


## DECISION

	<b>Sanctuary Scotland Housing Association North East Committee</b>		
	<b>29/05/2024</b>	<b>Item 12</b>	<b>No. of appendices: 0</b>
	<b>Theresa Macgregor Area Manager</b>		
<b>Subject: Lettings Strategy 2025/2026 – North East Scotland – Beechwood General Needs Housing</b>			
<b>Group Corporate Strategy - Strategic Objectives:</b> Customers first <input checked="" type="checkbox"/> Investing in our assets <input type="checkbox"/> Growing our services <input type="checkbox"/>			
<b>Executive Summary</b>  To provide the North East Area Committee with the outcome of targets set in the 2024/2025 lettings strategy.  North East Area Committee approval is sought for the local letting Beechwood General Needs Housing.  <b>Recommendation: The Area Committee is requested to note the contents of this report and to approve the proposed Letting Strategy for Beechwood General Needs Housing for 2025/2026, including the proposal to consult on joining the Dundee City Council common housing register.</b>			
<b>Customer Considerations</b>  There are no direct customer or employee considerations.			
<b>Risk Management</b>  RM 3 Cost and Income Pressures; the allocation of Sanctuary Scotland houses and flats remains one of the most important aspects of our business. Ensuring that properties are allocated in a fair and transparent manner and in accordance with legislation and guidance is very important. The Lettings Strategy therefore contributes to the management of risks associated with low demand for properties and regulatory compliance.			
<b>Value for Money</b>  Providing effective guidance on lettings promotes balanced communities, reduces turnover and minimises void loss which has a positive impact Sanctuary Scotland Housing Association Limited's cash flow and financial position.			

## **1. Strategic Context**

The aim of the letting strategy is to assist in the creation and maintenance of balanced communities. This approach complies with the Scottish Federation of Housing Associations (SFHA) Performance Standards for Registered Social landlords and Section 20(1) of the Housing (Scotland) Act 1987 as amended by the Housing (Scotland) Acts 2001, 2010 and the Housing (Scotland) Act 2014.

Sanctuary Scotland Housing Association's lettings strategies are aligned with the Group's core strategic priority of Engage. We engage with local authorities in open, honest and on-going relationships to set letting targets and to agree referral arrangements. We will communicate our priorities and consider issues from their perspective.

## **2. Analysis/Proposal**

This paper proposes the Lettings Strategy for our properties in Ardler and Angus areas of Scotland for general needs and retirement housing in accordance with our Lettings Policy.

Sanctuary Scotland Housing Association's Lettings Policy's primary aim is to provide affordable and well managed rented accommodation to those in housing need, and at the same time contribute to providing balanced and sustainable communities. Sanctuary Scotland Housing Association aims to achieve this, using the Lettings Strategy, by pursuing the following objectives:

- Allocating homes to people with high levels of housing need including applicants under-occupying properties, homeless persons and those living in unsatisfactory housing conditions
- Ensuring that access to the allocations process is open at all times to all sections of the community.
- Making the best use of available stock and using the allocations process to assist in the creation and maintenance of balanced and sustainable communities.
- Establishing comprehensive and clear targets for the allocation of properties

## **3. Lettings Performance 2024/2025**

- 3.1 In 2024/2025 six properties re-let in Beechwood. Table 1 provides further information on the groups to which these properties were allocated.

**Table 1: Properties Allocated by Group 2024/2025**

Urgent	High	Urgent Transfer	Medium Transfers	Standard	Local Authority Homeless/ Nominations
1	1	1	1	0	1 Homeless 1 Nomination

#### 4. Beechwood Lettings Strategy 2025/2026

##### 4.1 Anticipated Turnover

We anticipate the turnover of approximately five per cent to allowing for approximately 5/6 re-let voids becoming available in Beechwood during 2025/2026.

##### 4.2 Obligations to Dundee City Council

Under the terms of a Nominations Agreement, Sanctuary Scotland Housing Association has agreed to provide Dundee City Council (DCC) with 50 per cent of all new build lets and void re-lets. The Housing (Scotland) Act 2001 and the Homelessness etc (Scotland) Act 2003 have placed obligations on housing associations to assist the local authority in housing homeless persons and families. The "Section 5" Protocol which Sanctuary Scotland Housing Association has in place with DCC also applies in Beechwood. Under this, Sanctuary Scotland Housing Association will allocate 25 per cent of voids to Section 5 referrals with the remaining 25 per cent of the Council's quota being given to nominations from applicants on the Council's general waiting list. In practice, it is likely that only three properties will be made available to the Council in the coming year.

##### 4.3 Stock Information

Table 3 provides a breakdown of the Beechwood stock by apartment size.

**Table 3: Beechwood Stock Composition by Size**

	2 APT	3 APT	4 APT	5 APT	6 APT	TOTAL
General Needs	25	40	28	18	6	117

#### 5. Lettings Strategy 2025/2026

##### 5.1 Taking into account the information contained in this report and the issues outlined above, the proposed Lettings Strategy for 2025/2026 is provided below.

**Beechwood Lettings Strategy 2025/2026**

Category	Target	Comments
Housing List applicants (including internal transfers)	50%	Priority will be given to Beechwood transfer applicants seeking smaller or larger housing or requiring rehousing for medical reasons.
Nominations from Dundee City Council	50%	“Section 5” referrals, refugee and general waiting list nominations.

**5.2 Annual targets for each housing band**

An important element of the Lettings Policy, which is intended to be reflected in the Lettings Strategy, is that some applicants should be housed from each of the various groups or bands on the waiting list. This is to allow for some “movement” within each of the various bands/categories. However due to the small number of properties which are likely to become available for let, consideration will again be given firstly to Beechwood transfer applicants and then to applicants in the “Urgent” category. It is very unlikely that applicants outwith these categories will be rehoused during the current year.

**6. Common Housing Register**

- 6.1. The majority of applicants who have requested Beechwood have also got an application with Dundee City Council, who also operate a common housing register. It is proposed that we consult with applicants during 2025/26 on the potential to also join the common housing register. Information on how this affects applicants would be provided during the consultation, and the outcome of the consultation would then be presented to the North East Area Committee for a decision.

**7. Conclusion / Recommendation**

**The Area Committee is requested to note the contents of this report and to approve the proposed Letting Strategy for Beechwood General Needs Housing for 2025/2026, including the proposal to consult on joining the Dundee City Council common housing register.**