocation Policy, will apply.</p>
<p>4. Does the proposed plan conflict with equality and diversity policies?</p>	<p>The aim is to create a balanced community with a mix of households with varying needs. This may conflict with adopted policy on equality and diversity grounds.</p>
<p>5. Is there sufficient demand on the Sevenoaks District Housing Register?</p>	<p>There is a shortage of 2 bed homes for Social Rent.</p>
<p>Agreement reached by</p> <p>West Kent</p> <p>Signature: </p> <p>Name and Title: Donna Moore, Tenancy Services Manager</p> <p>Sevenoaks District Council</p> <p>Signature: </p> <p>Name and Title: Alison Simmons, Head of Housing</p> <p>Date of agreement: 18th October 2022</p>	