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Llywodraeth Cymru  
Welsh Government

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## ***Local Authority Prospectus***

# **Welsh Government Guidance**

***Issued: May 2021***

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# Local Authority Prospectus

## *Guidance from Welsh Government*

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### **Background**

There will be challenging targets in the next few years for the delivery of affordable housing. We recognise that we need to develop tools to make the process as effective as possible and that starts with making sure we have identified what type of housing is needed and where.

As part of the new grant framework, Local authorities (LAs) will be required to identify their priorities for Social Housing Grant. The Prospectus will be the first step in presenting a summary of strategic housing priorities clearly and consistently across all local authorities in Wales, while accepting that no one authority is the same and each will have different requirements.

### **Purpose of the Prospectus**

- Welsh Government are asking for a brief document which provides a clear and concise summary of the housing need and demand in your area and which succinctly identifies your housing priorities.
- Your prospectus should explain the type of provision that you plan to deliver with Welsh Government Social Housing Grant in order to meet your housing priorities.
- Your prospectus will be published by Welsh Government within the new Social Housing Grant Framework guidance.

### **Who will use it and why?**

- **RSLs and LAs** – it will provide an accessible and transparent summary of housing need and strategic priorities to enable the right type of affordable housing development to be delivered in the right places.
- **Welsh Government** – it will provide evidence to allow final decisions to be made about schemes which will be included in your programme (both Main and Reserve programmes)

### **What are Welsh Government looking for in the Prospectus?**

- The Prospectus should provide the information that your partners need to bring forward affordable housing schemes which meet the local needs and priorities of the authority.
- The prospectus should be clear, concise and no more than 4-6 pages in a word or pdf document.
- It should be easy to read, and easily understandable.
- You should discuss your Prospectus with your delivery partners.
- As a minimum, the Prospectus should be signed off by the Head of Housing
- Please use the Prospectus template on page 4.

### **Transitional Arrangements**

- The Review of the Quarter 1 PDP (2021-22) will primarily focus on the Main Programme for this financial year.
- The New Grant Framework Guidance will be issued in September and will detail how the Social Housing Grant Programme will operate from 2022-23 onwards.
- As part of the new Grant Framework, Welsh Government will use the Quarter 3 PDP (due on November 15) to approve and sign off the programme for 2022-23 onwards.
- In approving the PDP, Welsh Government will use your Prospectus to ensure that schemes are meeting your identified need and priorities.

### **Submission Details**

Please submit your prospectus to the Social Housing Grant Programme mailbox – [socialhousinggrantprogramme@gov.wales](mailto:socialhousinggrantprogramme@gov.wales) by 6<sup>th</sup> August 2021.

### **WG contact details**

If you have any queries about the guidance or your Prospectus, please contact Helga Warren using the Social Housing Grant Programme Mailbox shown above.

# ***Prospectus Template***

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## **Section 1 – Strategic Housing Priorities**

This section should state your key strategic housing priorities for delivering social/affordable housing in your area and should focus on no more than 4 or 5 key bullet points.

## **Section 2 – Housing Need, Demand and Priorities**

- This section should provide:
  - a brief description of your area by local housing market area, community council or ward (including maps or tables if helpful)
  - a summary of the current social housing stock in your area
  - a description of the housing need and demand in your area
  - an assessment of the gap in provision of affordable housing by location, size of property, tenure and specific need (i.e. who the housing is intended for and number of homes required).
  
- The prospectus should clearly outline the types of provision required from the list below by property size and geographical area and also give an indication of the relative priorities.
  - General needs
  - Older persons
  - Extracare
  - Disabled
  - Homelessness Provision (Temporary accommodation)
  - Supported Housing/Specialist Provision
    - Learning Disabilities
    - Mental Health Difficulties
    - Domestic Violence
    - Ex-offenders
    - Drug & Substance Misuse
    - Young Vulnerable
  - Empty Properties
  - Existing Dwellings
  - Rural Housing
  - Homebuy
  - Mortgage Rescue
  - Regeneration of Town Centres
  - Other (e.g. cultural requirements)

## **Section 3 - Programme Development Plan Schemes**

- The purpose of this section is for you to provide information on how schemes are prioritised in your PDP for approval and sign off by Welsh Government.
- This section should explain how schemes obtain LA support to get into the PDP and how all partners are expected to work together.

- This section should also explain how you will ensure any adhoc requests for specific/specialist accommodation will be considered in your programme.
- It is essential the above processes are discussed with both RSL partners and authorities' internal departments and clearly documented so that the process is fully open and transparent.

#### **Section 4 – Monitoring and Governance**

The purpose of this section is to confirm how your Social Housing Programme will be monitored in terms of meetings and information requirements. This will include the timing of:

- Individual RSL/stock retaining LA meetings
- Joint RSL/LA/WG PDP meetings
- Submission of PDP information
- Communication and information sharing