Cambridge City Council Local Lettings Plan

East Barnwell – Phase One

Local Lettings Plans are an important tool that can be used to respond to specific local circumstances and are one of the main vehicles for Cambridge City Council and their housing provider partners to allow flexibilities within the allocations on a new build scheme for social and affordable rented housing.

Letting of the properties is expected to commence in January 2027 *This is subject to change.

This Local Lettings Plan (LLP) has been prepared to assist in the letting of 54 Council rented homes on the development known as East Barnwell Phase One. The phases covered in this LLP for Margaret Court, Magnolia Court and Barley Court consisting of 54 rented homes.

The LLP will set out how these properties will be let, and which households will be prioritised for certain lettings on the development. The Registered Provider (Owner & Landlord) for this scheme is Cambridge City Council.

This LLP will be in perpetuity to ensure properties are let in accordance with the S.106 Agreement and will apply to all the first-time lettings on the development.

The landlord of the properties covered by this Plan is Cambridge City Council.

Total number of properties covered by the Plan

There are 54 properties covered under this Local Lettings Plan which are a mixture of social rented properties at 40% of local market rent values and affordable rent properties at 80% of local market rent values. Affordable Rent properties will be available to local workers and other households who can demonstrate that the tenancy is affordable and sustainable following an assessment of their financial circumstances. All Affordable Rent allocations will be subject to an affordability assessment before a formal offer of accommodation is made, with the aim of minimising the risk of financial hardship and supporting sustainable tenancies.

Letting dates
Homes covered by the plan are expected to be let from January 2026 although this may be subject to change.

Property types and sizes

Margaret Court, Barnwell Square

Social Rent Properties
2 x 2 Bedroom M4(3) Wheelchair Adapted Flats
6 x 2 Bedroom Flats
2 x 1 Bedroom Flats
1 x 3 Bedroom Flats

Affordable Rent Properties

6 x 1 Bedroom Flats
12 x 2 Bedroom Flats
3 x 3 Bedroom Flats

Barley Court, Barnwell Square

Social Rent Properties

6 x 1 Bedroom Flats
6 x 2 Bedroom Flats

Magnolia Court, Barnwell Square

Affordable Rent Properties

2 x 1 Bedroom Flats
6 x 2 Bedroom Flats
2 x 3 Bedroom Flats

Rent levels

23 homes will be let at Social Rents.

31 homes will be let at Affordable Rents, charged at up to 80% of local market rent. These homes will be allocated to local workers and other households who can demonstrate that the tenancy is affordable and sustainable following an assessment of their financial circumstances, including the impact of any relevant welfare benefit provisions, with the aim of minimising the risk of financial hardship and supporting successful long term tenancies.

Limited parking will be available on the development on a first come first served basis,

Lettings to which the Plan will apply

The Plan will apply to:

- All first-time lettings of homes covered by the Plan.
- Any future lettings of homes which become empty before the whole development covered by this Plan have been let for the first time.
- All first and future lettings of the homes aimed specifically at local workers.

Reasons for having a Local Lettings Plan

Main aims

All homes on the development will be let in line with the council's Home-Link Lettings Policy. This Local Lettings Plan gives more specific detail on how homes covered by the Plan will be allocated.

The main aims are to:

- Help create and support a mixed and balanced community which can be successful in the long-term.
- Meet relevant section 106 planning conditions attached to the development, particularly requirements around the letting of homes to local workers.
- Ensure that applicants are treated fairly and equitably and not unreasonably excluded from being awarded a tenancy.

The Plan also provides other information which applicants should be aware of before bidding through Home-Link.

Other benefits

This Plan is intended to:

- Support the local economy and local services by confirming that some of the homes will be allocated to people working locally.
- Help support the council's carbon reduction and climate change objectives by confirming that homes on the development will be allocated to people working locally, which may help reduce travel to work distances and private vehicle journeys.
- Ensure that households displaced from the area due to redevelopment are able to move back into the area if they wish to do so.
- Help tackle homelessness by ensuring that that some of the homes are available to homeless applicants who are owed a main homelessness duty under Part 7 of the Housing Act 1996.

- Help to ensure that the homes being let – particularly those at higher rent levels - are allocated to households more likely to be able to afford the rents being charged.

In addition, the Local Lettings Plan will:

- Support the needs of people needing wheelchair accessible and/or ground floor housing by giving priority to those who need it.
- Help free up social housing properties for others on the housing register by giving priority for some of the homes to existing council or housing association tenants.
- Address an imbalance of household sizes within the wider local area.

How the homes will be allocated and let

All the homes covered by this Local Lettings Plan will be allocated to applicants on the council's Home-Link housing register in accordance with the council's Lettings Policy.

Allocation of all homes at first let

Subject to demand:

- Approximately 15 homes let at 80% of local market rent will be allocated at first and subsequent let to local workers in employment of 16+ hours per week, who have been in continuous employment for 12 months or more at the point of offer. A local worker is defined as working within the boundary of Cambridge City.

- Approximately 16 homes let at 80% of local market rent will be allocated at first let to households who can demonstrate that the tenancy is affordable and sustainable following an assessment of their financial circumstances, including any applicable welfare benefit restrictions.

