



LOCAL LETTINGS PLAN FOR HANWOOD PARK, KETTERING

SCHEME	Orbit Hanwood Park, Kettering (Saddlers Drive & Fowler Close)
Landlord	Orbit Group
Developer	Orbit Homes
Completion Date	January 2023 – September 2024 Properties will be completed in phases between these dates. Each Phase will be advertised separately to ensure that extended waiting times are not experienced by nominated applicants.
Units	46 affordable homes: 4 x One bedroom ground floor flats (2 person) 4 x One bedroom first floor flats (2 person) 20 x Two-bedroom houses (4 person) 15 x Three-bedroom houses (5 person) 3 x Four-bedroom houses (6 person) All houses have ground floor and first floor WC's.
Purpose of this Local Lettings Plan	Orbit Group and the Council are working together to help achieve balanced communities and support greater community cohesion and sustainability; in doing so contribute to making the area an even better place to live, work and visit. Whilst the Keyways Housing Allocation Scheme will remain the overarching policy against which allocations are made, this local letting plan outlines how nominations will be made outside of the principle policy for the initial lettings to this new development to ensure that a settled community is encouraged.
Wider policy/strategy agreements within North Northants	Housing and Homelessness Strategy (latest version) – All priorities are relevant. Corporate Plan (latest version) – Priorities around promoting Active, Fulfilled Lives; Better, Brighter Futures; Safe and Thriving Places; Green, Sustainable Environments; Connected Communities and Modern Public Services
Sustainable Communities Criteria	To achieve a balanced community, initial allocations will be made in the following order. Equal split between Bands A, B and C on a rotating basis for all property types that are up to and including 3 bedrooms. Due to the high demand and low supply of larger family homes, these will be allocated in band order to address the housing need of those households who have waited the longest on the housing register.
Local Connection to North Northants	A Local Connection preference is required as stated in the overarching NNC Keyways Housing Allocation Scheme (See Section 4.4 for further detail). Note that evidence will be required to satisfy the Council's Local Connection criteria.



Property Eligibility Criteria	Households will be able to express an interest in each property type in accordance with Section 7 and Appendix A of the Keyways Housing Allocation Scheme.
Marketing	<p>Properties will be advertised on Keyways, the Council's online choice-based lettings scheme. Interested households will need to be registered and accepted onto the Keyways to bid and be eligible for a nomination.</p> <p><i>It is anticipated that the adverts will come in tranches between January 2023 and September 2024. However, this could be subject to delays should there be any construction issues that hold up progress.</i></p>
Summary of how we allocate properties	<p>A property is advertised on Keyways and a shortlist of interested applicants is created after the bidding cycle ends.</p> <p>With reference to the criteria detailed above, we will seek an applicant from the shortlist that meets;</p> <ul style="list-style-type: none"> -Sustainable Communities criteria and -Local Connection criteria and -Property Eligibility criteria <p>If no applicant is identified, we will then seek an applicant from the shortlist that meets;</p> <ul style="list-style-type: none"> -Sustainable Communities criteria and -Local Connection criteria <p>If no applicant is identified, we will then seek an applicant from the shortlist that meets;</p> <ul style="list-style-type: none"> -Sustainable Communities criteria <p>If no applicant is identified, the property will be re-advertised on Keyways.</p>
Nominations outside the Local Lettings Plan	If the Council receives insufficient bids from applicants meeting the Sustainable Communities Criteria after two bidding cycles, allocations will be made in accordance with the overarching Keyways Housing Allocation Scheme. This will avoid rent losses and ensure no detrimental impact on the area because of properties being left empty long term.
Nomination of bidders	<p>Each shortlisted applicant(s) will be subject to the standard Keyways verification procedure. Applicants may be subject to additional verification checks by Orbit Group. This may include the completion of a Pre-Tenancy Assessment and financial assessment.</p> <p>Applicants may be eligible to access Keyways but refused by North Northamptonshire Council and/or by Orbit Group for consideration under this Local Lettings Plan.</p> <p>Existing social housing tenants seeking to transfer may be visited by their current landlord to ensure tenancy compliance.</p>



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	<p>North Northamptonshire Council reserves the right to withdraw a previously accepted nomination if the applicant(s) has breached their current tenancy agreement which includes their rent account ceasing to be serviced at any point between nomination and the tenancy start date.</p> <p>All nominations will be compliant with this Local Lettings Plan and the wider North Northamptonshire Council Keyways Housing Allocation Scheme.</p>
Type of Tenancy	<p>The successful applicants of the Affordable Housing Units will be offered an Affordable Assured tenancy agreement.</p> <p>Up to four weeks rent in advance may be required at the point of letting for all new tenants; this will be stated in all Keyways adverts and confirmed at final offer stage by Orbit Group to the customer.</p>
Termination of the Local Lettings Plan	<p>This Local Lettings Plan (LLP) will apply to first lets on practical completion of this scheme only. All future vacancies will be allocated in line with the overarching Keyways Housing Allocation Scheme unless a revised and evidence-based LLP is proposed and agreed.</p>
Monitoring and Review	<p>The council undertakes to monitor the outcomes from this Local Lettings Plan and will be utilised when designing any future LLPs for other new build or existing housing schemes.</p>
Equal Opportunities	<p>In producing this Local Lettings Plan, Orbit Group and North Northamptonshire Council are required to comply with equality legislation, and, ensure there is no unlawful discrimination in the allocations of dwellings.</p>

Approved: (Approval date is the date for the plan to commence)

Date **13.1.2023**

On behalf of NNC

Carly Hohn – Strategic Lead – Housing Strategy and Solutions:

Signature:

On behalf of Orbit Housing Association

Name: **Tracey Savory – Head of Empty Homes and Lettings**

Signature: