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**REPORT TO: HOUSING AND COMMUNITY SAFETY COMMITTEE ON 8  
FEBRUARY 2022**

**SUBJECT: LOCAL LETTINGS PLAN 2022 – 2027**

**BY: DEPUTE CHIEF EXECUTIVE (ECONOMY, ENVIRONMENT AND  
FINANCE)**

**1. REASON FOR REPORT**

- 1.1 This report provides the Committee with the results of the consultation on the draft Local Lettings Plan 2022 – 2027 and presents the final Local Lettings Plan 2022 – 2027 for approval.
- 1.2 This report is submitted to Committee in terms of Section III (G) (4) of the Council's Scheme of Administration relating to the allocation and letting of houses and homelessness.

**2. RECOMMENDATION**

**2.1 It is recommended that the Committee:**

- (i) considers and notes the outcome of the public consultation on the draft Local Lettings Plan 2022 – 2027 as set out in Section 4 and APPENDIX I;**
- (ii) approves the final Local Lettings Plan 2022 – 2027 (APPENDIX II);**
- (iii) agrees the implementation of the Local Lettings Plan 2022 – 2027 with immediate effect; and**
- (iv) notes that the operation of the Local Lettings Plan 2022 – 2027 will be reported annually to this Committee as part of the Allocations Policy Annual Performance Report.**

**3. BACKGROUND**

- 3.1 On 19 October 2021, the Housing and Community Safety Committee approved the consultative draft of a revised Local Lettings Plan 2022 – 2027 and agreed that a consultation be undertaken between 20 October 2021 and 26 November 2021 (paragraph 6 of the Minute refers). The Committee also agreed that the consultation feedback and outcome of the public consultation would be presented to this Committee.

- 3.2 The first Lettings Plan for Council new build housing was agreed by the Communities Committee on 25 October 2011 (paragraph 12 of the Minute refers). There have been several Local Lettings Plans since 2011, with each Plan revised to reflect delivery of the new build housing programme.
- 3.3 On 3 February 2015, the Communities Committee agreed the Lettings Plan 2015 – 2018 and that the duration of the Lettings Plan should be the same period as the respective Local Housing Strategy (LHS) that delivers each new build programme and it should be reviewed as part of the next LHS (paragraph 8 of the Minute refers).
- 3.4 The Local Housing Strategy 2019 – 2024 was approved by Communities Committee on 2 April 2019 (paragraph 8 of the Minute refers). The LHS Action Plan includes an action under Priority 1 to “review Moray Council’s New Build Lettings Initiative” during 2019/20. This action has been delayed due to the need to prioritise COVID-19 related activity.
- 3.5 The consultation on the Local Lettings Plan 2022 – 2027 was undertaken between 20 October 2021 and 26 November 2021 and was published on the Council website and promoted via social media platforms. The consultation involved:
- publishing the Local Lettings Plan along with an easy to read version;
  - developing a web-based survey to seek and collate feedback and issuing a hard copy of the survey to those who requested it;
  - contacting a random sample of waiting list applicants to inform them of the consultation and requesting their feedback; and
  - contacting tenants on the Register of Interested Tenants, representatives of the Moray Tenants’ Forum and Community Councils to seek their feedback.

#### **4. CONSULTATION RESPONSES**

- 4.1 A total of 133 responses were received during the consultation. An overview of the feedback, including details of the questions asked, is included in **APPENDIX I**. A summary of the feedback on the Local Lettings Plan 2022 – 2027 is set out below.
- 4.2 The consultation asked “do you support the introduction of the Local Lettings Plan 2022 – 2027?” Of the responses received, 89 respondents (66.92%) were in support of the Local Lettings Plan 2022 – 2027. 11 (8.27%) do not support the Plan and 33 (24.81%) either did not know or did not want to answer.
- 4.3 Consultees were asked “did you find the Local Lettings Plan 2022 – 2027 easy to read and understand?” 88 respondents (66.17%) stated that the plan was easy to read and understand, 16 respondents (12.03%) did not find it easy to read while 29 (21.8%) did not know or did not want to answer the question.
- 4.4 The allocation of social housing is a complex issue and the Local Lettings Plan 2022 – 2027 contains complex and detailed information needed to explain the framework within which operates. The Plan has been developed

using plain language where possible. The Council has also developed a plain language easy read version of the Plan in order to assist applicants understanding of it.

- 4.5 Consultees were asked “is there a section of the Local Lettings Plan 2022 – 2027 that you would like to see reworded?” 81 respondents (60.9%) did not want the Plan reworded, 6 respondents (4.51%) thought that some wording should be changed and the remainder either did not know or did not want to answer the question. The comments received regarding rewording a section of the Plan related to either:
- personal circumstances which cannot be considered as part of the review; or
  - areas that are already detailed elsewhere in housing strategies and policies, such as the Allocations Policy or the Local Housing Strategy.
- Following consideration of the responses returned, no changes have been made to the wording of the Plan.

- 4.6 The consultation asked “is there something that we have missed from the Local Lettings Plan 2022 – 2027 that you think should be included?” 15 respondents (11.28%) thought something had been missed from the plan 59 (44.36%) did not and 59 (44.36%) either did not know or did not want to answer.

4.6.1 One respondent raised a concern regarding the exclusion of applicants with high support needs who have previously failed to accept support or engage with support services detailed in Section 4.5 of the Plan. An applicant would be excluded for this reason as they would be considered to pose a risk to the aims and objectives of the Plan. However, this will not preclude the applicant from receiving an offer of suitable housing via the Allocations Policy.

- 4.6.2 The other comments received regarding something that had been missed from the Plan related to:
- legislative duties which the Council must comply with; and
  - areas that are already detailed elsewhere in housing strategies and policies such as the Allocations Policy or the Local Housing Strategy.

Following consideration of the comments returned no changes have been made to the Plan.

- 4.7 Consultees were asked “is there anything that you think should be removed from the Local Lettings Plan 2022 – 2027?” Three respondents (2.26%) thought that something should be removed from the plan. The comments received were out with the remit of the Plan and therefore have not resulted in any changes being made.

- 4.8 The consultation asked “do you have any other comments on the Local Lettings Plan 2022 – 2027?” Only one comment was returned and was discounted since it related to legislative duties which the Council must comply with.

## **5. LOCAL LETTINGS PLAN IMPLEMENTATION**

- 5.1 On the basis of the results of the consultation and comments returned, it is not proposed to make any further changes to the Local Lettings Plan 2022 – 2027 approved by Committee on 20 October 2021. The Committee is therefore asked to agree the implementation of the Local Lettings Plan 2022 – 2027 (**APPENDIX II**) with immediate effect.
- 5.2 The Local Lettings Plan 2022 – 2027 will be published on the Council’s website and an accompanying easy to read version will also be published.
- 5.3 The operation of Local Lettings Plan 2022 – 2027 will be reported annually to this Committee as part of the Allocations Policy Annual Performance Report.
- 5.4 The Local Lettings Plan will be reviewed as part of the development of the Local Housing Strategy 2024 – 2029.

## **6. SUMMARY OF IMPLICATIONS**

**(a) Corporate Plan and 10 Year Plan (Local Outcomes Improvement Plan (LOIP))**

The Corporate Plan and the Moray 10 Year Plan (Local Outcomes Improvement Plan) identify the need to provide high quality affordable housing. The Local Letting Plan seeks to make the best use of the Council’s housing stock and create sustainable communities.

**(b) Policy and Legal**

The legislative framework for the Council’s Allocations Policy is contained within the Housing (Scotland) Act 197, as amended. In addition, the Scottish Social Housing Charter sets out the outcomes expected in relation to access to housing.

**(c) Financial implications**

There are no financial implications arising from this report.

**(d) Risk Implications**

There are no risk implications arising from this report.

**(e) Staffing Implications**

There are no staffing implications arising from this report.

**(f) Property**

There are no property implications arising from this report.

**(g) Equalities/Socio Economic Impact**

An equality impact assessment has been carried out as part of the development of the Local Lettings Plan 2022 – 2027 and no equality / socio economic issues were identified.

**(h) Climate Change and Biodiversity Impacts**

The Local Letting Plan aims to create sustainable communities and assist make best use of housing stock which will reduce the turnover of housing stock. Tenancy sustainment will reduce the carbon emissions which would be generated by moving to suitable housing.

**(i) Consultations**

Consultation on this report has taken place with the Head of Housing and Property Services, Housing Needs Manager, the Acting Housing Strategy and Development Manager and Officers within the Housing Service, Legal Services Manager, Deborah O'Shea (Principal Accountant), the Equal Opportunities Officer and Lindsey Robinson (Committee Services). Any comments have been incorporated into the report.

**7. CONCLUSION**

**7.1 This report provides the Housing and Community Safety Committee with the results on the consultation of the Local Lettings Plan 2022 – 2027 presents the Local Lettings Plan 2022 – 2027 for approval prior to implementation.**

Author of Report: Gillian Henly, Senior Housing Officer (Policy)  
Background Papers:  
Ref: SPMAN-1285234812-986