



Kingston Housing Needs Survey



November 2016

This survey has been carried out by South Hams District Council on behalf of the Parish Council, PC, and Neighbourhood Planning Task Group, NPTG, who needed the information to assist in evidence gathering for their Neighbourhood Plan.

Summary

139 surveys were returned, out of 187 distributed

Surveys were not delivered to 20 known holiday lets, giving a 74% return from residents and second home owners. Most respondents lived/worked/had family in the parish, 6 were second home owners. Respondents reflected a varied age mix, though weighted to the older population profile of the community.

6 households need social housing in the next 5 yrs and have a local connection to Kingston

1 respondent intends to register with Help to Buy

There are 34 Housing Association properties in Kingston, 2 x 2bed bungalows; 13 x 2bed houses; 19 x 3bed houses. There is no 1 bed accommodation. Consequently the Kingston Local Lettings Plan allows those who are only eligible for a 1 bed house to apply for a 2 bed home.

Turnover of Housing Association homes was 1.4% over the last 5 years

Turnover of privately owned housing was 14.5% (Zoopla) over last 5 years. Indications are this will continue. Lack of commercial transport, distance from medical facilities and shops are all major issues for both older people and low income families with young children.

Rents in Kingston appear lower than the Devon average

Taking into account the Devon Home Choice Housing Register figures, the survey results would justify a Village Housing Initiative/Community Land Trust project of around 10 houses.

1.0 Background and Methodology

1.1 Methodology The housing needs survey was delivered to 187 of the 207 households within the Parish of Kingston, during October 2016. Second homes were included, but empty holiday lets excluded. An explanatory letter had been similarly hand delivered during the previous week to explain the need for the Survey and to encourage a response. Notes were also placed on Facebook and in the December Parish Newsletter. Posters were also placed around the village. The Neighbourhood Planning Group members carried out a house to house collection of the completed survey forms in addition to a collection box being placed at a central point on the main village street. Responses were delivered to the Council for inputting on to Survey Monkey.

The information provided in this report is a headline figure only, housing is constantly changing and the collated responses should be treated as a snap shot in time. There may be a need to revisit this document and the results within the life of the survey, which is normally 3 – 5 years depending on economic changes within the market and local need and demand. It should be noted that personal details contained in survey responses have been kept confidential to SHDC and not been made available to the NPTG or the PC for this report.

1.2 Survey Aims To find out the level of housing required to meet the needs and aspirations of those living in the Parish of Kingston. This will form part of the evidence required for the Neighbourhood Plan and help inform the policies and guidance within the Plan.

1.3 Survey findings. Out of the 187 surveys which were issued throughout the parish 139 responses were received. This equates to a 74% return rate. This is considered to be very good in terms of responses for a survey of this nature. It needs to be born in mind that many people will not be considering a move within the timescales mentioned in the survey. They may also be unsure of any future requirements.

2.0 Profile of households responding to the Survey:

2.1 Local Connections. Most of the respondents met the local connection criteria, as set out in South Hams District Council’s *Allocation Policy (appendix 1) that is they either lived, worked or had immediate family in the parish. Some people met more than one criteria, There were 6 responses from people who stated they owned a second home in the area.

Answer Choices	Responses	
Live in Parish	96.32%	131
Work in Parish	14.71%	20
Immediate family in parish	12.50%	17
Other (please specify)	4.41%	6
Total Respondents: 136		

*The allocations plan and Kingston Local Lettings Plan are attached in the appendices and marked 1 and 2.

2.2 Age Profile of Respondents Those households which completed the survey reflect a varied mix of ages within the community. As in many of these surveys, and in others carried out across Devon there is a higher proportion of retired people. This is very important when considering future needs; downsizing to smaller, more manageable accommodation is often an issue. Some may also be wishing to release equity for various reasons.

Below is the breakdown showing the age ranges and numbers of people within the different age ranges.

