

Welcome to Consultation Event 3

The Allocation Procedure and Decant Strategy



Bellway

 **Riverside**

Date 1 May 2020

Dear resident

I hope that you and your family are keeping well and managing to cope in these very difficult circumstances. Whilst our environment has changed (for now), we are all learning to adapt as we go about our lives as best we can.

You might remember that we wrote to you recently to say that despite the current situation, we are still keen to move forward with plans to build your new home. We are making good progress on working up the detail of your new estate. We want to continue our consultation with you and submit plans for the new estate to Lambeth Council and get permission to build your new home.

A note about consultation

Since our last consultation event with you, we held an online public consultation with the wider community and have had positive meetings with the Greater London Authority and Lambeth Council.

We have been slightly delayed in consulting with you due to the current circumstances, but we remain committed to submitting a planning application in summer 2020, with your support. To help us achieve this goal, we will continue to engage with you to ensure you are kept up to date with our proposals.

Whilst we can't meet face to face at the moment, we plan to engage with you over the phone, through postal consultations, online events and via our Facebook page at www.facebook.com/groups/lambethestate. Our Lambeth website pages (www.riverside.org.uk/lambeth) will continue to give you regular updates.

However, we understand if you don't feel like engaging with us at the moment. There will be many opportunities for you to have your say in the weeks and months to come. We will listen to what you have to say about us continuing to consult with you and will adapt our approach with the feedback we get, which we will share with you.

Event 3 – Allocations and decant strategy

The timeline on the next page gives you an estimated programme, showing the consultation events that will take place before we submit a planning application. We have added an extra event (Consultation Event 5) to show you the final scheme before we submit our planning application. The information in this booklet represents **Residents' Consultation Event 3**. This pack includes:

- Updated timeline for the redevelopment of your estate
- Revised timetable showing the build programme which includes when each block will be required to move
- The build programme showing who will move where and when
- Draft allocations procedure
- Riverside's pledges to you
- Comments page for you to make any notes on the information provided

Continued

Draft allocations procedure

The allocations procedure sets out a fair and transparent process that we will follow to offer you a new home that meets your housing needs. We will aim to meet personal preferences as far as we can, and will follow a number of selection criteria to ensure that allocations are fair for everyone. Once planning permission has been granted, we will talk to you further about the allocation of homes.

With regards to adult children, we remain committed to offering surplus one-bedroom properties to adult children. This will be looked at in more detail in Phase 3 of the build programme, once all homes have been allocated to existing households.

We understand that you will have questions about matters such as parking, fire exits and access to homes during construction. We will continue to consult with you after the planning application has been submitted, and will address these specific concerns with you at a later date.

We appreciate that there is a lot to read in this pack but I hope you will find some time to look through the information and give your feedback.

Tell us what you think

As part of this consultation, we want to know what you think about:

- the draft allocations procedure
- the decant timetable
- the build programme

We invite you to email your comments and questions before **Friday 15th May** so we can collate a Frequently Asked Questions document and include this feedback in our plans going forward.

You can get in touch by email at: Lambeth@riverside.org.uk, phone your Resident Liaison Officer, Mandy Rana, on 07929 368603 or contact one of the team at Source Partnership on 0800 616 328.

Alternatively, our team will contact you over the next two weeks, to get your feedback and answer any questions you may have (you can use the form at the back of this booklet to record your feedback).

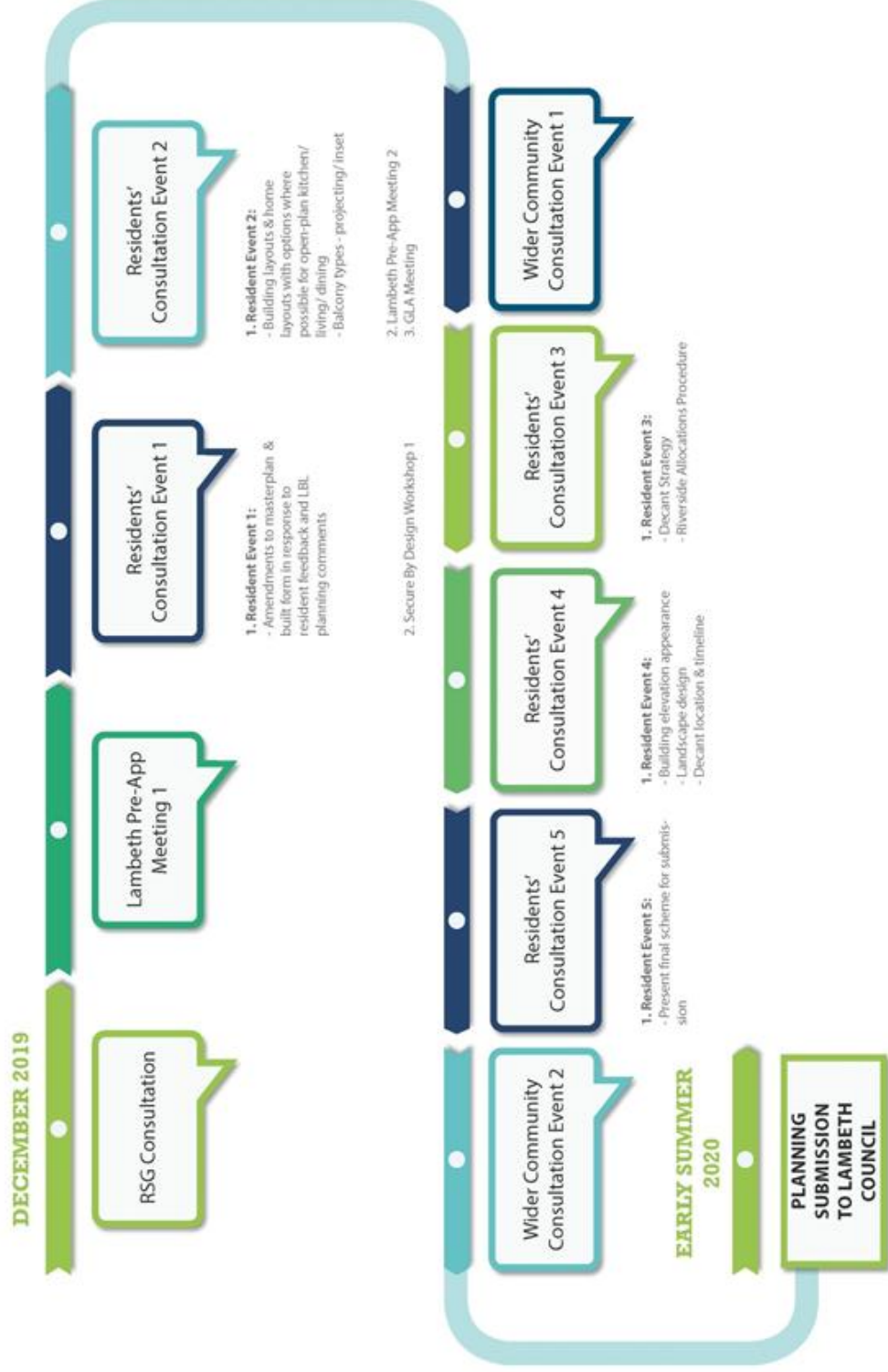
Thank you for your time and please stay safe.

Yours faithfully



Jo Downs
Tenant Engagement Manger

Consultation timeline (up to submitting planning permission)

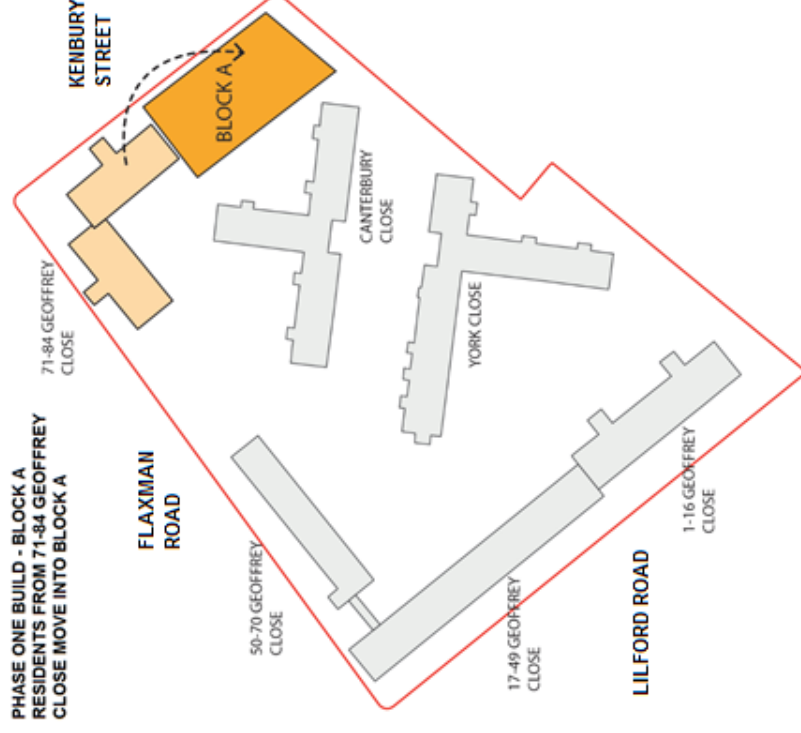


The build programme

To ensure that everyone can stay together on the estate throughout the development and that you only move once, straight into your new home, the development will happen in four phases. The first three phases will be for existing residents and phase four will be the building of the private sale homes.

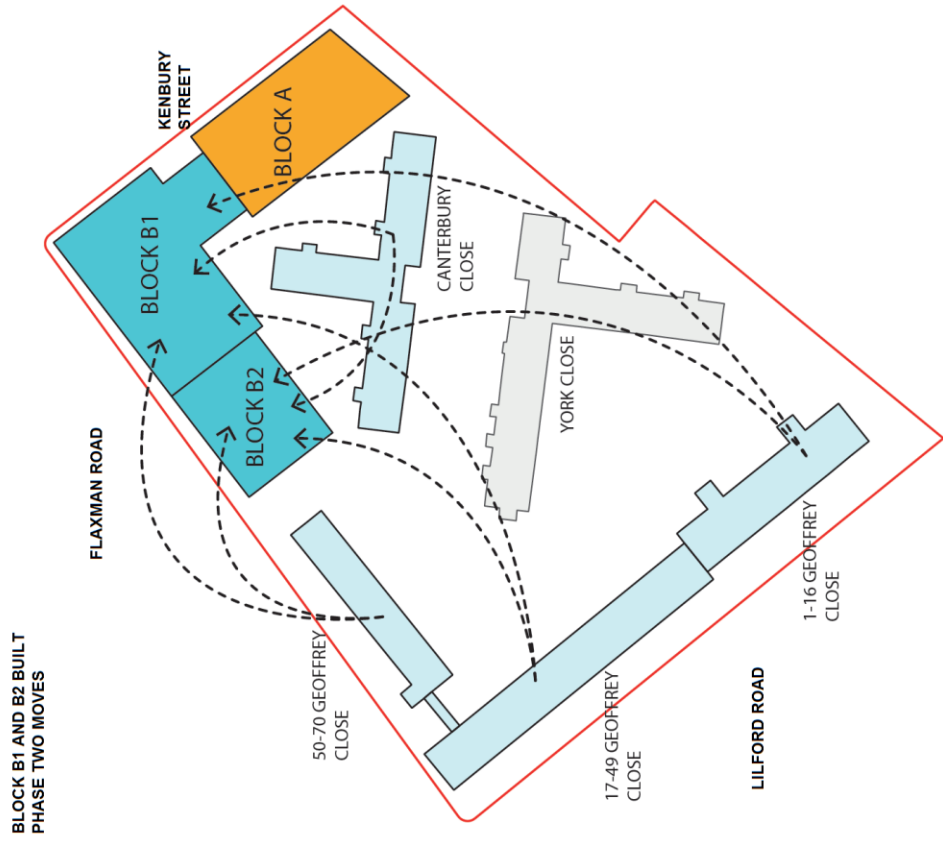
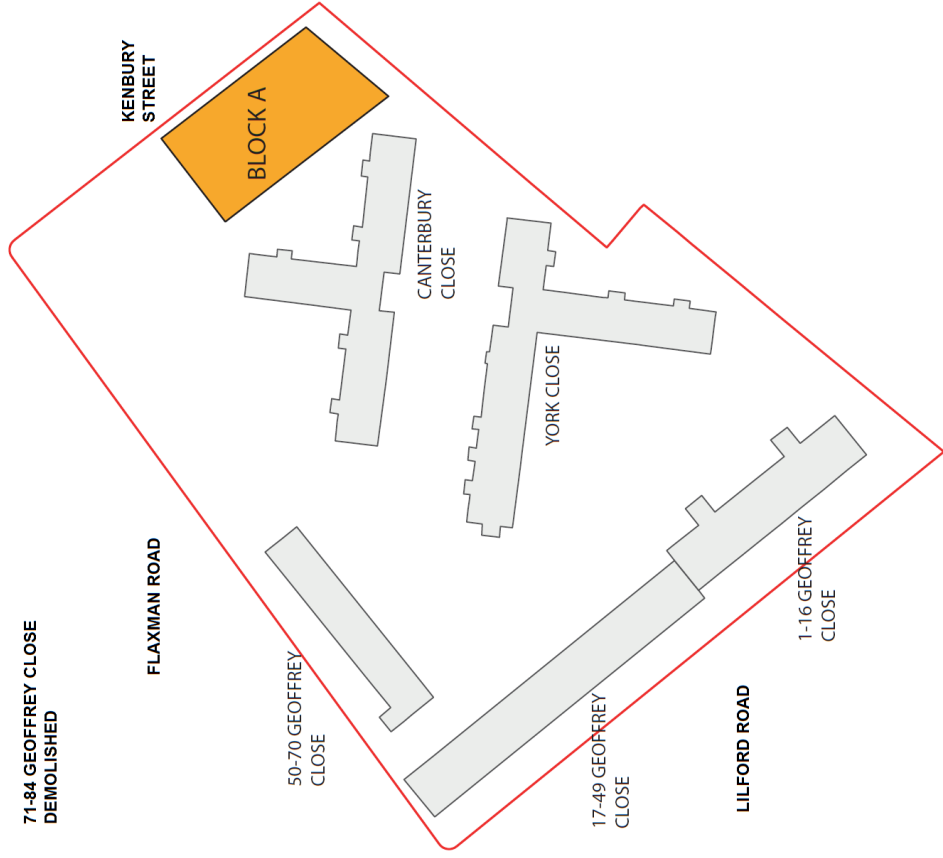
Phase 1

New homes will be built on the car park on Kenbury Street (shown in orange below as Block A). When these new homes are completed, tenants from 71-84 Geoffrey Close will move into Block A.



