

Alton Estate Regeneration
Hybrid Application

REVISED DECANT STRATEGY

LONDON BOROUGH OF
WANDSWORTH HOUSING &
REGENERATION
DEPARTMENT

March 2020



ALTON GREEN

ROEHAMPTON SW15



ALTON ESTATE, ROEHAMPTON, LONDON, SW15 4PS

REVISED DECANT STRATEGY (MARCH 2020)

Prepared by the London Borough of Wandsworth Housing and Regeneration Department
and their development partner Redrow Homes Limited

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1.0 INTRODUCTION

- 1.1 The London Borough of Wandsworth’s Housing and Regeneration team and their Development Partner, Redrow Homes Limited (“the Applicant”), have prepared this revised Decant Strategy in support of a “hybrid” planning application for the phased mixed-use regeneration of the Alton Estate in Roehampton, London (“the Application Site”). This document supersedes the originally submitted Decant Strategy prepared by Barton Willmore LLP dated May 2019.
- 1.2 Following representations received by the local planning authority from the Greater London Authority and the local community significant changes have been made to the location and tenure mix of the affordable housing across the Application Site. As a result, the decant phasing plan has been amended to reflect the revised rehousing options available to secure council tenants and resident homeowners currently occupying properties within the Application Site.
- 1.3 Three distinct decant phases have been identified as part of the regeneration. **Table 1.1** sets out that each of these phases are made up of the following households and new blocks they will move to:

TABLE 1.1: DECANT PHASING			
Phase	Existing household	New block	Estimated rehousing date
Phase 0	1-29 Danebury Avenue, 1-14 Portswood Place and 2a Minstead Gardens	Fontley Way or Bessborough Road	2021
Phase 1	2-84 Harbridge Avenue (even numbers), 1-45 Allbrook House 1-28 Kingsclere Close and 31-115 Danebury Avenue (odds)	Blocks A & O Fontley Way or Bessborough Road	2022/23
Phase 2	1-115 Harbridge Avenue (odds) and 117-243 Danebury Avenue (odds)	Block Q	2026/27

- 1.4 A further housing needs assessment has been undertaken in September 2019 with all secure council tenants and resident homeowners in the first phase of the development scheme. This housing needs assessment was commissioned to update the results of the previous surveys undertaken in 2017/18 that were used as the basis for the original planning application submission. Since then several early moves by existing Council tenants and the Council buying back of various leaseholder homes has taken place. The results of these assessments have formed the basis for both the revised tenure mix across the scheme and the amended phasing plan to ensure that all residents that wish to be rehoused within the regenerated Alton Estate will only be required to move once.

- 1.5 The purpose of this document is to explain the strategy for rehousing these residents, having regard to the London Borough of Wandsworth's ("the Council") commitments to residents. The strategy is in accordance with the Mayor of London's "*Better Homes for Local People – The Mayor's Good Practice Guide to Estate Regeneration*" published in February 2018 (the "Good Practice Guide") in informing the approach taken.
- 1.6 The document also outlines the strategy for the commercial and community uses that will need to relocate as part of the development.
- 1.7 As set out in the Good Practice Guide, the overarching objectives for any estate regeneration scheme will usually be to:
- Deliver safe and better-quality homes for local people;
 - Increase the overall supply of new and affordable homes; and
 - improve the quality of the local environment through a better public realm and provision of social infrastructure (e.g. schools, parks, or community centres).

2.0 BACKGROUND

- 2.1 The regeneration proposals date back to 2012, prior to the Council establishing a development partnership with the Applicant, when the Council agreed a programme to improve the physical environment and raise the aspirations and improve the life chances of those living in the most deprived areas of the borough.
- 2.2 A catalyst for this was the independent Kinghan Report (October 2011) commissioned by the Council, following the Clapham Junction riots in August 2011 and identified the high levels of deprivation and lack of opportunity in the parts of the borough as a contributing factor to the disorder.
- 2.3 In response to the Kinghan Report, the Council's Executive agreed in March 2012 an ambitious programme of work to improve the physical environment and raise the aspirations and improve life chances of those living in the most deprived areas of Latchmere and Roehampton and Putney Heath. This included exploring several regeneration options, supplemented by a programme of community consultation, which subsequently resulted in the development of a masterplan to regenerate the Alton Estate.
- 2.4 The Council proposed that a comprehensive masterplan be produced for the Alton Estate. The Alton Area Masterplan was subsequently published in October 2014 and transposed into planning guidance in the form of the Roehampton SPD which was adopted in October 2015. The Alton Area Masterplan and Roehampton SPD identified four key intervention areas to deliver the most effective form of change which are the subject of this planning application.
- 2.5 The Council's key strategic objective was to tackle the range of issues that are contributing to levels of deprivation and lack of opportunities on the Alton Area Estate. The SPD identified nine strategic objectives:
- 1. Create a more mixed and balanced community with new and improved high-quality housing that will raise the living conditions and widen housing choice.**
 - 2. Improve the quality of the retail, service and community facilities. Improve existing community buildings and create new facilities within existing Local Centre and Important Local Parade.**
 - 3. Provide improved job and training opportunities for Roehampton residents.**
 - 4. Adopt a place-making approach which protects, strengthens and repairs the special qualities of the estate through bespoke and sensitive intervention.**
 - 5. Improve or replace poor-quality buildings.**
 - 6. Improve pedestrian, cycle and vehicular connections within the site and to the surrounding streets, centres, communities and open spaces.**

- 7. Upgrade existing and create new streets, public spaces and pedestrian links to make them more attractive, convenient and usable.**
 - 8. Create a more attractive area with a high-quality and active landscape by upgrading existing open spaces and creating new ones.**
 - 9. Conserve and enhance existing heritage assets, including those on the Heritage at Risk Register, and their settings, to better reveal the qualities of the estate.**
- 2.6 In September 2015, the Council started a procurement exercise to identify a development partner to deliver the regeneration. In January 2017, Redrow Homes Limited were confirmed as the Council's development partner.
- 2.7 Since their selection, Redrow and the appointed design team, have been building on the original masterplan objectives and developing a comprehensive masterplan as part of a hybrid planning application to bring forward the regeneration of the estate.
- 2.8 During design development of the planning application proposals, there has been a further period of extensive consultation to ensure that residents and local stakeholder have had the opportunity to understand and be informed of the plans, shape and influence the detailed design proposals and be informed on how the design had involved. This process has included a range of one-to-one's, meetings, events and exhibitions and residents have been kept informed via a range of communication channels including regular newsletters, information booklets, letters, leaflets, posters, freepost address, a dedicated phone line and website.
- 2.9 Consultation with existing residents and occupiers is ongoing with regular updates being provided via the dedicated page on the Council's website, project website, regular newsletters as well as well as opportunities to meet with the Council's housing representatives through one to one contact with case officers or events. Since the planning application was submitted in June 2019, the Council and the Applicant have continued to engage with the local community to keep interested parties informed about the proposals. This has included quarterly newsletters, frequent updates of the project website and update presentations to members of the Roehampton Partnership. The proposals were also exhibited at the "Get Active" Roehampton Festival in September 2019.
- 2.10 Following the completion of the statutory consultation carried out as part of the planning application process, the Council has carefully reflected on all the feedback and comments received. A further assessment of housing needs was undertaken in September 2019 to better understand the current demand for replacement housing. In light of this information, the Council and the Applicant have re-considered the quantum, tenure mix and distribution of affordable housing across the proposed development. Significant changes were subsequently agreed to be taken forward. All residents living within the

Application Site were sent a brochure and covering letter outlining the changes to the scheme (see **Appendix 1**) explaining how they would be affected. Several drop-in sessions were held in January 2020 to give residents the opportunity to meet with Council officers and discuss the proposals in more detail. Details of the revised proposals were also made available on the project website and the latest local newsletter.

- 2.11 The consultation undertaken in developing the planning application is described more fully in the "Statement of Community Involvement" that supports the scheme proposals. The consultation that was carried out following the submission of the planning application is described in the Statement of Community Involvement Addendum that accompanies these amendments. Further details of the Proposed Development can be found in the Planning Statement and Design, Landscape & Access Statement and Design and Access Statement Addendum.

3.0 EXISTING OCCUPANTS, KEY OBJECTIVES OF ESTATE REGENERATION PRINCIPLES & DECANT STRATEGY

A. EXISTING OCCUPANTS

3.1 The Application Site covers a total area of approximately 12.5 hectares. It is located within the administrative boundary of the London Borough of Wandsworth. It falls within the Roehampton and Putney Heath ward. The Application Site is shown in **Figure 3.1** below.



FIGURE 3.1: SITE LOCATION PLAN. SOURCE: HAWKINS BROWN ARCHITECTS

3.2 There are 288 existing dwellings within the Application Site that were constructed by the London County Council (LCC) in the 1950s in response to the urgent need for housing in the aftermath of the Second World War. **Table 3.1** sets out the overall existing housing mix and tenure.

TABLE 3.1: EXISTING RESIDENTIAL MIX SUMMARY									
Block	Unit Total	Hab Room Total	Unit Size Mix (beds /persons)	Housing Tenure					
				Social Rent			Private		
				Units	Hab room	NIA sqm	Units	Hab room	NIA sqm
All Blocks	288	1,064	1 Bed	20	40	11,158	4	8	10,602
			2 Bed	34	102		8	24	
			3 Bed	103	412		118	472	
			5 Bed	1	6		0	0	
			Total	158	560		130	504	

3.3 In addition to residential uses, several other land uses form part of the Application Site, including:

- a. Approximately 2,668 sqm of existing retail (Use Classes A1-A3 & A5) floorspace, which comprises individual shops, cafes, betting shops, professional services (opticians), a laundrette, fast food takeaways.
- b. Approximately 426 sqm of office (Use Class B1) floorspace within the Application Site, which comprises the Council's area housing office and the former MET Police office.
- c. The Citizen Advice Bureau (Class A2) used to occupy an office at 166 Roehampton Lane before relating within the wider estate, which measures 162 sqm.
- d. Existing community facilities are set out in **Table 3.2** below, including details of the current occupancy level of these facilities.

TABLE 3.2: EXISTING COMMUNITY FACILITIES			
Area	Facility	Vacant floorspace & circulation space (sqm; GIA)	In-use floorspace (sqm; GIA)
Roehampton Local Centre	Roehampton Library	0	527
	Roehampton Base	0	210
	Roehampton Boys Supporters Club (licenced premises)	200	0
	Roehampton Youth Club	336	0
	Alton Medical Practice	0	340
Roehampton Lane	166 Roehampton Lane (including Eastwood Nursery, other community related organisations, circulation and vacant floorspace but excluding Citizen Advice Bureau)	1,810	1,444
	168 Roehampton Lane (including Eastwood Children's Centre)	0	864
Portswood Place	Regenerate	0	48
	Danebury Medical Centre	0	226
	Minstead Gardens Clubroom	0	78
Total		2,346	3,737

N.B. Since the planning application was submitted in June 2019, the Roehampton Youth Club (200 sqm) in the Roehampton Local Centre has been vacated, decreasing the amount of in-use community floorspace on the Application Site. The Roehampton Youth Club closed in June 2019 and its services have re-located to "The Base" youth centre on Danebury Avenue.

B. KEY OBJECTIVES OF THE ESTATE DECANT STRATEGY

- 3.4 The decant and phasing strategy of the regeneration scheme is complex. As well as applying the objectives for estate regeneration as set out in the Mayor of London's "Good Practice Guide to Estate Regeneration", the decant and phasing strategy has been designed to deliver the Council's long-established commitment to enable secure tenants and resident homeowners that wish to remain on the estate to only move once.

- 3.5 In March 2020, of the 158 social rent homes in the Application Site, 91 secure Council tenants require rehousing within the scheme under the Decant Strategy. This has reduced from 102 households since the planning application was submitted in June 2019. All secure tenants in the Application Site are being given the opportunity to register for an early move; to date 19 tenants have moved, and a further 33 have registered an interest in an early move. The 33 tenants who have registered an interest to move have been accounted for as part of the 91 secure tenants assumed as needing to be rehoused as part of the redevelopment.
- 3.6 Although it is reasonable to assume that the early move figures will be subject to further change, housing provision and the updated phasing plan are based around projected housing need (dependent on expected phase completion dates), as at September 2019, and ensure that all secure tenants and resident homeowners will be able to be rehoused within the new development.
- 3.7 Properties vacated as a result of early moves are currently being occupied on a temporary basis to support the Council's wider housing obligations and ensure that the area remains occupied for as long as possible. Consistent with the approach for those residents occupying accommodation on a temporary basis, will be re-housed in suitable accommodation either on the Alton Estate or elsewhere in the borough. The rehousing process will be subject to an affordability assessment, and in line with the Council's housing allocations scheme, a copy of which can be found at **Appendix 2**.
- 3.8 The Council has committed to providing resident homeowners with the opportunity to purchase a new property on the regenerated estate. The replacement homes for existing resident leaseholders and freeholders affected by the regeneration would be Shared Equity intermediate tenure homes. Resident homeowners, who will not be means tested, will be able to purchase a new property with the equivalent number of bedrooms and will be able to purchase a percentage share with the council retaining ownership of the remainder, with no rent being charged. The minimum share is the total equity held in the current property plus the value of any mortgage, up to 80% share if household wish/have the funds. The Equity Share offer enables leaseholders to gradually increase their share over time by buying up the council's share, without any incidental purchase costs being incurred.
- 3.9 Those resident homeowners that do not wish to remain living on the regenerated estate have the opportunity to sell their home back to the Council and purchase an alternative property on the open market. These properties will continue to be occupied as temporary accommodation until they are ready for demolition and will be replaced as intermediate and social rent housing within the regenerated estate. In March 2020, 45 resident homeowners

had already undertaken an early move and 1 had instructed the sale of their property back to the Council, thereby leaving 44 resident homeowners within the Application Site.

3.10 Taking these factors into account, three distinct decant phases have been identified. **Figure 3.2** identifies the location of these phases and indicates the maximum number of households that will be moved within each phase (although these figures are expected to further change as more early moves are undertaken and households move ahead of their anticipated phase):

- **Phase 0:** Up to 6 households will be moved from the following properties 1-29 Danebury Avenue, 1-14 Portswood Place and 2a Minstead Gardens (Estimated date of rehousing 2021)
- **Phase 1:** Up to 71 households will be moved from the following properties 2-84 Harbridge Avenue (even numbers), 1-45 Allbrook House, 1-28 Kingsclere Close and 31-115 Danebury Avenue (odd numbers) (Estimated date of rehousing 2022/23)
- **Phase 2:** Up to 59 households will be moved from the following properties 1-115 Harbridge Avenue (odd numbers), 117-243 Danebury Avenue (odd numbers) (Estimated date of rehousing 2026/27)

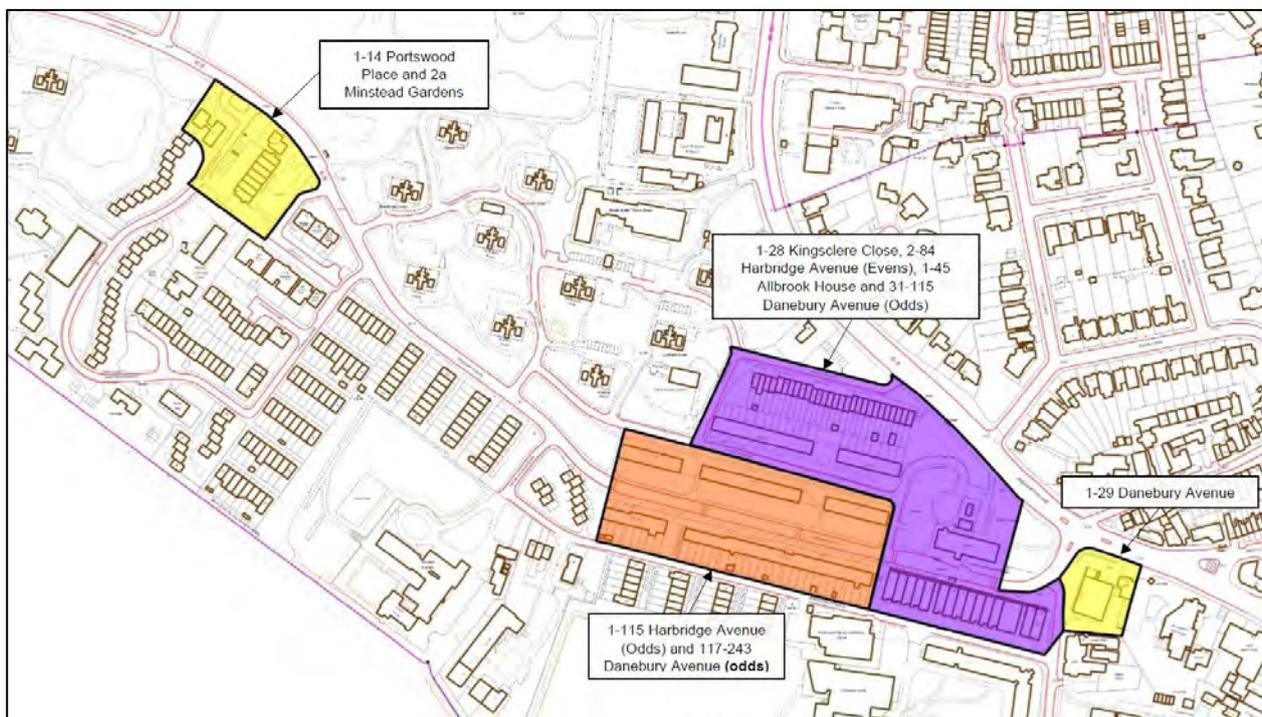


FIGURE 3.2: DECANT PHASE LOCATIONS (PHASE 0 = YELLOW; PHASE 1 = PURPLE; PHASE 2 = ORANGE)

3.11 The anticipated sequencing of the existing buildings to be demolished within the Application Site is set out in **Appendix 3**.

- 3.12 The phasing plan means that all the secure tenants and resident homeowners that wish to remain living on the estate will be able to move into an appropriately sized new home either within the new affordable homes constructed on the Application Site or at one of the satellite decant sites.
- 3.13 Whilst not part of the Application Site, these satellite sites will rehouse those residents displaced as part of the first construction phase, whilst ensuring that residents will only be required to move once. It is estimated that these sites will be completed by 2021. The two satellite sites are:
- Bessborough Road (10 affordable homes with planning permission (ref: 2017/6977))
 - Fontley Way (14 affordable homes subject to current planning application (ref: 2019/4697))
- 3.14 These satellite sites are located within the wider Alton Estate, close to the Application Site, and will offer those residents in Phases 0 and 1, which wish to remain living on the regenerated estate, a greater level of choice, both in the location and type of alternative accommodation available to them. The tenure of the satellite sites is a mixture of 13 social rent (of which 3 will be fully wheelchair accessible) and 11 shared equity properties, which is based on decant housing need of residents in Phase 0 of the Application Site. Up to 6 households may move from Phase 0 and up to 16 from Phase 1 depending upon an assessment of their housing needs. There is currently a known decant demand for one of the accessible properties, it is expected that the two "excess" accessible properties will be offered to the Council's Physical Disability Queue.
- 3.15 The Council's Regeneration team has set out its commitments to affected residents and undertaken detailed housing needs surveys with existing secure tenants to understand their housing needs and inform the unit mix of the development scheme. A total of 136 households have been identified as forming part of the overall decant demand to be met within the Application Site. The rehousing needs of affected residents and how this has informed the proposed tenure mix is explored in detail as part of Section 5 of this report and the Affordable Housing Statement Addendum.
- 3.16 In May 2018, a booklet was sent to every resident in the intervention area which set out the rehousing and phasing plan. This was also presented at several public exhibitions that took place in June 2018. A further programme of information sharing and drop-in events was held in January 2020 to advised residents of proposed changes both to the delivery of affordable housing and the phasing plan. Details of these events are summarised in the Statement of Community Involvement and subsequent Addendum.

3.17 The decant and phasing plan has also sought to ensure that community uses that deliver services to local residents and some of the existing retailers are able to move directly into new premises without a break in service provision.

4.0 APPLYING ESTATE REGENERATION PRINCIPLES

4.1 The Mayor of London's "*Better Homes for Local People – The Mayor's Good Practice Guide to Estate Regeneration*" states that all estate regeneration schemes in London that involve demolition of existing homes should provide:

- An Increase in Affordable Housing
- Full Right to Return or Remain for Social Tenants
- A Fair Deal for Leaseholders and Freeholders

4.2 A checklist against the Mayor's Good Practice Guide is included at **Appendix 4** of this strategy with the key principles set out below.

A. AN INCREASE IN AFFORDABLE HOMES

4.3 **Table 4.1** sets out the total number of residential units and quantum of non-residential floorspace proposed within the Detailed and Outline Elements of the Proposed Development. Unlike the previous version of the Decant Strategy, the table incorporates the indicative housing mix for the Outline Element. It should be stressed that the housing mix for the Outline Element is indicative and is subject to confirmation through the subsequent Reserved Matter Application(s), which will be informed by an updated assessment of local housing needs. Revisions to the tenure mix have occurred as a result of the following:

- Re-appraisal of local housing needs, which has identified a reduced need for shared equity homes to rehouse resident homeowners;
- Aligning the additional affordable housing that goes beyond meeting housing need with the housing mix parameters set out in Policy DMH3 of the Council's Development Management Policies Document wherever feasible;
- Increasing the proportion of social rent tenure housing to better meet local housing needs; and
- Increasing the number of shared ownership homes for general housing needs in place of the shared equity homes no longer required. The housing mix of new shared ownership homes has been based upon the parameters of Policy DMH3, which has enabled 5 additional affordable homes to be delivered within the scheme.

TABLE 4.1 INDICATIVE OVERALL REVISED HOUSING MIX										
Unit size	Housing Tenure								Total units	Total hab rooms
	Private		Social Rent		Shared equity		Shared ownership			
	Units	Hab rooms	Units	Hab rooms	Units	Hab rooms	Units	Hab rooms		
1 Bed	229	457	43	87	2	4	12	24	285	572
2 Bed	566	1,704	70	214	5	15	14	42	656	1,975
3 Bed	52	214	63	263	22	90	5	24	142	591
4 Bed	0	0	23	134	0	0	0	0	23	134
5 Bed	0	0	2	12	0	0	0	0	2	12
Total	847	2,375	201	710	29	109	31	90	1,108	3,284
Area (NIA)	56,847 sqm		16,372 sqm		2,499 sqm		2,330 sqm			
Area (GIA)	75,871 sqm		20,734 sqm		3,284 sqm		3,087 sqm			

4.4 Table 4.2 sets out the indicative uplift in affordable housing on the Application Site split by tenure and habitable room based on the maximum of 1,108 units.

