

NEIGHBOURHOOD LETTINGS PLAN

NEIGHBOURHOOD: WINDMILL HILL

LOCAL AUTHORITY: HALTON

Stock Profile:	Neighbourhood Stock Profile general needs 747 HOP properties 0 supported properties 2 LA Stock Profile general needs 2309 HOP properties 0 Supported properties 84
CBL/Noms Agreement	Summary: 50% nominations agreement with CBL - Property Pool Plus All new builds first let must be via Property Pool Plus Costs: £26,417.54 Admin duties and arrangements for these: Lettings & Admin Specialists are responsible for referring adverts to Halton Housing and the Management of Shortlists. System used: CIVICA Policy (link): PPP POLICY AND NOMINATION AGREEMENTS 2026 Agreement (link): PPP POLICY AND NOMINATION AGREEMENTS 2026
Current Lettings Approach	<i>E.g. in line with Onward Policy – list where we are taking a different approach</i> In line with Onward Policy - all allocations to go via CBL, all bands unless a sensitive let is approved or the allocating specialist feels that a different banding would be beneficial. Rightmove, Gumtree and the Onward Homes website can also be utilised.

Special Projects	<i>Details of special projects e.g. RSAP / Housing First / Afghan Refugee Project / Care Leavers (CLAG) / Crisis / Aben / High Rises Preston</i> Housing First & CLAG
Section 106	<i>Details of scheme and agreement</i> NA
Local Letting Plans	<i>Specific agreements with LA to carry out lettings in a different manor – need list of schemes and arrangements in place. These can only be included where we have specific agreements with the LA</i> <i>Links to any documents</i> NA

Key Challenges / Demand Issues	We currently have pockets of ASB in Norton Hill Flats, therefore we are often required to allocate these properties as Sensitive Lets.	
Council Tax	<i>Arrangement for council tax on empty properties</i> Council tax bill request sent over to Halton BC if a void passes 6 months in work or is strategic. 6 months charity exemption applies.	
Performance 2023/2024	Number of lets Number of terminations Void re-let times (GN) Void re-let times (HOP) Void Relet Time (Supp) TIM 2 - (GN) TIM 2 - (HOP) Void loss as % of rent due (general and HOP) Terminations within 12 months Terminations within 18 months	46 40 75.9 0 0 3.4 0 1.64% 0 2
Performance 2024/2025	Number of lets Number of terminations Void re-let times (GN) Void re-let times (HOP) Void Relet Time (Supp) TIM 2 - (GN) TIM 2 - (HOP) Void loss as % of rent due (general and HOP) Terminations within 12 months Terminations within 18 months	27 0 67.5 0 0 3.4 0 0.88% 1 2

Void Enhancements	<i>Specific arrangements outside of the normal offer</i> Paint Packs, Carpets, White goods & E Vouchers have been used as incentives.
Key Local Authority Contacts	<i>Name, email and contact number</i> Housing Lead (strategic) Patricia Preston Email: Patricia.Preston@halton.gov.uk Housing Options (operations) Housing Options Team Halton Email@ housingoptionsteam@haltonhousing.co.uk CBL (strategic lead) Daz Morland Email: daz.morland@haltonhousing.co.uk CBL (operations lead) Amie Wilkinson Email: amie.wilkinson@haltonhousing.co.uk



NDM sign off: Helen Everett

Review date: 06/03/2026

Sign off HoNS:

