



Lettings Plan 2024-25

1. Introduction

Bridgewater Housing Association (BHA) is a locally based housing association which aims to provide and maintain, good quality affordable housing in the Erskine area. Bridgewater's mission is to be a customer focused organisation, which delivers the best affordable housing and services to people that need them and makes a positive difference to the neighbourhoods in which we work.

This document sets out the Association's Lettings Plan for 2024-25. This plan provides information on how the Association will allocate housing that becomes available in the financial year.

2. Housing Stock

At 31 March 2024, our lettable housing stock comprised of 850 properties, broken down by size and type as follows:-

Apt Size	House	Tenement	4 in a block	Other flat/maisonette	Total
1 apt	0	0	0	2	2
2 apt	42	195	0	6	243
3 apt	236	104	16	2	358
4 apt	116	36	0	0	152
5 apt	60	0	0	2	62
6 apt	33	0	0	0	33
Total	487	334	16	12	850

House Type	Stock Number
General Needs	700
Amenity	9
Sheltered	95
Extra Care	46
Total	850

3. Allocations Policy

The Association has operated a “Group Plus Priority” system since autumn 2012, when we harmonised our Allocations Policy with the local authority and several local RSLs. Allocations are made from several priority groups.

Applications are assessed against a range of housing needs which are explained in the main Allocations Policy. With the exception of the Section 5 Referrals (for statutory homeless households), separate housing lists are held for each priority group with applicants being placed in the group which gives the highest degree of re-housing priority.

Separate lists are maintained for the allocation of sheltered and extra care housing.

4. Quotas

The current agreed target quotas in respect of relets by Bridgewater Housing Association are:-

Source of Let	Target Quota
General Needs and Amenity Housing	
Renfrewshire – Referrals under Section 5 of the Housing (Scotland) Act 2001 and leases of property to provide temporary furnished accommodation.	30%
Renfrewshire Council Referrals from HSCP for people with community care needs. The aim is to make the best use of the Association’s stock, particularly adapted or amenity housing.	5%
Housing List applicants – Priority Group 3 (general needs)	30%
Housing List applicants – Priority Group 4 (transfer)	20%
Sheltered Housing	
Housing List applicants – Priority Group Sheltered	80%
Housing List applicants – Priority Group Sheltered (Transfer)	20%
Extra Care Housing	
Housing List applicants – Extra Care	100%*

*There may be occasions where the applicant moving to an Extra Care property is an existing tenant of Bridgewater Housing Association, however a separate quota has not been set.

5. Homelessness

BHA will assist in the alleviation of homelessness in Renfrewshire Inverclyde by accepting direct applications from homeless people via the housing list and by accepting Section 5 Referrals under the Housing (Scotland) Act 2001 from Renfrewshire Council according to the terms of the agreed Section 5 Protocol.

BHA also provides properties directly leased to Renfrewshire Council for use as temporary furnished accommodation and fully supports the partnership working with HSCP to find solutions to resolving homelessness.

6. Special Lets and Management Transfers

In exceptional cases, a decision may be made by a senior officer to depart from the allocations policy to approve a special let or a management transfer. This will be documented with an audit trail which sets out the reasons behind any decision.

This may occur in relation to individual lets to avoid a specific management problem arising or to deal with sensitivities. Examples of when special lets or management transfers may apply could include (but are not limited to):

- to refuse to house the perpetrator of domestic abuse close to the victim;
- to comply with Multi Agency Public Protection Arrangements;
- to avoid future management problems for individuals who have already been the victim of serious and long standing problems through a previous let.
- where an unusual opportunity to meet need arises (such as an adapted property or a particularly large property) where a tenant is living in a property that has been specially adapted but no one currently living in the house needs the adaptations but someone else on the housing list does

7. Re-lets in 2022-23 & 2023-24

The number of re-lets made in 2022-23 and 2023-24 were as follows. The table also shows the percentage of lets over the 2 years to the different categories.

Type of let	2022-23	2023-24	Total	% by type
General Needs	46	42	88	68%
Sheltered Housing	14	8	22	16%
Extra Care Housing	11	11	22	16%
Total	71	61	132	

The performance against quotas in respect of the lets in 2023-24 has been.

Source of Let	Number lets 2023-24	Quota lets 2023-24	Target Quota
General Needs and Amenity Housing			
Renfrewshire – Referrals under Section 5 of the Housing (Scotland) Act 2001	10	24%	30%
Renfrewshire Council Referrals from HSCP for people with community care needs.	3	7%	5%
Housing List applicants – Priority Group 2 (mobility)	4	10%	15%
Housing List applicants – Priority Group 3 (general needs)	18	43%	30%
Housing List applicants – Priority Group 4 (transfer)	7	17%	20%
Sheltered Housing			
Housing List applicants – Priority Group Sheltered	7	87%	80%
Housing List applicants – Priority Group Sheltered (Transfer)	1	13%	20%
Extra Care Housing			
Housing List applicants – Extra Care	11	100%	100%

8. Projected Turnover in 24/25

Turnover is generally between 65 and 70 properties per year and on this basis, the Association is projecting a turnover of 67 properties for 2024/25, split as follows:

- 44 (65%) general needs
- 10 (15%) sheltered
- 13 (20%) extra care

9. Lettings Plan 2024-25

Based on the current quotas and the projected turnover of 67 properties, the likely outcomes are as follows:-

Source of Let	Projected Number lets 2023-24	Target Quota
General Needs and Amenity Housing		
Renfrewshire – Referrals under Section 5 of the Housing (Scotland) Act 2001	13	30%
Renfrewshire Council Referrals from HSCP for people with community care needs.	2	5%
Housing List applicants – Priority Group 2 (mobility)	7	15%
Housing List applicants – Priority Group 3 (general needs)	13	30%
Housing List applicants – Priority Group 4 (transfer)	9	20%
Sheltered		
Housing List applicants – Priority Group Sheltered	8	80%
Housing List applicants – Priority Group Sheltered (Transfer)	2	20%
Extra Care		
Housing List applicants – Extra Care	13	100%