TABLE 4.2: NET CHANGE IN AFFORDABLE HOUSING						
Scheme	Type	Social rent	Shared Equity	Shared Ownership	Total affordable	Total
Existing homes to be demolished	Units	158	0	0	158	288
	% overall total	55%	0%	0%	55%	100%
	Habitable rooms	560	0	0	560	1,064
	% overall total	53%	0%	0%	53%	100%
Submitted total number June 2019	Units	188	45	23	256	1,103
	% overall total	17%	4%	2%	23%	100%
	Habitable rooms	672	172	62	906	3,272
	% overall total	21%	5%	2%	28%	100%
Revised total number March 2020	Units	201	29	31	261	1,108
	% overall total	18%	3%	3%	24%	100%
	Habitable rooms	710	109	90	909	3,284
	% overall total	22%	3%	3%	28%	100%
Net change from existing to revised	Units	43	29	31	103	820
	% of net uplift	5%	4%	4%	13%	100%
	Habitable rooms	150	109	90	349	2,209
	% of net uplift	7%	5%	4%	16%	100%

4.5 The existing 158 existing social rent homes (560 habitable rooms) have a floorspace of 11,158 sqm (NIA). As demonstrated in Table 4.2 above, the Proposed Development will enable a further 103 affordable homes to be delivered on the Application Site. The revised proposals contained 201 social rent homes (710 habitable rooms) compared to 188 homes (672 habitable rooms) in the original submission. This represents to a net increase of 43 additional social rented homes, an uplift of 27%, (150 additional habitable rooms, an uplift of 27%) compared to the existing situation and 30 homes, an uplift of 19%, (112 habitable rooms, an uplift of 20%) compared to the original submission. The amount of social rent floorspace has increased to 16,372 sqm, which represents an additional 5,214 sqm or an uplift of 47%.

- 4.6 The total number of intermediate tenure homes has reduced from 68 (45 shared equity and 23 shared ownership) assumed for the June 2019 planning application submission to 60 (29 shared equity and 31 shared ownership). This is a result of fewer resident homeowners needing to be rehoused as part of the regeneration and the Council wishing to prioritise the delivery of social rent housing. **Table 4.3** illustrates that these adjustments to the tenure mix have resulted in the following change in the proportions of affordable tenures:

TABLE 4.3: AFFORDABLE HOUSING TENURE PROPORTIONS			
Scheme	Social rent	Shared equity	Shared ownership
Existing	100%	0%	0%
Submitted (June 2019)	73%	18%	9%
Revised (March 2020)	77%	11%	12%

- 4.7 In addition to the direct replacement of the affordable homes within the Application Site, the developments at Bessborough Road and Fontley Way are expected to deliver a further 24 family sized affordable units across these Sites (20 additional following the demolition of the four units Sherwood Lodge block at Bessborough Road). The satellite sites do not form part of this Application and are subject to separate planning permissions that include their own planning obligations requiring the provision of affordable housing. However, taken as a whole, a total of 285 affordable homes would be delivered across the Application Site and satellite sites.

B. FULL RIGHT TO RETURN OR REMAIN FOR SOCIAL TENANTS

- 4.8 All of the existing social rent tenants are guaranteed a right to remain to the Application Site once development works are completed. The new homes will contain the same number of bedrooms as existing residents currently have unless a different sized property has been agreed with the Council following an assessment of needs or if they are under occupying. The Council's offer is that residents who are under occupying will be offered an incentive to downsize to a property that meets their assessed need or the choice of a new home one bedroom over assessed need.
- 4.9 The new homes will have no less security of tenure than those residents have today, the rents will be set in the same way and residents will continue to be entitled to buy their property through Right to Buy.
- 4.10 Residents with tenancies over one year old will be entitled to a statutory Home Loss Payment and a disturbance payment to cover reasonable costs such as removal costs, redirected mail, disconnection and reconnection of services etc.

C. A FAIR DEAL FOR LEASEHOLDERS AND FREEHOLDERS

- 4.11 Existing resident leaseholders and freeholders will be offered a purchase price for their property, currently irrespective of what phase they are in, based on its open market value on a 'no scheme world' basis. In addition to this, residents will be provided with a statutory Home Loss Payment and will be able to reclaim reasonable valuation, legal and moving costs. This will be supported by a CPO process.
- 4.12 There will also be an opportunity for existing resident leaseholders and freeholders to be able to purchase a new property within the development or satellite sites following redevelopment. The phased delivery of the Site will allow any leaseholders and freeholder to move directly from their existing property to a new property.
- 4.13 Resident homeowners, who will not be means tested, will be able to purchase a new property with the equivalent number of bedrooms and will be able to purchase a percentage share with the council retaining ownership of the remainder, with no rent being charged. The minimum share is the total equity held in the current property plus the value of any mortgage, up to 80% share if household wish/have the funds. The Equity Share offer enables leaseholders to gradually increase their share over time by buying up the council's share, without any incidental purchase costs being incurred.
- 4.14 The Council's equity stake will be a second charge on the property with the Council's interest only being realised on sale of the property to the open market. The offer to resident homeowners also includes the ability to pass on the equity share through inheritance on one occasion.
- 4.15 Non-resident homeowners who live elsewhere and / or rent out their property will be offered the market value of their property plus an additional statutory Basic Loss Payment and will be able to reclaim reasonable valuation, legal and moving costs.
- 4.16 The shared equity package, however, will not be offered to non-resident homeowners as it has been designed specifically to help residents who live on the Estate to stay in the neighbourhood. The effect on this group of people is explored in the revised Equalities Impact Needs Assessment that accompanies the amendments. It should, however, be noted that, the use of homes in the regeneration area for temporary accommodation purposes has been ongoing for the last several years as part of a strategy to a) minimise the use of bed and breakfast and other less suitable types of accommodation a b) maximise the provision of accommodation within the Council's district, in compliance with statutory obligations, in the face of c) successive years of rising homelessness and d) within that, a significant increase in a large family homelessness.

4.17 Using temporary accommodation in homes earmarked for demolition therefore delivers more positive outcomes for most, if not all, of the households concerned and, as the regeneration progresses, rehousing into settled housing elsewhere would be ensured in the usual way i.e. by keeping in touch, clarifying current housing needs, discussing potential offers and by making offers of suitable, affordable and reasonable accommodation, within the statutory safeguards of rights to review and/or appeal.

D. COMMERCIAL AND COMMUNITY TENANTS

4.18 The development will deliver 5,368 sqm of high quality, efficient and user friendly community space that are clustered in Danebury Avenue (Block A) or Portswood local centres, The phasing plan has been designed to ensure that the library, health uses, youth facility and the Eastwood Nursery and Children’s Centre can move into their new facilities without a break in service provision.

4.19 There are also a small number of commercial operators on the Estate, some of whom currently have tenancies with the Council and some that have long lease arrangements. It is expected that the Council will acquire the lease interests of the properties, supported by a CPO process if required. The approach to the future retail lease arrangements is summarised below.

i. Approach to retail offer

4.20 The approach to the retail element of the scheme was considered by the Council Housing and Regeneration Overview and Scrutiny Committee (paras 26-36, Paper No. 19-165) on 17th June 2019 and was approved by the Council’s Executive on 24th June 2019¹.

4.21 The relevant extracts from the report are set out in italics below:

The scheme will be phased to allow continuity of retail provision. A plan showing the masterplan and phasing is attached at Appendix A. The phasing of the development allows for a new supermarket and chemist to be built in Phase 1 in late 2021 (beneath Block O) and for circa 1,000 square metres of new retail units on the north side of Danebury Avenue in Phase 1a (beneath Block N) to be completed in mid-2025. This would allow for the relocation of some of the businesses from the existing Danebury Avenue parade.

A key part of the regeneration’s objectives is to improve the commercial and retail offer whilst ensuring continuity of convenience or neighbourhood uses. With this in mind, the Council has secured the re-provision of the supermarket and pharmacy in Phase 1.

¹ The full report can be viewed at:
<https://democracy.wandsworth.gov.uk/documents/s66508/Regeneration%20Update%20-%20WinstanleyYork%20Road%20Estate%20SW11%20Latchmere%20and%20Alton%20Estate%20SW15%20Roehampton.pdf>

The Council's intention is for the new retail on the north side of Danebury Avenue (Block N) to provide convenience shopping that meets the needs of the local community and the balance and nature of those uses should be informed by consultation with residents on which uses they feel should be retained or provided. This consultation will take place around two years prior to the expected completion of the new shop units (mid 2023 in anticipation of the units being completed in mid-2025).

The Council wrote to all the existing Danebury Avenue businesses in 2018 and confirmed that for those retailers that do move into the developed scheme (and as reported in Paper No. 18-415), the Council has committed to: -

- (a) freezing rents at the same level per square foot as the current unit at the date of the letter for the first three years of the lease; and*
- (b) discuss any support required for fit-out costs of the new unit including considering any compensation that may be due.*

Each trader will have different needs and drivers for them and their business, and the Council is committed to discussing potential options with each of them. The Council has already committed to a rent freeze and will explore whether any additional measures might be required to support those traders whose uses are identified as being required in Phase 1a.

The Council will also develop a package of support for those traders that may wish or require to be relocated as part of the regeneration. It is too early in the process to develop these in detail at this stage but the Council's commitment to work with traders to support them is clear.

Based on the current programme, the timelines towards completing the new shop units are as follows [NB the programme has since moved out and these dates will need to be updated once greater certainty over the date that planning permission is issued is known].

Date	
<i>Jun-23</i>	<i>Consultation with residents on preferred uses in Phase 1a.</i>
<i>Dec-23</i>	<i>Consultation complete and balance of uses formally agreed by the Council.</i>
<i>Jun-24</i>	<i>Council make CPO resolution to acquire residential and commercial units required on the south side of Danebury Avenue (Phase 2).</i>
<i>Feb-25</i>	<i>Public inquiry for Phase 2 CPO.</i>
<i>Jun-25</i>	<i>Phase 1a shops completed and available for those traders who are relocating.</i>
<i>Jan-26</i>	<i>Possession of Phase 2 properties via CPO.</i>

The preferred uses will be known by December 2023 which provides around 18 months to negotiate terms for those traders.

For those uses that will not relocate to Phase 1a there will be at least two years before their units are required which will provide time for them to consider options in terms of negotiating to leave or relocating elsewhere.

It is proposed that the Council will not exercise any break clauses or termination provisions for the purposes of the regeneration before the outcome of the preferred uses is completed (currently December 2023). The above approach was approved by the Executive on 24th June 2019, and a letter outlining these proposals was sent to all affected traders in August 2019. The Council is prepared to provide for that 'not before date' in relevant agreements, to provide certainty for traders.

It should be noted that not all traders are direct tenants of the Council. Some traders hold long leases (originally 99 or 125 years) and other are sub-tenants of long leaseholders. This will affect the negotiation approach adopted, particularly for those cases where traders are not direct tenants of the Council.

- 4.22 Through the proposed resident consultation, the Council's proposals will ensure that the first retail delivered continues to meet local need. The approach also will ensure that existing traders who wish to remain can continue trading for as long as possible and have an opportunity to relocate to the units should their use be in line with the community's preferred uses.
- 4.23 Traders that do relocate will have their rents frozen at the rate they paid per square foot in 2018 for a 3 year period to cushion them from any dramatic immediate rent increases in the event that rents in the new parade were significantly more than existing rents.
- 4.24 This approach will ensure that the parade on the north-side of Danebury Avenue remains heavily focussed on local needs and will provide opportunities for existing traders to remain.
- 4.25 To ensure the continued provision of the Co-op supermarket and pharmacy beneath 1-29 Danebury Avenue, both uses will relocate to existing units within the Danebury Avenue parade before relocating permanently to bespoke accommodation on the ground floor of Block O. This will ensure continuity of provision of these uses which recognises the importance of residents having access to a local supermarket in particular. An illustration of the non-residential use phasing programme is shown in **Figures 4.1 and 4.2** below with full size drawings included at **Appendix 5**.

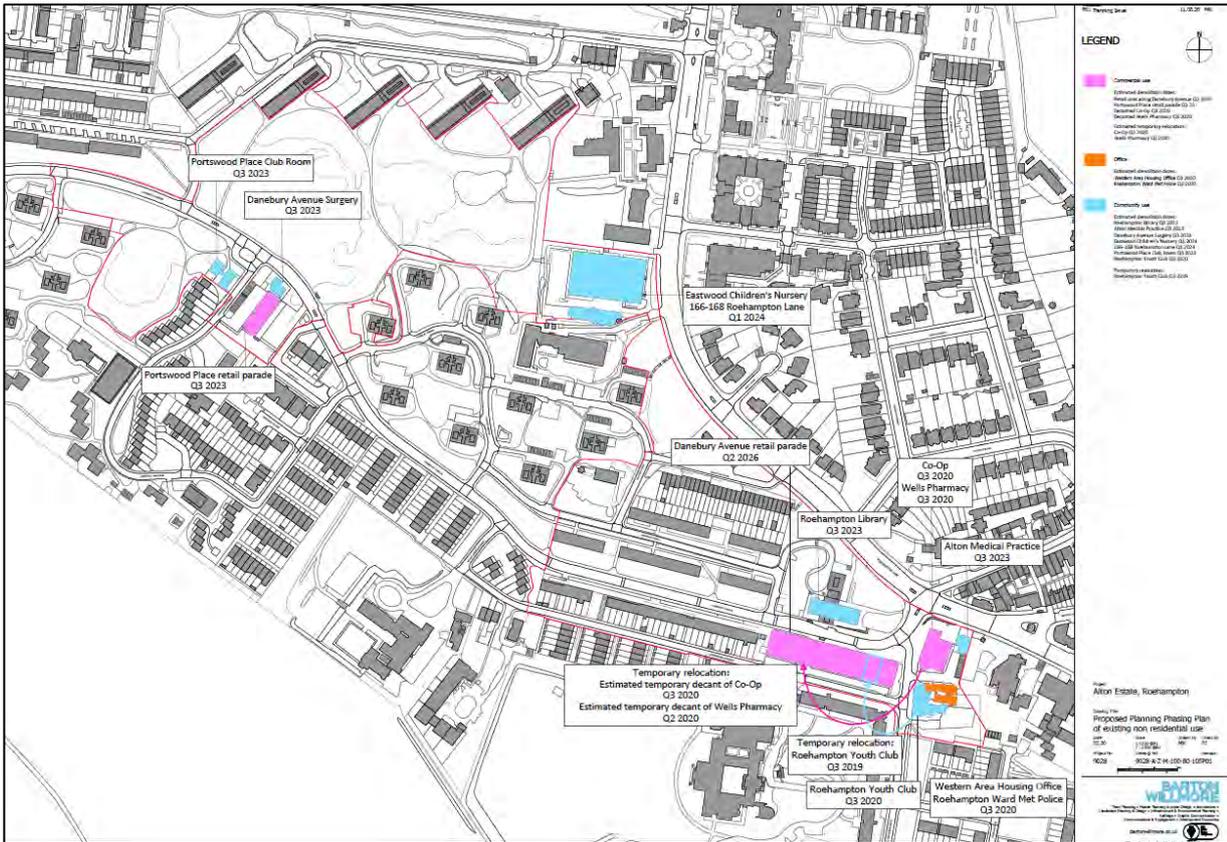


FIGURE 4.1: EXISTING NON-RESIDENTIAL USES PHASING PLAN

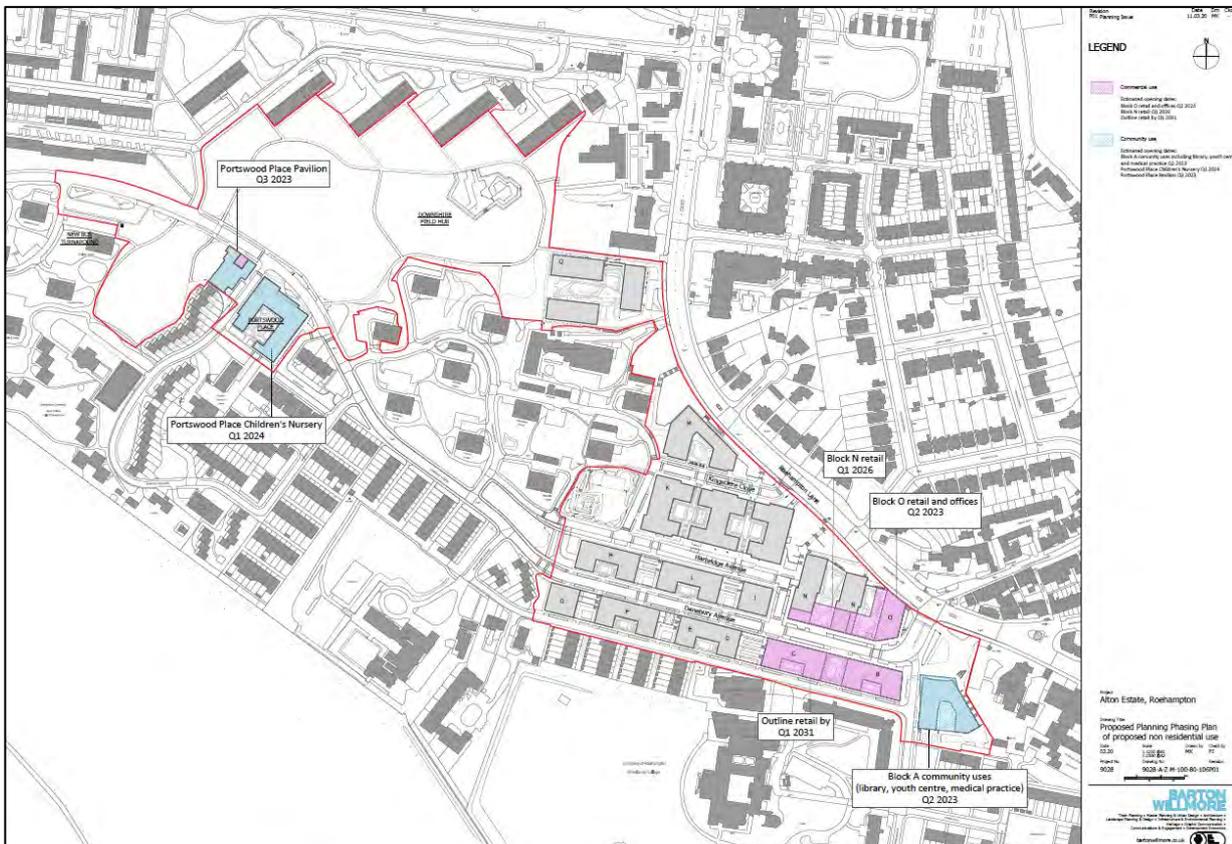


FIGURE 4.2: PROPOSED NON-RESIDENTIAL USES PHASING PLAN

4.26 The new retail units to be built on the south side of Danebury Avenue will benefit from a 'flexible' use that will include Class A1-A3, A5, B1 and D1 uses. To ensure a no net loss of existing retail floorspace, flexibility to incorporate non-retail uses will only be given once all of the existing retail (Classes A1-A3 & A5) floorspace has been re-provided. The future needs for the floorspace subject to a flexible use and informed by a marketing and letting strategy to be confirmed through condition. In addition, an 85 sqm retail unit, likely to be occupied by an existing convenience store tenant, will be re-provided at Portswood Place to ensure continuity of convenience shopping to serve that part of the estate. Further details on the retail letting and management strategy are explored in the Non-Residential Management and Governance Statement that accompanies the amendments.

5.0 DECANT PLAN

5.1 The amended phasing and re-housing plan were communicated to all residents and homeowners in the Application Site in January 2020 by way of a brochure and detailed covering letter (included at **Appendix 1**), plus several drop-in sessions.

A. REVISED DECANT PHASING PLAN

5.2 The revised decant phasing strategy was devised having regard to the latest local housing needs data sourced in September 2019 and to enable the following changes to the scheme:

- Enable a greater mix of housing tenures across the Application Site;
- Increase the number of replacement Council homes for social rent and shared equity in Phase 1;
- Provide residents of Phase 1 additional re-housing choices through the inclusion of affordable homes in Block O; and
- Enable many residents to move into their new homes sooner.

5.3 The revised phasing plan is included in **Figures 5.1 and 5.2** below and as part of the brochure included at **Appendix 1**.

