



Cambridge City Council Local Lettings Plan

Location covered by plan: Aragon and Sackville Terrace

Landlord

The landlord of the properties covered by this plan is: Cambridge City Council

Total number of properties covered by this plan

14 homes (expected to be ready for letting starting from beginning of December 2024)

*Dates subject to change.

Affected property types and sizes

All properties will be 2-bedroom terraced houses, with 7 properties located on Aragon Terrace, and 7 properties located on Sackville Terrace. All properties will be let at Affordable Rents (up to 80% of market rents at the point of letting)

Reasons for introducing the Local Lettings Plan

1. Background

This Local Lettings Plan (LLP) applies to all houses at Aragon Terrace and Sackville Terrace. It covers all first-time lettings of all properties, and subsequent lettings.

The development is estimated to be ready to let from beginning of December 2024. * Dates are subject to change.

The Council has worked in partnership with housing developer, Hill, through the Cambridge Investment Partnership (CIP) to build a new housing development perfectly situated for access to the city centre.

The location of the development allows travel by foot, public transport, and cycling.

2. Building a mixed community

An LLP is being introduced in order to create a balanced, sustainable community that can help complement the wider community. The LLP also aims to support local businesses and services and minimise need for private vehicle journeys to work by allocating all of the homes to people working locally. It also aims to free up council homes for others on the housing register by giving some priority to existing Cambridge City Council tenants. The LLP will help tackle homelessness by allocating some homes to homeless applicants who are owed a main duty under Part 7 of the Housing Act 1996 and aims to ensure that successful applicants can afford the rents being charged. The Council understands the need to provide housing for those who are otherwise unable to buy or rent homes due to expensive owner-occupying and private renting in the city.

3. Additional information

Council tenants are allowed pets under their tenancy agreement; however, tenants are asked to consider space constraints which may not be suitable for owning more than one domestic animal such as a house cat or dog.

It is important to ensure that the development and its residents are protected from potentially negative impacts, such as noise, and the possible impact of animal fouling in open spaces.

Applicants should be aware that there is minimal car parking available. There will be 19 car parking spaces in Aragon Terrace and 20 parking spaces in Sackville Terrace, a total combined provision of 39. In the planning stages of this development it was agreed that parking will be provided free of charge, in order to ensure its availability to those residents in the area prior to the development who have lost parking space as a result of the build. Therefore, parking spaces are to be used on a first come first served basis and they cannot be reserved or have assumed ownership of by any person.

Parking will be managed by a Traffic Regulation Order (TRO) to ensure that the parking is used only by residents. Any vehicles in the spaces which are believed to be abandoned or for commercial use will be subject to enforcement action.

As per the PassivHaus principles in which the properties have been designed, the council is promoting the use of greener ways to travel. With this in mind, cycle stores have been provided in each of the properties, and public cycle racks have also been provided in each development. In addition, the nearest bus stop is located on at the junction of Northfield Avenue and Aragon Close.

Has an Equality Impact Assessment been completed?

An Equality Impact Assessment has been completed on 21/11/2024

How we propose to let the properties covered by the plan

1. Completion dates

The 14 affordable homes are estimated to be ready to let from the beginning of December 2024.

**All dates subject to change.*

2. Affordable rents

Rents for the Affordable Rent properties will be set at up to 80% of market rents.

In line with our Anti-Poverty Strategy all applicants will be asked to complete an affordability assessment prior to any offer to try and prevent financial hardship. The council reserves the right not to make an offer of accommodation if the applicant does not meet affordability requirements (rent should be no more than 40% of total net household income).

3. Allocating homes

The Council's Lettings Policy applies to all lettings at Aragon Terrace and Sackville Terrace

Subject to demand:

a) All of the properties, at first and all subsequent lets, will be allocated to local workers. Applicants for the local worker housing will need to be in full time employment or employment of 16 or more hours per week and will need to have been in that employment for at least 12 months. Local worker is defined as working within the Cambridge City boundary.

b) Seven of the properties will be allocated at first let to current tenants of Cambridge City Council whose homes are no longer suitable for them. This could be because their family have moved out and they wish to move to a smaller home or to another area; they are fleeing domestic abuse; or their current home is no longer suitable for other reasons. These allocations will also be subject to an affordability assessment.

c) Seven of the properties will be allocated at first let to other applicants on the Council's housing register. This will be a mixture of applicants who are already a tenant of a Registered Social Landlord (such as housing associations), whilst for others it may be their first home. This includes homeless households who are owed a main a main duty under Part 7 of the Housing Act 1996. These allocations will also be subject to an affordability assessment.

All properties have two bedrooms and we will aim to let to a mix of applicants with pre-school and school aged children, adult children, and/or other dependants. Pregnant women who are in employment or on maternity leave will not be discriminated against when shortlisting.

The Council will also continue to give appropriate priority to working applicants who are homeless and those who need to move on medical or welfare grounds and may have an urgent need for housing, as well as those given an emergency status for rehousing as a result of re-generation projects.

Wheelchair accessible homes

None of these properties will be wheelchair accessible; however, all properties on the development can be adapted for people who require it, subject to an occupational therapy assessment.

All properties on the development are adaptable to become more easily accessible for prospective tenants, including the installation of a wet room if required. This may involve assessment from an occupational therapist to ensure people's needs are met.

Unacceptable behaviour

When shortlisting applicants, the Council will consider whether an applicant or a member of their household has a history of behaviour, particularly within the last three years, which in the opinion of Cambridge City Council is unacceptable. Unacceptable behaviour can include (but is not limited to) domestic or other abuse, harassment, anti-social behaviour, drug dealing or other criminal activity, failing to maintain or repair their home or associated garden or garage, noise nuisance or tenancy related debt.

When considering whether to exclude an applicant from the shortlist the Council will also take into account whether an applicant is effectively engaging with a recognised programme of support and rehabilitation.

Equalities

The Council will not tolerate discrimination, harassment or victimisation and will strive to promote equality of opportunity and understanding within our organisation and our communities. The Equality Act 2010 identifies a number of 'protected characteristics',

- Age
- Disability
- Gender Reassignment
- Race
- Religion or belief
- Sex
- Sexual orientation
- Pregnancy & maternity
- Marriage & civil partnership

Applicants with any of these protected characteristics will not be disadvantaged in respect of decisions made about the allocation of available homes. An Equality Impact Assessment has been carried out on this Local Lettings Policy.

The period that the plan covers

First and subsequent lets of all properties as specified above

Block	Tenure	Postal numbers
Aragon Terrace	Affordable Rent 80%	1-7 Aragon Terrace
Sackville Terrace	Affordable Rent 80%	1-7 Sackville Terrace

This plan is approved by:

Name	Role
Anna Hill	Housing Services Manager, City Homes (on behalf of landlord)
Simon Hunt	Housing Services Manager (on behalf of Housing Advice Service)
Helen Reed	Housing Strategy Manager (on behalf of Housing Strategy)

Date of plan

21/11/2024