Phase 2

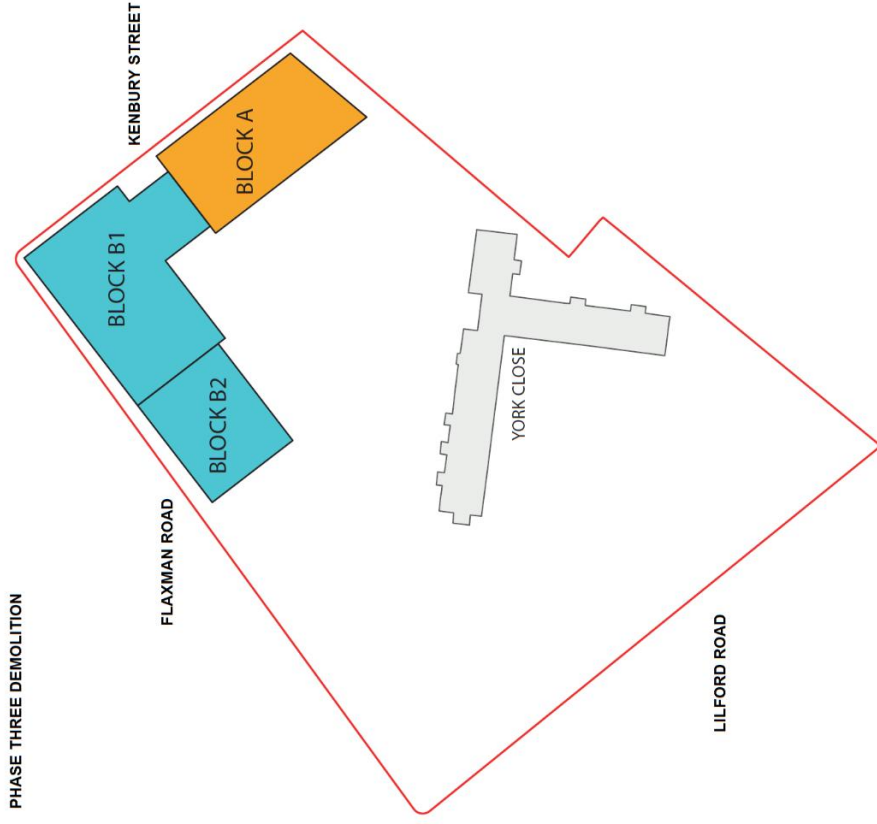
Once 71-84 Geoffrey Close residents have moved and the building is empty, this will be demolished so we can start to build blocks B1 and B2. When Blocks B1 and B2 have been built, the remaining tenants from 1-70 Geoffrey Close and 1-28 Canterbury Close will move into either of these blocks.



Phase 3

After all the tenants from 1-70 Geoffrey Close and 1-28 Canterbury Close have moved and the buildings are empty, they will be demolished to build blocks C1, an affordable block, and C2 a private block.

Residents from 1-28 York Close and any residents who have left the estate and want to be rehoused on the new estate will move in to Block C1. At this point we will look at any additional one-bedroom properties in C1 and identify adult children on the estate who may wish to apply for their own tenancy.



Phase 4

Everyone who lives on the estate will now be living in their new homes and 1-28 York Close will be demolished. Work will then begin on the remaining private homes situated in Blocks D1, D2, E1, E2 and F shown in purple below. By building the new homes this way, we can keep all tenants on the estate together during the build and households will only need to move once. We will also be able to re-house existing tenants before building new private homes.

If you are unsure which phase your home would be included in, we will be more than happy to explain this to you.



Timescales

When the development starts will depend on when we receive planning permission from Lambeth Council. Below is an estimated timeline of how the development will proceed once building work starts.

Year 1	Preparation work will be completed and the new homes on the site of the former car park (on Kenbury Street) will be well underway.
Year 2	Phase 1 will be completed. People living in 71-84 Geoffrey Close will move into their new homes 71-84 Geoffrey will be demolished Phase 2 will start to be built
Year 3	Phase 2 will be completed People living in 1-16 Geoffrey, 17-49 Geoffrey, 50-70 Geoffrey and 1-24 Canterbury will move into their new homes 1-16 Geoffrey, 17-49 Geoffrey, 50-70 Geoffrey and 1-24 Canterbury will be demolished
Year 4	Phase 3 will start to be built
Year 5	Phase 3 will be completed 2-28 York will move into their new homes 1-28 York will be demolished Everyone who currently lives on Lambeth estate will be living in their new homes Some for sale homes will start to be occupied
Year 6	The remaining blocks D1, D2, E1, E2 and F will be being built
Year 7	Building works will be completed on site All public open space works will be completed for all residents

Allocations procedure

For Geoffrey Close, York Close and Canterbury Close estate, Lambeth

DRAFT

1. Introduction

The purpose of this procedure is to provide Riverside tenants with a fair and transparent process in the allocation of their new homes on the Geoffrey Close, York Close and Canterbury Close estate.