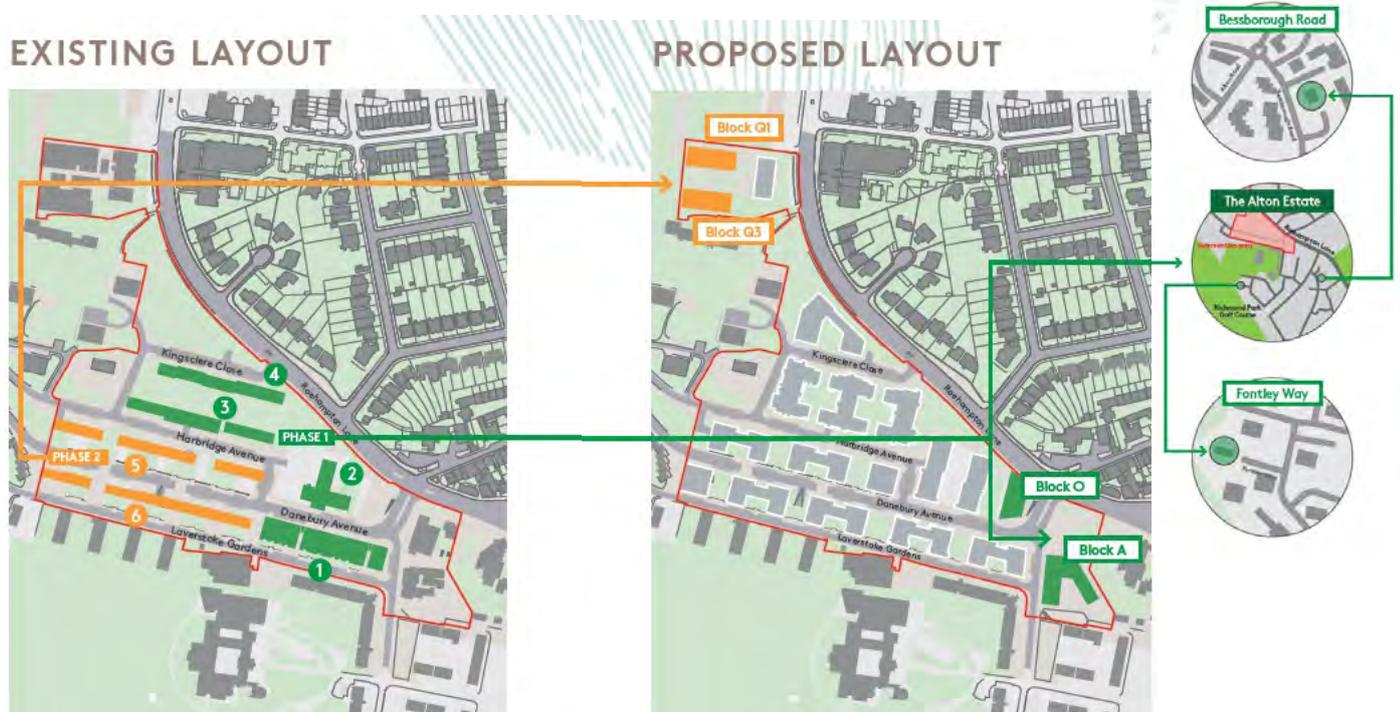


FIGURE 5.1: REVISED DECANT PHASING PLAN

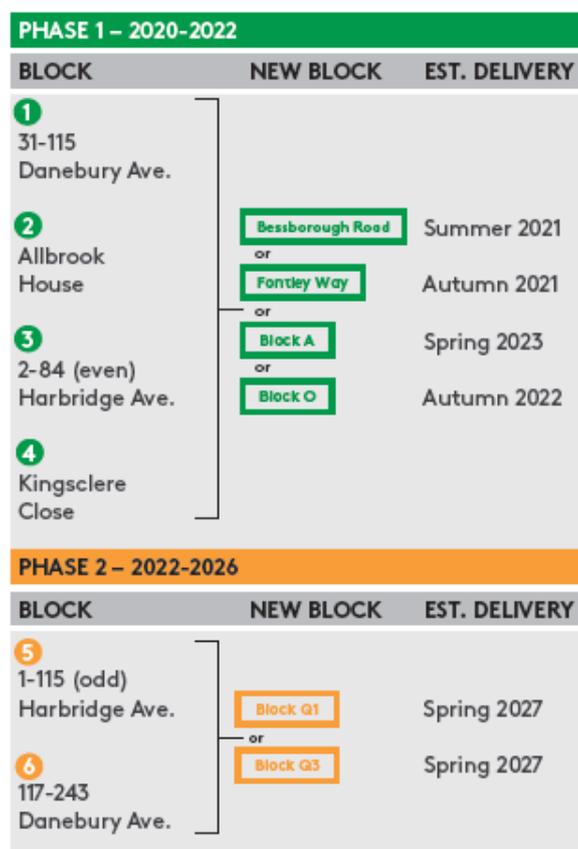


FIGURE 5.2: REVISED DECANT PROGRAMME

B. DECANT DEMAND AND HOUSING MIX

5.4 Table 5.1 below sets out the overall decant demand of secure tenants and resident leaseholders across the Application Site, following the most recent Housing Needs Surveys undertaken in September 2019.

TABLE 5.1: HOUSING NEED ASSESSMENT OVERALL RESIDENT DECANT DEMAND (SEPTEMBER 2019)						
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	Total
Secure Tenants (Social Rent)	6	26	40	20	4	96
Accessible homes (Social Rent)	0	0	1	0	0	1
Resident homeowners	2	5	41	0	0	48
Total	8	31	82	20	4	145

5.5 In the intervening period since the Housing Needs Surveys were carried out in September 2019 to 1st March 2020, five secure tenants have undertaken early moves either elsewhere within the Alton Estate or to their preferred location. These moves have resulted in a further reduction in the decant demand for social rent properties across the Application Site. Furthermore, three resident homeowners have sold their properties back to the Council in that period, reducing the demand for shared equity properties.

- 5.6 **Table 5.2** below set out the decant demand as at March 2020, across all tenures, taking into account those residents that have moved since September 2019.

TABLE 5.2: UPDATED OVERALL RESIDENT DECANT DEMAND (MARCH 2020)						
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	Total
Secure Tenants (Social Rent)	6	26	37	21	1	91
Accessible homes (Social Rent)	0	0	1	0	0	1
Resident homeowners	2	5	37	0	0	44
Total	8	31	75	21	1	136

- 5.7 As with all regeneration schemes, in order to facilitate the first phase of demolition it is necessary for those residents within Phase 0 (1-29 Danebury Avenue, 1-14 Portswood Place, 190 Roehampton Lane and 2a Minstead Gardens) to be re-housed ahead of the first construction phase within the main development area.
- 5.8 The two satellite sites at Bessborough Road and Fontley Way have been designed to ensure that any residents within phase 0 that do not wish to undertake an early move can be re-housed within the Alton Estate and that they will only be required to move once.
- 5.9 **Tables 5.3** demonstrates the decant demand within Phase 0 and comparative provision of housing across the satellite sites.

TABLE 5.3: PHASE 0 - DECANT DEMAND (1-29 DANEbury AVENUE, 1-14 PORTSWOOD PLACE, 190 ROEHAMPTON LANE AND 2A MINSTEAD GARDENS) AND COMBINED PROVISION AT SATELITTE SITES										
Tenure	1 Bed		2 Bed		3 Bed		4 Bed		5 Bed	
	D	P								
Social Rent	0	0	0	3	2	5	1	2	0	0
Accessible homes (Social Rent)	0	0	0	0	1	3	0	0	0	0
Shared Equity	0	0	0	0	2	11	0	0	0	0

*D = Demand P = Provision

- 5.10 As demonstrated in **Table 5.4**, once all expected housing demand within Phase 0 has been met, there will be an excess of properties available. It is expected that these properties will be offered to secure tenants and resident homeowners within Phase 1 (2-84 Harbridge Avenue (Even numbers), 31-115 Danebury Avenue (odd numbers), 1-45 Allbrook House and 1-28 Kingsclere Close), thereby ensuring that the decant need from this phase can be met within the terms of the Council's one-move policy and provide additional housing choice.

TABLE 5.4: REMAINING PROPERTIES AFTER PHASE 0 DECANT DEMAND HAS BEEN MET					
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Social Rent	0	3	3	1	0
Accessible homes (Social Rent)	0	0	2	0	0
Shared Equity	0	0	9	0	0

5.11 **Table 5.5** sets out the remaining decant demand across the Application Site accounting for the rehousing needs met by the two satellite sites. This forms the basis for the tenure mix of the affordable housing mix within the Detailed Element of the scheme and will enable all existing secure tenant and resident homeowner housing demand for this phase of the regeneration to be met.

TABLE 5.5: DECANT DEMAND ACROSS APPLICATION AREA ONCE SATELLITE SITES ARE COMPLETE						
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	Total
Secure Tenants (Social Rent)	6	23	32	19	1	81
Accessible homes (Social Rent)	0	0	0	0	0	0
Resident homeowners	2	5	26	0	0	33
Total	8	28	58	19	1	114

5.12 Of these, a further 33 secure tenants have registered an interest for an early move. Their needs have, however, still been accounted for in terms of housing provision across the Detailed Element.

5.13 **Tables 5.6 – 5.9** demonstrate the decant demand and comparative provision of housing by phase. This has enabled the tenure mix for each block to be determined to ensure that the housing need of residents within each phase is met.

5.14 Where there is no identified need for wheelchair accessible properties within the decant housing need, such properties will be made available to the Council's Physical Disability Queue. The Outline Element of the application will not be required to facilitate any decant demand therefore it is proposed that all 65 social rent homes that will be delivered will be made available to households via the council's other housing queues.

TABLE 5.5: PHASE 1 - DECANT DEMAND (2-84 HARBRIDGE AVENUE (EVEN NUMBERS), 31-115 DANEBURY AVENUE (ODD NUMBERS), 1-45 ALLBROOK HOUSE AND 1-28 KINGSCLERE CLOSE) AND COMBINED PROVISION OF BLOCKS A & O										
Tenure	1 Bed		2 Bed		3 Bed		4 Bed		5 Bed	
	D	P	D	P	D	P	D	P	D	P
Social Rent	6	8	20	26	9	17	5	5	1	0
Accessible homes (Social Rent)	0	4	0	4	0	0	0	0	0	0
Shared Equity	2	2	5	5	5	4	0	0	0	0

*D = Demand P = Provision

TABLE 5.6: RESIDUAL DECANT DEMAND UPON COMPLETION OF PHASE 1					
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Social Rent	2	6	8	0	-1
Accessible homes (Social Rent)	4	4	0	0	0
Shared Equity	0	0	-1	0	0

5.15 Where any "excess" properties result in Phase 1, they will either be offered on to residents within Phase 2 or made available for households via the Council's other housing queues.

5.16 **Table 5.8** shows that the decant demand can be met with the proposed tenure mix in the Detailed Element, apart from one secure tenant within Phase 1 whose current household makes them a 5 bed need. However, the household has expressed a preference to split into a 2 bed and a 3 bed, of which there is sufficient provision within this phase to accommodate this request. There is also a notional shortfall of four 3 bedroom shared equity homes. However, at least 4 resident homeowners across the Application Site have advised that they do not intend to remain in the regenerated Alton Estate. Confirmation of these residents' decisions whether they wish to remain on the regenerated estate is not required for several years, thereby meaning it is not necessary for formal sales instructions to have commenced.

TABLE 5.7: PHASE 2 DECANT DEMAND (1-115 HARBRIDGE AVENUE (ODDS), 117-243 DANEBURY AVENUE (ODDS)) AND PROVISION OF BLOCK Q										
Tenure	1 Bed		2 Bed		3 Bed		4 Bed		5 Bed	
	D	P	D	P	D	P	D	P	D	P
Social Rent	0	14	3	8	23	24	14	14	0	0
Accessible homes (Social Rent)	0	7	0	3	0	2	0	0	0	0
Shared Equity	0	0	0	0	21	18	0	0	0	0
Shared Ownership	N/A	12	N/A	14	N/A	5	N/A	0	N/A	0

*D = Demand P = Provision

TABLE 5.8: TOTAL RESIDUAL DECANT DEMAND FOR DETAILED ELEMENT					
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Social Rent	16	11	9	0	-1*
Accessible homes (Social Rent)	11	7	2	0	0
Shared Equity	0	0	-4**	0	0

* One household has stated a preference to split their tenancy and this is being explored

** A further four leaseholders have already advised that they do not intend to remain living on the regenerated estate.

5.17 As demonstrated in **Table 5.8** above, upon completion of phase 2, the final phase in the Detailed Element, all secure tenants that wish to remain living on the Application Site can be rehoused either within the wider Alton Estate on one of the two satellite sites, or within the main development area, in accommodation suitable to meet their housing need. The tenure and unit mix across the Detailed Element has been designed to meet the needs of

existing resident homeowners that wish to remain living on the regenerated estate within all phases. The exception to this being four resident leaseholders occupying 3 bed properties who have indicated that they do not wish to remain living on the Application Site.

5.18 **Table 5.9** provides a summary of the remaining decant demand and residual supply affordable housing supply within the Detailed Element. As noted above, the five households within the remaining decant demand are expected to reach an agreed rehousing arrangement with the Council shortly. It is therefore anticipated that the decant and rehousing needs associated with the redevelopment of the Application Site will be met in full. All “excess” social rent properties upon completion of the Detailed Element will be made available for households via the Council’s other housing queues.

TABLE 5.9: SUMMARY OF REMAINING DECANT DEMAND AND RESIDUAL AFFORDABLE HOUSING SUPPLY POSITION FOR THE DETAILED ELEMENT (MARCH 2020)					
Tenure	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
Remaining decant demand					
Social Rent	0	0	0	0	1
Accessible homes (Social Rent)	0	0	0	0	0
Shared Equity	0	0	4	0	0
Residual affordable housing supply once remaining decant demand is met					
Social Rent	16	10	8	0	0
Accessible homes (Social Rent)	11	7	2	0	0
Shared Equity	0	0	0	0	0

5.19 Future changes in housing needs are likely to occur both in the event existing secure tenants and resident homeowners move of their own accord from the Application Site and due to natural fluctuations in household composition. A reappraisal of housing needs will be therefore be conducted prior to the commencement of Phase 2, which is likely to result in the housing mix changing further.

6.0 SUMMARY & CONCLUDING REMARKS

6.1 The decision to redevelop the Alton Estate dates back to 2012, when the London Borough of Wandsworth agreed a programme to improve the physical environment and raise the aspirations and improve the life chances, health and wellbeing of those living in the most deprived areas of the borough.

6.2 This document explains the decant strategy and options that will be available for existing occupants that currently reside on the Site, having regard to the Council's commitments and the Mayor of London's "Better Homes for Local People – The Mayor's Good Practice Guide to Estate Regeneration" published in February 2018. It demonstrates that the proposed development will deliver:

- An Increase in Affordable Housing;
- Give the Full Right to Return or Remain for Social Tenants; and
- A Fair Deal for Leaseholders and Freeholders.

6.3 The phasing of the decant of commercial and community uses has also been carefully considered to ensure key local services and local businesses can stay in the area without a break in provision.

6.4 Following the submission of the planning application in June 2019 and the subsequent feedback received in response to the statutory consultation, the Council and its Development Partner, the Applicant, have carefully reflected on all the feedback and comments received. A further assessment of housing needs was undertaken in September 2019 to better understand the current demand for replacement housing. In light of this information, the Council and the Applicant have re-considered the quantum, tenure mix and distribution of affordable housing across the proposed development. Significant changes to the decant phasing plan and associated provision of affordable housing were subsequently agreed to be taken forward. These included:

- Enable a greater mix of housing tenures across the Application Site;
- Increase the number of replacement Council homes for social rent and shared equity in Phase 1;
- Provide residents of Phase 1 additional re-housing choices through the inclusion of affordable homes in Block O; and
- Enable many residents to move into their new homes sooner.

6.5 These revisions to the scheme ensure that the decant and rehousing demands of existing households will be met in full and that the development as a whole accords with the Mayor's

Good Practice Guide to Estate Regeneration, as well as the nine overarching objectives of the Roehampton SPD, including:

- Deliver safe and better-quality homes for local people;
- Increase the overall supply of new and affordable homes;
- Improve the quality of the local environment through a better public realm; and
- To improve the provision of the social infrastructure, including a consolidation and improvement of the community facilities on the estate.

6.6 Further details on how the Proposed Development will meet the overarching objectives of the Roehampton SPD can be found in the Planning Statement.

APPENDIX 1: RESIDENTS DECANT AND REHOUSING CONSULTATION BROCHURE AND LETTERS (JANUARY 2020)



ALTON GREEN

ROEHAMPTON SW15



REDROW



THE BRIGHTER BOROUGH
Wandsworth



TENURE MIX

Following comments received during the planning consultation, the Council has reviewed the proposed distribution of tenures across the replacement blocks.

This brochure provides a summary of these proposed changes to the planning application submitted by Redrow Homes.

FORMER PROPOSAL



- Replacement homes (social and shared equity)
- Private homes
- Shared Ownership



For more information please contact the Regeneration Team at: roehampton@wandsworth.gov.uk

You can also view the planning documents on Wandsworth Council's website, and you can comment on the application by writing to: planning@wandsworth.gov.uk

NEW PROPOSAL



- Replacement homes (social and shared equity)
- Private homes
- Shared Ownership

PHASING PLAN

The images below illustrate the different phases of the regeneration and the replacement council blocks which will be available to residents during each phase. These dates assume planning permission will be granted by Summer 2020.

PHASE 1 – 2020-2022

BLOCK	NEW BLOCK	EST. DELIVERY
1 31-115 Danebury Ave.	<div style="border: 1px solid green; padding: 2px; display: inline-block;">Bessborough Road</div> or <div style="border: 1px solid green; padding: 2px; display: inline-block;">Fontley Way</div> or <div style="border: 1px solid green; padding: 2px; display: inline-block;">Block A</div> or <div style="border: 1px solid green; padding: 2px; display: inline-block;">Block O</div>	Summer 2021
2 Allbrook House		Autumn 2021
3 2-84 (even) Harbridge Ave.		Spring 2023
4 Kingsclere Close		Autumn 2022

PHASE 2 – 2022-2026

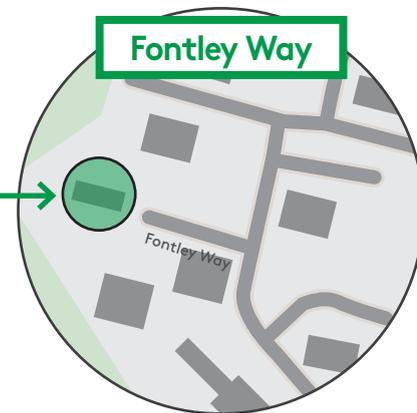
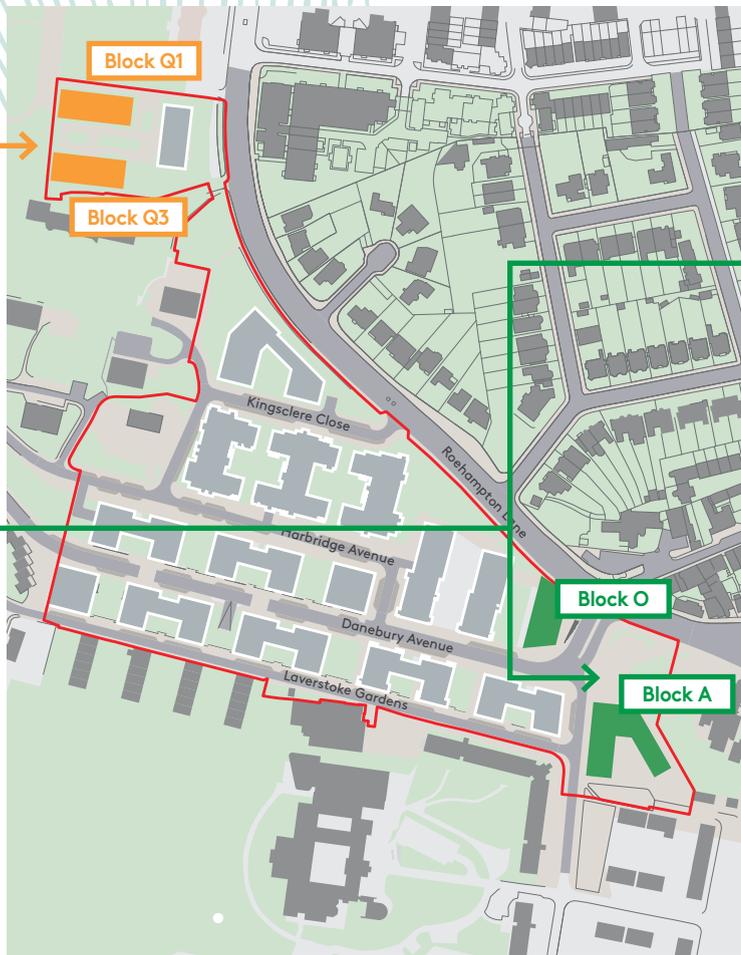
BLOCK	NEW BLOCK	EST. DELIVERY
5 1-115 (odd) Harbridge Ave.	<div style="border: 1px solid orange; padding: 2px; display: inline-block;">Block Q1</div> or <div style="border: 1px solid orange; padding: 2px; display: inline-block;">Block Q3</div>	Spring 2027
6 117-243 Danebury Ave.		Spring 2027

EXISTING LAYOUT





PROPOSED LAYOUT



PHASE 1



Bessborough Road (Summer 2021)



10 homes (a mixture of 2-bed and 3-bed properties)



Secure under 5's play area



Private gardens or balconies with every property



Parking spaces

Fontley Way (Autumn 2021)



14 homes (a mixture of 3-bed and 4-bed properties)



Access to communal gardens for all residents



Private gardens or balconies with every property



Parking spaces



Block A (Spring 2023)



40 homes (a mixture of 2-bed, 3-bed and 4-bed properties)



Access to large courtyard garden for all residents



Private balconies with every property



Central location with easy access to shops and community facilities



Block O (Autumn 2022)



35 homes (a mixture of 1-bed, 2-bed, 3-bed properties)



Access to large courtyard garden for all residents



Private balconies with every property



Central location with easy access to shops and community facilities

PHASE 2



Block Q1 & Q3 (Spring 2027)



90 homes (a mixture of 1-bed, 2-bed, 3-bed and 4-bed properties)



Private balconies with every property



Access to large courtyard space with playspace for all residents



Direct access to Downshire Field





ALTON GREEN

ROEHAMPTON SW15

WWW.ALTONESTATEREGEN.CO.UK





Wandsworth Council

Regeneration Team (HRD)
Town Hall
Wandsworth High Street
London
SW18 2PU

Telephone: 020 8871 6207
Email: roehampton@wandsworth.gov.uk
Web: www.wandsworth.gov.uk

Friday 3rd January 2020

Dear Resident,

Following comments received during the recent consultation on the planning application for the Alton estate regeneration, the Council proposes to make some changes to the tenancy/ownership types (known as the *tenure mix*) of the replacement council blocks. These changes will not delay any resident's move into their new home, however it will mean that residents of 31-115 Danebury Avenue will be able to move sooner than previously expected. The changes will also mean that:

- There will be a greater mix of tenures across the intervention area
- There will be an increase in the number of replacement Council homes for social rent and shared equity in Phase 1
- Residents of Phase 1 will have the additional choice of Block O (see enclosed brochure for more details)

The Regeneration Team will be holding three information drop in events to discuss the changes with affected residents (details below) and will be arranging one-to-one meetings with residents of 31-115 Danebury Avenue during the next week to discuss how these changes will affect these residents.

Proposed Changes (see brochure p2 & 3)

Phase 1 (completion spring 2023):

Block A will now have more social rent homes but fewer shared equity.

Block O was due to be private homes and will now be a mix of social rent and shared equity homes.

Phase 2 (completion spring 2027):

Block Q was due to entirely be a mix of social rent and shared equity homes, **Blocks Q1 and Q3** will remain as a mix of social rent and shared equity and **Block Q2** will be shared ownership homes.

These changes will ensure a greater tenure mix across the development, giving residents greater choice of options for their new homes. It will also deliver more homes at social rent in the first phase of the development and will mean that many residents will be able to move into their new homes sooner.

The accompanying brochure provides illustrations of the former tenure mix and the new tenure mix, the phasing programme and the new replacement homes being delivered. This is to help residents visualise the proposed changes to the proposed tenure mix and phasing plan. The table below also provides a numerical breakdown of the proposed tenure mix for the new Council blocks.