- 0 -14 years = 21
- 15 -18 years = 10
- 19 - 54 years = 46
- 55 - 65 years = 45
- 65 + years = 70

2.3 Tenure of current housing There was a high response, 80%, from those owning their own home, 4% rented from a private landlord, 12% rented from a housing association and no one lived in shared ownership accommodation. We already know that intermediate home ownership tenure is not provided for within the parish of Kingston. No-one stated that they were living with family. This could be because those living with their family were not asked to be included in the survey as it did not seem relevant to them. It is known however that the Kingston Local Lettings Plan has already provided for many of this group, enabling young singles or couples to move into their own homes in the village. The NPTG notes the importance of ensuring that children are encouraged by parents to complete relevant sections of any following surveys.

Answer Choices	Responses	
privately owned	79.86%	111
privately rented	5.76%	8
shared ownership	0.00%	0
rented from housing association	12.23%	17
living with parents	0.00%	0
Other (please specify)	2.16%	3
Total		139

2.4 Primary Residence or Second Home?

93% of residents, who completed the survey lived in Kingston as their primary residence. Only 7% of respondents classed their home in Kingston as their second home. Survey forms were delivered to second homes, but not to known holiday lets, (20 houses). At this time of year most second homes and especially holiday lets are empty.

2.5 Is a move in 5 years required? 65% of responding households did not consider that they would need to move within a 5 year time frame. 18% stated that they would or potentially may need to move in that time period. (Turnover during the last 5 years is 14.5% Zoopla). The reasons given were not dissimilar to other communities and included needing to move due to ill health, downsizing, affordability and lack of space.

2.6 Current no of Bedrooms in Property. There appears to be a wide range of “family sized” accommodation in the Parish, with the majority being 3 bed properties. There were no responses from people who lived in accommodation with one bedroom and there is no one bed Housing Association property available in Kingston. The NPTG may want to consider the lack of one bed property in the Parish.

Answer Choices	Responses	
1	0.00%	0
2	18.66%	25
3	46.27%	62
4 or more	35.07%	47
Total		134

3.0 Future Housing Needs

3.1 Future house type required. The turnover in family sized private property is known to be high and this seems likely to continue. Some people specifically stated they may want to move away from Kingston and/or were undecided on future accommodation due to future health needs. Lack of commercial transport, distance from medical facilities and shops are all major issues for both older people and low income families with young children. 5 people wanted flatted accommodation and a further 5 sheltered accommodation, neither of which is available in Kingston.

4.0 Affordable Housing

4.1 Level of need 3 respondents wanted to rent privately in the future and 6 wanted Housing Association homes. One respondent would like the right to buy their current or future home.

4.2 How much rent do respondents pay? The table below shows how much rent people are currently paying. £351 to £450 per calendar month is being paid by 47% of respondents. This is significantly lower than some other areas. It could be lower due to this being housing association rents, but is clearly not for smaller accommodation as there were no responses from any 1 bedroom units.

Answer Choices	Responses	
up to £350 pcm	10.53%	2
351 - 450 pcm	47.37%	9
451 - 650 pcm	31.58%	6
651 - 800 pcm	5.26%	1
801+	5.26%	1
Total		19

4.3 Income Not everyone is comfortable with giving this information and it was only requested from those who did not own their property and therefore might be considering a whole or part ownership in the future. Taking into account the response above it is likely a number of people are in the lower income bracket and may be dependent on some or all of their housing costs to be covered by Local Housing Allowance (housing benefit). This is only given if respondents rent their homes and do not have additional savings to support them. A table for the Local Housing Allowance is included below, Kingston falls within the Broad Rental Market Area for Plymouth:

Weekly LHA rate for November 2016 Plymouth BRMA

Shared Accommodation Rate:	£71.21 per week
One Bedroom Rate:	£94.16 per week
Two Bedrooms Rate:	£122.36 per week
Three Bedrooms Rate:	£145.43 per week
Four Bedrooms Rate:	£182.45 per week

4.4 Devon Home Choice 4 respondents stated that they were registered with Devon Home Choice, in some cases the registration numbers were provided. There were 2 respondents who stated that they intended to register. This is less than the numbers actually on the Register but it is common that people feel that if they are on the Devon Home Choice Register they do not need to fill in a survey

4.5 Help to Buy South West. Only one person responded to the Help to Buy question, stating that they had an intention to register. It is not possible to identify people wanting to use Help to Buy on a house in Kingston from the Help to Buy Register, which covers the whole of the South West.

