



Local Lettings Plan

Cloverhill, Ellon Road, Bridge of Don, Aberdeen

1. Introduction

Given the difference between the supply and demand for social rented housing, Aberdeen City Council's Allocation Policy has been developed to take account of the different circumstances and the housing needs or assessed priority of applicants and to prioritise them according to their needs.

Aberdeen City Council's aim is to give priority to those in greatest need, and to achieve this, a system comprising of four waiting lists and the award of points, or an assessment are provided to reflect need has been developed.

The four main lists are as follows:

- Urgent Housing Need
- Housing with Support (Sheltered, Very Sheltered)
- Transfers
- Waiting

Applicants on the Urgent Housing Need list are prioritised by way of an assessment process and ranked in order of the date of their priority award.

The Housing with Support list is also prioritised by an assessment process and applicants are placed in one of the following categories and are further prioritised by the date of their priority award.

- High
- Moderate
- Low

Applicants on the Transfer and Waiting lists are prioritised by awarding points, based on their current housing circumstances. Applicants who have the same number of points will be further prioritised by the date of registration on the list.

From June 2023 the Council introduced Choice Based Letting whereby vacant homes are advertised on the council website, providing detailed information including photographs of the property and applicants are invited to make a bid on a property of their choice. When the bidding has closed and where there is more than one bid, the applicant with the highest priority will be offered the property. If there are two bids of equal priority the applicant who was awarded priority earliest will be offered the property.

This Local Letting Plan will assist with the allocation of social rented housing in Aberdeen that is owned by Aberdeen City Council and will be allocated in accordance with Aberdeen City Council's Allocations Policy.

The Local Letting Plan will help meet the following Scottish Social Housing Charter Outcome 6:

Social landlords, working in partnership with other agencies, help to ensure that; tenants and other customers live in well-maintained neighbourhoods where they feel safe.

The Scottish Social Housing Charter introduced by the Housing (Scotland) Act 2010 provides standards that all social landlords should be achieving for their tenants and requires landlords to make best use of available housing stock.

2. Background

The properties at Cloverhill have been developed by Aberdeen City Council and total 536 units, comprising of:

	1 Bed Flat	2 Bed Flat	1 Bed Cottage Flat	2 Bed Cottage Flat	2 Bed House	3 Bed House	4 Bed house	Total
Phase 1	13	23						36
Phase 2					10	19	2	31
Phase 3	2	8		24	5	17	2	58
Phase 4					13	22		35
Phase 5				4	24	24	6	58
Phase 6				24	11	34	1	70
Phase 7				12	6	11	1	30
Phase 8				4	4	15		23
Phase 1A				12	15	12	4	43
Phase 2A	9	15	4			13	4	45
Phase 3A					2	28	6	36
Phase 4A				4	6	27		37
Phase 5A			8		14	12		34
Total	24	46	12	84	110	234	26	536

3. Aims

The Local Lettings Plan aims to work alongside Aberdeen City Council's Allocations Policy and will detail the way in which the properties will be allocated.

The Local Lettings Plan aims to create a stable, sustainable, and mixed community.

4. Objectives

The objective of this Local Lettings Plan is to ensure properties are allocated as per Aberdeen City Council's Allocations Policy whilst ensuring that stable, sustainable, and mixed communities are created.

The objectives are to:

- Allocate properties as per Aberdeen City Council's Allocation Policy.
- Protect tenants from noise nuisance and antisocial behaviour activities coming into the area.
- Create a safe, secure environment and sense of pride in the area.
- Minimise the possible stigmatisation of tenants and residents.
- Reduce the turnover and refusal of tenancies; and
- Engage with tenants and residents to ensure a more settled community.

5. Allocations

Over the course of the Cloverhill development the aim of the Local Letting Plan is that:

- 50% of homes will be allocated to applicants who are on Aberdeen City Council's Urgent Priority list who are statutory homeless.
- 10% of homes will be allocated to other applicants on Aberdeen City Council's Urgent Priority list.
- 40% of homes will be allocated to applicants who are on Aberdeen City Council's Waiting and Transfer Lists.

Additional Considerations:

The wheelchair accessible homes will be allocated:

1. To those who require that size of property and have been waiting the longest for that size of wheelchair accessible property.
2. Once the list has been exhausted for that size of property, those who require a 1 bed wheelchair accessible property, or a 3 bed wheelchair accessible property will be offered a 2 bed or a 4 bed wheelchair property if they wish to be considered for this size of property and can afford to pay the increased rent.
3. To those who have a medical recommendation for first floor properties to ensure properties are allocated to those with limited mobility. Those with limited mobility may find that their mobility declines over time resulting in the requirement for a wheelchair at a later date.

Armed Forces

Up to 1% of new build homes are offered to those leaving the armed forces. Applications from service personnel who are planning to leave the armed forces, and who wish to be housed in one of the new housing developments, will be given priority status and placed on the Urgent List and awarded a medium priority 56 days before they are due to leave the forces. They will be made one reasonable offer of accommodation under this priority. Where a reasonable offer is made and subsequently refused, the priority will be removed.

If applicants wish to add other housing choices such as house types and areas out with the new build properties, then their application for these choices can also be placed on the waiting list, and they will be awarded points in accordance with their housing needs under this list's criteria as per Housing Allocation Policy.

6. Exclusions

Where an applicant or member of the household poses a risk to the Local Lettings Plan, they may be excluded from receiving an offer of accommodation at the Cloverhill, Ellon Road, Bridge of Don development if one or more of the following issues are identified:

- A history of antisocial behaviour, harassment, or nuisance at a previous address in the last three years; and/or
- Previous eviction for antisocial behaviour or ASBO granted in last three years.

Checks **must** take place before any offer is made to ensure the exclusions do not apply.

7. Monitoring & Review

Aberdeen City Council will monitor the effectiveness of the Local Lettings Plan on an ongoing basis through the Homelessness Strategic Outcome Group which forms part of the monitoring and evaluation of the Aberdeen City Local Housing Strategy 2018-2023.

The LLP can be reviewed at any point during the lettings at Cloverhill to ensure it is effective and fit for purpose.