



**NOTIFICATION TO ATTEND MEETING OF THE HOUSING SPC  
TO BE HELD IN THE COUNCIL CHAMBER, CITY HALL, DAME STREET, DUBLIN 2.  
ON WEDNESDAY 11 OCTOBER 2023 AT 11.00 AM**

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**AGENDA**

**WEDNESDAY 11 OCTOBER 2023**

**PAGE**

- 1 Land Development Agency Project Display and Project Manager Engagement  
from 11am in Richard O'Carroll Room
- 2 Presentation from the Land Development Agency on projects viewed  
from 11.20am Richard O'Carroll Room or Council Chamber  
depending on numbers attending
  - i. Donore – Former St. Teresa's Gardens
  - ii. Cromcastle Underpass
  - iii. Cherry Orchard

#### iv. Bluebell Lands

*Members move to Council Chamber for remainder of meeting*

- 3 Minutes of meeting dated Wednesday 14th September 2023 and matters arising. **3 - 9**
- 4 Chairpersons Business

#### **Correspondence**

- 5 Presentation on Updated Choice Based Lettings System **10 - 17**
- 6 AOB

**\*\*\*This SPC will be an in person only Workshop focusing on four of Dublin City Council's LDA projects and an update on Choice Based Lettings, which will be held in the Council Chambers and The Richard O'Carroll Room, City Hall, Dublin 2 from 11am to 1pm and will not be available online\*\*\***

**Tea/coffee and refreshments available from 10:45am**

**HOUSING STRATEGIC POLICY COMMITTEE**  
**MINUTES FOR SPC MEETING ON**  
**WED 13<sup>TH</sup> SEP 2023**

**Attendance:****Members:**

Cllr Mary Callaghan  
Cllr Hazel Chu  
Cllr Donna Cooney  
Cllr Máire Devine  
Cllr Kevin Donoghue  
Cllr Daithí Doolan  
Cllr Pat Dunne  
Cllr James Geoghegan  
Cllr Alison Gilliland (CP)  
Cllr Briega MacOscar  
Cllr Eimer McCormack  
Cllr Colm O'Rourke  
Cllr Cieran Perry

Mike Allen – FI  
Kevin Byrne – SGCRA  
Pat Greene – DSC  
Diarmud MacDuhglais - PPN  
Ailbhe McLoughlin – ICSH

**Dublin City Council Officials**

Frank d'Arcy – Acting Assistant Chief Executive  
Mary Hayes, Director of DRHE  
Michelle Robinson – Acting Executive Manager  
Fiona Craven – Senior Executive Officer  
Tony Smithers – Senior Executive Officer  
Rebecca Ward - Administrator  
Damien McCabe – Administrator  
Ruth Quinn – Administrator  
Samantha O'Doherty - Administrator

**Other Councillors in attendance**

Cllr Mannix Flynn  
Cllr Deirdre Heney  
Cllr Patricia Roe

**Apologies**

Cllr Kelsey May  
*Claire Mc Manus (RIAI)*

## 1. Minutes of meeting dated Wednesday 12<sup>th</sup> July 2023 and matters arising

Minutes Agreed

## 2. Chairpersons Business

On behalf of the SPC, Cllr Gilliland paid tribute to the contribution Mr. Coilín O'Reilly had made to housing in Dublin City Council during his time as Assistant Chief Executive with responsibility for Housing and Community and wished him well in his new role as Chief Executive for Carlow County Council. Cllr Gilliland congratulated Mr. Frank d'Arcy in his new role as acting Assistant Chief Executive with responsibility for Housing and Community and congratulated Ms. Michelle Robinson on her role as action Executive Manager (replacing Mr. d'Arcy)

Cllr Gilliland advised the SPC of the resignation due to work commitments from the SPC of Ms. Claire McManus who represented the RIAI and commended Ms. McManus' valuable contribution to the SPC during her time as a member.

Cllr Gilliland provided information on "Housing for all: A call for a renewed European ambition". This proposal drafted by a coalition including the European Parliament Urban Intergroup, Eurocities, Housing Europe, Feantsa and Metropole de Lyon was backed by the committee to put access to adequate and affordable housing at the heart of the priorities of the next mandate of the European Parliament and the European Commission.

**Agreed:** Declaration Approved, Cllr Gilliland will sign on behalf of the Council in Brussels on 19 September.

## 6. Update on Working Groups

### i. Public Housing Working Group

The Chair, as *Chair of the Public Housing Working Group* provided a verbal update on the work of the Public Housing Working Group. She advised that the group had reviewed new rent models for high income earners for the purpose of Rent Assessment in Rent Scheme. A proposal for a new model will be brought to the SPC in the near future.

