

Local Lettings Policy

Originator:	Regulatory Compliance Team
Executive Management Team Approval Date:	November 2025
Review date:	November 2026

1	Introduction																								
1.1	As a responsible landlord One Vision Housing (OVH) seeks to allocate the properties it has available to rent in a fair and equitable manner.																								
1.2	OVH is a Scheme Administrator of the sub-regional Choice Based Lettings (CBL) allocations scheme, Property Pool Plus (PPP). Along with other participating landlords, this scheme aims to provide accessible routes to social housing prioritised on the greatest housing need and in date order, within the 'reasonable preference categories' as defined by the Housing Act 1985, Housing Act 1996, Homelessness Act 2002 and Localism Act 2011.																								
1.3	In accordance with the terms of the transfer agreement with Sefton Metropolitan Borough Council up to 75% of allocations are made via PPP, within the borough of Sefton.																								
1.4	Where OVH has stock in other local authority areas within the scheme, the nominations are as follows: <table border="1"> <thead> <tr> <th>Local Authority</th><th>Agreement</th></tr> </thead> <tbody> <tr> <td>Liverpool MBC</td><td>50% Nomination</td></tr> <tr> <td>Wirral</td><td>50% Nomination</td></tr> <tr> <td>Knowsley</td><td>50% Nomination</td></tr> <tr> <td>Cheshire East</td><td>50% Nomination</td></tr> <tr> <td>Cheshire West</td><td>90% nomination</td></tr> <tr> <td>West Lancs</td><td>100% first let, 50% relet</td></tr> <tr> <td>Warrington BC</td><td>100% first let, 50% relet</td></tr> <tr> <td>St Helens BC</td><td>100% first let, 75% relet</td></tr> <tr> <td>Chorley BC</td><td>100% first let, 75% relet</td></tr> <tr> <td>Preston City Council</td><td>100% first let, 50% relet</td></tr> <tr> <td>South Ribble Borough Council</td><td>100% first let, 85% relet</td></tr> </tbody> </table>	Local Authority	Agreement	Liverpool MBC	50% Nomination	Wirral	50% Nomination	Knowsley	50% Nomination	Cheshire East	50% Nomination	Cheshire West	90% nomination	West Lancs	100% first let, 50% relet	Warrington BC	100% first let, 50% relet	St Helens BC	100% first let, 75% relet	Chorley BC	100% first let, 75% relet	Preston City Council	100% first let, 50% relet	South Ribble Borough Council	100% first let, 85% relet
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1.5	Within the CBL schemes, applicants for housing are banded according to the Government's 'reasonable preference categories, which ensure priority is given to those in the greatest housing need.																								
1.6	In order to address specific local housing issues, OVH is permitted, however, to develop 'Local Lettings Policies' where additional application and allocation criteria may be applied.																								
1.7	This Policy sets out the provisions OVH has in place for the development and implementation of Local Lettings Policies.																								

1.8	The application of this Policy also ensures compliance with the outcomes of the Regulatory Framework for Social Housing in England, responsibility of the Regulator for Social Housing as outlined below: - Registered providers shall let their homes in a fair, transparent and efficient way. They shall take into account the housing needs and aspirations of tenants and potential tenants. They shall demonstrate how their lettings: (a) make the best use of available housing and are compatible with the purpose of the housing (b) contribute to local authorities' strategic housing function and sustainable communities
1.9	Access and Communication
1.9.1	OVH is committed to ensuring that its services are accessible to everyone. OVH will seek alternative methods of access and service delivery where barriers, perceived or real may exist, that may make it difficult for people to work for OVH or use its services.
1.9.2	Working with our customers we have established a Vulnerable Persons and Reasonable Adjustments Policy to ensure we make best use of every customer interaction to meet customers' needs in our service delivery and ensure this information is kept up to date.
1.10	Equality, Diversity and Human Rights
1.10.1	OVH is committed to fairness and equality for all customers, colleagues, and stakeholders.
1.10.2	OVH's approach to Equality, Diversity, and Inclusion (EDI) goes beyond legal or statutory obligations, however, OVH will meet or exceed its legal requirements as outlined in the Equality Act 2010 and the Human Rights Act 1998. This policy also demonstrates how OVH will meet the requirements of Public Sector Equality Duties, which it has chosen to adopt and implement as a matter of good practice rather than as a legal obligation.
1.10.3	OVH is fully committed to eliminating unfair and unlawful discrimination. Hate Crime, harassment and bullying will also not be tolerated and OVH will take proactive steps to prevent such behaviours.
1.10.4	It is unlawful to discriminate directly or indirectly based on the following protected characteristics: - Disability - Gender - Gender identity, or gender reassignment status - Race, racial group, ethnic or national origin, or nationality - Religion or belief - Sexual orientation - Age - Marriage or civil partnership status - Pregnancy or maternity