Proposed changes to tenure mix:

	Existing			Proposed		
	Social Rent	Shared Equity	Shared Ownership	Social Rent	Shared Equity	Shared Ownership
Block A	24	16	0	35	5	0
Block O	0	0	0	29	6	0
Block Q1	33	10	0	33	10	0
Block Q2	18	8	0	0	0	31
Block Q3	36	11	0	39	8	0
Total	111	45	0	136	29	31

Total Affordable	156	196
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Residents of Phase 1

For residents of Phase 1 (31-115 Danebury Avenue, Allbrook House, 2-84 (even) Harbridge Avenue, Kingsclere Close) this means that as well as Bessborough Road, Fontley Way and Block A, you will also have the option of moving to Block O (see accompanying brochure).

The Regeneration Team has recently undertaken housing need surveys with residents in Phase 1 in which residents were asked whether they would like to move to a new replacement home at Bessborough Road, Fontley Way or Block A. However, if you would like to be considered for Block O (1-bed, 2 bed and 3-bed properties) please let the Regeneration team know at one of the information drop-in events listed below, or by calling the Regeneration Team on 020 8871 6207.

Resident Information Drop-In

We will be holding three information drop-in events for residents of the intervention area. These will be held on:

- Tuesday 14th January 2020, between 14:00 and 17:00 at the Base, 33-35 Danebury Avenue (SW15 4DQ)
- Thursday 16th January 2020, between 17:00 and 20:00 at the Minstead Gardens Clubroom (SW15 4EB)
- Saturday 18th January 2020, between 10:00 and 13:00 at the Base, 33-35 Danebury Avenue (SW15 4DQ)

If you have any questions or require assistance getting to either venue, please contact the Regeneration Team on 020 8871 6207 or at roehampton@wandsworth.gov.uk.

Yours sincerely,

A handwritten signature in black ink that reads "A Singleton". The signature is written in a cursive, flowing style.

Anna Singleton
Regeneration Team Manager (Alton)



Wandsworth Council

Regeneration Team (HRD)
Town Hall
Wandsworth High Street
London
SW18 2PU

Telephone: 020 8871 6207
Email: roehampton@wandsworth.gov.uk
Web: www.wandsworth.gov.uk

Friday 3rd January 2020

Dear Resident,

Following comments received during the recent consultation on the planning application for the Alton estate regeneration, the Council proposes to make some changes to the tenancy/ownership types (known as the *tenure mix*) of the replacement council blocks. These changes will not delay any resident's move into their new home, however it will mean that residents of 31-115 Danebury Avenue will be able to move sooner than previously expected. The changes will also mean that:

- There will be a greater mix of tenures across the intervention area
- There will be an increase in the number of replacement Council homes for social rent and shared equity in Phase 1
- Residents of Phase 1 will have the additional choice of Block O (see enclosed brochure for more details)

The Regeneration Team will be holding three information drop in events to discuss the changes with affected residents (details below) and will be arranging one-to-one meetings with residents of 31-115 Danebury Avenue during the next week to discuss how these changes will affect these residents.

Proposed Changes (see brochure p2 & 3)

Phase 1 (completion spring 2023):

Block A will now have more social rent homes but fewer shared equity.

Block O was due to be private homes and will now be a mix of social rent and shared equity homes.

Phase 2 (completion spring 2027):

Block Q was due to entirely be a mix of social rent and shared equity homes, **Blocks Q1 and Q3** will remain as a mix of social rent and shared equity and **Block Q2** will be shared ownership homes.

These changes will ensure a greater tenure mix across the development, giving residents greater choice of options for their new homes. It will also deliver more homes at social rent in the first phase of the development and will mean that many residents will be able to move into their new homes sooner.

The accompanying brochure provides illustrations of the former tenure mix and the new tenure mix, the phasing programme and the new replacement homes being delivered. This is to help residents visualise the proposed changes to the proposed tenure mix and phasing plan. The table below also provides a numerical breakdown of the proposed tenure mix for the new Council blocks.

Proposed changes to tenure mix:

	Existing			Proposed		
	Social Rent	Shared Equity	Shared Ownership	Social Rent	Shared Equity	Shared Ownership
Block A	24	16	0	35	5	0
Block O	0	0	0	29	6	0
Block Q1	33	10	0	33	10	0
Block Q2	18	8	0	0	0	31
Block Q3	36	11	0	39	8	0
Total	111	45	0	136	29	31

Total Affordable	156	196
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Residents of Phase 2

For residents of 1-115 (odd) Harbridge Avenue and 117-243 Danebury Avenue, this means that you will now have a choice between Block Q1 and Block Q3, with Block Q2 now providing 31 homes for shared ownership.

Resident Information Drop-In

We will be holding three information drop-in events for residents of the intervention area. These will be held on:

- Tuesday 14th January 2020, between 14:00 and 17:00 at the Base, 33-35 Danebury Avenue (SW15 4DQ)
- Thursday 16th January 2020, between 17:00 and 20:00 at the Minstead Gardens Clubroom (SW15 4EB)
- Saturday 18th January 2020, between 10:00 and 13:00 at the Base, 33-35 Danebury Avenue (SW15 4DQ)

Official

If you have any questions or require assistance getting to either venue, please contact the Regeneration Team on 020 8871 6207 or at roehampton@wandsworth.gov.uk.

Yours sincerely,

A handwritten signature in black ink that reads "A Singleton". The signature is written in a cursive, flowing style.

Anna Singleton
Regeneration Team Manager (Alton)



Wandsworth Council

Regeneration Team (HRD)
Town Hall
Wandsworth High Street
London
SW18 2PU

Telephone: 020 8871 6207
Email: roehampton@wandsworth.gov.uk
Web: www.wandsworth.gov.uk

Friday 3rd January 2020

Dear Resident,

Following comments received during the recent consultation on the planning application for the Alton estate regeneration, the Council proposes to make some changes to the tenancy/ownership types (known as the *tenure mix*) of the replacement council blocks. These changes will not delay any resident's move into their new home, however it will mean that residents of 31-115 Danebury Avenue will be able to move sooner than previously expected. The changes will also mean that:

- There will be a greater mix of tenures across the intervention area
- There will be an increase in the number of replacement Council homes for social rent and shared equity in Phase 1
- Residents of Phase 1 will have the additional choice of Block O (see enclosed brochure for more details)

The Regeneration Team will be holding three information drop in events to discuss the changes with affected residents (details below) and will be arranging one-to-one meetings with residents of 31-115 Danebury Avenue during the next week to discuss how these changes will affect these residents.

Proposed Changes (see brochure p2 & 3)

Phase 1 (completion spring 2023):

Block A will now have more social rent homes but fewer shared equity.

Block O was due to be private homes and will now be a mix of social rent and shared equity homes.

Phase 2 (completion spring 2027):

Block Q was due to entirely be a mix of social rent and shared equity homes, **Blocks Q1 and Q3** will remain as a mix of social rent and shared equity and **Block Q2** will be shared ownership homes.

These changes will ensure a greater tenure mix across the development, giving residents greater choice of options for their new homes. It will also deliver more homes at social rent in the first phase of the development and will mean that many residents will be able to move into their new homes sooner.

The accompanying brochure provides illustrations of the former tenure mix and the new tenure mix, the phasing programme and the new replacement homes being delivered. This is to help residents visualise the proposed changes to the proposed tenure mix and phasing plan. The table below also provides a numerical breakdown of the proposed tenure mix for the new Council blocks.

Proposed changes to tenure mix:

	Existing			Proposed		
	Social Rent	Shared Equity	Shared Ownership	Social Rent	Shared Equity	Shared Ownership
Block A	24	16	0	35	5	0
Block O	0	0	0	29	6	0
Block Q1	33	10	0	33	10	0
Block Q2	18	8	0	0	0	31
Block Q3	36	11	0	39	8	0
Total	111	45	0	136	29	31

Total Affordable	156	196
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Residents of Danebury Avenue 31-115

The proposed changes will mean council tenants and resident leaseholders of 31-115 Danebury Avenue will now be able to move in the first phase of the development. It also means that you will have a different offer of accommodation. Phase 1 will offer a choice between:

- Bessborough Road (2-bed and 3-bed properties)
- Fontley Way (3-bed and 4-bed properties)
- Block O (1-bed, 2-bed and 3-bed properties)
- Block A (2-bed, 3-bed and 4-bed properties)

Council officers will be contacting council tenants and resident leaseholders of these properties to arrange a meeting this week to discuss your different options and to answer any questions you may have.

Resident Information Drop-In

We will be holding three information drop-in events for residents of the intervention area. These will be held on:

- Tuesday 14th January 2020, between 14:00 and 17:00 at the Base, 33-35 Danebury Avenue (SW15 4DQ)
- Thursday 16th January 2020, between 17:00 and 20:00 at the Minstead Gardens Clubroom (SW15 4EB)
- Saturday 18th January 2020, between 10:00 and 13:00 at the Base, 33-35 Danebury Avenue (SW15 4DQ)

If you have any questions or require assistance getting to either venue, please contact the Regeneration Team on 020 8871 6207 or at roehampton@wandsworth.gov.uk.

Yours sincerely,

A handwritten signature in black ink that reads "A Singleton". The signature is written in a cursive, flowing style.

Anna Singleton
Regeneration Team Manager (Alton)

**APPENDIX 2: WANDSWORTH COUNCIL HOUSING ALLOCATION SCHEME (SEPTEMBER
2016)**

Wandsworth Council

The Housing

Allocation Scheme



Approved September 2016
Effective from February 2017



If you try to obtain accommodation by making a false or misleading statement, by withholding information or by failing to inform us of a change in your circumstances, it is likely that your application will be cancelled. You may also be prosecuted. If you have moved into a council or housing association home, legal action may be taken against you to recover possession of the property. You may also be guilty of a criminal offence and be fined.

This authority is under a duty to protect the public funds it administers, and to this end may use the information you provide for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

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Part I. Introduction and overview

Introduction

- 1.0.0. This document is the housing allocation scheme used by the council with effect from 3 April 2018. Housing authorities are required by section 166A(1) of the Housing Act 1996 (as amended) to have an allocation scheme for determining priorities and to set out procedures to be followed in allocating housing accommodation. For the purposes of Part VI of the Housing Act 1996, a housing authority allocates accommodation when it selects a person to be a secure or introductory tenant of accommodation held by that authority or nominates a person to be an tenant of accommodation held by a private registered provider of social housing (PRP) or a registered social landlord (also known as housing associations). Nominations to PRPs are made using the same priorities as for allocations to council dwellings. However, the council does respect the integrity of the lettings policy of the PRPs concerned. The scheme only covers allocations made by the council exercising its housing authority functions. It does not apply to the granting of family intervention tenancies.
- 1.0.1. The scheme provides details of how applications for housing may be made, the supporting information required to allow the council to assess such applications and how the council gives reasonable preference to applicants with certain indicators of housing need. Also in these sections are details of how the council determines priorities when allocating properties. The scheme details the procedure for eligible and qualifying applicants who do not have a statutory right to succeed to a tenancy and circumstances where the tenant has moved to a more supported environment leaving family members or carers in occupation.
- 1.0.2 The scheme also provides details of:
- the points scheme(s) and banding system(s) adopted by the council to assess competing applications within the various access queues;
 - when and how applicants dissatisfied with decisions taken under the scheme may seek a review;
 - the procedures used to administer the scheme; and
 - which officers are responsible for decisions under the scheme.
- 1.0.3. This scheme does not set out details of the types and lengths of tenancies that will be offered to applicants who are allocated properties. The type and length of tenancy an applicant will be offered if they are allocated a property will be determined by the tenancy policy of the landlord. For Wandsworth Council properties, applicants will be offered tenancies in accordance with the council's tenancy policy which is available on the council's website www.wandsworth.gov.uk. For PRPs, applicants will be offered tenancies in accordance with their individual tenancy policies.
- 1.0.4. In adopting this scheme the council has had regard to statutory guidance issued by Government and in particular to:
- the code of guidance on social housing allocations published by the CLG (Communities and Local Government Department) on 29 June 2012,
 - the Allocation of Housing (Qualification Criteria for Armed Forces)(England) Regulations 2012;
 - the Housing Act 1996 (Additional Preference for Armed Forces)(England) Regulations 2012;
 - the Allocation of Housing (Qualification Criteria for Right to Move)(England) 2015;
 - guidance provided through applicable case-law;

- Improving Access to Social Housing for Victims of Domestic Abuse in Refuges or other types of Temporary Accommodation. (England) Regulations 2018 and
- changes to the scheme as agreed by the council (council committee papers can be viewed on the council's website www.wandsworth.gov.uk/councilanddemocracy)

The scheme remains in force unless and until amended by decision of the council.

1.0.5. This document contains the council's allocation scheme and is available for inspection at the Town Hall concourse and the Housing and Regeneration Department's reception. The scheme is available on the council's website at www.wandsworth.gov.uk/housing. Copies of the scheme are also obtainable, free of charge, from the housing services section (020 8871 6840).

Overview of the Scheme

1.1.0. Under the Scheme, applicants apply to the council for accommodation by completing an online form. Advice on completing the form is available from the Customer Services & Options Team (see Annex A for contact details). Practical assistance with making an application, for example with interpretation, translation, where the council agrees that an applicant is unable to use the online form or through a home visit may be provided where appropriate.

1.1.1. This Scheme has been framed to give reasonable preference to those groups identified within the Housing Act 1996 S.166A(3). At the time of adopting this scheme those groups were defined as follows:

- (a) people who are homeless (within the meaning of Part VII);
- (b) people who are owed a duty by any local housing authority under section 190(2), 193(2) or 195(2) (or under section 65(2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any such authority under section 192(3);
- (c) people occupying insanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions;
- (d) people who need to move on medical or welfare grounds (including any grounds relating to a disability); and
- (e) people who need to move to a particular locality in the district of the authority, where failure to meet that need would cause hardship (to themselves or to others).

1.1.2. The Scheme has also been framed to give additional preference to people within those groups with urgent housing needs who qualify for 'priority rehousing status'. With limited exceptions, the scheme is not framed to give priority for allocation to persons who do not fall within the 'reasonable preference' categories.

1.1.3. Each application is considered to establish whether the applicant is:

- eligible for allocation of accommodation;
- a qualifying person under this scheme;
- entitled to any reasonable and/or additional preference; and
- in need of housing (based on the points and band applicable to their circumstances).

1.1.4. Each application made by an eligible and qualifying person is placed within one of the council's 'access queues'. These queues reflect either the type of accommodation required, such as sheltered accommodation, or the principal 'reasonable preference' group, which applies to the circumstances of the application, such as homeless applicants. Access queues

may have specific 'criteria for allocation' and/or 'rules of allocation' and these are set out under separate headings. Across all access queues, cases justifying 'priority rehousing' status (3.8.1.) can be identified and accommodation may be allocated to such applicants ahead of others with less urgent needs.

- 1.1.5. Each year the council considers the forecast supply of accommodation available for allocation and receives recommendations for an indicative distribution of this supply across the various access queues taking into account demand and other relevant factors arising from national, regional or locally set priorities. This process is known as the resources and commitments forecast with the latter forming the 'allocations plan' of the council. The plan covers each financial year and is approved in the Summer committee cycle for that year. The allocations plan is drawn up to ensure that the balance of allocations made under the scheme will be such to secure a reasonable preference is provided for each of the categories of persons set out in the Housing Act 1996 S.166A(3).
- 1.1.6. The allocations plan also serves as the basis for determining the allocations across the various queues/bands during the year. Within the access queues and, as applicable, one of the four bands (A to D, with band A being the highest), properties will be allocated to the applicant in the highest band who has been registered in that band for the longest period (subject to suitability considerations). To ensure that the scheme provides flexibility to meet urgent or unforeseen housing needs, officers acting under delegated authority have the discretion to vary the spread of allocations between the access queues, allowing the council to use the resources available as efficiently as possible. Activity under the scheme is reported to every meeting of the council Overview and Scrutiny Committee with responsibility for housing.

Equal Opportunities and Monitoring

- 1.2.0. The council is committed to the principle of equal opportunities in the delivery of all its services and:
The council will seek to ensure that its allocation policies are operated in a manner which is fair to all sections of the community regardless of colour, race, religion, nationality, ethnic origin, marital status, sexual orientation, age, gender, gender reassignment or disability. All applicants for housing or rehousing will be asked to provide details of ethnic origin. However, this will not be a requirement for acceptance of an application. Records of ethnic origin will be kept and monitored on a regular and systematic basis to ensure properties are being offered and allocated fairly in accordance with stated objectives.
Allocation policies and any changes to them will be reviewed regularly to ensure they do not operate in ways that discriminate against or disadvantage any particular group with protected characteristics.

Confidentiality

- 1.3.0. Employees of the council will treat all information provided by applicants in accordance with the council's confidentiality procedures and within any inter-agency protocols that apply to particularly sensitive information known to the council.

Access to information under the Data Protection Act 2018

- 1.4.0. All applicants for housing have the right to see information held about them by the council, in accordance with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). The right applies to all personal information regardless of the date that information was recorded.

- 1.4.1. With regard to housing application records, applicants have a right of access to information held about themselves and members of their family held for the purposes of that application. This right of access extends only to 'personal' information, namely, factual information and expressions of opinion which relate to a living individual. In certain circumstances the council may refuse access. This arises where, for example, the information:
- may identify a third party and that party has not consented to the disclosure;
 - concerns an individual's health and disclosure may cause serious harm to the well being of the applicant; or
 - is held for the purpose of prevention or detection of crime or in respect of some other legal proceedings.
- 1.4.2. Requests for access to records can be made by emailing HRDirectorate@richmondandwandsworth.gov.uk or standard forms are available from main service points. Forms should be completed and returned to the council, along with proof of identity (eg. Driving license/passport). Applications will be processed within one calendar month from the date that the request and proof of identity are received. For more information go to the Council's website www.wandsworth.gov.uk and search for 'personal data and data protection'.
- 1.4.3. Applicants have the right to challenge the accuracy of the information held about them and may request the erasure or correction of records which they believe to be inaccurate. If the Director of Housing and Regeneration or nominated officers agree that the information is inaccurate, the record will be corrected and the applicant will be given a copy of the corrected documentation. If the Director of Housing and Regeneration does not agree that the information is inaccurate, or refuses access to the information, the applicant has a right of appeal to the Information Commissioner. This information will be provided free of charge. Requests for information should be made to the Customer Services and Options team, using the contact details in annex A.

Rights to information about assessment under the scheme

- 1.5.0. In accordance with the Housing Act 1996 S166A(9) all applicants have the right to request information to enable them to assess: how their application is likely to be treated under the scheme, including: whether they fall within one or more of the groups entitled to reasonable preference; whether accommodation is likely to be allocated to them; and, if so, how long this is likely to take. Furthermore, applicants can request that the council inform them about any decision about the facts of their application which is likely to be taken into account when considering whether to allocate accommodation.

Changes to the allocation scheme

- 1.6.0. The council will periodically review the policies and procedures set out in this document and where appropriate make changes to them. Before making an alteration to the allocation scheme, which reflects a major policy change, consultation will take place with every registered provider of social housing with whom the council has nomination arrangements. Consultation will also take place with other appropriate consultative bodies.

Complaints

- 1.7.0. All applicants have the right to be treated fairly. Where an applicant is not satisfied with the administration of an application, or with its outcome, he/she has the right to seek redress.

- 1.7.1. The council is committed to dealing with all complaints as courteously and as swiftly as possible in accordance with the council's complaints procedure. These documents describe how and where to complain and who will deal with a complaint. The expected response times are available from the council's website.

Local Lettings Plan and Private Registered Providers

- 1.8.0 New build vacancies arising from PRP developments will, in the first instance, be 'ring-fenced' for consideration by under-occupying council tenants unless there are exceptional reasons for not doing so. The purpose of prioritising under-occupiers for these vacancies is to increase the number of under-occupation transfers and the availability of larger family units for letting. On occasion, the council will deviate from the above policy and work in partnership with PRPs to help build sustainable communities through a local lettings plan. For example, by allocating new properties to a mixture of applicants, for example those: entirely in receipt of benefits, in work or providing a community contribution. Local lettings plans will be devised for individual schemes and each will have its own separate agreement. The council typically allocates a proportion of properties with the rest being allocated directly by the PRP according to their own policies. The Head of Housing Services (Allocations and Provision) will decide whether the council should participate in local lettings plans. The council may also use local lettings plans for its regeneration programmes. Such local Lettings plans will be approved by the Overview and Scrutiny Committee with responsibility for housing

Pan London Mobility Scheme

- 1.9.0. The council participates in the *housingmoves* Pan-London Mobility (PLM) scheme. Accordingly up to five per cent of the properties that become available to the council for re-letting or nomination each year, subject to local priorities, will be made available through the scheme to tenants from other boroughs. The scheme also allows existing social tenants to move to other London local authority areas.
- 1.9.1. The decision as to which vacancies will be put forward to the operators of the scheme for applicants from other boroughs will be made by the Voids Coordinator or more senior officer as applicable. The decision as to which of the PLM applicants will be let the property will be made by the same officer(s) in accordance with the PLM scheme's eligibility and prioritisation criteria.

For more information on the *housingmoves* scheme see:
www.london.gov.uk/priorities/housing/housing-need/mobility/pan-london-mobility.

Part II. Eligibility and Qualifying Criteria

Who may apply and eligibility for allocation

2.0.0. Any person may apply to the council for an allocation of housing. However, housing will only be allocated to applicants who are registered on the council's housing queues for social housing. To be registered an applicant must be:

- eligible for social housing in England (that is, not ineligible due to their immigration status); and
- a qualifying person for social housing in the borough (as determined by the following provisions of the allocation scheme).

Who is eligible for social housing in England

2.1.0. All applicants will be eligible unless they are persons prescribed within the Housing Act 1996 S.160ZA(1) or by regulations made by the Secretary of State. This generally applies to persons from abroad without settled immigration status in the UK, apart from a limited number of exceptions.

2.1.1. Where a duty is owed to an applicant who is found to be homeless only by reliance on a household member who is a "restricted person" within the meaning of S184 of the Housing Act 1996, the applicant will not be given any preference under the scheme for an allocation of accommodation. The council will, so far as practicable, bring the duty to secure accommodation to an end by ensuring that an offer of accommodation, in the private sector for a period of at least 12 months, is made to the applicant. A restricted person is defined as someone who requires leave to enter or remain in the UK and does not have it, or a person who does have the required leave but that leave was granted on the condition that the person may not have recourse to public funds.

