

Local Lettings Policy

New Build: Walmsley Drive site, Ormskirk

Expressions of interest in this development will only be considered from applicants who have a Borough Connection as defined in the Councils Allocations Policy and where all household members to be housed are over 25 years old.

All applicants will also need to satisfy the Economic Contribution Criteria of the Councils Allocations Policy, i.e.

Definition of Working Household

The definition of a working household will be where at least one adult member of the household is in employment. Employment for this scheme is described as having:

- a) A permanent contract.
- b) Working as a temporary member of staff.
- c) Self employed.

Applicants will have to have been working for 16 hours or more for 9 out of the last 12 months. Verification will be sought at the point of application, and at the point of offer.

Key Workers

In addition preference will be given to Key Workers.

Key Worker being defined as employed as part of the Emergency Services, Hospitals, Armed Forces, Schools/Colleges, Local Authority or local industry/manufacturing within West Lancashire.

To qualify as a Key worker applicants will:

- be employed on a permanent contract
- have been employed as a key worker for over 12 months or need to move to the area to take up employment
- provide a satisfactory reference and have no outstanding housing related debts to West Lancashire Borough Council or any other landlord.

Shortlisting

Expressions of interest will be placed in order of priority i.e. from Band A through to Band E. Only applicants with the enhanced 'Plus' status for Economic/Community Contribution will be considered.

Each application will then be individually assessed to establish whether they would qualify for Key worker status, this decision will be made based on the information provided by the applicant at point of application.

Offers will be made to Key Worker applicants in the highest Band first. Where the shortlist contains more than one key worker applicant in a band, the date that the applications were placed into that band will be used to prioritise them.

If there are insufficient expressions of interest from Key Workers, other applicants with 'Plus' status for Economic Contribution will then be considered. In the event that all bids from working households are exhausted the properties will be re-advertised.