1.10.5	OVH are also committed to ensuring that individuals are not treated less favourably due to their social, economic, or cultural backgrounds, as well as specific medical conditions as defined in the Equality Act.
1.10.6	OVH regularly review policies and practices to ensure they reflect its commitment to equality and diversity.
1.11	This Policy should be read in conjunction with: • OVH Allocations Policy • OVH Complaints, Appeals and Feedback Policy
2	Statement of Intent
2.1	OVH will use Local Lettings Policies to address specific housing issues that may occur within its stock as and when required under the powers afforded to it in the 1996 Housing Act.
2.2	OVH will also consult with the relevant local authority in an area where a Local Lettings Policy is proposed, to ensure it is in line with the Local Authority's Tenancy Strategy objectives.
2.3	OVH will limit the introduction of Local Lettings Policies or any other alternative means of allocating social rented properties to 25% of its stock in Sefton (as per nomination agreement negotiated as part of the Stock Transfer Agreement) to ensure the majority are let according to the government's reasonable preference categories.
2.4	For other areas, OVH may allocate its stock through its own allocations policy including properties subject to a 'Local Lettings Policy' as per agreements negotiated with the local authority in question, see table at section 1.4 for further details.
3	Policy
3.1	OVH may choose to apply a Local Lettings Policy within a specific geographical region, estate, block or across a specific housing type e.g. Independent Living accommodation, with the objective of: • Creating balanced and mixed communities, including tackling areas of high unemployment and developing a community of mixed tenure, where possible • Reducing void rates and tenancy turnovers • Improving community stability and cohesion • Tackling low-demand areas and difficult-to-let estates • Reducing incidents of Anti-Social Behaviour (ASB) • Preventing future problems occurring on newly developed estates or in relation to recently modernised properties
3.2	Additional lettings criteria, which may be applied to members of the applicant's household include: • Priority given to households who can demonstrate community contribution e.g. volunteering, active resident involvement • Age related criteria e.g. priority given to applicants ages 55+ • Allowing households to under-occupy where affordability has been evidenced

	• Restricting families to flats below the third floor • Priority given to applicants with no previous record of ASB / or criminal activity etc. • Limiting lets to families with / without children
3.3	Additional criteria may be applied as either essential or desirable criterion. Where an applicant does not meet the essential criteria, they will be skipped on the first round of bidding. If no applicant meeting the required criteria can be found on the first bidding round, OVH reserve the right to allocate the property to others from the waiting list or via direct lets as is appropriate for the accommodation type.
3.4	Local lettings criteria will be applied prior to homes being advertised through the sub-regional Choice Based Letting system (or any other mechanism used e.g. through web-based property vendors services). Property adverts will clearly display that Local lettings criteria apply and will specify what these are.
3.5	The introduction of Local Lettings Policies will be based upon an evidenced need and following consultation with the Local Authority. Policies will be subject to the Local Authority Approval, in addition to approval via OVH's Executive Management Team (EMT), under delegated authority from the OVH Board.
3.6	Applicants have the right to appeal against a decision to allocate a property. Appeals will follow the process that is relevant to the local authority where the appeal is being made. A request for a review can be made in person, by telephone or in writing within twenty-one days from the date of publication of the outcome of the property vacancy on the website.
4	Implementation
4.1	Local lettings criteria will be applied to property advertisements by Neighbourhood Service Officers at the first round of CBL bidding.
4.2	One Vision Housing will produce a shortlist for each property based on the relevant CBL Policy, taking into account reasonable preference groups and with additional local lettings criteria applied.
4.3	Neighbourhood Service Officers will be responsible for verifying the top bidder and will check: • Applicants identity • Applicants eligibility for property • Verification checks • Additional evidence required to ensure local lettings criteria are met • That any referrals arising from local lettings criteria are set up, including to employment skills, debt advice and Welfare Benefit Teams
5	Performance
5.1	An annual review of the effectiveness of each Local Lettings Policy will be carried out and any extension of the Policy for a further 12 months will require agreement from EMT and the Local Authority.
5.2	In general, the success of the Local Lettings Policy may be monitored across the following Key Performance Indicators:

	• Level of turnover • Average number of bids / void property in area • Number of ASB related cases in the area • Average Length of tenancy	
6	Consultation	
6.1	Prior to the introduction of any Local Lettings Policies, the following Key Stakeholders should be consulted: • OVH involved customers • One Vision Housing Staff • Sefton Metropolitan Borough Council or any other Local Authority where OVH owns and manages properties and intends to introduce local lettings schemes	
7	Review	
7.1	This Policy will be reviewed annually from the date of the Executive Management Team (EMT) approval or sooner if required by the changes to OVH working practices, changes in relevant legislation or as a result of system audits.	
8	Equality Impact Assessment	
8.1	Was a full Equality Impact Assessment (EIA) required?	No
8.2	When was EIA conducted and by who?	An EIA Relevance Test was undertaken by the Strategic Regulatory Compliance Manager and the Policy and Strategy Administrator in July 2025.
8.3	Results of EIA	This Policy has direct impact on residents and may have a differential impact across protected characteristics e.g. where lettings criteria are based on age. There is also a potential impact where lettings criteria support those in employment or those who have an offending history. The key recommendation from the Impact Assessment is that each Local Lettings Plan is based on clear evidence supporting the implementation of a Policy that alternative accommodation is available for those who may be excluded by the Local Lettings Policy e.g. under 55+, and that the Policy is reviewed annually for success and effectiveness.

9	Scheme of Delegation		
9.1	Responsible committee for approving and monitoring implementation of the policy and any amendments to it	Executive Management Team	
9.2	Responsible officer for formulating policy and reporting to committee on its effective implementation	Director of Housing and Customer Services	
9.3	Responsible officer for formulating, reviewing and monitoring implementation of procedures	Director of Housing and Customer Services	
10	Amendment Log		
Date of revision:	Reason for revision:	Consultation record:	Record of amendments:
3 rd October 2023	Policy reviewed in line with review schedule	See Section 6 above	There are no significant changes to the Policy in this review
18 th December 2024	Policy reviewed in line with review schedule	See Section 6 above	- Revised Regulatory Standards included at 1.5 - Revised wording at 1.6 in line with operational practice - EIA Information updated at Section 8 - New LLP included for Morris Meadows
18 th November 2025	Policy reviewed in line with review schedule	See Section 6	- New LLPs included for Moor Lane, Lydiate Gate and Summerhill Park - Table to include percentage of outside nominations for other RSLs included at section 1.4 - EIA information updated in section 8 - Team names updated throughout - Equality, Diversity and Human Rights statement updated - Minor rewording throughout 2024/25 data in LLP’s added below

