

LOCAL LETTINGS PLAN FOR CHELTENHAM BOROUGH COUNCIL

Covering Moors Avenue, St Peters Square, Brook Road & Yarnolds
Terrace

Effective from June 2024

Local Lettings Plan Summary:

The purpose of this plan is to support multi-agency initiatives to increase tenancy sustainability and customer wellbeing within The Moors area of Cheltenham.

The Moors Estate is the first area in Gloucestershire to be considered under the Home Office 'Clear Hold Build' initiative aimed at:

- Tackling organised crime groups (OCGs) operating in the neighbourhood
- Building community resilience
- Improving confidence and trust in agencies
- Making the area a safer place to live

The purpose of this plan is to support the strategic partnership which includes Cheltenham Borough Council, Gloucestershire Constabulary, Gloucestershire Fire & Rescue Service and Gloucestershire County Council Social Care Teams to target the 'hold' phase of the initiative, to improve community confidence by ensuring The Moors estate remains safe, and that the vacuum created by the 'clear' phase is not filled by other persons with OCG links or other antisocial individuals or families moving into the area.

The Local Lettings Plan

CBC will use this Local Letting Plan to cover the first lets, and all subsequent lets for an initial twelve-month period, of all 120 CBC-owned properties at **Moors Avenue, St Peters Square, Brook Road and Yarnolds Terrace**, to maintain as balanced and sustainable a community as possible, where each resident has the maximum opportunity to thrive.

This Local Lettings Plan does not represent a long-term lettings strategy for these properties. For the purposes of this Local Letting Plan, it only applies to CBC owned properties in the areas

stated above and broken down by size in the table below. The specific addresses are shown at **Appendix 1.**

	1b	2b	3b	4b	Totals
Moors Avenue	16	22	19	3	60
Brook Road		7	6	2	15
St Peters Square		25	8	1	34
Yarnolds Terrace		10	1		11
	16	64	34	6	120

Exclusion Criteria:

CBC reserves the right not to offer a tenancy at properties within Moors Avenue, St Peters Square, Brook Road or Yarnolds Terrace to a person where the applicant(s) and/or any other person attached to the application are:

- Persons for whom a Possession Order has been obtained relating to Anti-Social Behaviour (ASB) or who has previously been evicted for ASB or who has been the subject of an Anti-Social Behaviour Injunction (ASBI) within the last 3 years.
- Persons with a history of ASB at a current or previous tenancy within the last 3 years. Each applicant will be considered on a case-by-case basis and will include the applicant(s) response or engagement with any informal ASB actions, such as Acceptable Behaviour Contracts (ABC's).
- Persons who have caused a deterioration of the condition of their current property, its garden or its fixtures and fittings due to hoarding, ill-treatment, waste, neglect, or default. This will include any unauthorised alterations.
- Persons with an established history of criminal activity within an Organised Crime Group (OCG).
- Persons who have a high support need that may be vulnerable to being targeted, or have a history of being manipulated by, or having their properties 'cuckooed', by criminally linked groups or persons, and are not engaging in a meaningful way with support available to them, to mitigate the identified risks and achieve tenancy sustainability.

**When applying the above exclusion criteria, CBC will consider the individual circumstances of each applicant, for example where domestic abuse may have contributed to reports of anti-social behaviour or a deterioration of the condition of their current property.*

Process:

- The properties will be advertised using Homeseeker plus, and the advert will include details of the local lettings criteria.
- When the bidding cycle has ended a list will be produced of all applicants who have bid on the properties. These applicants will be ranked by the Homeseeker plus system according to housing need.
- The highest placed applicant in housing need will be contacted and their application assessed in line with the criteria outlined in this Local Lettings Plan.
- If there is evidence that an applicant does not meet the Local Lettings Plan criteria the process will then move to the next ranking applicant. At the same time we will inform the applicant of the reason they have not been successful and of any steps that they need to take to prevent further bypasses for the same reason
- If the applicant meets the Lettings Plan criteria then a visit will be made. The reasons for the visit will be: -
 - 1) To identify any existing housing management issues which will not have been flagged through the Homeseeker plus bidding process; and
 - 2) To provide the applicant with details about the property.

Providing all is acceptable then a viewing of the property will be arranged with the Lettings Officer.

Monitoring:

CBC commits to monitoring of the lettings process as set out above, and reporting on the following on a half yearly basis:

- (i) The total number of offers made on the properties within the Lettings Plan.
- (ii) The total number of offers refused or withdrawn unrelated to the Lettings Plan.
- (iii) The total number of bypasses which occurred due to applicants failing to meet the Letting Plan criteria.
- (iv) A breakdown of any bypasses made due to the applicant not meeting any of the exclusion criteria detailed above.

Local Lettings Plan Review Mechanism:

Cheltenham Borough Council commits to reviewing this lettings plan in **March 2025**. As part of the review the above monitoring data will be reviewed alongside tenancy sustainability data, and data relating to anti-social behaviour, tenancy management and rent arrears cases.

At the point of review, Cheltenham Borough Council can extend the local lettings plan if evidence supports the need to do so. This Local Lettings Plan will automatically expire on **30th June 2025** if Cheltenham Borough Council officers do not review this Local Lettings Plan **by 31st March 2025**.

If, for any reason, this Local Lettings Plan is not functioning as originally intended, Cheltenham Borough Council will have the ability to undertake a review of the Local Lettings Plan at any point prior to **30th June 2025** to ensure the Local Lettings Plan fulfils its intended objectives.

Authorisation:

Signed: 

Position: Deputy Chief Executive

Date: 27th June 2024

Cheltenham Borough Council

Appendix 1 – Addresses subject to this Local Lettings Plan

Moors Avenue

1 Moors Avenue
3 Moors Avenue
4 Moors Avenue
5 Moors Avenue
5b Moors Avenue
5c Moors Avenue
7 Moors Avenue
9 Moors Avenue
13 Moors Avenue
15 Moors Avenue
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17 Moors Avenue
19 Moors Avenue
20 Moors Avenue
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102 Moors Avenue

St Peters Square

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43 St Peters Square

Brook Road

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Yarnolds Terrace

2 Yarnolds Terrace
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30 Yarnolds Terrace