5.0 Current Housing Information

5.1 Current applicants on the housing register: There are 8 people on the Register who have asked for Kingston, but 3 of these already live in the village, wanting a bigger house. 3 others want to live in Kingston but do not meet the local connections criteria, though of these 2 live in a surrounding parish and would be eligible for Kingston housing if no one with local connections came forward.

5.2 Existing affordable housing provision in Kingston. The current social housing in Kingston is owned and managed by two different Housing Associations, Devon and Cornwall Housing Association, and the Guinness Partnership. All are 2-3 bed family sized properties, mainly houses but including two, 2 bed bungalows converted for the use of people with disabilities. There is no 1 bed accommodation. Consequently the Kingston Local Lettings Plan allows those who are only eligible for a 1 bed house to apply for a 2 bed home. The current Housing Association provision in the Parish is listed below.

DCH (Devon & Cornwall) own 5 of the 6 properties at Parkview 3x2 bed and 2x3 bed properties

The Guinness Partnership own all 14 properties in Westentown , there are 4 x 3 bed properties and 10 x 2 bed properties.

DCH owns 15 of the 22 homes in Yellands, which include 13 x 3 bed properties and 2 bed properties, the latter including the two converted bungalows. As there are fewer than 100 units of social in the area there will be a preference for those applicants in bands A – D to have a local connection to the area. This generally means that you either currently live in the parish, have immediate family living there or are currently employed in Kingston.

However Kingston has a Local Lettings Plan agreed with South Hams District Council in 2008 and most recently reviewed in 2016, which states local connections criteria specific to the Parish of Kingston, see Appendix 2. If no one eligible under the Plan applies for a vacant home it will be offered to people living in the surrounding parishes of Bigbury, Ringmore, Modbury and Holbeton.

There has been no new social housing developed in the Kingston parish, since 1991 (14 new houses in Westentown, which were built with shared ownership in mind, but became rented social housing due to lack of take-up)

There have been 7 vacancies in Housing Association property over the last 5 years, which equates to an average of 1.4 vacancies per year.

It is important to note that housing need figures on the Devon Home Choice register frequently change and do not include those living outside of the Kingston area, who wish to return. Therefore this information should be treated as a snap shot in time to meet local need.

6.0 Housing Needs

Taking into account the Devon Home Choice figures and the survey results there may be a need for 6 new Housing Association properties in the Parish plus 1 Help to Buy property.

For example, there may be a case for

3 x 1bed

2 x 2bed

1 x 3bed

Plus 1-2 shared ownership /Discount Market properties

Adding open market properties this could equate to 10 new homes.

7.0 Open Market Needs

In terms of open market housing there were respondents who indicated that they may need to move, though not necessarily within Kingston and reasons were provided. However respondents were potentially looking for a move which is dependent on location and property type, and whether the cost and size is suitable. It is difficult to explain a definite requirement and potentially additional consultation will be required. It does however indicate that perhaps a Village Housing Initiative type of scheme should be considered by the neighbourhood planning group. The housing need will vary due to the economic conditions and therefore this report should be used as a guideline and snap shot in time. Where social housing is concerned, this survey is about current need only and numbers on the housing register vary over time. In terms of social and shared ownership housing many different types of accommodation can be considered and if there is certainty that a small development will be brought forward experience elsewhere indicates there is likely to be increased demand on the housing register.

Any further information on this survey can be obtained by calling Alex Rehaag 01822 813722

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Appendix 1

SOUTH HAMS DISTRICT COUNCIL

LOCAL ALLOCATION POLICY

South Hams District Council is committed to reflecting the full diversity of the community it serves and to promoting equality of opportunity for everyone.

This policy and all associated documentation and leaflets can be made available in large print, Braille, tape format or in any other languages, on request.

September 2015

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SOUTH HAMS DISTRICT COUNCIL

LOCAL ALLOCATION POLICY

1 Scope of the policy

- 1.1 This Local Allocations Policy sets out how the Council will deal with specific local issues outside of the Devon wide Choice based lettings system called Devon Home Choice. The document also sets out 'exceptions' to the Devon Home Choice Scheme i.e. where the Council will allocate outside of the scheme.
- 1.2 In exceptional circumstances South Hams District Council reserve the right to depart from any aspect of this policy. Any decision to depart from the policy will be taken by the Community of Practice Lead for Housing, Revenues & Benefits in conjunction with the Executive Member.
- 1.3 Homes delivered in the Dartmoor National Park, on exception sites or on Community Led schemes are controlled by very specific needs in a particular parish. The criteria for these schemes will be set out within the Section 106 Agreement relating to the specific site.
- 1.4 The Devon Home Choice Policy is a separate document and should be read in conjunction with this policy.