Lettings Policy – Oxford House

Area	Oxford House																																
Rationale	Tenant Profile There are 83 flats in Oxford House. Approximately 33% of tenants have a known vulnerability or disability including visual impairments, hearing impairment and physical disability. Oxford house is a very settled and elderly community and as such One Vision wish to ensure the peaceful sustainability of this community. Demand: Oxford House – 83 properties <table><tr><td>Oxford House</td><td>2012/13 – Prior to LLP</td><td>2019/20</td><td>2020/21</td><td>2021/22</td><td>2022/23</td><td>2023/24</td><td>2024/25</td></tr><tr><td>Turnover</td><td>8.5%</td><td>10.8%</td><td>6%</td><td>13%</td><td>5%</td><td>2%</td><td>10%</td></tr><tr><td>No. of Voids</td><td>7</td><td>9</td><td>5</td><td>11</td><td>4</td><td>2</td><td>7</td></tr><tr><td>Re-let Time (Days)</td><td>30</td><td>23.8</td><td>32.7</td><td>12.25</td><td>15.75</td><td>14</td><td>15</td></tr></table> Age Demographic – 90% of tenants are over the age of 55	Oxford House	2012/13 – Prior to LLP	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Turnover	8.5%	10.8%	6%	13%	5%	2%	10%	No. of Voids	7	9	5	11	4	2	7	Re-let Time (Days)	30	23.8	32.7	12.25	15.75	14	15
Oxford House	2012/13 – Prior to LLP	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25																										
Turnover	8.5%	10.8%	6%	13%	5%	2%	10%																										
No. of Voids	7	9	5	11	4	2	7																										
Re-let Time (Days)	30	23.8	32.7	12.25	15.75	14	15																										
Lettings Criteria	Essential: Oxford House will let to applicants aged 55 and over																																
Performance and monitoring	The impact of this Local Lettings Policy will be measured across: - Level of Stock Turnover - Demand / vacant property through Choice Based Lettings Performance will be monitored monthly and feedback provided to OVH Executive Management Team every 12 months or by exception, where required.																																
Consultation	Current Residents: Sefton Council: Sefton Council were consulted in October 2024. This included a period when the papers were made available online for potential call-in by Scrutiny.																																
Approval	EMT Date of Approval: November 2024 Sefton Council: Approval gained from Sefton Council in November 2024																																

Lettings Policy – Strand House

Area	Strand House																																
Rationale	Tenant Profile																																
	There are 123 flats in Strand House.																																
	Approximately 37% of tenants have a known vulnerability or disability including visual impairments, hearing impairment and physical disability.																																
	A significant proportion of Strand House, approximately 70%, is Supporting People funded Category 1 support available to tenants aged 55 and over.																																
	Demand:																																
	Strand House Void performance has been analysed to review the effectiveness of the LLP in the three schemes.																																
Strand House – 123 properties																																	
<table><tr><td>Strand House</td><td>2012/13 – Prior to LLP</td><td>2019/20</td><td>2020/21</td><td>2021/22</td><td>2022/23</td><td>2023/24</td><td>2024/25</td></tr><tr><td>Turnover</td><td>13%</td><td>10%</td><td>5%</td><td>7%</td><td>6%</td><td>5%</td><td>12%</td></tr><tr><td>No. of Voids</td><td>16</td><td>12</td><td>6</td><td>8</td><td>7</td><td>6</td><td>13</td></tr><tr><td>Re-let Times (Days)</td><td>31</td><td>11.9</td><td>4.7</td><td>6</td><td>5</td><td>20</td><td>22.7</td></tr></table>		Strand House	2012/13 – Prior to LLP	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Turnover	13%	10%	5%	7%	6%	5%	12%	No. of Voids	16	12	6	8	7	6	13	Re-let Times (Days)	31	11.9	4.7	6	5	20	22.7
Strand House	2012/13 – Prior to LLP	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25																										
Turnover	13%	10%	5%	7%	6%	5%	12%																										
No. of Voids	16	12	6	8	7	6	13																										
Re-let Times (Days)	31	11.9	4.7	6	5	20	22.7																										
Age Demographic – 78% of tenants are over the age of 55																																	
Lettings Criteria	Essential: Strand House will let to applicants aged 55 and over																																
Performance and monitoring	The impact of this Local Lettings Policy will be measured across: - Level of Stock Turnover - Demand / vacant property through Choice Based Lettings Performance will be monitored monthly and feedback provided to OVH Executive Management Team every 12 months or by exception, where required.																																
Consultation	Current Residents: Sefton Council: Sefton Council were consulted in October 2024. This included a period when the papers were made available online for potential call-in by Scrutiny.																																
Approval	EMT Date of Approval: November 2024 Sefton Council: Approval gained from Sefton Council in November 2024.																																