Update noted

## ii. Special Committee on Homelessness

Cllr Hazel Chu, Chair of the Special Committee on Homelessness, provided a verbal update from the last meeting held on 13th of June:

- Quality Standards Network for Emergency Accommodation
- Access to services when exiting Hospital/Prison accommodation.
- Plans for a visit to Merchants Quay on Fri 15<sup>th</sup> of September.

DRHE Director, Mary Hayes, provided a verbal report on the management of an assault on a service user by a staff member in one of the Private Temporary Accommodation facilities - the matter was dealt with in an expedient manner and the staff member no longer works in the facility. Ms. Hayes indicated that staff across all emergency accommodation facilities receive training on service standards, that both announced and incidental visits occur across the various accommodation facilities and issues detected are always followed up.

Update noted

## iii. Senior Citizens Working Group

The Chair as Chair of the Senior Citizens Working Group, provided a verbal update from the most recent meeting of the Group on the 9<sup>th</sup> of July covering the following topics:

- Update on footpath maintenance project.
- Update from Sports Officers on COPD and Cardiac Rehab Programme.
- Healthy Age Friendly Programme.

## iv. Update noted Local Traveller Accommodation Consultative Committee

Senior Executive Officer Tony Smithers provided a verbal update on the Restructuring of staff in Traveller Accommodation Section. He noted that the next meeting of the Committee is scheduled for 29<sup>th</sup> September 2023.

Update noted

v. Oversight Committee on Animal Welfare Issues

- Report and minutes of last meeting provided to all members.

Update noted

### **3. Inactivated Planning Permissions**

Deirdre Scully, City Planner, circulated a report to the Committee in advance of the meeting and spoke to the following points:

- Quarterly Statistics in relation to unactivated planning permissions on housing units;
- The identification of emerging trends based on the data;
- Additional analysis that will be undertaken by the Planning Department.

The item was opened to the floor for Q&A. Clarification was provided on

- Potential reasons for inactivity of planning permissions;
- Part V requirements in relation to planning permissions;
- Variations between Build to Rent standard and regular planning permissions; and
- Opportunities being explored by the City Council to expand its housing delivery (Ms. Michelle Robinson)

Update Noted

### **4. Vacant Properties over Commercial Units**

Fiona Craven, Senior Executive Officer, gave a presentation on the following themes:

- Various Initiatives around vacant properties.
- Feasibility studies for Adaptive Reuse
- Adaptive Reuse Opportunities, including DCC owned properties.
- Current 13 projects with potential to deliver 135 housing units.

- Challenges facing Adaptive Reuse.

Following Q&A on her presentation members commended Fiona, her team and the Project Advisory Board on the work being done on this new strand of housing delivery that also had a significant impact on reversing dereliction in the city centre and asked to be kept updated on progress

## **5. Leased Units & Associated Facilities**

Michelle Robinson, Acting Executive Manager, provided a written and verbal update on the following:

- Review of all long term lease agreements for multi-unit schemes.
- Requirements for tenants to access additional amenities.
- DCC's engagement approach with agents for access to additional amenities.

Update noted

## **7. Motion in the name of Cllr Mannix Flynn**

That this meeting of the housing SPC. call on Dublin city Council, housing department, and approved Housing Body's to address the issue of discrimination and inequality regarding part five tenancies and the like who are experiencing exclusion from amenities that are attached to the apartment complexes, further that a clear policy regarding pet ownership for such tenants be initiated so as to give clarity to rights and due process to affected tenants. Also that a full audit of part five tenants who have been excluded from amenities as a result of Dublin City council initial agreement be initiated by the council immediately to address this issue of othering, inequality and exclusion.

Motion noted

## **8. AOB**

- Mr. Frank d'Arcy provided a short verbal update on void turnaround and on the enhanced works programme





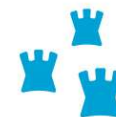
# Dublin City Council

## Housing SPC

11<sup>th</sup> October 2023

### Agenda Item 5: Update on Choice Based Lettings

Bevin Herbert, SEO Housing Allocations / Homeless Operations



Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

# Choice Based Lettings

*A different approach to the allocation of social housing which is designed to place choice at the heart of our allocations scheme and more involvement for applicant households in selecting a new home.*

- The Housing (Miscellaneous Provisions) Act, 2009 and Social Housing Allocation (Amendment) Regulations 2016 authorised and obliged Local Authorities to include for Choice Based Letting as part of its Adopted Allocations Scheme.
- Housing for All - 2. *Pathway to Eradicating Homelessness, Increasing Social Housing Delivery and Supporting Social Inclusion* refers to progressing the standardisation of the CBL systems in place across Local Authorities.
- Department of Housing direction is to ensure that CBL is implemented as widely as possible across the country and has undertaken a number of surveys to determine its uptake and impact