Criteria for being a qualifying person

2.2.0. This section sets out the criteria that must be met for applicants to qualify for consideration for social housing in the borough i.e. to be admitted onto, and remain upon one or other of the access queues. There may be a limited number of situations where individuals will not qualify even if they do have reasonable preference such as those who commit anti-social behaviour (2.3.3.).

2.2.1. To be a qualifying person for an allocation of social housing in the borough and be (or remain) registered on the council's housing queues for social housing, an applicant, or one of joint applicants must, upon assessment, be entitled to reasonable preference as defined within the Act and:

- a) Be eligible for an allocation of housing accommodation (as determined by law, that is not ineligible due to immigration status); and
- b) Be 18 years old or over unless they are applying under the Homeless Queue, New Generation Scheme, Social Care Queue or the Supported Queue. However, applicants will not usually be offered a tenancy until they are at least 18 years old.

Who is not a qualifying person

2.3.0. Applicants who, upon assessment, do not fall within one of the reasonable preference categories will not be qualifying persons (see 1.1.1.) unless it is in the councils interest to provide them with accommodation e.g. under-occupying social tenants, facilitating employment, meeting the needs of vulnerable people, applicants accepted for a

discretionary offer under Part V of this scheme or where directed by the Secretary of State. Further, and again upon assessment, persons who no longer fall within the reasonable preference categories may be removed from the scheme at any time on the grounds that the applicant is no longer eligible or becomes a person who does not qualify under the criteria (2.3.1. to 2.3.3.).

- 2.3.1. Applicants will not qualify for social housing in the borough and be (or remain) registered on the council's housing queues, following careful consideration of their individual circumstances, if they have refused any offer or nomination of suitable accommodation within the last two years, made or arranged by the council, and there has been no material change in their circumstances so as to make the earlier offer clearly unsuitable in the light of the applicant's changed circumstances.
- 2.3.2. Applicants will not qualify for social housing and be (or remain) registered on the council's housing queues if the council is satisfied, once the application has been assessed, that they are suitably housed, that is, they have no recognised housing need under the Housing Allocation Scheme. This criteria will be disapplied for applicants applying to the older person queue. Cases of applicants with no recognised housing need will be placed in Band D.
- 2.3.3. Applicants will not qualify for social housing in the borough and be (or remain) registered on the council's housing queues if, following assessment, any of the following circumstances apply:
 - a) The council is satisfied that they have, within the preceding 10 years, obtained or attempted to obtain housing or other housing related services/welfare benefits /public funds, from any public body in the UK, by making a false or misleading statement or withholding information, or encouraging someone else to do so on their behalf;
 - b) The council is satisfied that they became intentionally homeless (as defined in the Housing Act 1996 S191) from their last home subject to an individual assessment;
 - c) The council is satisfied that the applicant is unlikely to satisfactorily manage the tenancy and /or pay their rent because, for example:
 - I. they have been evicted due to anti-social behaviour (including domestic violence and abuse and noise nuisance) or rent arrears;
 - II. they have been served, within the last year, with a notice for breach of their tenancy conditions;
 - III. another person who shared a property occupied by them left because of the applicant's violence/abuse or threats of violence/abuse against them or a person associated with them;
 - IV. they or a member of their household have a history of anti-social behaviour (including domestic violence/abuse and noise nuisance);
 - V. they have a record of failure to pay rent;
 - VI. they have outstanding debt liabilities to the council and are not making satisfactory arrangements to repay those debts.

Persons who will be accorded lower priority

- 2.4.0. Applications from households attracting a reasonable preference may be accorded lower priority if they do not satisfy the criteria set out below in relation to: residency, homeownership, high income, savings or social tenants who have the ability to apply for a transfer to their landlord and have not done so (2.4.1. to 2.4.4.). Where the criteria has not been satisfied, upon assessment applicants will be placed into band D, or lowest available band for the relevant access queue as applicable, until they satisfy the criteria. The onus is on the applicant to contact the Department when they satisfy the criteria and their

application will be reassessed. This rule of relative priority will be waived for cases awarded priority rehousing status (3.8.0.) or those accepted to have exceptional circumstances (2.5.0.).

Residency

- 2.4.1. Applicants will be placed into Band D, or lowest available band, if they have not been resident within the borough for a continuous minimum period of three years immediately preceding their application.

Homeownership, High Income or High Savings

- 2.4.2. Applicants will be placed into Band D, or lowest available Band, if they fall into one of the reasonable preference groups and:
- a) they own or jointly own accommodation (including shared ownership accommodation) in the UK or elsewhere, or have a legal right to occupy accommodation in the UK or elsewhere (other than as a tenant or licensee) unless they satisfy the council that it would not be possible and reasonable for them to:
 - I. occupy the accommodation; or
 - II. sell or let the accommodation in order to obtain suitable accommodation; or
 - b) the council is satisfied that they have income* or savings that it would be possible and reasonable for them to use in order to obtain suitable accommodation.

*An applicant, or one of joint applicants, must have a household income that is no greater than the household income threshold set by the GLA (Greater London Authority) for the 'First Steps to Homeownership in London' scheme and in place at the time the decision on qualification is made.

- 2.4.3. Enquiries will be made, where required, to ensure that household savings have not been deliberately reduced to below the threshold for the purposes of securing accommodation.

Social Tenants Making a Transfer Application to their Landlord

- 2.4.4. Applicants will be placed into Band D, or lowest available Band, if they are a tenant of a registered provider of social housing and have not made a transfer application to their landlord. This applies unless the application to the council is for sheltered housing or their landlord does not maintain a housing waiting list.

Discretion to waive qualifying and/or relative priority criteria

- 2.5.0. In exceptional circumstances the qualifying (2.3.1. to 2.3.3.) and/or relative priority criteria (2.4.1. to 2.4.4.), can be waived at the discretion of the responsible Deputy Manager or more senior officer in the Housing and Regeneration Department. Where an assessing officer considers that exceptional circumstances may apply, they will refer the application to the appropriate Deputy Manager in housing services or more senior officer to decide whether the criteria in this section should be waived.

Part III. Making an Application, Assessment and Offers of Accommodation

Persons who can be included on an application

- 3.0.0. Where two or more persons apply jointly for housing, both of them must be eligible for allocation and at least one of them must be a qualifying person.
- 3.0.1. Normally, persons included on an application form must be members of the applicant's immediate family who usually reside, or could be reasonably expected to reside, with the applicant. Any other person or persons will only be accepted as part of the applicant's household in circumstances in which it is reasonable for that person or persons to reside with the applicant. This will normally exclude lodgers or anyone subletting from the applicant. An adult applicant may not appear on more than one application for allocation of housing simultaneously.

Making an application

- 3.1.0. Applications for the allocation of accommodation by the council must be made to the Housing and Regeneration Department by accessing the on line form at www.wandsworth.gov.uk. Persons needing advice or practical assistance with making an application should contact the Customer Services & Options Team as detailed in annex A.
- 3.1.1. Applications for housing will be assessed under this Scheme according to the information the applicant has provided and/or established from enquiries. When the council has received sufficient information and supporting evidence to assess the application, the applicant will be notified in writing which queue and band they have been placed in.
- 3.1.2. Under section 213B of the Act, specified public authorities are required to notify a housing authority of service users they consider may be homeless or threatened with homelessness (i.e. it is likely they will become homeless within 56 days). Before making a referral public authority must:
- have consent to the referral from the individual;
 - allow the individual to identify the housing authority in England to which they would like the notification to be made; and
 - have consent from the individual that their contact details can be supplied so the housing authority can contact them regarding the referral.

Referrals under section 213B must include the individual's name and contact details and the agreed reason for referral (e.g. that the individual is homeless or at risk of homelessness).

Referrals under section 213B will not in itself constitute an application for assistance under Part 7 of the Act. Referrals can be made via <https://wandsworth-self.achieveservice.com/service/Make a Homelessness Reduction Act referral online>. If the individual is homeless or threatened with homelessness, the individual will be contacted to make an online application for assistance or given appropriate advice.

The list of public authorities are listed in the Homelessness Code of Guidance <https://www.gov.uk/government/consultations/homelessness-code-of-guidance-for-local-authorities>

Proof of identity and supporting information

- 3.2.0. In addition to the relevant application form (which must be fully completed), the council may, at the point of application or allocation of accommodation, as applicable, request all applicants to provide recent, passport-sized photographs (or an alternative type of photographic ID acceptable to the council) of all members of the household, with the person's full name (and, if they are aged 16 years or over, their signature) on the back, proof of identity in a form acceptable to the council for all members of the household (originals must be provided), all documents as detailed in the application form and any other documents reasonably required by the council. Failure to do so will promptly and when requested, mean that the application cannot be assessed and will be returned to the applicant for completion and/or production of documents not provided. This could also delay any offer of accommodation being made if requested at the point of offer and could result in the offer being withdrawn.

Misleading information

- 3.3.0. Any applicant seeking to obtain accommodation by making a false statement, by withholding relevant information or by failing to inform the council of any material change in circumstances commits a criminal offence and is liable to have her or his application cancelled. A prosecution may be pursued and/or the application refused on the basis the applicant is not a qualifying person. Such applications from members, employees, contractors or agents of the council are likely to result in action under the appropriate code.

Members of the council, staff members and their relations

- 3.4.0. In order to ensure that the council is seen to be treating all applicants fairly, any application for the allocation of housing from members of the council, employees of the council or associated persons (as defined in S178 of the Housing Act 1996) must be disclosed on the application form.
- 3.4.1. Such applications will be assessed in the normal way but the acceptance of the application must be approved by the Head of Housing Services (Assessment and Adaptation), or Head of Housing Services (Allocation and Provision), or a manager reporting to the Head of Housing Services (assessment and adaptation). Any accommodation allocated to the applicant under the scheme must be recommended by either the Head of Housing Services or Allocations Manager, or Deputy Allocation Manager and be approved by the Assistant Director (Housing Services).

Change of address and/or circumstances

- 3.5.0. Applicants must notify the council if there are any changes in their circumstances as this may affect their chances of being offered housing. For example, applicants must notify the council if:
- they move;
 - they need to add someone to or remove someone from their application;
 - their income changes;
 - they, or anybody included in their application, has medical conditions or disabilities which have changed since they were last assessed; or
 - they have been placed in Band D after being accorded a lower priority and they now satisfy the criteria for reassessment (2.4.0).
- 3.5.1. In order that applications can be assessed in the light of changed circumstances or to check that information held is correct and up to date, applicants may be required to complete a

fresh application form. Where an applicant has been made an offer of accommodation and the change of circumstances affects the size/type of accommodation they require, the offer may be withdrawn. This will also be applied where the applicant's change of circumstances means that they no longer meet the criteria for the access queue for which they were assessed when they received their offer of accommodation.

- 3.5.2. Applicants may be contacted to confirm the information provided in relation to their application and to discuss any further relevant information which may need to be taken into account prior to an offer of accommodation being made. Any information obtained at this stage may be used to reassess the application.

Assessing medical needs

- 3.6.0. Applicants who indicate in their application that they consider their (or a member of their households) health or disability is seriously aggravated by their current housing conditions should provide as much information as possible on their medical needs to ensure a correct assessment. Applications involving a health related issue will be assessed by the council with advice from either the applicant's doctor and/or the council's medical advisor(s) as appropriate. The criteria for awarding medical points within the scheme will be applied. Where further information is required, officers of the council may make further enquiries into the issue, subject to the applicant's consent. Applicants will then be advised of the medical priority awarded in accordance with the scheme.

Opportunity to express preference for accommodation or area

- 3.7.0. The council's policy is to offer all applicants the opportunity to express their preferences about accommodation to be allocated to them. Such preferences may cover such issues as property type or location. The council will aim to meet an applicant's preferences wherever possible. However, such preferences may be overridden by the supply of appropriate accommodation and will not preclude applicants being considered for allocation of accommodation which does not meet their preferences but which the council considers is appropriate to their assessed housing needs. Management transfer applicants registered on the council's interest queue will be considered only for areas that remove them from the source of harassment and or violence.

Awarding additional preference priority rehousing status

- 3.8.0. Under the scheme, additional preference may be given to any case within any access queue, which meets the criteria for priority rehousing status, as set out below. Priority rehousing status will usually be awarded to cases involving multiple needs and/or where there is a serious and credible risk to the applicant's safety in their current accommodation. Additional preference applies to cases which fall within one of the statutory 'reasonable preference' groups in which circumstances indicate an urgent housing need where:
- a) adequate priority is not provided within the access queue into which the application is placed and there is an urgent need to allocate accommodation to the applicant, justifying acceleration of the applicant ahead of others across all access queues, or
 - b) any applicant who is serving in the regular forces and is suffering from a serious injury, illness or disability which is attributable (wholly or partly) to that service, or
 - c) any applicant who formerly served in the regular forces, or
 - d) any applicant who has recently ceased, or will cease to be entitled, to reside in accommodation provided by the Ministry of Defence following the death of their

- spouse or civil partner who served in the regular forces where death was attributable (wholly or partly) to that service, or
- e) any applicant who is serving or has served in the reserve forces and is suffering from a serious injury, illness or disability which is attributable (wholly or partly) to their service.

3.8.1. The award of priority rehousing status is at the discretion of the Deputy Manager in Housing Services or more senior officer in the relevant assessment team. It is assessed on a case by case basis. In addition the Assistant Director (Housing Services), on the recommendation of either Head of Housing Services, or appropriate manager in the assessment team or more senior officer, has discretion to deal with any case of an exceptional nature if the applicant urgently requires allocation but does not qualify for immediate consideration under the rules or the rules do not adequately cover her or his circumstances. Applicants awarded priority rehousing status and exceptional urgent cases will be placed in band A in accordance with the banding system set out in section 3.10.0.

Size of accommodation and bedrooms required

3.9.0. With the exception of approved cases within the council's interest queue, the following will apply in assessing the number of bedrooms required by an applicant:

- I. Single person households (other than lone pregnant women and applicants aged 60 or over) will be assessed as requiring self-contained studio flat accommodation.
- II. Lone pregnant women and couples who are expecting their first child and persons aged 60 or over will be assessed as requiring self-contained one bedroom accommodation.
- III. Accepted homeless households registered on the homeless queue consisting of a single person or couple and one child who is younger than three years of age will, as long as they are not expecting a second child, be assessed as requiring self-contained one bedroom accommodation.
- IV. A single person with regular, established and demonstrable staying/visiting contact/access to their children following relationship breakdown, where it would be unreasonable to allocate a self-contained studio flat, will be assessed as requiring self-contained one bedroom accommodation.
- V. No account is taken of rooms for living or sleeping which is less than 50 sq.ft.
- VI. The number of bedrooms needed by a household assumes the availability of one living room. Any living accommodation in excess of this is counted as a bedroom.
- VII. If a person has sole use of a room which is used for both living and sleeping it is counted as a bedroom.
- VIII. Where the applicant has child(ren) who is/are the subject of a shared residence order, the Deputy Manager of the team assessing the application or more senior officer will determine the appropriate accommodation size to be offered on a case by case basis. Their determination will take into account household composition and the period the child(ren) spend living with the applicant.
- IX. An under-occupying council tenant who is living in large family-sized accommodation and is willing to move may be considered for accommodation larger than their assessed need, on a case by case assessment.

3.9.1. The size of accommodation offered depends upon the size and composition of the applicant's household. With the exception of the council's interest queue, this will apply across all access queues, as follows:

- Single person households may be offered either a studio flat or one bedroom accommodation.
- Accepted homeless households consisting of a single person or couple and one child who is younger than three years of age will, as long as they are not expecting a second child, be offered self-contained one bedroom accommodation.

Thereafter one bedroom is required for:

- a couple
- each un-partnered adult aged 21 years or more
- each pair of adolescents aged 10-20 years of the same sex
- each pair of children aged under 10 years regardless of sex
- where none of the above applies, a person aged 10-20 years will be paired with a child aged under 10 years of the same sex
- any remaining unpaired person will be allocated a separate bedroom.

3.9.2. These criteria may not be applied where the Assistant Director (Housing Services), having considered the recommendations of the Deputy Manager of the team assessing the application or more senior officer, is satisfied that there would be a serious risk to the health and safety of the child(ren) if they were to share a bedroom. Each application will be considered on its own merits, having regard to medical and or other relevant professional reports.

Notes

- a) Other applicants requiring separate bedrooms for medical purposes (as recommended by the council's medical advisor) will be allocated separate bedrooms.
- b) Where additional persons or family members are married or co-habiting they will be considered as a couple and assessed as requiring one bedroom.
- c) Applicants are able to register for one or two bedrooms less than their assessed need, except where statutory overcrowding is likely to be caused.
- d) A bathroom or shower room is defined as a separate room. A WC may be a room on its own or incorporated within a bathroom.
- e) Single person households living in bedsit or studio accommodation are considered to be adequately housed unless they lack or share facilities.
- f) Households requiring family-sized accommodation may be offered more than one unit of accommodation if the properties are so located as to enable the family to live together in practical terms.

The banding system and points scheme

3.10.0. All applications will be assessed under the scheme according to the information provided by the applicant and established from enquiries. Points are awarded to applicants on the general needs, council tenant transfer and older persons housing queues as detailed in the table below. This is referred to throughout the scheme as the 'main' points scheme. All eligible and qualifying applicants are placed within one of four bands, with band A being the highest band and band D being the lowest, as set out in the table overleaf.

Band	Description of housing circumstances falling within band
A	Accepted homeless families with or expecting a child in bed and breakfast (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted onto the older persons queue
	All assessed qualifying cases with 300 points or more
	Cases awarded priority rehousing status
	Management transfer and essential repair cases accepted onto the council's interest queue
	Management transfer and essential repair cases accepted onto the older persons housing queue
	Under-occupying social housing tenants where two or more bedrooms would be released upon transfer
	Urgent cases approved by senior management
	Cases needing adapted housing due to physical disability where there is an urgent need to relocate
Order of Offers	Time waiting - offers made to cases in date order from date of entry into this band, subject to suitability considerations and targets within annual Allocations Plan
B	All accepted homelessness cases in temporary accommodation provided by the council or in referring accommodation (unless matched to a private rented sector offer)
	All other assessed qualifying cases with 150-299 points
	Cases accepted onto the supported and/or social care housing queues
	Sheltered housing support need transfer
	Under-occupying social housing tenants affected by the social sector size criteria where one bedroom would be released upon transfer
	Under-occupying social housing tenants on the older persons queue where one bedroom would be released upon transfer
	All other cases needing adapted housing due to physical disability
	All assessed qualifying households accepted under either the New Generation Scheme, the Housing into Work Scheme or the Armed Forces Scheme and ready to be made an offer of accommodation
	Qualifying households where an offer of accommodation would prevent a statutory homeless duty
	Cases moving under agreed housing mobility schemes including Housingmoves and pan London domestic violence reciprocal protocol
Order of Offers	Time waiting - offers made to cases in date order from date of entry into this band, subject to suitability considerations and targets within annual Allocations Plan
C	All other assessed qualifying cases with between 50 and 149 points
	All other under-occupying social housing tenants
	Other cases on the physical disability queue who are already in adapted housing
Order of Offers	Time waiting - offers made to cases in date order from date of entry into this band, subject to suitability considerations and targets within annual Allocations Plan

Band		Description of housing circumstances falling within band	
D		<p>All other assessed cases including those with 1 to 49 points</p> <p>All assessed qualifying cases who have not resided continuously within the Borough for a minimum period of 3 years, immediately preceding their application.</p> <p>All assessed cases whom do not satisfy the homeownership, high income and high savings criteria.</p> <p>All assessed cases of social tenants who can apply to their landlord for a transfer but have not done so.</p> <p>Applicants on the older persons queue with no recognised housing need.</p>	
Order of Offers		Time waiting - offers made to cases in date order from date of entry into this band, subject to suitability considerations and targets within annual Allocations Plan	

Points		
Overcrowding	For one bedroom lacking	50
	For two bedrooms lacking	150
	For three or more bedrooms lacking	200
Statutory Overcrowding	Additional overcrowding points for households statutorily overcrowded	20
Unsanitary	Lacking a living room, kitchen, bathroom/WC	30
Sharing	Sharing a living room, kitchen or bathroom/internal WC with persons outside of your household.	15
Unsatisfactory Housing	Two or more children having to share bedroom with a parent or parents	25
	Exception to the above points: single persons assessed as requiring a self-contained studio flat	
Medical Need	Diagnosed ill health or disability, but not of significance to current or future housing needs	0
	Diagnosed ill health or disability, with minor relevance to current or future housing needs	25
	Diagnosed ill health or disability, with moderate relevance to current or future housing needs	75
	Diagnosed ill health or disability, with major relevance to current or future housing needs	150
	The above points award will be made in respect of the person in the household whose ill health has the greatest relevance to current or future housing needs. Five additional points may be added for each additional person within the household affected by diagnosed ill health or disability which is relevant to current or future housing needs	
Tenure	Households who are homeless, including rough sleepers, within the meaning of Part VII of the Housing Act 1996 (as amended) excluding cases accepted within the 'Homeless Queue'	25
Hardship	Households with an established need to move to a particular locality within the borough where failure to meet that need would cause hardship (to themselves or others)	10
Back Boiler	Additional points for overcrowded households who use the living room for sleeping purposes and a back boiler is located in this living room	25
Working Households	Households awarded points under any of the criteria above with at least one household member who is 16 years old or over and working 24 hours or more per week in paid employment	50

Offers of accommodation

- 3.11.0. All applicants will normally receive only one offer of accommodation which the council considers suitable to meet their assessed needs. An exception to the one offer rule may be applied to decants and under-occupiers who may be considered for multiple offers.
- 3.11.1. An offer of accommodation which is made following a nomination to a PRP housing management co-operative, a property in the private rented sector for homeless households or other agency counts as an offer of accommodation. Applicants are notified in writing that they have been nominated for a permanent offer. Applicants are advised that the council have fully considered their needs and believe it to be a final, suitable offer.
- 3.11.2. If a nomination is made to a PRP, the applicant will receive the offer letter from the PRP, following a nomination to the landlord from the council.
- 3.11.3. For lettings within the council stock, the type and length of tenancy offered will be as set out in the council's tenancy policy.