Lettings Policy – Smithy Green

Area	Smithy Green																																
Rationale	Tenant Profile																																
	Approximately 63% of tenants have a known vulnerability or disability including visual impairments, hearing impairment and physical disability.																																
	A significant proportion of Smithy Green, approximately 26%, access Independent living support available to tenants aged 55 and over.																																
	Anti-Social Behaviour																																
	Lettings within Smithy Green have traditionally been in the Independent Living category and the vast majority of longer term tenants are of an elderly profile. There have been a number of reported cases of anti-social behaviour within the locality associated with the clash of lifestyles of a generally older tenant profile and younger tenants that have moved in over recent years. Whilst OVH will take tenancy enforcement action against any tenant that after investigation is found to have been responsible for anti-social behaviour against their neighbours, the intention of this local lettings Policy to prevent the likelihood of anti-social behaviour occurring in the first place by maintaining the existing character of the blocks.																																
Demand																																	
	Smithy Green – 73 properties																																
	<table><tr><td>Smithy Green</td><td>2012/13 – Prior to LLP</td><td>2019/20</td><td>2020/21</td><td>2021/22</td><td>2022/23</td><td>2023/24</td><td>2024/25</td></tr><tr><td>Turnover</td><td>14.1%</td><td>4%</td><td>0%</td><td>10%</td><td>7%</td><td>3%</td><td>7%</td></tr><tr><td>No. of Voids</td><td>11</td><td>3</td><td>0</td><td>7</td><td>5</td><td>2</td><td>4</td></tr><tr><td>Re-let Time (Days)</td><td>32</td><td>7</td><td>0</td><td>12</td><td>9.8</td><td>11</td><td>53.5</td></tr></table>	Smithy Green	2012/13 – Prior to LLP	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Turnover	14.1%	4%	0%	10%	7%	3%	7%	No. of Voids	11	3	0	7	5	2	4	Re-let Time (Days)	32	7	0	12	9.8	11	53.5
	Smithy Green	2012/13 – Prior to LLP	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25																									
	Turnover	14.1%	4%	0%	10%	7%	3%	7%																									
No. of Voids	11	3	0	7	5	2	4																										
Re-let Time (Days)	32	7	0	12	9.8	11	53.5																										
Lettings Criteria	Essential: - Independent Living Service - Smithy Green will let to applicants aged 55 and over who meet criteria for the service - General needs 55+ no medical needs - If there are no applicants or the shortlist is exhausted then the available properties will be re-advertised and open to all applicants																																
Performance and monitoring	The impact of this Local Lettings Policy will be measured across: - Level of Stock Turnover - Demand / vacant property through Choice Based Lettings																																

	Performance will be monitored monthly and feedback provided to OVH Executive Management Team every 12 months or by exception, where required.
Consultation	Current Residents: Sefton Council: Sefton Council were consulted In October 2024. This included a period when the papers were made available online for potential call-in by Scrutiny.
Approval	EMT Date of Approval: November 2024 Sefton Council: Approval gained from Sefton Council in November 2024.

Lettings Policy - Hamlet Close

Area	Shakespeare Road, Southport
Rationale	Construction and demand features The Hamlet Close site comprises of 15 self-contained units (1 bed flats) in a communal block with shared access facilities, entrance points and hallways. The properties have design features suitable for customers with mobility issues. The site also comprises of 8 X 2 bedroom houses, which are not included in the context of this local lettings policy. As at November 2019 the properties are still under construction with handover expected in 2020. A local lettings Policy has been approved by the local authority (Sefton MBC) for priority to be given on first round of bidding, where properties are advertised through the Choice Based Lettings scheme – Property Pool Plus (PPP), to applicants aged 55+ (upper floor) or 45+ (ground floor) where medical need is evidenced. Approximately 22% of tenants have a known vulnerability or disability including visual impairments, hearing impairment and physical disability. A significant proportion of Hamlet Close, approximately 78%, access Independent living support available to tenants aged 55 and over. Where OVH choose to let properties in this block through its own allocations policy outside of the PPP system, the same lettings criteria will apply. The decision to impose a local lettings policy on the Shakespeare Road development has been taken to due to the high demand in the Southport area for 1 bed properties and to ensure the properties are targeted at those who need them most.