# CBL in DCC - 2023

- **Experience in 2023**

- In 2022 & 2023 we have been able to increase the number of available properties advertised via CBL e.g. Broomhill, Hillside Manor, Hampton Wood, Burnell Place (1,000+ applications in so far for 191 properties)
- Refusal rate for CBL in 2023 significantly lower

| Jan - Sep 2023 | Made | Accepted | Refused | % Refused |
|----------------|------|----------|---------|-----------|
| DCC offers     | 1035 | 807      | 223     | 22.02%    |
| Nominations    | 483  | 392      | 91      | 18.83%    |
| CBL            | 467  | 427      | 40      | 8.56%     |

- To end of Sept 26% of lettings have been filled through CBL – expect that to increase to 35% – 40% by year end
- Feedback has been positive so far from applicants
- People more aware of CBL and check in on Fridays to see what has been advertised

- **Monitoring**

- Recognise the need to monitor who is bidding and importantly who is not
- Reviews of CBL advertisements
- Feedback and transparency – moving to publish online position of successful applicant (not suitable for some lists in Band 1)
- **Ensure system does not in any way exclude vulnerable households**



# CBL online

- **Current methods of application**
  - Post
  - Dedicated Email in each area office & allocations
  - In person - Area Office & Allocations office
- **Introducing CBL online**
  - An additional method of application
  - Applicants can apply online  
<https://www.dublincity.ie/residential/using/i-am-looking-home/choice-based-lettings>
  - Applicants can only apply for what they are eligible for i.e. bed size / area of preference
  - Applicants can apply for a number of properties at one time
- **Benefits**
  - Customer centered
  - Accessible for applicants
  - No need to download / print / scan / email
  - Immediate confirmation to the applicant of their CBL application
  - Quicker turnaround time for processing and selecting successful applicants, particularly large developments
  - Step by step tutorial available on line



# Choice Based Lettings Application

[Welcome](#) [Waiting List Position Check](#)

## Validation

Please enter your Waiting List Reference Number and Date of Birth, and then click Search.

Application Reference Number (E.g.: 14433) \*

Date of Birth \*

## Choice Based Lettings Application

[Welcome](#) [Waiting List Position Check](#)

Application Reference Number: 91717

| Area                             | Bed Size | Position | Waiting List   |
|----------------------------------|----------|----------|----------------|
| Area J Ballyfermot/Bluebell/Inch | 2        | 17       | Band 3 Housing |
| Area K Crumlin/Walkinstown       | 2        | 38       | Band 3 Housing |

\* Positions may be subject to change as applicants may move within bands as their circumstances change. Persons on the Housing List will not be offered accommodation if their incomes are not in accordance with the Income Thresholds.



### Adding a Property

Based on your Waiting List search we confirm that there are Choice Based Lettings properties for the areas you have registered your interest for.

To see the list and apply for the property click on Add Property; you can apply for multiple properties from the list by choosing Add Property again.

Add Property

Which property or development are you interested in? \*

Current Waiting List Position \*

Add Property

[Cancel](#)

Which property or development are you interested in? \*

Current Waiting List Position \*

38

Add Property

[Cancel](#)

Thank you for submitting your choice based letting application CBL553089117 for a **2 Bed - Apartment - Crumlin Road Flat Complex, Crumlin, D12**

If you wish to make another application please click [here](#).

[Download PDF](#)

[Continue »](#)



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Dublin City Council

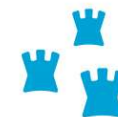
# Applicants with Specific Disadvantages & Selection of Properties

- **Applicants with Specific Disadvantages**

- Support is available from staff in our central and local offices, local libraries and support workers in homeless services
- Further supports provided by community based services, citizen information and advocacy organisations
- Adding two dedicated CBL support spaces in Allocations Public Space over the coming weeks
- As part of future development of Housing IT system, seeking to include option for automatic selection of candidates – currently staff are doing this when requested for a small number of applicants

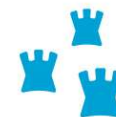
- **Selection of Properties**

- We will continue to increase allocation of properties through CBL with the following exceptions:-
  - Properties designated for older persons will not be advertised via CBL unless with prior agreement from Local Area Committee
  - Properties adapted for persons with physical / medical need
  - Properties required for urgent allocation e.g. fire / flood /regeneration
  - Targeted Homeless Lettings



# Communications

- Notify all Councillors
- Advertise on all social media platforms
- DCC website on the Home page
- Posters in area offices
- Notify community based services, support services and advocacy organisations
- **Online service will be live for use from 16<sup>th</sup> October 2023**





THANK YOU

ANY QUESTIONS?