Arrangements to view and tenancy agreements

- 3.12.1. All applicants will be given an opportunity to view the property prior to the acceptance of a tenancy.
- 3.12.2. When the Allocations and Nominations team has decided upon an allocation within the council's stock, a formal invitation to view (the offer letter) will be either sent or hand delivered to the applicant, as appropriate. This will set out the details of the dwelling, the arrangements for viewing and any other information prescribed by statute.
- 3.12.3. Applicants will be advised that if they fail to view the property or sign the tenancy by the deadlines detailed in the offer letter, this will be classed as a refusal and the application may be cancelled.
- 3.12.4. Applicants will not normally be in competition with others when viewing properties, but in certain circumstances (normally those estates with a high turnover or for the PLM scheme) more than one applicant may be invited to view the property. In these cases the offer will be made to the accepting applicant with the highest priority. Viewing arrangements for council vacancies in council sheltered schemes are detailed in section 4.2.3.
- 3.12.5. Following a refusal of an offer of accommodation officers within the Allocation and Nomination team have discretion to extend the period for response to an offer where this is appropriate.
- 3.12.6. The tenancy will normally commence on the Monday following acceptance.

Tenancy agreements

- 3.13.0. Tenancies between partners are normally joint tenancies. Consideration is given to other individual requests for a joint tenancy or requests not to create a joint tenancy.
- 3.13.1. Tenancies are created by the prospective tenant(s) signing a tenancy agreement. The tenant(s) will be given a copy of the signed tenancy agreement. An offer of accommodation is made on condition that any existing council tenancy is given up by the applicant. Applicants (including those who have been accepted as homeless by the council) who have an existing council tenancy will be required, before a new tenancy is granted, to

serve a Notice to Quit or Break Notice to end the existing tenancy. Failure to do so is likely to result in the offer of accommodation being withdrawn. The Head of Housing Operations or more senior officer and Assistant Director (Housing Services) have discretion to waive this requirement in exceptional cases. Once a tenancy agreement has been signed, the conditions of tenancy come into effect and the tenant is bound by their legal obligations.

Refusal of a suitable offer

3.14.0. Where a homeless applicant refuses a suitable offer the council will consider whether any legal duty owed to the applicant has been discharged. Generally, where an applicant in any queue other than the Homeless Queue (to whom the specific criteria under Part VII of the Housing Act apply) refuses a suitable offer, the application will be cancelled. Furthermore, for a period of two years following an applicant's refusal of suitable accommodation the applicant will not qualify to be (or remain) registered on the council's housing queues, unless there has been a material change in their circumstances so as to make the earlier offer clearly unreasonable in the light of their changed circumstances. The implications of refusing an offer of accommodation will be notified to applicants in their registration, offer or nomination letters.

3.14.1. Except in cases where the applicant is homeless or seeking a management transfer, if an applicant refuses an offer of accommodation, decisions regarding suitability and whether the application should be cancelled will be taken by the Deputy Allocations Manager or a more senior officer.

3.14.2. Refusals of offers of accommodation from applicants granted a management transfer will be considered jointly by the Head of Housing Services (Allocations and Provision) or Allocations Manager and the Area Manager (or Deputy Area Housing Manager in their absence) who awarded the management transfer status, or a more senior officer. Representations should be made in writing to the Area Manager and Head of Housing Services (Allocations and Provision) and will be dealt with under the council's suggestion and complaints procedure.

Where the Area Housing Manager (or in their absence, Deputy Area Housing Manager) and the Head of Service are unable to reach an agreement on the appropriate action, the matter with supporting documentation will be referred to the Head of Housing Operations or more senior officer for a decision.

3.14.3. Homeless applicants who are considering refusing an offer of accommodation made to them in discharge of the council's statutory obligations will be advised to contact the Allocations and Nominations team. Officers will then make an initial assessment of whether the offer is suitable for the applicant's assessed need and advise the applicants of the review process and the consequences of refusing an offer.

3.14.4. An offer of accommodation made following a nomination to a PRP will count as an offer of accommodation on the same basis as if the offer has been made by the council.

3.14.5. Under-occupiers and decants refusing an offer may be exempt from having their application cancelled and their applications may remain active. Decisions not to cancel their application following an offer of accommodation will be decided based on the merits of individual cases and taken by the Deputy Allocations Manager or more senior officer.

Right to request reviews

- 3.15.0. The Housing Act 1996 gives applicants the right to request the council to review certain decisions made under the scheme. Under S166A(9)(c) of the Housing Act 1996 applicants have the right to request a review of the following and to be informed of the decision on the review and the grounds for it:
- a) any decision about the facts of their case which is likely to be or has been taken into account in considering whether to allocate housing accommodation to them; and
 - b) any decision made under S160ZA(9) of the Housing Act 1996 that they are either;
 - c) ineligible for an allocation by virtue of S160ZA(2) or S160ZA(4) of the Housing Act 1996; or
 - d) not a qualifying person.
- 3.15.1. Applicants will be notified in writing of any decision taken under S160ZA(9), the grounds for the decision and the administrative arrangements for exercising their right to request a review.
- 3.15.2. Applicants placed on the homeless queue have an additional right to request a review of the suitability of accommodation offered to them under the Housing Act S202. The Allocations and Nominations team will notify this right to the applicant within the homeless queue at the time of allocation. Applicants who are homeless and who have a priority need only by reliance on a household member who is a “restricted person”, have the right to request a review of the suitability of accommodation offered as a ‘private sector offer’.
- 3.15.3. Generally, requests for a review must be made within 21 days of the person being informed, in writing, of the council’s decision. Requests received after this period may proceed at the discretion of the reviewing officer or a more senior officer as appropriate. The applicant will be notified of the outcome of a review in writing, including any reasons if the original decision is confirmed.

Part IV. The access queues

Homeless queue

4.0.0. Homeless applicants will be assessed under the allocation scheme when the council accepts it has a duty (under the Housing Act 1996 S193 (2)). Each homeless person owed this duty will be interviewed by their allocated case officer to discuss future housing options, needs, prospects and preferences. Applicants owed this duty will then be placed in the homeless queue, unless already matched to a private rented sector offer. Accepted homeless cases for which the homelessness application was made on or after 9 November 2012, will be considered for a settled offer in the private sector. Homeless applicants accepted under the prevention and relief duty, and require an urgent offer (unless already matched a private sector offer) will require authorisation by either Heads of Service, or more senior officer. The Heads of Services will consider whether these cases need urgent allocation on the recommendation of a deputy manager or more senior officer in the relevant assessment team. These cases will be placed in Band A.

Accepted applications within this queue will be placed into one of two bands, A (highest) or B, and priority between applicants in the same band will be determined by time waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Band	
A	Cases awarded priority rehousing status
	Urgent cases approved by senior management
	All accepted homeless families with or expecting a child in bed and breakfast (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue
B	All other accepted homeless cases in temporary accommodation provided by the council or referring accommodation (unless matched to a private rented sector offer)

General needs queue

4.1.0. The general needs queue will include qualifying applicants who are:

- homeless but not owed the principal homelessness duty under the Housing Act 1996 S.193(2);
- not an existing introductory or secure (including flexible) tenant of the council seeking transfer;
- not applying for specialised adapted or supported accommodation;
- displaced persons; e.g. households who have lost their accommodation due to demolition, a closing order or through compulsory purchase;
- HM Forces applicants not threatened with homelessness or accepted as being owed the duty referred to in (a) above or awarded priority rehousing status. Each year, a small number of offers for applicants who are serving or who have served in HM Armed Forces at any time in the five years preceding their application for housing will be provided within the general needs queue. At the discretion of the appropriate

Deputy Manager or more senior officer in Housing Services, applications made via organisations from which the council has agreed to accept referrals may be considered regardless of whether the applicants have a local connection to the borough or when they left the armed forces. The forecast number of properties to be made available will be determined as part of the approval of the Allocations Plan;

- f) accepted by the council as a qualifying person and eligible for an offer under the New Generation (NGS) scheme where:
- the applicant has been living with parents or other family members in Wandsworth and the council is satisfied that the presenting address is their main and only home. The council will need to be satisfied that the applicant has not moved specifically to seek housing assistance, and enquiries will be made, where required, if the applicant recently moved to that address; or
 - the applicant was living as an assured shorthold tenant of a private landlord and has lost that accommodation through no fault of their own and can make alternative but insecure living arrangements with family or friends; and
 - the applicant would be, if assessed, likely to be accepted as eligible for assistance under Part VII of the Housing Act 1996, and unintentionally homeless assuming a homeless application were to be made; and
 - the applicant must be assessed as able to remain safely, with no risk of domestic violence or other abuse at their current accommodation, for at least a year from date of acceptance onto the scheme; and
 - the applicant, including any joint applicant(s), is / are at least 16 years of age at the point of acceptance onto the scheme; and
 - the applicant must be aware of the rules of the scheme and be willing to abide by them.

Note: Applicants who meet the above criteria will be offered the New Generation Scheme as an option to consider subject to availability of places.

Once these conditions have been met and at least 12 months have elapsed, one suitable offer of social housing will be made via this queue. All applicants accepted onto the scheme will be subject to regular unscheduled visits to their address to confirm their continuing residence there on an insecure basis. Applicants who find alternative settled accommodation before being made an offer will forfeit their right to an offer.

- g) Accepted by the council as eligible for an offer under the Housing into Work scheme. Each year, a small number of offers for applicants who are accepted onto the council's Housing into Work scheme will be provided within the general needs queue. The forecast number of properties to be made available will be determined as part of the approval of the Allocations Plan. The Housing into Work scheme is for persons nominated by the scheme's liaison officer.
- h) The council will consider on a discretionary basis, applications for separate rehousing for under-occupying tenants (registered on the council's interest queue) and their adult children (or other family members living in the same household) where such a move would free up a larger family home for reletting. Such applications are linked to under-occupation requests for rehousing. Requests for separate rehousing under these arrangements will normally only be considered from family members who have been living with the tenant as their main home for a minimum of two years prior to the date of request. See section 4.7.0 to 4.7.15 for the under-occupation and the council's interest queue.

4.1.1. Housing Into Work Scheme

To be considered for acceptance onto the council's Housing into Work scheme applicants must, at the point of acceptance onto the scheme, be:

- a) eligible for social housing in England and a qualifying person for social housing in Wandsworth (see sections 2.0.0 to 2.8.0); and
- b) registered unemployed or who are in employment up to and including 16 hours a week and claiming Job Seekers Allowance (JSA) or who are able to and are willing to claim JSA on joining the pilot; and
- c) registered as an applicant for social housing in Wandsworth or a member of an existing household currently holding a Wandsworth Council tenancy or a participating RP tenancy in the borough which is overcrowded by more than one bedroom. The household may or may not be currently registered for a transfer of accommodation but if not would be required to do so; and
- d) willing to commit to a personal activity programme that will ensure the individual is work prepared with a view to moving into employment prior to an offer of either a flexible fixed-term council or fixed-term assured shorthold RP tenancy being made.

4.1.2. Potential applicants for the council's Housing into Work scheme will be identified through the application process and / or by approaches to overcrowded households (both council and RP) which might benefit from participating in the scheme. Particular focus and priority will be given to any household who is participating in one of a number of programmes aimed at working with troubled families (e.g. through the family recovery project, European Social Fund work initiative or the troubled families initiative).

4.1.3. In order to qualify for an offer of accommodation under the Housing Into Work scheme applicants must have:

- a) agreed to the terms of the scheme (the contract including any personal activity programme) and be adhering to the agreed terms. This will include agreeing a plan as to the things that the participant must do in order to become work ready. In respect of the "work prepared" element of the scheme, the liaison officer will confirm whether or not the participant is meeting / has met the "work prepared" requirements set out in the plan. Where this is not confirmed, the Director of Housing and Regeneration will decide whether continued participation in the scheme should be permitted.
- b) sought advice on employment and training options, attended training courses, successfully completed any work placements and attended job interviews as agreed with the liaison officer and set out in the plan and / or where in employment to sustain employment as agreed with the Housing Into Work liaison officer taking into account any statutory requirements and satisfying any work related requirements.

4.1.4. A process of joint assessment between the scheme's liaison officer and the Housing and Regeneration Department determines the priorities for allocation between the applicants on the scheme.

4.1.5. Applications within the general needs queue will be assessed according to the main points scheme and then will be placed into one of four bands (A (highest) B, C, D). Priority between applicants in the same band will be determined by time waiting. Offers will be

made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Band	
A	Cases awarded priority rehousing status
	Urgent cases approved by senior management
	All assessed qualifying cases with 300 points or more
	Under-occupying social housing tenants where two or more bedrooms would be released upon transfer*
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue
B	Under-occupying social housing tenants affected by the social sector size criteria where one bedroom would be released upon transfer*
	All assessed , qualifying households accepted under either the New Generation scheme, the Housing into Work Scheme or the Armed Forces scheme and ready to be made an offer of accommodation
	Qualifying households where an offer of accommodation would prevent a statutory homeless duty
	Cases moving under agreed housing mobility schemes including housingmoves
	All other assessed qualifying cases with 150 to 299 points
C	All other under-occupying social housing tenants*
	All other assessed qualifying cases with 50 to 149 points
D	All other assessed qualifying cases including those with 1 to 49 points All assessed cases who have not resided continuously within the borough for a minimum period of 3 years immediately preceding their application.
	All assessed cases whom do not satisfy the homeownership, high income and high savings criteria.
	All assessed cases of social tenants who can apply to their landlord for a transfer but have not done so.

* This would apply to under-occupying housing association tenants

Older persons housing queue (sheltered housing)

4.2.0. The council maintains a separate queue for older people seeking sheltered housing.

Sheltered housing

4.2.1. Any eligible and qualifying person aged 55 years or over, can apply for sheltered housing. The main points scheme is used to determine priorities for allocation of sheltered accommodation. Partners, carers or other person(s) reasonably expected to reside with the applicant(s) may be included in the application.

4.2.2. If the applicant meets the age criteria, the assessing officer will determine if they are suitable for council sheltered housing. Examples of factors that may be taken into consideration in deciding whether an applicant should be registered on the older persons queue are:

- whether appropriate and satisfactory risk and support plans are in place

- whether the applicant would be able to live in a sheltered scheme without any risk to existing residents or staff and not affect the balanced community and well being within any scheme.

The Deputy Manager or more senior officer in Housing Services will decide, in consultation with the Head of Supported Housing as necessary and taking any necessary advice, whether on the basis of the information submitted:

- a) the applicant would be suitable for sheltered housing managed by the council and
- b) which sheltered schemes would be appropriate

Applicants will be notified of the decision on their application and also if appropriate, the specific schemes that are suitable for them.

Homeless applicants accepted under the prevention and relief duty, and require an urgent offer of older person housing (unless already matched a private sector offer) will require authorisation by either Heads of Service, or more senior officer. The Heads of Services will consider whether these cases need urgent allocation on the recommendation of a deputy manager or more senior officer in the relevant assessment team. These case will be placed in Band A.

- 4.2.3. Formal offers of council sheltered accommodation will be made to qualifying applicants following a viewing of the vacant accommodation and satisfactory completion of an Independence Plan with a Sheltered Housing Officer. The purpose of the viewing will be to confirm whether the property and sheltered scheme would be suitable for the applicant. The Independence Plan will be used by the Deputy Allocations Manager or more senior officers to decide whether the sheltered housing officer would be able to support the applicant within the scheme.

Decisions not to make a formal offer of the property, or to make offers to only specific council schemes, or to remove the application from the older persons queue (if they only want council schemes) following this viewing and the completion of Independence Plan, will be agreed jointly by the Head of Supported Housing and the Head of Housing Services (Allocations and Provision) or the Allocations Manager.

If the applicant is dissatisfied with the decision

- a) not to proceed with a formal offer of accommodation and / or b) that they should be considered for alternative council schemes or c) on the basis of any new information and the completed Independence Plan, that they should not be considered for any council sheltered schemes, the applicant is entitled to seek redress in accordance with the council's suggestion and complaints procedure. A senior officer, not involved in the original decision, will review the facts of the case.

- 4.2.4. Applications for sheltered housing will be placed into one of four bands: A (highest), B, C and D. Priority between applicants in the same band will be determined by time waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Sheltered housing support need transfers (Wandsworth Council tenants only)

- 4.2.5. The Head of Supported Housing Services will recommend any sheltered housing tenant who needs to move due to a combination of factors. By way of example, referrals may be

made in the following situations :

- meet individual specific support reasons based on a risk assessment plan;
- the need to create a balanced community and well being within a scheme.

Applications

- 4.2.6. Applications for support need transfers will be assessed in accordance with the scheme. All enquiries should be made to the Head of Supported Housing Services who will investigate and recommend whether the application warrants a support need transfer.
- 4.2.7. Where the Head of Supported Housing Services has considered all the evidence and decides that the application does not warrant a support need transfer, the tenant can request a review of this decision within 10 days of being informed, in writing, of this decision. Tenants can submit their reasons for requesting a review in writing to the Head of Housing Operations or more senior officer and will be notified of the outcome in 10 working days.

Band	
A	Cases awarded priority rehousing status
	Urgent cases approved by senior management
	All assessed qualifying cases with 300 points or more
	Management transfer and essential repair cases accepted onto the older persons housing queue
	Under-occupying social housing tenants where two or more bedrooms would be released upon transfer
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue
B	Under-occupying social housing tenants on the older persons queue where one bedroom would be released upon transfer
	Qualifying households where an offer of accommodation would prevent a statutory homeless duty
	Cases moving under agreed housing mobility schemes including housingmoves
	All accepted homelessness cases in temporary accommodation provided by the council or in referring accommodation (unless matched to a private rented sector offer)
	Sheltered housing support needs transfer
	All other assessed qualifying cases with 150-299 points
C	Qualifying households where an offer of accommodation would prevent a statutory homeless duty
	All other assessed qualifying cases with between 50 and 149 points
D	All other assessed qualifying cases including those with 1 to 49 points All assessed cases who have not resided continuously within the Borough for a minimum period of 3 years immediately preceding their application. All assessed cases whom do not satisfy the homeownership, high income and high savings criteria. All assessed cases of social tenants who can apply to their landlord for a transfer but have not done so. Applicants on the older persons queue with no recognised housing need.

Physical disability queue

- 4.3.0. The council maintains a separate queue for people seeking specially designed or adapted property (mainly for wheelchair users) suitable for persons with physical disabilities. The physical disability queue is open to all applicants who are an eligible and qualifying person for allocation and who, due to disability, require specifically designed or adapted accommodation.
- 4.3.1. All applications are subject to an assessment by, and recommendation from, the council's occupational therapy service (OT) or the children's occupational therapy service. Following receipt of an OT assessment, the applicant will be notified of the outcome.
- 4.3.2. Applications within the physical disability queue will be placed into one of three bands (A (highest) B, or C). Priority between applicants in the same band will be determined by time waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.
- 4.3.3. Tenancies may be deferred if adaptations to the property are required which cannot be completed with the tenant in occupation.

Band	
A	Cases awarded priority rehousing status
	Urgent cases approved by senior management
	Cases needing adapted housing due to physical disability where there is an urgent need to relocate
	Accepted homeless families with or expecting a child in bed and breakfast (unless matched to a private rented sector offer)
	Under-occupying social housing tenants where two or more bedrooms would be released upon transfer
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue
B	All other cases needing adapted housing due to physical disability
	All other accepted homeless cases in temporary accommodation provided by the council (unless matched to a private rented sector offer)
	Under-occupying social tenants affected by the social sector size criteria where one bedroom would be released upon transfer
C	All other under-occupying social housing tenants
	Other cases on the physical disability queue who are already in adapted housing
D	All other assessed cases All assessed qualifying cases who have not resided continuously within the borough for a minimum period of 3 years immediately preceding their application. All assessed cases whom do not satisfy the homeownership, high income and high savings criteria. All assessed cases of social tenants who can apply to their landlord for a transfer but have not done so.

Supported queue

- 4.4.0. The council maintains a separate queue to provide general needs housing to assist care management processes for those households consisting of, or including someone with a particular need for housing on welfare grounds. Applicants within this queue will include persons nominated by social services under inter-department co-operative working arrangements, persons suffering mental ill health and persons with learning disabilities who require specific support.
- 4.4.1. Households with a mental health illness or disability for whom the council has accepted a duty under the Housing Act 1996 S.193 (2), subject to an individual assessment, may be added to this queue.
- 4.4.2. The supported queue is open to applicants who are eligible and a qualifying person for allocation where the council accepts that they require housing with support provided and where they have been nominated to the Housing and Regeneration Department by either social services or other approved partner support agency.
- 4.4.3. Referrals will be made in line with inter-agency agreements agreed from time to time.

Applications

- 4.4.4. Nominations must be made by the relevant nominating agency on the prescribed form and forwarded to the appropriate team. The Deputy Manager in Housing Services or more senior officer may require further information from the nominating agency before approval where inadequate information has been provided.
- 4.4.5. The council will notify the nominating agency of the outcome in writing following receipt of all necessary information.
- 4.4.6. The nominating agency will be advised of an offer of accommodation at the same time as the nominee.
- 4.4.7. Applications within the supported queue will be placed into one of two bands (A (highest) or B). Priority between applicants in the same band will be determined by time waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Band	
A	Cases awarded priority rehousing status
	Urgent cases approved by senior management
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue
B	All other cases accepted onto the supported queue

Social care queue

- 4.5.0. The purpose of the social care queue is to provide housing for families with children or other persons nominated by Adult social services under joint protocol arrangements within the council.
- 4.5.1. By way of example, nominations may be made in the following situations:
- children leaving the council’s care who have no viable home base but have achieved the necessary stage of readiness and preparation to live independently;
 - cases whose applications for rehousing are supported by social services in furtherance of the council’s fostering policies;
 - parent(s) with a child/children who is/are the subject/s of a child protection plan, where social services considers their present housing to represent a significant risk;
 - a family with a child that needs to move due to requiring specifically designed and/or adapted accommodation arising from learning disabilities and/or difficulties.
- 4.5.2. All applicants must be eligible and qualifying persons for allocation of accommodation. The final decision on admission to the queue is made by the Deputy Manager in Housing Services or more senior officer. The Housing and Regeneration Department will notify the relevant service in writing of the outcome following receipt of all necessary information.
- 4.5.3. Applications within the social care queue will be placed into one of two bands (A (highest) or B). Priority between applicants in the same band will be determined by time waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Band	
A	Cases awarded priority rehousing status
	Urgent cases approved by senior management
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue
B	All other cases accepted onto the social care queue

Council tenant transfer queue

- 4.6.0. The council tenant transfer queue is open to existing Wandsworth Council tenants who are eligible and a qualifying person for allocation and who are seeking to move to alternative accommodation.
- 4.6.1. Applicants accepted for a management transfer, decant, essential repair or under occupier transfers will be assessed within the council’s interest queue.
- 4.6.2. Applications within the council tenant transfer queue will be assessed according to the main points scheme and then will be placed into one of four bands (A (highest) B,C, D). Priority between applicants in the same band will be determined by time waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Band	
	Cases awarded priority rehousing status
A	Urgent cases approved by senior management
	All assessed qualifying cases with 300 points or more
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
B	All other assessed qualifying cases with 150 to 299 points
C	All other assessed qualifying cases with 50 to 149 points
D	All other assessed qualifying cases including those with 1 to 49 points
	All assessed cases who have not resided continuously within the Borough for a minimum period of 3 years immediately preceding their application.
	All assessed cases whom do not satisfy the homeownership, high income and high savings criteria.
	All assessed cases of social tenants who can apply to their landlord for a transfer but have not done so.