The key principles of this procedure are as follows:

- We will offer all existing tenants a home that meets their current housing need.
- As far as possible we will seek to re-house tenants on the estate according to their preferences.
- Where tenants have expressed a preference to be re-housed away from the estate we will assist with this, subject to a suitable property being available.
- Where there are more tenants expressing preferences for particular homes than can be accommodated, we will review preferences against selection criteria (which are set out below) in order to make final decisions.
- Where there is any surplus of affordable one-bedroom homes for rent, we will invite adult children of existing households to apply for a tenancy subject to their eligibility (see appendix 1).
- Surplus homes over and above this will initially be let through the Mayor of London's Housing Moves initiative.

2. Housing Need

The following criteria will be used in assessing how many bedrooms a household needs:

- a) The main applicant is considered to need a double bedroom irrespective of whether they have a partner or not.

- b) Children who are 16 years old or older, who have lived permanently in the household (for at least 12 months before the start of allocations) and wish to remain living there, are considered to need their own (single) bedroom.
- c) Children and young people of the same sex under the age of 16 years are expected to share a bedroom irrespective of their actual relationship to each other or the main applicant.
- d) Two children of different sexes are expected to share a bedroom until the oldest becomes 10 years of age. Children of different sexes above this age will be entitled to different rooms.
- e) Unborn children will not be counted towards the bedroom need until after they have been born.
- f) Children who do not live permanently with the main applicant will not be considered as part of the household. Where there is shared custody or children living away for education purposes, tenants will need to provide evidence which demonstrates the child's inclusion into their housing need.
- g) If you have an overnight carer that regularly stays overnight.
- h) If someone in your household has a disability or medical condition that means that they cannot share a bedroom.

3. Preferences

When we update the housing needs assessment, tenants will also be invited to make their preferences known, in relation to issues including the level in a block, the direction the balcony faces, preferred neighbours etc.

Once planning permission has been granted and the final layout of the site is known, tenants will be invited to clarify their preferences by listing in priority order up to three actual units into which they wish to move (if they wish to do so).

4. Criteria for letting new homes in the redevelopment

To ensure fairness, transparency and consistency, tenants will be considered for the allocation of new homes in the following order:

- a) Households living in the appropriate decanting phase for that build completion period (see appendix 2 for the indicative decanting plan).
- b) Housing need based on the appropriate number of bedrooms in line with section 2.

- c) For wheelchair accessible units, households that can demonstrate a requirement for wheelchair use.
- d) Preferences, as confirmed by residents during the housing needs assessment.
- e) Where the application of criteria above results in more than one tenant with a stated preference for a particular property, the property will be allocated on the basis of the length of tenancy with Riverside (or preceding landlords Church HA, English Churches etc).

5. Change of Circumstances

Riverside recognises that tenant circumstances may change during the redevelopment process. Whilst there may be some flexibility, we cannot guarantee that we will be in a position to meet housing needs from within the newly built homes in all circumstances where we are advised of tenant changes after the design is fixed, and particularly after the allocation of new homes have been made.

Nonetheless, Riverside will try to meet tenant change of circumstance where it is able to do so. Tenants who advise of a change after the allocations are made will be given priority for unallocated properties of the type they require should these be available. It will not be possible, however, to change the allocation of properties already agreed once the initial allocations process has concluded.

6. The Allocation Process

Riverside will establish an allocations panel for each estate comprised of the Tenant Engagement Manager and the Housing Services Manager. Once planning permission has been confirmed and viability established, the panel will make the allocations on the basis of the criteria in section 4 above and offers of specific properties will be made.

Tenants will be given 21 days to accept the offer of a property. If a tenant fails to respond in writing on the response form provided within this timescale, we will proceed on the basis of allocation to the property which has been offered.

If a tenant responds but rejects the first offer made, up to a further two offers will be made. If the tenant rejects all offers, we will proceed on the basis of allocation to the property originally offered. Tenants who believe that the agreed allocations procedure has not been followed will be entitled to appeal to a panel including a senior Riverside director and the Independent Tenant Advisor.

The details of the appeal process will be provided when we make our initial offer of a specific property as part of the allocation procedure.

7. Under-occupying households

Under-occupying means that a household has at least one bedroom more than their assessed need applying the criteria in section 2.