2 Introduction

2.1 South Hams District Council (SHDC) no longer holds any housing stock, having transferred the entire stock to, various Registered Providers (RPs) in 1999.

2.1 Devon Home Choice is the model adopted by the Council, and RPs operating within the District, to allocate housing through this jointly operated Choice Based Lettings Scheme

2.2 Devon Home Choice covers all 10 Devon Authorities including Plymouth & Torbay, enabling applicants to apply across Devon for vacant properties

2.3 SHDC coordinates Devon Home Choice within South Hams and maintains the common housing register for all partners operating within the area.

2.4 RPs label, advertise and let their properties. They have their own allocation policies and will verify applicants details to ensure they meet their criteria

2.5 This policy document sets out:

- a. the common policies adopted by all partners within Devon Home Choice
- b. Council specific policies, and
- c. exceptions to the Devon Home Choice Scheme

3 *Statement of Choice*

3.1 South Hams District Council is committed to offering the greatest choice possible in the allocation of housing within the District, whilst ensuring that such choice is compatible with ensuring that housing goes to those with the greatest need.

3.1 Within this it must be recognised that there is very high demand for affordable housing in South Hams and that this demand cannot currently be fully met from available resources. Consequently, more often than not, only those in the greatest housing need are likely to obtain suitable accommodation, which means that the degree of choice will always be limited

- 3.2 South Hams District Council is also committed to extending choice to homeless households as far as is compatible with the effective use of council resources and the need to reduce the use of temporary accommodation. (paragraphs 5.1 – 5.5 of this policy which set out our policy relating to homeless households)

4 COMMON POLICIES

Devon Home Choice

- 4.1 By joining the Devon Home Choice partnership all partners have agreed to the Devon Home Choice Policy
- 4.1 The Devon Home Choice Policy document sets out in detail how the scheme will operate, how applicants will be prioritised and how properties will be let
- 4.2 The Devon Home Choice Policy forms the best part of the Council's allocation policy, being the document which sets out the fundamental principles upon which the Scheme is based
- 4.3 The Devon Home Choice Policy is a separate document and should be read in conjunction with this policy
- 4.4 South Hams District Council reserves the right to deviate from this policy in exceptional circumstances. Any decision to depart from this policy will be taken by the Head of ICT and Customer Services and/or the Housing Services Manager along with the Executive member for housing.
- 4.5 Homes which are delivered through Dartmoor National Park, through the Village Housing Initiative (VHI) or on exception sites within South Hams are controlled by specific legal criteria relating to housing needs in a particular Parish. These criteria will be detailed in the Section 106 agreement.

HOUSING ACT 1996

- 4.6 The Housing Act 1996 as amended requires all Councils to give 'reasonable preference' in their allocations schemes to groups in high housing need such as the homeless, those who need to move on welfare and medical grounds, people living in unsatisfactory housing and those who would face hardship unless they can move to a particular locality within the district. However

guidance states that Local Authorities can take into account local pressures with regard to this.

- 4.7 Further guidance was issued in August 2012 in relation to the armed forces stating that local allocation policies should not be utilised for this group in certain circumstances, this is explained in detail in paragraph 5.15.

5 COUNCIL SPECIFIC POLICIES

- 5.1 The Council has specific duties to meet local housing needs and to meet the needs of the homeless. This section sets out the Council's policies in this respect and how they operate alongside the Devon Home Choice Policy

Homeless Households

- 5.1 If the Council accepts a statutory duty to re-house a homeless household they will be placed in the High Housing Needs Band (Band B) in accordance with the Devon Home Choice Policy
- 5.2 Homeless households will be offered the same degree of choice as other applicants for a period of 6 weeks after being accepted as homeless
- 5.3 If bids have not been made for suitable accommodation within the 6 week period (and suitable vacancies have been advertised) then the Council will bid on behalf of the homeless household, for all suitable vacancies that arise, until the household is offered a property
- 5.4 If no suitable vacancies occur within the first 6 weeks, the period of choice will be extended by a further period of up to 6 weeks
- 5.5 Refusals of accommodation by homeless households will be considered in accordance with the Homelessness Code of Guidance