	Hamlet Close – 15 Properties <table><tr><td>Hamlet Close</td><td>2019/20*</td><td>2020/21 YTD</td><td>2021/22</td><td>2022/23</td><td>2023/24</td><td>2024/25</td></tr><tr><td>Turnover</td><td>N/A</td><td>9%</td><td>4%</td><td>13%</td><td>13%</td><td>23%</td></tr><tr><td>No. of Voids</td><td>N/A</td><td>2</td><td>1</td><td>3</td><td>2</td><td>0</td></tr><tr><td>Re-let Time (Days)</td><td>N/A</td><td>14</td><td>21</td><td>18.66</td><td>7</td><td>15</td></tr></table> *Initial tenancies commenced in 19/20 Age Demographic – 64% of tenants are over the age of 55	Hamlet Close	2019/20*	2020/21 YTD	2021/22	2022/23	2023/24	2024/25	Turnover	N/A	9%	4%	13%	13%	23%	No. of Voids	N/A	2	1	3	2	0	Re-let Time (Days)	N/A	14	21	18.66	7	15
Hamlet Close	2019/20*	2020/21 YTD	2021/22	2022/23	2023/24	2024/25																							
Turnover	N/A	9%	4%	13%	13%	23%																							
No. of Voids	N/A	2	1	3	2	0																							
Re-let Time (Days)	N/A	14	21	18.66	7	15																							
Lettings Criteria	Essential: Independent Living service (if this service is required) and general needs will let to applicants 55+ or 45+ (where medical need is demonstrated). In all cases priority will be offered to eligible applicants with demonstrated medical need																												
Performance and monitoring	The impact of this Local Lettings Policy will be measured across: - Level of Stock Turnover - Demand / vacant property through Choice Based Lettings Performance will be monitored monthly and feedback provided to OVH Executive Management Team every 12 months or by exception, where required.																												
Consultation	Sefton Council: Sefton Council were consulted between 25-09-2019 and approval date 3rd October 2019. This included a period when the papers were made available online for potential call-in by Scrutiny.																												
Approval	EMT Date of Approval: 12-11-2019 Sefton Council: Approval gained from Sefton Council on 03-10-2019 dependent on satisfactory consultation with residents																												

Lettings Policy – Morris Meadows

Area	Netherton
Rationale	Construction and demand features The development consists of shared ownership and rent to buy houses and an apartment block containing 58 affordable rented flats (18 x ground floor, 20 x first floor and 20 x second floor). The property breakdown that is subject to the Local lettings policy is as follows: 24 x 1-bedroom apartments

	• 33 x 2-bedroom apartments • 1 x 3-bedroom apartment Morris Meadows – 58 properties <table border="1"> <tr> <td>Morris Meadows</td><td>2024/25*</td></tr> <tr> <td>Turnover</td><td>N/A</td></tr> <tr> <td>No. of Voids</td><td>N/A</td></tr> <tr> <td>Re-let Time (Days)</td><td>N/A</td></tr> </table> *Initial tenancies commenced in 2024/25	Morris Meadows	2024/25*	Turnover	N/A	No. of Voids	N/A	Re-let Time (Days)	N/A
Morris Meadows	2024/25*								
Turnover	N/A								
No. of Voids	N/A								
Re-let Time (Days)	N/A								
Lettings Criteria	All properties will be advertised via PPP but priority for at least 24 (41%) of the properties will be given to applicants who are in employment or full-time education / training (where the applicant can demonstrate that they have sufficient finances to pay rent). However, offers will be made in accordance with priority need. When reletting properties, OVH will aim wherever possible to follow the criteria above. Where this is not possible, the property will be advertised without priority.								
Performance and monitoring	Not applicable – new scheme. Information to be included at annual review								
Consultation	Sefton Council: Sefton Council were consulted in October 2024.								
Approval	EMT Date of Approval: November 2024. Sefton Council: Approval gained from Sefton Council in October 2024.								