Where a tenant is under-occupying their home, they can either opt to be re-housed within a new home that matches their housing need, or opt for a home that provides them with **one** extra bedroom. Tenants who opt for one extra bedroom will have the same priority as other tenants for that particular size of unit when it comes to allocating homes using the criteria in section 4. Tenants should be aware that, where a property is under occupied, the spare room subsidy may affect any entitlement to Housing Benefit.

8. Moving off the estate

Where a household has requested a move off the estate temporarily, they will be given the right to return. There is a separate procedure for such residents but essentially they will have the same rights and obligations as any tenant remaining on the estate and will receive the same priority within the allocations process, subject to responding to Riverside within a specified timeframe.

Where a household is assessed as requiring a specialist home (such as ground floor level access, wheelchair accessible home, sheltered or supported accommodation) and this need cannot be accommodated on the estate, priority will be given to facilitate a move to a suitable home off the estate. Where a suitable Riverside home cannot be identified, we will work with other service providers and the local authority to find alternative accommodation to meet your needs as far as possible.

9. Criteria for moving adult children/hidden households

Where adult children within a household have been identified as requiring their own tenancy, Riverside will offer them the choice of moving into their own separate home, rather than decanting with the household (subject to availability of units). This applies where the household member has lived continuously as part of the main household for 12 months prior to the time of allocation and remains subject to Riverside's affordability and sustainability checks (see appendix 1). Any other occupants on the estate affected by a decision to decant should apply for housing through the Lambeth Council housing register.

10. Surplus new homes

Once all existing tenants have been allocated a property, the first 5% of surplus properties will be let through the London Housing Moves. Remaining homes will be available for transfers from within the Riverside portfolio and thereafter through Lambeth Council.

11. Rent

Existing tenants will continue to pay the same level of rent for the equivalent size property. For any new tenancies granted to adult children or created as a result of the hidden household policy above, rent will be charged at the London affordable rent level that is set by the Greater London Authority.

12. Home loss

Home loss payments will be paid to the named Riverside tenant once they have taken up the tenancy of their temporary home or permanent new home. The home loss payment is £6,400 as at the date of this procedure, and is reviewed and set by the government annually. Any arrears accrued on the tenant's rent account will be deducted from the home loss payment.

13. Disturbance

Riverside will cover the reasonable costs of removal, packing and redirection of post for the named tenant and may consider other costs (as set out in the Residents' Charter). A claim needs to be submitted for disturbance payments and you will be required to provide evidence in support of your claim.

14. Tenancy

Secure tenants and assured tenants will retain the same tenancy rights. All new tenancies, granted to those who are not currently Riverside tenants, will be set up as a starter tenancy and will convert to an assured tenancy after one year, subject to satisfactory conduct.

28 April 2020

Appendix 1

Adult Children

Adult children are eligible to request a new home on the estate. However, allocation will be subject to availability (once we are clear that all existing tenants can be allocated new homes) and proof of residency.

The criteria for allocating new homes to adult children is as follows:

- a)** 18 years and over (at the time of the allocation).
- b)** Must have been an existing occupant at a household on the estate for 12 months or more prior to allocation.
- c)** Meets Riverside's sustainability and affordability checks.
- d)** Relieving overcrowding within a household.

Subject to meeting these criteria and subject to the availability of appropriate surplus homes adult children will be prioritised as follows:

- e)** Higher priority will be given to those adult children whose current households will downsize their accommodation requirement if the adult child moves into their own tenancy.
- f)** Length of tenancy of the existing main tenant.

Adult children will be invited to request their own home prior to the general allocations procedure for the estate. A decision on their eligibility and the availability of homes will also be made prior to the allocations process. This is so their existing household can reconfirm their housing need and be considered alongside all other residents in the allocations process.

Adult children allocated a new home are required to move within their allocated decant phase or at an agreed time with Riverside.

Individuals that turn 18 years old after the allocations are made and meet the requirement as set out in this appendix will be entitled to receive an offer of a new home should there be any surplus one-bedroom homes at that time.

If an adult child is adequately re-housed or moves off the estate prior to the allocation offer, they will not be granted the right to return and the offer for re-housing by Riverside will be withdrawn.