Assisting Vulnerable Households

- 5.7 To ensure vulnerable households, who do not have any support network, are able to access Devon Home Choice and bid for properties the Council will activate the automatic bidding process, this will be done with the applicants consent.
- 5.8 Regular checks will be made on “non-bidding” households to identify households who may need our support. When a household has been identified, and with their approval, bids will be made by Council staff on their behalf
- 5.9 A copy of the Automatic Bidding Procedure is detailed in the Devon Home Choice Policy

Local Housing Needs

- 5.10 Whilst choice will be extended as widely as possible, certain housing schemes may only be let to applicants with a local housing need
- 5.11 In very rural villages with general needs social rented housing stock of less than 100 properties, preference will be given to local households, provided they have an existing housing need ie bands A - D. For the purposes of clarity this is everywhere in South Hams apart from Dartmouth, Ivybridge, Kingsbridge, South Brent and Totnes.
- 5.12 Schemes delivered in the Dartmoor National Park and exception sites within South Hams will be controlled by very specific criteria relating to needs in a particular parish. These criteria will be set out within the S106 Agreement relating to the specific site
- 5.13 Other larger sites enabled through the planning process within South Hams will allow 50% of all new rented affordable housing to be allocated to those in bands A – D. For the avoidance of doubt this will be schemes in Dartmouth, Ivybridge, Kingsbridge and Totnes.
- 5.14 For the purposes of clarity a household has a connection with the Parish/Town in any of the following circumstances:-

- (i) The person has lived in the parish/town for 3 out of the 5 years preceding the allocation.
- (ii) The person has immediately prior to the allocation lived in the parish/town for 6 out of 12 months preceding the allocation
- (iii) Immediate family have lived in the parish/town themselves for 5 years preceding the allocation. For avoidance of doubt The Local Government Association guidelines define immediate family as parents, siblings and non dependent children.
- (iv) The person has permanent employment in the parish/town with a minimum contract of 16 hours per week which has continued for the 6 months preceding the allocation without a break in employment of more than 3 months such employment to include self employment. This should not include employment of a casual nature
- (v) Any periods of (ordinary) residence of the person in the Parish/Town

ARMED FORCES PERSONNEL

5.15 Further guidance issued in August 2012 in relation to the armed forces stated that where housing authorities utilise local connection policies they must not apply them to the following persons:

- a) those who are currently serving in the regular forces or who were serving in the regular forces at any time in the five years preceding their application for an allocation of social housing
- b) bereaved spouses or civil partners of those serving in the regular forces where (i) the bereaved spouse or civil partner has recently ceased, or will cease to be entitled, to reside in Ministry of Defence accommodation following the death of their service spouse or civil partner, and (ii) the death was wholly or partly attributable to their service
- c) current or former members of the reserve forces who are suffering from a serious injury, illness, or disability which is wholly or partly attributable to their service

TENANTS INCENTIVE SCHEME

5.15 One of the priorities in the HOMES strategy is to maximise the use of existing Social Housing Stock including maximising family sized accommodation by offering a financial incentive where appropriate. The Council can offer payments to households to move to a more appropriate property in terms of size. This policy is a separate document and can be read in conjunction with the allocations policy.

6 EXCEPTIONS TO DEVON HOME CHOICE

Supported Housing Schemes

- 6.1 It is inappropriate to advertise vacancies in certain supported housing schemes as they have been developed to meet very specific needs
- 6.2 The allocation process for such schemes will be agreed outside this allocation policy between Housing, Social Services and the RP and will be developed to meet the very specific needs of the client and sensitively manage the lettings of the scheme
- 6.3 List of supported housing and Extra Care schemes exempt from Devon Home Choice within South Hams:-

Westville, Kingsbridge

St Barnabas Project, Dartmouth

Highland Villa, Ivybridge

Belmont Villa, Ivybridge

Redworth Terrace, Totnes

Douro Court, Ivybridge

Bishops Court, Newton Ferrers

See Separate Lettings Policies for the above.

Meeting the needs of the physically disabled

- 6.4 Properties that have been adapted for the disabled will be labelled to ensure the property is let to an applicant with the need for this type of accommodation *e.g. preference will be given to an applicant with the need for a level access shower*
- 6.5 However, there are occasions when the needs of a disabled household cannot be met within the general housing stock and a specific property needs to be built
- 6.6 In such circumstances close liaison will take place between the Council, Social Services and the RP to ensure the property is built to meet the specific needs identified. In this case the property will not be advertised through the

Devon Home Choice Scheme but will be allocated through Devon Home Choice as a direct match.

7 GENERAL

Publicity

- 7.1 This policy is a formal Council document and is not intended to be used as a publicity document
- 7.2 Full details of the Devon Home Choice Scheme and the Council's policies will be produced in leaflet format and on the Council's website in a user-friendly format

Diversity and Equal Opportunities

- 7.3 South Hams District Council is committed to reflecting the full diversity of the community it serves and to promoting equality of opportunity for everyone
- 7.4 This policy and all associated documentation and leaflets can be made available in large print, Braille, tape format or in any other languages, on request

Policy Review

- 7.5 The Devon Home Choice scheme and Policy are regularly reviewed and any changes are implemented only after majority agreement amongst all Devon Home Choice partners
- 7.6 The Council's allocation policy will be monitored regularly and reviewed and updated annually and in conjunction with new developments.

Appendix 2

Kingston

Local Lettings

Plan

Reviewed April 2016

LOCAL LETTINGS PLAN FOR KINGSTON

Between South Hams District Council and
DCH and Guinness Trust

Contents:

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1 Purpose of the Local Lettings Plan

This local lettings plan has been created in order to allocate the future vacancies of the 34 affordable rented properties owned by DCH and Guinness Trust in Kingston. South Hams District Council has worked with Kingston Parish Council in the preparation of this document.

A local lettings plan for Kingston was recommended in the Housing Needs Report for Kingston, which was undertaken by Community Council of Devon in June 2007, as a key element of the development of the Kingston Parish Plan. The Parish Plan notes that affordable housing for local people is second on the villagers' list of priorities. The first, and closely linked priority, is to maintain a sustainable village. The Housing Needs Report found that 8 households were in need of affordable housing, however instead of building new affordable housing in Kingston, the study recommended the creation of a local lettings policy, to address the high turnover rate of the existing social housing and thus address some or all of the housing need identified.

The contents of this document will be used to prepare the shortlist of nominations for the properties at Kingston and will assist with the final selection of successful applicants. The purpose of this document continues to be considered fit for purpose and a review of this has took place in March 2016, this will be reviewed on an annual basis. The next review will take place in March 2017.

2 Impact of Current High Turnover Rates of Social Housing in Kingston

Guinness Trust has experienced a significant high turnover of their 14 properties since the initial lets in 1992 and 1993. This equates to a 32% turnover per year and has resulted in only 9 of the current tenants having lived on the estate since 2004. This leaves little opportunity for the estate to achieve any amount of stability.

The issues facing DCH are different; they have many elderly residents who have been tenants for long periods of time. However there are likely to be changes over time and it is essential to avoid the same situation arising as that on the Guinness Trust estate.

3 Objectives of the Local Lettings Plan

The objectives of this Plan are to:

- i) Address the high turnover and subsequent instability of the existing affordable housing. This will be measured by a continuously improving target, set to reduce turnover by 10% per year, however it will not be measured until 5 years have passed because of the small number of properties involved
- ii) create and maintain a community, which is sustainable, whilst adhering to Devon Home Choice
- iii) ensure the needs of the local and wider community are reflected within the estates
- iv) attain a mixture of child density and occupancy levels to encourage sustainability

4 Breakdown of Property Types

There are 34 units of affordable rented accommodation.

DCH owns:

- 3 x 2 bedroom houses
- 2 x 2 bedroom bungalows
- 15 x 3 bedroom houses

Guinness Trust owns:

- 10 x 2 bedroom houses
- 4 x 3 bedroom houses

5 Local Lettings Sequential Selection

For the purpose of this lettings plan, the definition of a qualifying local connection will mean an applicant must fulfil at least one of the following criteria, with (i), being the highest priority and (v), the lowest.