Lettings Policy – Moor Lane

Area	Moor Lane, Crosby
Rationale	Construction and demand features The site is mixed tenure consisting of three commercial units and 72 social rented apartments: • 3 x ground floor (commercial units) • 22 x first floor • 22 x second floor • 22 x third floor • 6 x fourth floor Property breakdown is as follows:

	• 47 x 1-bedroom apartments • 25 x 2-bedroom apartments • 3 x commercial units
Lettings Criteria	All allocations managed by OVH on this development will be subject to the agreed PPP lettings criteria and 100% of first lets for properties will be advertised via PPP, following this the nominations agreements at section 1.4 will apply. Priority for at least 22 (31%) of properties will be given to applicants who are in employment. However, offers will be made in accordance with priority need. This criterion is to help create a sustainable and balanced community. Priority for at least 20 (28%) of properties to be allocated to applicants over 55 years old. Statistics show that 33% of the population are aged 55 or over Nationally but over 55 's in the Manor Ward are 48% of the population within this area and so we wish to offer the opportunity of housing within this scheme for this cohort.
Performance and monitoring	Not applicable – new scheme. Information to be included at annual review.
Consultation	Sefton Council: Sefton Council were consulted in December 2024.
Approval	EMT Date of Approval: May 2025. Sefton Council: Approval gained from Sefton Council in December 2024.

Lettings Policy – Lydiate Gate

Area	Kenyons Lane, Lydiate
Rationale	Construction and demand features The site is mixed tenure consisting of 2 shared ownership flats and 46 affordable rented flats (24 x ground floor and 24 x first floor). The property breakdown by floor level is as follows: • 1 x ground floor (shared ownership) • 1 x first floor (shared ownership) • 23 x ground floor (affordable rented) • 23 x first floor (affordable rented) The property breakdown by number of bedrooms is as follows:

	• 24 x 1-bedroom flats • 24 x 2-bedroom flats
Lettings Criteria	Priority will be given to applicants who fulfil the following local connections: • Are existing Sefton residents AND • Currently live, or have lived in L31 for at least 2 consecutive years OR • Have immediate family (sibling, son, daughter, parent, stepparent, or adoptive parents) who are currently living within L31 and have done for at least five years Evidence of local connection to L31 will be required at offer stage. Priority for at least 20 (44%) of properties will be given to applicants who are in employment or full-time education / training (where the applicant can demonstrate that they have sufficient finances to pay rent). However, offers will be made in accordance with priority need. This criterion is to help create a sustainable and balanced community.
Performance and monitoring	In early 2025, OVH completed a number of handovers which include a mix of shared ownership and affordable rental homes. While there have been some challenges in the area, efforts continue to support a positive experience for residents and the wider community. OVH therefore proposes to vary the standard allocations criteria for the prioritisation of applicants for these homes going forward.
Consultation	Sefton Council: Sefton Council were consulted in December 2025.
Approval	EMT Date of Approval: November 2025. Sefton Council: Approval gained from Sefton Council in February 2026.

Lettings Policy – Summerhill Park

Area	Poverty Lane, Maghull
Rationale	Construction and demand features The site is mixed tenure consisting of 4 shared ownership three-bedroom houses and 21 affordable three-bedroom houses.
Lettings Criteria	All allocations managed by OVH on this development will be subject to the agreed PPP lettings criteria and 100% of first lets for the affordable homes will be advertised via PPP, following this the nominations agreements at section 1.4 will apply.

	Priority will be given to applicants who fulfil the following local connections: • Are existing Sefton residents AND • Currently live, or have lived in L31 for at least 2 consecutive years OR • Have immediate family (sibling, son, daughter, parent, stepparent, or adoptive parents) who are currently living within L31 and have done for at least five years Evidence of local connection to L31 will be required at offer stage. • Priority for at least 10 (48%) of properties will be given to applicants who are in employment or full-time education / training (where the applicant can demonstrate that they have sufficient finances to pay rent). However, offers will be made in accordance with priority need. This criterion is to help create a sustainable and balanced community.
Performance and monitoring	Not applicable – new scheme. Information to be included at annual review.
Consultation	Sefton Council: Sefton Council were consulted in December 2025.
Approval	EMT Date of Approval: November 2025. Sefton Council: Approval gained from Sefton Council in February 2026.