Council's interest queue

4.7.0. This queue is open to existing introductory or secure (including flexible) tenants of Wandsworth Council who are either:

- a) required to leave their homes at the request of the council because of the need to carry out major works or essential repairs to their homes;
- b) need to move from a situation of immediate risk where the applicant or a member of his/her household is being threatened or harassed or is subject to other exceptional circumstances (i.e. management transfer cases);
- c) under-occupiers who wish to "downsize" to smaller accommodation under the Room to Move scheme;
- d) requested to move in pursuance of other stated policy objectives, for example concerning community wellbeing, crime reduction or public protection;
- e) employees of the council who occupy tied accommodation provided by the council for the better performance of their duties where:
 - they have retired or are due to retire from the council's service within six months of the date of their application or nomination to the Housing and Regeneration Department; or
 - they have left or are due to leave the council's service as a result of redundancy within six months of the date of their application or nomination to the Housing and Regeneration Department; and
 - they have been employed by the council for at least five years; and
 - they have no other alternative, suitable accommodation available for their occupation; and
 - they otherwise do not have sufficient funds to secure alternative, suitable accommodation for themselves.

4.7.1. Approval for any offer to be made to employees in tied accommodation will be recommended by the Head of Housing Services (Allocations and Provision or the Allocations Manager and approved by the Assistant Director (Housing Services).

Health and safety risks

- 4.7.2. Management transfers are granted for the prime purpose of removing a tenant and his/her household from a situation of immediate risk, not to improve their housing conditions, nor to circumvent the normal transfer system. Cases assessed and placed into this queue will be, by their nature, cases involving an urgent need to move, generally associated with an unacceptable and credible risk to the health and safety of the applicant and/or members of their household. Allocations within this queue will take into account pre-existing medical needs as assessed under the main points scheme set out at section 3.6.0. Applicants will normally be offered a similar sized property to the one they are currently living in, (i.e. same number of bedrooms) unless they are under-occupying. However, where such an allocation would not constitute a reasonable offer or where such an allocation would result in the applicant being offered accommodation that is particularly suitable for other applicants who have been assessed under the scheme as having a particular need for that type of accommodation on medical, welfare, hardship or other grounds, the similar sized property approach may be dis-applied. In all cases the applicant will be offered accommodation that is a suitable offer. Applicants who cannot remain or return to their address due to the risk or threat of violence may make a homeless application regardless of the decision to grant a management transfer.
- 4.7.3. Urgent transfer applications, i.e. those requiring a move away from a situation of immediate risk, will be reviewed after eight weeks if an offer of accommodation has not been made to assess whether an urgent move is still required.

Essential repairs

- 4.7.4. In the case of essential repairs, tenants will, where possible, be offered the option to return to their former dwelling following completion of works. However, if the property concerned is subject to the council's sales programs, tenants wishing to return to their former home will only be given the option to return where the estimated cost of works is within the prescribed limits set by the council from time to time.

Applications

- 4.7.5. All enquiries about management transfers and essential repair transfers should be made to the Area Housing manager (or in their absence, Deputy Area Housing manager), who will investigate and determine the appropriate action. Management transfers are agreed by the area Housing Manager (or in their absence, Deputy Area Housing manager).
- 4.7.6. Where the Area Housing manager (or in their absence, Deputy Area Housing manager) has considered all the evidence and decided that the application does not warrant an urgent move and therefore should not be registered on the council's interest queue, the tenant can request a review of this decision within 10 days of being informed, in writing, of the council's decision. Tenants should submit their representations in writing to the Head of Housing Operations or more senior officer and will be notified of the outcome in 10 working days.
- 4.7.7. For employees of the council affected by retirement or redundancy, a nomination for an offer of accommodation will be made by the employing Director to the Director of Housing and Regeneration or authorised senior officer. The applicant will be asked to complete an application form and to provide any information reasonably required by the Housing and Regeneration department to verify her or his circumstances and to decide whether she/he is eligible and a qualifying person for assistance and what accommodation would be suitable for her/him.

Under-occupation (council tenants only)

- 4.7.8. The purpose of this (sub) queue is to offer eligible and qualifying tenants who are under-occupying their property the opportunity to transfer to accommodation more suited to their needs and to improve the supply of larger accommodation for allocation generally. Applicants within this (sub) queue may be allocated accommodation larger than their assessed need on a case by case basis. Generally, this queue is for those whose only need is to downsize. If accepted onto another access queue and the assessed bedroom size need is smaller, an incentive payment will not be offered.
- 4.7.9. This (sub) queue is open to existing tenants of Wandsworth Council who are eligible and a qualifying person for allocation and who under-occupy their present accommodation.
- 4.7.10. Those who succeed to a tenancy in an under-occupied property may be required to move to smaller, suitably sized accommodation so that the council can make best use of its housing stock. Decisions will be taken on a case by case basis.

Applications

- 4.7.11. Applicants will be assessed for accommodation suitable to their needs, which may not necessarily be the same as the number of bedrooms the applicant is willing to give up.
- 4.7.12. The council will consider on a discretionary basis, applications for separate re-housing for tenants and their adult children (or other family members living in the same household) where such a move would free up a larger family home for re-letting. Such applications will be assessed under the general needs queue and linked to the under-occupier's application. Requests for separate re-housing under these arrangements will normally only be considered from family members who have been living with the tenant as their main home for a minimum of two years prior to the date of request. Where under-occupation has arisen as a result of family member/s leaving the tenant's home and applying to the council for accommodation, the status and rehousing prospects of any active rehousing applications by those family members will be taken into account in determining the level of under-occupation incentive the tenant may receive, as will any rehousing assistance that the council has provided to those family members (including placements within the private rented sector) within the last five years. By way of example, where a family member leaves the tenant's home and subsequently is accepted or rehoused through the homeless queue, their rehousing will be taken into account in assessing the incentive payment. The council will assess this by setting off the total number of bedrooms that has been/will be allocated to the family/household members against the number of bedrooms the under-occupier will release when all the applicants have been rehoused.
- 4.7.13. Under-occupiers with rent arrears and other charges will be considered for a move on condition that the arrears will be deducted from any incentive payment. If the arrears exceed the payment by four weeks or more full rent, the applicant may be considered for a move on condition that an undertaking is made to clear the debt within an agreed timescale. These moves will be agreed by the appropriate Deputy Manager or more senior officer in Housing Services
- 4.7.14. For details of payments associated with under-occupation transfers see annex A.
- 4.7.15. Applications within the council's interest queue will be placed into one of three bands, A (highest) B or C. Priority between applicants in the same band will be determined by time

waiting. Offers will be made in date order from date of entry into the band, subject to suitability considerations and targets within the annual Allocations Plan.

Band	
A	Cases awarded priority rehousing status (see section 2.28.0)
	Urgent cases approved by senior management
	Management transfer and essential repair cases accepted onto the council's interest queue
	Under-occupying council tenants where two or more bedrooms would be released upon transfer
	Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer)
Urgent cases where a homeless duty has been accepted under prevention of homeless duties (s195) or relief of homeless (s189b) (unless matched to a private rented sector offer) and accepted to the older persons queue	
B	Under-occupying social housing tenants affected by the social sector size criteria where one bedroom would be released upon transfer
C	All other under-occupying council tenants

Part V. Discretionary offers of accommodation

Death of a tenant: applications from occupants of council housing with no statutory right of succession

5.0.0. Where a secure (including flexible) or introductory tenant dies and there is no statutory right of succession, the council will consider granting a tenancy to another family member* or to a person who provided care to the deceased tenant, if the applicant is a) eligible, b) has been resident in the borough for a continuous period of 3 years at the time of application, c) is otherwise a qualifying person (regardless whether they fall into a reasonable preference category) and then finally d) has:

- no other accommodation available to her or him, and has
- been living with the former tenant for the year prior to the tenant's death as their principal and only home, and
- was occupying the accommodation as their principal or only home at the date of the tenant's death, and /or
- provided care for the tenant whilst living in the accommodation as their principal or only home, and/or
- accepted responsibility for the tenant's dependants, for example children who are in full-time education, and needs to live with them in order to care for them, and
- the deceased had not lost their security of tenure.
- the council is satisfied that they do not have income[†] or savings that it would be possible and reasonable for them to use in order to obtain suitable accommodation.

5.0.1. In such cases the applicant's circumstances will be assessed and provided that an allocation to the surviving household member would not otherwise interfere with the good use of the council's stock overall, a tenancy may be granted. Such cases will be placed into Band B once registered.

5.0.2. Where the council decides to make such a discretionary offer, save in exceptional circumstances, only the applicant and those members of her or his household who were resident in the premises at the time of the former tenant's death and had been living continuously with the former tenant for the 12 months prior to the tenant's death as their only or principal home will be considered for the purposes of deciding what size of property (i.e. the number of bedrooms) may be offered. Normally, persons not resident at the time of the former tenant's death will be excluded from consideration.

5.0.3. Such decisions are taken by the Area Housing manager or Deputy Area Housing Manager and the appropriate Manager, Deputy Manager or more senior officer in Housing Services jointly.

Tenant(s) moving to a supported environment: applications from adult children and carers left in the property

5.1.0. The council may consider granting a tenancy to another member of the tenant's family* or a person who provided care to the former tenant. Where the secure (including flexible) or introductory tenant(s) has/ have moved to receive care/support from family or to supported accommodation, the council will consider granting a tenancy of the existing property to the remaining family members or carer of the tenant's household, if it is the appropriate size for the household, or may make an offer of alternative accommodation if the property has been adapted or if the accommodation does not meet their assessed needs. Consideration will be

given, as long as they are a) eligible and then b) has been resident in the borough for a continuous period of 3 years at the time of application, c) is otherwise a qualifying person (regardless whether they fall into a reasonable preference category) and then finally d)

- the applicant(s) must provide documentation to confirm that they had been living with the tenant continuously as their principal or only home for the last 12 months before the tenant left the property;
- no other accommodation is available to him or her;
- if the existing property is larger than the applicant's assessed needs, then the applicant(s) will be registered for the appropriate size of accommodation according to their needs. In such cases, only one offer of alternative suitable accommodation will be made. Only the applicant and members of their household reasonably expected to live with them will be considered as part of the household. Generally, other members who had not lived with the former tenant for at least 12 months prior to the tenant relinquishing their tenancy and as their only or principal home will not be considered;
- Where there is more than one applicant, only one tenancy will be offered unless there are exceptional circumstances or substantiated medical evidence to support the granting of separate tenancies. Separate tenancies may also be considered where the applicant(s) are living in large family-sized accommodation.
- the council is satisfied that they do not have income** or savings that it would be possible and reasonable for them to use in order to obtain suitable accommodation.

*family members as defined in the Housing Act 1985, S113;

**an applicant, or one of joint applicants, must have a household income that is no greater than the household income threshold set by the Greater London Authority (GLA) for the First Steps to Homeownership in London scheme and in place at the time the decision on qualification is made. Enquiries will be made, where required, to ensure that household savings have not been deliberately reduced to below the threshold for the purposes of securing accommodation.

- 5.1.1. All of the applicant's circumstances will be assessed and provided that an allocation would not otherwise interfere with the good use of the council's stock overall, a tenancy may be granted. Such cases will be placed into Band B once registered.
- 5.1.2. Such decisions are taken by the Area Housing manager or Deputy Area Housing Manager and the appropriate manager, deputy manager or more senior officer in Housing Services jointly.

Applications for discretionary applications

- 5.2.0. All enquiries should be made to the Area Housing manager, Deputy Area Housing Manager or managing agent, who will investigate and determine the appropriate action.
- 5.2.1. Where the Area Housing manager or Deputy Area Housing Manager and appropriate Manager, Deputy Manager or more senior officer in Housing Services have considered all the evidence and decided that the applicant is not eligible for housing or is not a qualifying person, the applicant may seek a review (3.15.0). If it is decided that the person qualifies for allocation but does not meet the discretionary criteria, the applicant can request a review of this decision within 10 days of being informed, in writing, of the council's decision. Applicants should submit their representations in writing to the Head of Housing Operations or more senior officer. The review will be carried out by the Director of Housing and

Regeneration or their nominee and the applicant will be notified of the outcome within 10 working days of receiving the review request.

Refusals of discretionary offers of accommodation

5.3.0. All applicants for discretionary offers of accommodation will normally receive only one offer of accommodation which the council considers is suitable to meet their housing and/or medical needs. The assessment will be discussed with the applicant at the time of the application. Following a refusal of suitable accommodation, the discretionary application will be cancelled and will not be subject to further offers, unless the applicant submits evidence or advises a change of circumstances which, in the council's opinion, makes the offer clearly unreasonable.

Evicted council tenants: application for a new tenancy of the same property

- 5.4.0. The council may consider granting a new tenancy of the same property to a tenant who has been evicted for rent arrears. Applications will only be considered if:
- the tenant was evicted for rent arrears only and not anti social behaviour or other breach of the tenancy conditions;
 - the arrears and court costs have been cleared in full (although the Director of Housing and Regeneration (or her or his nominated officers) has discretion to consider less than full clearance in exceptional circumstances);
 - the applicant has not applied as homeless and/or has not been found to be intentionally homeless; and
 - the property is available and has not been offered to another applicant.
- 5.4.1. Such decisions are made by the Head of Housing Operations or more senior officer for a decision or the Head of Housing Operations or more senior officer on the recommendation of the Area Housing manager or the Deputy Area Housing Manager. All of the circumstances of the case, including the tenant's previous record of rent payments and management of their tenancy, will be taken into account in reaching a decision.

Annex A

How to contact the Housing and Regeneration Department and Ombudsman

Senior Officers within Housing Services are detailed below.

General enquiries: (020) 8871 6840

Head of Service (Assessment and Adaptation)

Clare Dorning (020) 8831 6838

Housing Information and Advice Manager

Chantal Kundishora (020) 8831 6409

Customer Services and Housing Manager

Paula Jameson (020) 8871 7821

Sue Brooke-Hunt (020) 8871 7835

Housing Reviews Manager

Jo Fraser Ellis (020) 8871 5285

Head of Housing Services (Allocations and Provision)

Ghazell Nasir (020) 8871 6803

Allocations Manager

Gavin Milligan (020) 8871 6806

Property Manager

Alicia Thompson (020) 8891 7409

You can contact the Local Government Ombudsman at:

Local Government Ombudsman, PO Box 4771, Coventry CV4 0EH

Telephone: 0300 061 0614

You can contact the Housing Ombudsman at:

Housing Ombudsman Service, 81 Aldwych, London, WC2B 4HN

Telephone: 0300 111 3000

Email: info@housing-ombudsman.org.uk

Annex B

Home loss, disturbance, under-occupation, relocation and out-of-borough payments

Making payments

Payments, such as financial assistance, support or incentive, will only be made to assessed applicants under one scheme or initiative. Therefore, applicants will only be assessed for one scheme and therefore only receive one payment. Applicants will be advised which scheme they have been assessed for.

Room to Move scheme

Incentive payments are calculated on the number of bedrooms being released in the tenant's present home and the number of bedrooms in the new home. The payment will also be adjusted if any member of the household/family is rehoused separately or likely to be offered housing by the council. Other incentives are considered on a case by case basis.

Under-occupation (Room to Move Scheme)			
By 1 bedroom	Lump sum of £2,000	Discretionary	Housing (Re-let property) Section 2 of the local Government Act 2000
By 2 bedrooms	Lump sum of £3,500		
By 3 or more bedrooms	Lump sum of £5,000		

Payments will only be made to assessed and rehoused under-occupying tenants on the council's Room to Move scheme.

Under-occupation payments to RP tenants

Payments can be offered to under-occupying RP tenants who have moved to smaller accommodation provided by the council or their landlord and the vacated unit is provided for the council's nomination. Payments may be adjusted if a member of the household/family is rehoused or likely to be rehoused separately.

Out of borough payments scheme

Out of Borough Mobility Scheme Financial Assistance	
Council tenants* - size of accommodation given up	Financial Support
Bedsit/1 bedroom	£3,000
2 bedroom	£3,500
3 bedroom	£4,000
4 bedroom or larger	£5,000

Reason for move	Payment	Statutory/Discretionary	Authority
1. Private Dwellings			
Clearance areas, redevelopment areas and individual properties subject to statutory action (i.e. demolition and closing orders)	Disturbance payment including, removals, costs of disconnection and reconnection. Home loss payment £4,700 (subject to a one-year residence at the address)	Statutory	Land Compensation Act 1973, Sections 29 & 37; Planning and Compensation Act 1991, Section 68
2. Council Dwellings			
Essential Repairs	Disturbance payment including, removals, costs of disconnection and reconnection. Disturbance payment £150	Discretionary	Housing Act 1985, Section 26; Land Compensation Act 1973, Sections 29 and 37; Planning and Compensation Act 1991, Section 68.
Improvement/ Redevelopment (displacement)	Removals, costs of disconnection and reconnection. Home loss payment £4,700 (subject to one-year residence at the address)	Statutory	
At council's request in pursuance of policy objectives	As approved by housing committee	Discretionary	Housing Act 1985 Part 11 - Section 26

(NB1) Home Loss and disturbance payments payable only on permanent moves.

(NB2) Any monies owing to the council will be deducted from the sums payable.

**If you have questions about this booklet please call
(020) 8871 6840**

This booklet is available in large print.

Please contact:

Housing and Regeneration Department

Town Hall, Wandsworth High Street, London SW18 2PU

Telephone: (020) 8871 6840

www.wandsworth.gov.uk/housing

APPENDIX 3: ANTICIPATED SEQUENCING OF EXISTING BUILDINGS TO BE DEMOLISHED

MAP REF	Property	Type	Use	Height/ Storeys	Tenure/ Ownership	Units	Estimated Floorspace (GIA; sqm)	Indicative Demolition Phase	Provisional Decant Phase
15	1-29 Danebury Ave	Flats/GF Commercial	Residential/ Commercial	4	Mixed	10	A1 = 494 C3 = 624	1	0
4	1-14 Portswood Place	Flats/GF Commercial	Residential/ Commercial	3	Mixed	7	A1-A5 = 413 D1 = 48 C3 = 553	1	0
1	2A Minstead Gardens	Bungalow	Residential	1	Council	1	C3 = 87	1	0
21	190 Roehampton Lane	Flats	Residential	2	Council	1	C3 = 143	1	0
19	Roehampton Base	Community	Youth	1	Private	0	D1 = 210	2	1
20	Roehampton Boys Supporters Club	Community	Social Club	2	Council	0	D1 = 200	1	0
20	Roehampton Youth Club	Community	Youth	2	Council	0	D1 = 336	1	0
16	Alton Medical Practice	Community	Medical	2	Private	0	D1 = 340	1	0
1	Minstead Gardens Club Room	Community	Older People's Meeting Room	1	Council	0	D1 = 78	2	2
2	Danebury Avenue Surgery	Community	Medical	2	Private	0	D1 = 226	2	1
19	31-115 Danebury Avenue	Flats/GF Commercial	Residential/ Commercial	4	Mixed	32	A1-A5 = 1,761 C3 = 2,403	2	1
9 & 10	2-84 Harbridge Avenue (even)	Flats	Residential	4	Mixed	42	C3 = 3,264	2	1
14	1-45 Allbrook House	Flats	Residential	10	Mixed	45	C3 = 3,073	2	1
8	1-28 Kingsclere Close	Houses	Residential	3	Mixed	28	C3 = 3,093	2	1
14	Library	Community	Library	1	Council	0	D1 = 527	1	1
7	166 Roehampton Lane	Community	Nursery	3	Council	0	D1 = 3,254 A2 = 162	2	2
7	168 Roehampton Lane	Community	Children's centre	3	Council	0	D1 = 864	2	2
11-13	1-115 Harbridge Ave (odds)	Flats	Residential	4	Mixed	58	C3 = 4,507	3	2
17 & 18	117-243 Danebury Avenue (Odds)	Flats	Residential	4	Mixed	64	C3 = 5,268	3	2
	Total					288	A1-A5 = 2,830 D1 = 6,083 C3 = 23,015		

Key



Building Number	Building Address/ Name
1	Senior Citizens Social Club
2	Danebury Avenue Surgery
4	1 - 14 Portswood Place
7	166 Roehampton Lane
8	1 - 26 Kingsclere Close
9	34 - 84 even Harbridge Ave
10	2 - 32 even Harbridge Ave
11	85 - 115 odd Harbridge Ave
12	33 - 83 odd Harbridge Ave
13	1 - 31 odd Harbridge Ave
14	Library / Allbrook House
15	3, 11 - 29 odd Danebury Ave
16	Alton Practice Doctors, Roehampton Lane
17	213 - 243 Danebury Ave
18	117 - 211 Danebury Ave
19	31 - 115 Danebury Ave
20	Roehampton Youth Club, Housing Office, and Police Station
21	190 Roehampton Lane

In absence of full building survey GEA and GIA measurements are based on Topographical Survey and:

- OS Map
- communal areas based on Building Survey by Survey Solutions

Please see Building 1 to Building 20 pages for details.