- i) a person who has immediately prior to such nomination had his or her main residence within the parish of Kingston
- ii) a person who is or was a serving member of the Devon and Somerset Fire and Rescue Service and elects to join the Kingston branch
- iii) a person who has permanent employment in Kingston for the last year
- iv) a person who has moved away but has had his or her main residence within the parish of Kingston for three out of the last five years or seven out of the last twenty years
- v) a person who has a strong local connection with Kingston by reasons of birth or family ties in that their parents or grandparents, or siblings or non dependent children aged over 16 who have lived in the parish for the last 10 years

Affordable housing is typically allocated at full occupancy i.e. a single person is usually eligible for a 1 bedroom home rather than a 2 bedroom home. In order to enable properties in Kingston to be allocated to local residents, a degree of under occupation WILL be agreed if a suitable fully occupying applicant cannot be found.

Reasonable preference will be given to applicants who meet the above criteria (i –v).

If the Council is unable to make a nomination in the manner referred to above then it shall apply the above criteria to any one of the surrounding parishes of Ringmore, Bigbury, Modbury and Holbeton. If the Council is still unable to make a nomination then they will refer to Devon Home Choice and consider on the basis of housing need.

The final selection of the successful applicants will depend primarily upon their ability to meet the selection criteria as set out in paragraph 5 and secondly their banding level in Devon Home Choice.

6 Household Size/Child Density

As the properties have maximum occupancy levels, it is anticipated that no property will be under occupied by more than one bedroom.

7 Future Lettings

Future vacancies on these estates will be let in accordance with this plan. The success of the plan will be monitored and reviewed by South Hams District Council, Kingston Parish Council, Guinness Trust and DCH on an annual basis.

The Registered Providers (Guinness Trust and Tor Homes), will monitor the effectiveness of the plan by recording reasons why future voids occur and reporting these reasons back to South Hams District Council as part of the annual review.

8 Equal Opportunities

The Council is committed to equality of opportunity and anti-discriminatory practise in service provision and seeks to promote social inclusion.

Every effort will be made to ensure that housing applicants are treated fairly and sensitively. Applicants who are eligible to join Devon Home Choice will not be discriminated against on the grounds of race, colour, ethnic or national origin, disability, religion, age, gender, sexual orientation, marital status or for any other reason. Devon Home Choice complies with the Equalities Act 2010.

The plan will be amended and updated in order to conform to new housing and other relevant legislation and case law and to ensure that they do not operate in a way that discriminates against or disadvantages any particular group.

A 360 Assessment has been carried out on the Council's overarching Local Allocations Policy, which this Local Lettings Plan will sit under, no direct impact was found.

9 Review of Decisions

If the nomination is refused by the Registered Provider, then the property will be held vacant until discussions have taken place between the Registered Provider and South Hams District Council. However, if the nomination is refused by the applicant, a new nomination will be provided through the Devon Home Choice waiting list.

Applicants may ask for any decision about their housing application to be reviewed. Applicants will be advised of their right to a review of decisions about their housing application when notified of the decision. They must make a request for a review in writing, within 21 calendar days of their notification of the decision they wish to have reviewed.

The applicant should specify what decision they wish to be reviewed, the reason why they wish it to be reviewed and provide any additional evidence to support their case.

The review should be undertaken within 8 weeks, by a senior officer who was not involved in the original decision. The applicant must be advised in writing of the outcome of the review. If there is likely to be a delay in completing the review, the applicant must be advised of this in writing, with the reasons for the delay and the expected completion date of the review.

Applicants cannot request a formal review of a decision about allocations or nominations, apart from homeless applicants to whom the Council has accepted a full homeless duty, who then can seek a review of the suitability of the accommodation for their needs. Allegations that an applicant has obtained a nomination, allocation or tenancy through false information will be investigated if there is evidence to do so.

10 Complaints Procedure

The Council has a complaints procedure which can be used by any housing applicant, or other customer of Council services, if they feel that they have not been treated satisfactorily. The following is the link to the Council's corporate complaints

policy. A hard copy is available upon request.

www.southhams.gov.uk/article/1805/Comments-and-Complaints