Adult children who are granted a new tenancy with Riverside will:

- a)** Be given a starter tenancy
- b)** Be charged rent at the London Affordable Rent that is set by the Greater London Authority
- c)** Not be entitled to the home loss payment

If the adult child's housing need increases from a one-bedroom property at the time of the offer, they will need to apply for larger accommodation via the Lambeth Council housing allocation scheme.

DRAFT

Appendix 2

Indicative decanting plan (as at April 2020)

The first stage of the allocation procedure (described in point 4 (a)) is that tenants will be prioritised according to the needs of the final decanting plan. This is because the construction programme requires that existing blocks on the estate are decanted and then demolished in a particular order. It is this approach which ensures that we can meet the single move decant offer, and allows us to build the affordable homes before the homes for private sale.

Homes will be allocated on a phase by phase basis. The first phase will be allocated following approval of the planning application subject to Riverside's confirmation that the development remains financially viable.

The current indicative decanting plan (and the implication for allocations) is set out in the table below. Please note that this may well be subject to change as the design is finalised and/or as a result of the council's decision on our planning application.

Phase	Block	Mix of homes	Allocation priority to:
One	A	9 x 1 bed 2 person 2 x 2 bed 4 person 1 x 2 bed 4 person wheelchair 7 x 3 bed 4 person 5 x 3 bed 5 person 2 x 3 bed 4 person wheelchair	<i>Mandatory moves:</i> 71-84 Geoffrey <i>Other households invited to apply:</i> 1 st 50-70 Geoffrey 2 nd 17-49 Geoffrey 3 rd 1-16 Geoffrey
Two	B1	21 x 1 bed 2 person 2 x 1 bed 2 person wheelchair 14 x 2 bed 4 person 10 x 3 bed 4 person 4 x 4 bed 6 person	<i>Mandatory moves:</i> 1-24 Canterbury 50-70 Geoffrey 17-49 Geoffrey
	B2	1 x 1 bed 2 person 13 x 2 bed 4 person 5 x 2 bed 4 person wheelchair 6 x 3 bed 4 person 3 x 3 bed 5 person 1 x 4 bed 6 person	<i>Other households invited to apply:</i> 1 st 1-16 Geoffrey

Three	C1	15 x 2 bed 4 person 2 x 2 bed 4 person wheelchair 11 x 3 bed 4 person 1 x 4 bed 6 person	<i>Mandatory moves:</i> 1-28 York 1-16 Geoffrey Tenants with a Right to Return
-------	----	---	---

Completed scheme

**Affordable Blocks -
A, B1, B2, C1**

**Private Blocks
C2, D1, D2, E1, E2, F**



Phasing

- Phase 1 - orange**
- Phase 2 - blue**
- Phase 3 - green**
- Phase 4 - purple**

Our pledges to you...

Riverside will:

- 1** Keep the existing community together – all current residents will be offered new homes on the estate
- 2** Manage the development so that residents can stay in their current home until they move into their new home
- 3** Provide all existing tenants with new homes built to modern standards and to a size that meets your housing needs
- 4** Help you through the development by compensating you with a home loss and disturbance payment
- 5** Keep the same security of tenure and the same levels of rent for all existing tenants
- 6** Provide homes that are more energy efficient, more accessible and will have modern kitchens and bathrooms
- 7** Improve security across the estate through design and management
- 8** Provide private outdoor space for all residents either via a balcony or private garden
- 9** Improve accessibility to buildings with lifts, maintaining security with fob and intercom systems
- 10** Provide new landscaped communal areas outdoors for residents of all ages to enjoy
- 11** Build new homes on the estate which will be for sale and will help fund the new and improved homes for existing tenants.

Consultation comments

My thoughts on the information in this pack

This sheet is for your own use, to record your views and write down your questions. We are planning to call everyone on the estate to get feedback.

My feedback on the draft allocations procedure

.....

.....

.....

.....

.....

.....

My feedback on the decant timetable

.....

.....

.....

.....

.....

My feedback on the build programme

.....

.....

.....

.....

.....