- Approximately 6 homes will be allocated 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.

- Approximately 17 homes will be allocated at first let to other applicants on Cambridge City 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 duty under Part 7 of the Housing Act 1996 (as amended).

Priority for the wheelchair accessible homes will be given to applicants requiring this type of housing. This may involve assessment from an occupational therapist to ensure that individual needs can be met. Where other homes are adaptable to become wheelchair accessible, applicants with a wheelchair need may still be considered if the wheelchair accessible homes have already been let.

The council may require an occupational therapy assessment when deciding who should be allocated a ground floor property.

Priority will be given to applicants who had to move from their homes due to redevelopment and who wish to return to the area.

Each size of home will be allocated at first let to a mix of household types and sizes, consisting of 16 x 1 bedroom, 30 x 2 bedroom and 6 x 3 bedroom flats 2 x 2 bedroom wheelchair accessible flats. e.g. 1 bedroom homes will be allocated to a mix of single people and couples, whilst 2 & 3 bedroom homes will be allocated to applicants both with school aged children and adult children. This will help provide a mixture of different types of households across the new community.

Homes will be made available to households from other groups (for example minority ethnic groups, applicants being rehoused through refugee resettlement programmes, single homeless people.

(Please note that some applicant households may fall into more than one of the above groups).

Allocation of homes aimed at local workers – first and all future lets

Under the terms of the planning permission granted for the development, the homes aimed specifically at local workers will, for first and all future lets, be allocated only to local workers.

A local worker is defined as working within the boundary of Cambridge City, who is Employed for a minimum of 16+ hours per week, and who have been in continuous employment for 12 months or more at the point of offer.

Allocation of all homes – first and future lets

Although this Local Lettings Plan may lead to some homes being let to applicants in lower priority bands than if no plan was in place, the council will continue to give appropriate priority to the following groups:

Homeless applicants. Those who are homeless and are owed a main a main duty under Part 7 of the Housing Act 1996.

Others with an urgent need for housing. Those needing to move on medical or welfare grounds and with an urgent need for housing.

Affordability assessment

Applicants will be asked to complete an affordability assessment before a decision is made on whether to make an offer, to help prevent financial hardship. The council reserves the right not to make an offer of accommodation if it appears from the assessment that they are unlikely to be able to afford the rent and any additional service charges. (Rent and any service charges should be no more than 40% of the applicant or applicants' total net household income).

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) perpetrating 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 and appropriate programme of support and rehabilitation.

The council reserves the right to carry out background checks on applicants being considered for homes covered by the Plan.

Decisions to refuse an applicant

Any decision to refuse an applicant for a home must be fair and reasonable, and applicants will be notified via their HomeLink account. Reasons for refusal are available on request from lettings@cambridge.gov.uk, Tel 01223 457000.

Equalities

The council will not tolerate discrimination, harassment or victimisation and is committed to promoting equality of opportunity and good relations within our organisation and our communities. The Equality Act 2010 identifies a number of 'protected characteristics',

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

The council also recognises other factors which may lead to inequality, including:

- Low income groups or those experiencing the impacts of poverty
- People of any age who have had experience of being in care as a child
- Intersectionality: groups who have more than one protected characteristic that taken together create overlapping and interdependent systems of discrimination of advantage.

An Equality Impact Assessment has been carried out on this Local Lettings Plan to identify any positive and/or negative impacts on groups with protected characteristics, and to ensure that any negative impacts can be minimised. A copy is available on request.

Monitoring and review

The council will monitor allocations to ensure the homes are being let in line with the Plan and that the aims of the Plan are being achieved. If any changes are needed these will be published on the council's website: Local lettings plans - Cambridge City Council

Further information

Pets

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

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 dog fouling in open spaces.

Car parking

Applicants should be aware that there is minimal car parking available. There will be 23 car parking spaces which are available for residents and 9 unallocated spaces including 2 accessible spaces which are available for visitors for the Community Centre, School and commercial units. All spaces allow for electric vehicle parking. Parking at Barnwell East development will be managed by Cambridge City Council,

and residents will require parking permits for which there will be an additional weekly charge. This will not be covered by Housing Benefit / Universal Credit.

1. Definitions

Social Rent

Rent levels are based on a national formula set by government. Social Rents are typically around 40-50% of an open market rent.

Affordable Rent

Nationally, Affordable Rents must be set at no more than 80% of the local market rent (including any service charges).

The council expects rents for all Affordable Rent homes in Cambridge to be set in line with our Affordable Rents policy at Annex 3 to the Greater Cambridge Housing Strategy 2025-2030.

Local Housing Allowance (LHA) rates

LHA rates are set by government. They are used to assess the level of housing benefit, or housing element of Universal Credit, to be paid to tenants renting from private landlords for different size properties in a particular area.

2. Approval

This plan is approved by:

Name	Role
Samantha Shimmon	Assistant Director Housing and Health (on behalf of landlord)
Simon Hunt	Strategic Housing Advice Lead

The attached Equality Impact Assessment is approved by:

Name	Role
Graham Lewis	Community Equity Officer|

Date

03/11/2026