APPENDIX 4: GOOD PRACTICE GUIDE TO ESTATE REGENERATION: KEY POINTS/ISSUES CHECKLIST

<i>Replacement Homes (p.5)</i>		
	<i>Key point/issue</i>	<i>Response</i>
1.	Right to Return - Social tenants affected should be guaranteed full rights to return (or to remain through a single move)	All existing secured social tenants with a tenancy in place before April 2012 and flexible fixed-term tenancy that started after April 2012 have been given the right to remain within the regeneration area and will benefit from the Council's one move policy. New homes will meet allocated need (or need plus one bedroom if under occupying), remain as council tenants, rent set on the same way (it being the same rent if the new home has the same number of properties), meet or exceed the Mayor of London's quality and size standards. The is also a home loss and disturbance payments.
2.	Leaseholders and freeholders must be offered a fair deal	<p>The Residents' Offer covers all existing leaseholder and freeholders living with the Application Site</p> <p>Under the Offer, the Council has committed to those resident home owners who qualify under the Council's rehousing commitments, to purchase their home so they can purchase another property, currently irrespective of phase, on the basis of the market value of their existing property, plus an additional 10% Home Loss Payment (up to a maximum of £53,000). Residents will be able to reclaim reasonable valuation, legal and moving costs etc.</p> <p>Resident homeowners can also buy a newly built home in the regeneration area through the Council's shared equity scheme, which is designed to ensure resident homeowners are able to afford to stay in the area. The market value of existing properties would be transferred into the value of any new property (with the resident having the option to also put in the 10% home loss payment), with the Council retaining the proportion that cannot be brought with no rent or interest charged on the Council's share. The equity share could be used to purchase a property of equal size (in terms of bedrooms) as the existing property. There is no minimum equity requirements, the resident homeowner will be able to increase their equity percentage and the equity share offer may be passed on through inheritance on one occasion.</p> <p>If resident homeowners are unable to purchase a new home suitable for their needs, the Council will assist in finding alternative accommodation.</p> <p>Non-resident homeowners will be offered the market value of their property, plus an additional 7.5% Basic Loss Payment (up to a maximum of £75,000). Residents will be able to reclaim reasonable valuation, legal and moving costs. Interest free mortgage for residual amount.</p>

<i>Consultation and engagement methods (p.10)</i>		
	<i>Key point/issue</i>	<i>Response</i>
3.	Transparency – all the issues and options should be set out in a clear, accessible and non-technical language with information that has influenced decisions being shared as early as possible	<ul style="list-style-type: none"> Wandsworth Council has been developing its current comprehensive vision for the future of the Alton estate since 2013, holding several consultations which inputted into the Alton Area Masterplan in 2014 and were subsequently formalised in a Supplementary Planning Document (SPD) in 2015. Since the Regeneration Agreement between Wandsworth Council and Redrow was completed in June 2017, the project team has sought further input from the local community and utilised expert developer and consultant knowledge to inform the development proposals prior to the preparation of a planning application. Throughout each stage of the Alton consultation, all materials have been written in plain English, with every effort made to exclude technical jargon. Written information has been supported by extensive visuals in the form of hand drawn and computer-generated illustrations, maps, plans, aerial photographs, infographics and models. Throughout the process, participant feedback and input has been reported back and preferred options have been explained to consultees. For example, between September and November 2013, a series of masterplan issues and options were presented to the local community – exploring the extent of change and the form it could take. The masterplanning team then assessed the consultation feedback and financial viability before presenting a preferred option for consultation throughout February and March 2014. Feedback provided during the consultation events that took place during 2017 has been reported back to consultees. During the consultation events in June 2018, the project team explained how this feedback has continued to influence the development of the masterplan. A further round of consultation events took place in November 2018 to discuss proposals for the Alton Activity Centre and relocation of the bus turnaround facility at Portswood Place, which have not been discussed at previous events. Following the completion of the updated local housing needs assessment in September 2019, several drop in sessions were held in January 2020 to discuss the revised decant strategy with them. Information will be captured in the Statement of Community Involvement and Statement of Community Involvement Addendum. Consultation material has also been made available on the internet as an accessible record that is able to reach a wide audience beyond those that participated in person.
4.	Extensive – every reasonable effort should be made to engage with as broad a range of groups as possible, including primarily	<ul style="list-style-type: none"> An eighteen-month masterplanning process preceded the creation of the draft SPD. Two formal consultation stages and multiple informal consultation methods and events contributed to the formation of the final masterplan and the draft SPD. This pre-SPD consultation included pre-masterplanning baseline stakeholder meetings and interviews as well as arts and community activities, a six-week options consultation, and an eight-week period of preferred option consultation. The later consultation stages

	<p>the residents of an estate, and also those living and working on or near it</p>	<p>included meetings with statutory and non-statutory groups, local businesses and residents as well as presentations at community groups and forums, a tailored door knocking exercise, a questionnaire and updates in local publications.</p> <ul style="list-style-type: none"> • In planning the latest phase of consultation undertaken on behalf of Wandsworth Council and Redrow during 2017 and 2018, the target geographical area used was consistent with previous consultations and contained a total of 5,690 addresses. Leaflets were delivered to all properties to encourage consultation event attendance. Information has also been put on the dedicated project website. • Further participation was encouraged through local events, such as the Roehampton “Feel Good Festival” in 2017, the “Get Active Roehampton Festival” in 2018, the Roehampton Festival in 2019, the Winter “SMILE” event in December 2019 and through direct, on-the-ground engagement. • Target groups, organisations and individuals included, but were not limited to the following: <ul style="list-style-type: none"> ○ Residents living within the Key Intervention Areas identified within the SPD (and therefore directly affected by the proposals) ○ All residents living on the Alton Estate and within the wider Roehampton Area ○ Residents’ groups ○ The Roehampton Partnership ○ The Roehampton Forum ○ Alton Regeneration Watch ○ Friends of Richmond Park ○ The Putney Society ○ Roehampton Base ○ Regenerate ○ The local MP and councillors ○ Health, education and library services ○ Church based and higher education institutions ○ Statutory consultees, including the Greater London Authority, Transport for London, Historic England and the 20th Century Society
5.	<p>Responsive – consultation should result in clear actions that arise directly from the views expressed by respondents</p>	<p>The published Alton Area Masterplan² contains a section which sets out very clearly how consultation initially informed the design evolution process (through the discussion of issues and options) and subsequently prompted amendments and refinements to the masterplan proposals.</p> <p>Although the vision for the Alton Estate – together with the strategic objectives and core principles – had already been established prior to Applicant’s appointment, the new project team for the planning application</p>

² London Borough of Wandsworth (2014) http://www.wandsworth.gov.uk/downloads/file/10023/masterplan_report

		<p>has recognised the importance of building upon the substantial consultation and engagement that had already taken place.</p> <p>Although there have been elements of repetition across different consultation events, this has been considered necessary to ensure that all current issues have been identified and to enable a “real time” assessment of the acceptability of what is being proposed.</p> <p>Throughout the later phases of consultation, residents and other workshop participants were asked to revisit the approved masterplan and suggest further improvements to it. All feedback provided during the consultation sessions was reported back to consultees, as well as being circulated to all members of the project team, to inform the ongoing masterplanning process.</p> <p>Consultation participation was also monitored and suggestions about developing more effective consultation methods were encouraged. Residents were also given the opportunity to suggest additional topics to those originally proposed for discussion. Finally, we arranged additional sessions and briefings for those who were unable to attend scheduled sessions.</p> <p>The Statement of Community Involvement, and subsequent Addendum, and Design, Landscape & Access Statement provide further details of the consultation exercises, the feedback given and how this feedback has been utilised to evolve the scheme’s design.</p>
6.	<p>Meaningful – views expressed during the process should be considered, and, where landlords do not agree with responses, they should give explanations for the alternative course of action that they have taken</p>	<p>When the Alton Area Masterplan's proposals were formalised in the Supplementary Planning Document (SPD), the Statement of Consultation³ detailed all the representations received during the statutory consultation process, as well as providing the Council’s response to each of the points raised.</p> <p>Throughout the later phases of consultation, the project team has endeavoured to ensure that consultees are aware of the planning guidance that informed the original plans, can recognise how the proposals have evolved to date, and are also able to understand their role as influencers in the process.</p> <p>Materials produced for the pre-application stage of the consultation process demonstrated how participants’ views have informed the development of the proposals – so that consultees are aware of the benefits and outcomes of their involvement.</p>

³ London Borough of Wandsworth (2014) http://www.wandsworth.gov.uk/downloads/file/9722/preferred_option_consultation_report

<i>Ways of involving people (p.11)</i>		
7.	<p>Direct proactive engagement of a wide group of residents – e.g. through surveys, votes, and ‘door-to-door’ conversations</p>	<p>The Council’s regeneration team has undertaken needs assessments with all secure Council tenants and sought to engage on a one to one basis with all tenants and resident homeowners on the estate, to ensure they are provided homes which meet their assessed need, in line with the residents offer.</p> <p>Being mindful of the fact that many members of the local community had previously participated in consultation activities during the earlier masterplanning and SPD process (and were perhaps reluctant to attend new events) the project team also ran a programme of direct engagement. This involved members of the team going out into the community and attending a series of meetings and briefings at venues on and around the estate.</p> <p>The direct engagement programme included, but was not limited to the following:</p> <ul style="list-style-type: none"> • Additional workshop sessions for young people living on the estate • Design meetings with residents of Minstead Gardens • Individual meetings with ward councillors to draw upon local knowledge and identify additional consultees • Meetings with representatives of community groups • Meetings with representatives of local businesses • Meetings with representatives of local schools and the universities • Meetings with representatives of faith groups • Meetings with individuals who have an interest in the history of the estate <p>Direct consultation has also taken place with residents affected by the revised decant proposals, which has included the opportunity to discuss any issues with Council officers during the drop in sessions held in January 2020.</p> <p>Further details of the consultation events and the feedback given is set out in the Statement of Community Engagement submitted in support of the planning application.</p>
8.	<p>Involvement of residents in developing the detail of proposals – e.g. through specialist resident committees, forums, and workshops; steering groups</p>	<p>Resident involvement during the original masterplan preparation process included:</p> <ul style="list-style-type: none"> • Resident newsletters delivered to all homes in the masterplan area • A direct door knocking to meet the residents directly affected in the potential areas of change • Questionnaires distributed regarding options and preferred options • Presentations to the Roehampton Forum and the Roehampton Partnership at relevant stages of the process

	<p>with resident representation; and meetings of Tenant and Resident Associations and neighbourhood forums.</p>	<ul style="list-style-type: none"> • Meetings with community organisations and residents’ groups <p>During the 2017 consultation, a full calendar of consultant-led workshops was developed. Residents were given the opportunity to suggest additional topics to those originally proposed and additional sessions and briefings were arranged for those who were unable to attend the scheduled sessions.</p> <p>The purpose of the workshop sessions was to generate interest in the regeneration and planning process by offering focussed sessions on key topic areas, Consultees were encouraged to sign up for the sessions that were most relevant/interesting to them. Rather than simply outlining the evolving proposals and requesting feedback, the workshops posed key questions to identify issues and opportunities and help inform the project team.</p> <p>A series of 14 workshop sessions were held, covering the following topics in some depth:</p> <ul style="list-style-type: none"> • Understanding the masterplan principles • Arts, heritage and culture • Rehousing and understanding housing quality • Community safety • Landscaping and play space • Retail, leisure and community uses • Car parking, transport and accessibility • Building scale, design and appearance <p>Presentations to the Roehampton Partnership, local residents’ groups and housing panels have also been made at each stage of the process.</p> <p>A further process of resident engagement was undertaken in January 2020 to update affected residents on the proposed changes to the affordable housing and phasing plan. This included:</p> <ul style="list-style-type: none"> • Delivery of a brochure and detailed covering letter to all residents within the intervention area explaining the changes and how they will be affected • A series of drop in sessions held at The Base on Danebury Avenue and Minstead Gardens Clubroom
9.	<p>Broader opportunities for residents to be kept updated and engage –</p>	<p>Broader engagement, information sharing and feedback opportunities at various points in the consultation programme included:</p>

	<p>e.g. through 'drop-in' days and public meetings; letter, email, and newsletter updates; and web-based consultation tools, such as Commonplace, or Online forums, such as Facebook pages for the estate.</p>	<ul style="list-style-type: none"> • Exhibitions during the Roehampton Festivals • Staffed public exhibitions and drop in sessions • Open events held outdoors on the estate and in community venues • Fixed library exhibitions • Regular resident newsletters delivered to all homes in the masterplan area • An online presence hosted at the Wandsworth Council website, Facebook and Twitter • Roehampton Partnership and other established groups. <p>Following Redrow's appointment, additional communication channels were established to enable consultees to direct queries and feedback to the project team. These included:</p> <ul style="list-style-type: none"> • An information sharing website - www.AltonEstateRegen.co.uk - which was also used for information gathering purposes and to enable participants to register their interest in workshops • A dedicated telephone line (with a messaging service outside officer hours) – 020 7397 5212 • A simple freepost address for consultee responses: Freepost ALTON ESTATE REGEN • A dedicated address for email enquiries
<i>Residents Charters (p.12)</i>		
10.	<p>Resident Charters set out councils' or housing associations' commitments to residents at an early stage of the discussions over estate regeneration proposals.</p> <p>Commitments set out in a Charter should be clear, specific and deliverable, and written in accessible and non-technical language.</p> <p>Resident Charters can be adopted for an individual estate regeneration project,</p>	<p>Whilst these plans have been progressing, the Council consulted with secure tenants to produce a Council Tenant Rehousing Information Booklet. This was issued by the Council to all affected secure Council tenants and Leaseholders on the Alton in June 2016. These commitments have also been refined and enhanced as the project has progressed and where further clarification was requested by those residents in the intervention area. The residents offer booklets have been distributed to those in the intervention area, are available on line and the key elements provided to residents in a booklet in advance of the June 2018 consultation (including details of the phasing plan) and available at drop in sessions.</p>

	or as a broader statement to cover multiple projects or a programme.	
<i>Options appraisals (p.13)</i>		
11.	Rationale aims and objectives of the project	<p>The rationale, aims and objectives of the Alton estate regeneration project were set out very clearly in the original Alton Area Masterplan options consultation. The objectives were originally described as follows:</p> <ul style="list-style-type: none"> • Improve the two local centres and the services they offer • Improve or replace poor quality buildings • Strengthen existing community buildings and create new facilities within the local centres • Provide new job and training opportunities to help local people get on in life • Re-connect streets, centres, communities and open space to the surrounding area • Repair streets, public spaces and pedestrian links to make them more convenient and usable • Extend a high-quality landscape throughout the Alton area • Reveal the highest qualities of the estate's heritage features <p>As the masterplan has evolved, a strong and positive vision for the Alton area has been developed. The original project objectives formed the heart of the masterplan and informed the guiding principles around which the proposed interventions and the planning application have been framed.</p>
12.	Factors that have informed the development options and how these have been prioritised and balanced	<p>Issues and options were clearly set out during the formulation of the Alton Area Masterplan. The masterplan was evolved through the formulation of several alternative approaches to four areas of intervention highlighted as being the critical areas for change at the analysis stage. These options were subject to more detailed investigation to allow identification of the optimum approach in each instance, assessing consultation feedback and taking account of a wide range of other factors, including deliverability.</p> <p>The preferred options were also consulted on specifically for 8 weeks in early 2014. The preferred option also developed into the adopted SPD and the principles have clearly informed the development of the planning application.</p> <p>Further details of more recent consultation that has been undertaken as part of the preparation of the Proposed Development is set out in the Statement of Community Involvement.</p>
13.	Technical and financial appraisals that have influenced decisions	<p>During the masterplan process, viability and delivery options were primary considerations. LBW's advisors, GVA Ltd., reviewed the masterplan at each stage of its development in consultation with appropriate officers</p>

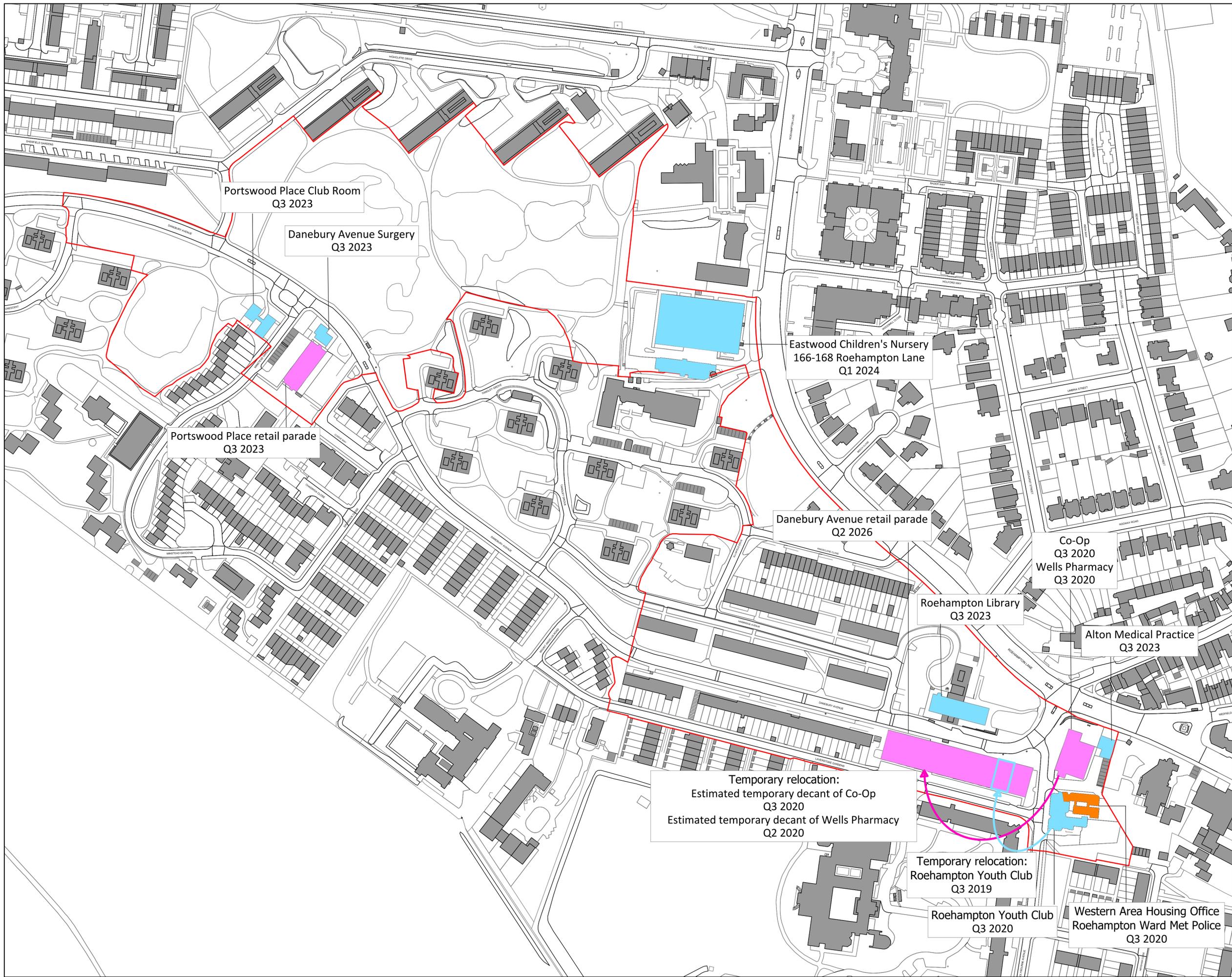
		<p>from Finance, Housing, the Economic Development Office and Planning. The Options, Preferred Option and the Final masterplan were subject to financial appraisal.</p> <p>The potential costs of acquisition were considered and the costs of demolition, construction, new development, public realm, community facilities, highways and utilities projects have been identified. Appraisals were based on an assessment of property values and the potential receipts and revenue from development. The latter considered market sales, shared ownership sales, and Council rental income from its own tenants. The Council's advisers considered the preferred option to have demonstrated sufficient viability to proceed to the next stage of project delivery and implementation.</p> <p>Technical and financial considerations were also a key element during the selection of the preferred development partner.</p>
14.	Social, economic and environmental costs and benefits analysis of different options	The masterplan report clearly sets out a 'case for change' and a range of factors which influenced the preferred masterplan options. This assessment sets out the social, economic and environmental considerations. The Alton Area Masterplan Report published in October 2014 outlines the case for change which lead to the Council deciding to bring forward the regeneration proposals. These principles have subsequently been translated into planning policy guidance through the Roehampton SPD (October 2016).
15.	Identify any options that have been discounted as unviable or undeliverable	The masterplan clearly sets out the options considered and the reasons why the preferred option was approved.
16.	Explain role residents and other stakeholders have played in developing and shaping options	<p>Feedback from residents and stakeholders has helped shape options for the redevelopment of the Alton estate at each stage in the consultation process, over a period of more than five years. Involvement has included:</p> <ul style="list-style-type: none"> • Participating in interviews and workshops to assist with the original identification of issues and opportunities • Helping to choose preferred options relating to the four areas of intervention highlighted as critical areas for change • Working with the consultant team, following the appointment of Redrow, to revisit the masterplan and explore the possibility of making improvements to it • Informing the detailed design process, as set out in the accompanying SCI.

APPENDIX 5: NON-RESIDENTIAL PHASING PLANS

LEGEND



- Commercial use**
 Estimated demolition dates:
 Retail uses along Danebury Avenue Q2 2026
 Portswood Place retail parade Q3 23
 Decanted Co-Op Q3 2020
 Decanted Wells Pharmacy Q3 2020
- Office**
 Estimated demolition dates:
 Western Area Housing Office Q3 2020
 Roehampton Ward Met Police Q3 2020
- Community use**
 Estimated demolition dates:
 Roehampton library Q3 2023
 Alton Medical Practice Q3 2023
 Danebury Avenue Surgery Q3 2023
 Eastwood Children's Nursery Q1 2024
 166- 168 Roehampton Lane Q1 2024
 Portswood Place Club Room Q3 2023
 Roehampton Youth Club Q3 2020
- Temporary relocation:
 Roehampton Youth Club Q3 2019



Portswood Place Club Room
Q3 2023

Danebury Avenue Surgery
Q3 2023

Portswood Place retail parade
Q3 2023

Eastwood Children's Nursery
166-168 Roehampton Lane
Q1 2024

Danebury Avenue retail parade
Q2 2026

Co-Op
Q3 2020
Wells Pharmacy
Q3 2020

Roehampton Library
Q3 2023

Alton Medical Practice
Q3 2023

Temporary relocation:
Estimated temporary decant of Co-Op
Q3 2020
Estimated temporary decant of Wells Pharmacy
Q2 2020

Temporary relocation:
Roehampton Youth Club
Q3 2019

Roehampton Youth Club
Q3 2020

Western Area Housing Office
Roehampton Ward Met Police
Q3 2020

Project:
Alton Estate, Roehampton

Drawing Title:
Proposed Planning Phasing Plan
of existing non residential use

Date	Scale	Drawn by	Check by
02.20	1:1250 @A1	MK	PJ
Project No	Drawing No	Revision	
9028	9028-A-Z-M-100-80-105P01		



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