

Allocation Quotas/Local Lettings Plans/ /Reserved Properties/Homelessness

Allocation Quotas or Local Lettings Plans for Housing Association Developments

For some large affordable housing schemes that a housing association develops and/or manages it may be appropriate to look at Allocation Quotas or Local Lettings Plans.

An Allocation Quota is a quota of applicants within specific categories agreed between the Council and the housing association that replaces the usual criteria for nominating applicants.

A Local Letting Plan is an arrangement for the nomination of applicants with specific recognised needs related to the type or design of the new affordable housing.

Where vacancies arise in properties that have been built in rural localities under exceptional planning arrangements (Section 106 Agreements), only applicants who comply with the requirement to have a connection with the locality can be considered.

Local Lettings Plans for Council Housing

Some of the Council's properties have been designated as being particularly suitable for older tenants. This is usually where there is a scheme manager or where an emergency alarm has been fitted in a property. Where vacancies arise in such properties, applicants over 60 years of age will be given preference for them.

The Council has one very sheltered housing scheme for frail older people. Nominations for vacancies at this scheme will be through a multi-disciplinary panel on which the Council will have a housing representative.

Where properties have been purpose built or adapted for tenants with specific needs, for instance, physical disabilities, preference will be given to applicants from households in need of that particular type of accommodation.

Reserved Vacancies

The Council will reserve such vacancies as it considers appropriate to fulfil commitments as set out below;

- up to 5 properties per annum for public sector key workers
- up to 5 properties at any one time for key Epping Forest District Council employees
- for applicants to whom the Council has accepted a duty under the provisions of the Rent (Agricultural) Act 1976
- to reaccommodate managers of the Council's warden-assisted properties as necessary

- up to 2 properties per annum for nominees under the Essex Womens' Refuges Mobility Scheme
- 'top up' or move on accommodation for the floating support scheme operated in conjunction with Cygnet Housing Association.
- move on accommodation for supported housing schemes elsewhere in the county where Epping Forest residents have received placements
- for applicants leaving prison who were Epping Forest District Council tenants immediately prior to being taken into custody
- for applicants who are occupants of an Epping Forest District Council property where a successor tenant has died and they would have succeeded to the tenancy had there not already been a succession. Such applicants to be treated in respect of the property to be allocated by the same criteria as for successor tenants as follows;

where there is no underoccupation – allocation of the property currently occupied

where there is underoccupation – allocation of an appropriate sized property, except that where there is only one spare bedroom and the survivor has lived in the property for more than 10 years or is over 60 years of age, they be allowed to remain if encouragement to move fails.

Homelessness

To reduce the risk of repeat homelessness, wherever possible, homeless households to whom the Council has accepted a full housing duty will initially be offered supported temporary accommodation, as appropriate, as follows:

- At Hemnall House, Epping. This is owned by the Council and tenants receive support on an outreach basis from the managers of Norway House, North Weald
- The Swan(London) Scheme. This is made up of individual bed-sit and one bedroom properties owned by the Council and leased to a housing association. Staff from the housing association provide tenants with support
- The Fresh START Scheme. This is made up of privately owned properties in the Epping Forest area, leased to a housing association. Staff from the housing association provide tenants with support
- At a Women's Refuge. This is supported accommodation for women who have been subjected to domestic violence.

Note: where it is not possible to place homeless households in supported tenancies, vacancies in the Council's general needs housing stock will be used but these are likely to be smaller than properties offered to applicants on a long-term basis.