

## **Local Lettings Plan**

### **Duration**

The local lettings plan is to apply to initial and subsequent relets for a period of 2 years after which time it will be reviewed.

### **Local Lettings Plan**

Landlord: **Housing Solutions Limited**

Development: **School Close, Downley, High Wycombe, Bucks, HP13 5TR**

Breakdown of properties by type:

#### **General Needs:**

**4 x 2 bed Houses.**

**2 x 3 bed Houses**

**2 x 4 bed Houses.**

**4 x 2 bed Flats.**

#### **Leaseholder:**

**1 x 2 bed Flat.**

**1 x 2 bed House.**

#### **Shared Ownership:**

**1 x 2 bed House.**

**1 x 3 bed House.**

**3 x 2 bed Flats.**

**Cul de Sac with houses on one side with flats on the opposite side.**

**2 blocks of 4 flats.**

**Communal and on street parking.**

**Reason for Local lettings plan:**

Meet the requirements of Buckinghamshire Council & Housing Solutions Allocation Policies to ensure allocations are made to suitable applicants

To help achieve balanced communities and support greater community cohesion and sustainability; in doing so contribute to making the area an even better place to live, work and visit.

Ensure that current and future residents feel safe and content in their homes and to make the best use of housing stock. Reduce unnecessary turnover and potential refusals of properties and to give opportunities to those who are economically active and have restricted housing options.

**Approach**

1. All applicants must meet the relevant criteria under Housing Solutions current lettings policy.
2. Housing Solutions refusal criteria sets out reasons in which we may exclude an applicant from a local authority housing register; these may include but not limited to those applicants with a housing related debt where there is no agreement in place to clear the debt, those with a history of drug or alcohol misuse or any other breaches of tenancy.
3. Aim to allocate 50% of the properties to residents who are economically active and working either full time or part time and not wholly reliant on benefits.
4. All applicants will be assessed to ensure they meet Housing Solutions affordability criteria.
5. Housing Solutions will seek to allocate to an applicant that is contributing to society and has no known vulnerabilities or classed as an Adult at Risk. An Adult at Risk includes applicants with a history of substance misuse, previous victims of domestic abuse, or those affected by cuckooing, this is not an exhaustive list. However, each applicant is assessed on a case-by-case basis, and supporting evidence may be requested to mitigate any risk. In some instances applicants may be required to sign an Acceptable Behaviour Contract (ABC).
6. The local lettings plan will be flexible and non-discriminatory.
7. Any applicants with a history of serious anti-social behaviour within the last 5 years preceding their application, that has required legal action to be taken will not be considered. Including where a Notice of Seeking Possessions has been served or where there are Criminal behaviour Orders, Community Protection Notice or Closure Orders.
8. Applicants with a current or previous history of illegal drug use within the last 2 years will not be considered, nor will applicants with a criminal conviction within the last 5 years for a violent offence, drug dealing, or other offence which could be considered to put vulnerable residents at risk of harm. Where there has been previous substance abuse the applicant will

need to demonstrate supporting evidence of active and positive engagement with support agencies.


9. Where refusal occurs based on the Local Lettings Policy, Housing Solutions will not necessarily refuse a further nomination to a different property via Buckinghamshire Council.

10. The local lettings policy outcomes will be reviewed regularly at liaison meetings between Housing Solutions and Buckinghamshire Council.

#### **Duration of local lettings plan**

First and subsequent relets for a period of 2 years

Signed on behalf of Housing Solutions

  
Sarah Andrews (Jun 3, 2025 12:37 GMT+1)

..... Date.....

Assistant Director of Housing and Resident Engagement, Sarah Andrews

Signed on behalf of Bucks County Council



..... Date.....30/05/2025.....

Head of Service, Thomas Chettle





# Local Lettings Plan School Close\_

Final Audit Report

2025-06-03

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