

Caerphilly Common Housing Register Local Lettings Policy Pro-Forma

Details of area to be covered:	Nº:	
	Road(s):	Woodfield Park Lane, Penmaen
	Town:	Blackwood,
	Postcode:	NP12 0EU
Details of properties to be covered:	Count:	2x2 bedroom house
	Bedrooms:	2x3 bedroom house
	Type(s):	6x1 Bedroom flats
	Landlord(s):	Pobl
Reason for requesting a local lettings policy:		<p>This is a new, mixed tenure development, which is currently under construction. We would like to request an LLP for all new lettings on this development which will enable us to create a balanced and sustainable community.</p> <p>Allocating on the basis of need alone could result in a high concentration of people with support needs, which may affect the balance/harmony of the estate. Therefore, propose a mixture of applicants with varying needs and priorities to be considered.</p>
Summary of evidence base to support local lettings policy:		<p>We have had concerns raised that social housing developments bring anti-social behaviour and criminal activity issues to an area. We do assure local communities that we will try to allocate these properties sensitively.</p> <p>There are often unique challenges around creating a sense of community on new developments. In the first 12 months there is often a higher than average rate of anti-social behaviour and a higher demand for services from us as a landlord. An LLP can assist with our aspiration to create a cohesive and sustainable community where people will thrive and want to live.</p> <p>We have already seen serious issues of ASB on another new development in nearby Oakdale, these have reported by both Pobl residents and private homeowners. We have worked hard to address these issues and have since obtained an LLP on this development which has helped with any future lets and has also enabled us create a more balanced community and maintain Pobl's reputation.</p>
Objective of local lettings policy:		<p>To ensure that we create a balanced community. To Prevent any housing management issues arising. To maintain a positive reputation as a social landlord.</p>

Restrictions to be placed on lettings:

No applicants with significant substance misuse within in the last 18 months:

Clarity around interpretation of terms

Significant substance misuse may include significant impairment or distress manifested by one (or more) of the following, occurring within a 12-month period:

- Recurrent substance use resulting in a failure to fulfil major role obligations at work, school, or home (e.g. repeated absences or poor work performance related to substance use; substance-related absences, suspensions or expulsions from school; neglect of children or household);
- Recurrent substance use in situations in which it is physically hazardous (e.g. driving an automobile or operating a machine when impaired by substance use);
- Recurrent substance-related legal problems (e.g. arrests for substance-related disorderly conduct;
- Continued substance use despite having persistent or recurrent social or interpersonal problems caused or exacerbated by the effects of the substance (e.g. arguments with spouse about consequences of intoxication, physical altercations).

No applicants that have a poor tenancy reference in the past 3 years in relation to ASB, including where they have received the following:- an injunction, possession order, notice seeking possession, demotion notice or demotion order, Section 21 notice due to ASB, CBO, CPN, closure order).

Applicants coming via homelessness need to have a positive reference from the housing advice team with regards to their conduct in temporary accommodation.

Applicants from the general waiting list who are unable to demonstrate a positive history of sustaining via a Landlord reference must have either:

- i. A positive reference from a relevant support professional regarding general conduct or
- ii. A reference from another professional who knows them in a personal capacity.

Homeless team to be contacted prior to any skips to ensure there has not been a change of circumstances for an applicant which may make them eligible under the LLP.

	<p>No applicants with unspent convictions for violent offences, theft/burglary and/or drug offences. Guidance to rehabilitation of offenders Act 1974 (amended in 2014) can be found at the bottom of this document.</p> <p>Step forward move on to be offered for 1 young person in 1 flat. Support is subject to the age of the young person, from social services and /or Llamau. Starter tenancy to be offered.</p>	
Details of any community consultation:	N/A.	
Summary of equality impact assessment:	<p>There are no negative impacts of the LLP. Applicants with a disability will not be excluded.</p> <p>The LLP will help to create a more balanced community with a positive mix of residents with different characteristics and backgrounds.</p>	
Implementation date:	There currently no occupants yet as the site is not complete.	
Termination date:	12 months of completed site handover	
Review frequency:	8 months of completed site handover	
Monitoring and review arrangements:	<p>The LLP be reviewed 8 months after completed site hand over. Pobl will submit a list of applicants' reference numbers who have been allocated a property on the site, to allow the LA to check which bandings have been housed and any possible negative impact on bands 1 & 2 which may have occurred as a result of the LLP. This will also allow Pobl & the LA to assess if the LLP needs to be extended beyond 12 months of completion of site handover.</p>	
Requesting officer:	Name:	Angela Harris
	Position:	Area Neighbourhood Manager
	Organisation:	Pobl
Dated:	17th August 2021	
Panel decision:	Approved	
Dated:	17th August 2021	
Decision details:		

Please ensure that the pro-forma is fully completed before sending via secure email to the common housing register team at CHR@caerphilly.gov.uk . Please telephone 01443 873521 should you need to speak with a member of the team.

Is it spent?

The Rehabilitation of Offenders Act 1974 gives people with spent convictions and cautions the legal right not to disclose them when applying for most jobs and for other purposes, like when buying insurance.

Apart from those individuals who are given prison sentences of more than 4 years, most people with convictions will benefit from it at some point in their lives. The table below sets out the time it takes for the main sentences to become spent following the changes that were introduced in 2014. This is known as the 'rehabilitation period' for the conviction. A conviction may have a number of rehabilitation periods depending on the sentence – in this situation, the longest one applies.

If you have access to the internet, you can also use our online tool www.disclosurecalculator.org.uk

Prison sentences & Community orders (with a buffer period)

Sentence		Time it takes to become spent	
		Adult (18+) at conviction/disposal	Young person (U18) at conviction/disposal
Prison (including suspended prison sentences)	Over 4 years or a public protection sentence	Never spent	Never spent
	More than 30 months and less than (or equal to) 4 years	Full sentence + 7 years*	Full sentence + 3 ½ years*
	More than 6 months and less than (or equal to) 30 months	Full sentence + 4 years*	Full sentence + 2 years*
	Less than (or equal to) 6 months	Full sentence + 2 years*	Full sentence + 18 months*
Community order / Youth rehabilitation order		Full length of the order + 1 year	Full length of the order + 6 months

*Sentence length includes time spent on licence

Other community sentences (with no buffer period)

Sentence/Disposal	Time it takes to become spent (from date of conviction)	
	Adult (18+) at conviction/disposal	Young person (U18) at conviction/disposal
Fine	1 year	6 months
Conditional discharge	Length of the order	Length of the order
Absolute discharge	Spent immediately	
Conditional caution / youth conditional caution	3 months (or when it ends, if earlier)	3 months
Simple caution / youth caution	Spent immediately	
Compensation order	Once it is paid in full	
Bind over	Length of the order	
Hospital order (with or without restrictions)		
Referral order		
Reparation order	Spent immediately	
Endorsement (imposed by a court)	5 years	2 ½ years
Motoring disqualification (imposed by a court)	Length of the disqualification	
Relevant order	Length of the order	