



North Northamptonshire Council

LOCAL LETTINGS POLICY (LLP) FOR MOTHERWELL HOUSE

SCHEME	Motherwell House
Landlord	North Northamptonshire Council (NNC)
Developer	N/A
Completion Date	N/A
Units	10 x 1 Bedroom Ground Floor Flat – 2 persons 10 x 1 Bedroom First Floor Flat – 2 persons 1 x 3 Bedroom Ground Floor House – 5 persons
Purpose of this Local Lettings Policy	<p>Whilst the NNC Keyways Housing Allocation Scheme will remain the overarching policy against which allocations are made, this LLP outlines how nominations will be made outside of the principle policy for all lettings.</p> <p>This policy was agreed following unsettled periods and occurrences of ASB, low demand and extended void periods. An older and mature tenant makeup was deemed to be appropriate for resolving issues on the site.</p>
Sustainable Communities Criteria	<p>To achieve a balance community, allocations will be made in the following order;</p> <p><u>1 bedroom property</u></p> <ol style="list-style-type: none"> 1. Household over 55 2. Household over 50 3. Readvertise <p><u>3 bedroom property</u></p> <ol style="list-style-type: none"> 1. Household over 55 with adult children (age 18 and over) 2. Household over 50 with adult children (age 18 and over) 3. Household (any age) with adult children (age 18 and over) 4. Household over 55 5. Household over 50

	6. Readvertise
Local Connection to NNC	<p>A Local Connection preference is required as stated in the overarching NNC Keyways Housing Allocation Scheme. (See Section 4.4 for further detail)</p> <p>Note that evidence will be required to satisfy the Council's Local Connection criteria.</p>
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 NNC Keyways Housing Allocation Scheme.
Marketing	Properties will be advertised on Keyways, the Council's online choice-based lettings scheme. Interested households will need to be registered and accepted onto Keyways to bid and be eligible for a nomination.
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, the property will be re-advertised.</p>
Nominations outside the Local Lettings Policy	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 NNC Keyways Housing Allocation Scheme. This will avoid rent losses and ensure no detrimental impact on the area as a result 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 the Landlord.</p> <p>Applicants will be required to provide verification of employment.</p> <p>Applicants may be eligible to access Keyways but refused by NNC and/or the landlord for consideration under this LLP.</p> <p>A home visit may be conducted by the landlord to check that the applicants' circumstances are as outlined in their housing application and ensure that they are correctly banded. Existing social housing tenants seeking to transfer will be visited by their current landlord to ensure tenancy compliance.</p>

	<p>NNC 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 LLP and the wider NNC Keyways Housing Allocation Scheme.</p>
Type of Tenancy	<p>Successful applicants will be offered tenancies suitable for their circumstances in line with the council's Tenancy Policy.</p> <p>Four weeks' rent in advance may be required at the point of letting; this will be stated in all Keyways adverts.</p>
Termination of the Local Lettings Policy	<p>This LLP will apply to all lets until such time as the LLP is reviewed, changed or removed.</p>
Monitoring and Review	<p>The Council undertakes to monitor the outcomes from this LLP to inform any future LLP's for other new build or existing housing schemes.</p> <p>This LLP will be reviewed every 5 years.</p>
Equal Opportunities	<p>In producing this Local Lettings Policy, NNC is required to comply with equality legislation, and ensure there is no unlawful discrimination in the allocations of dwellings.</p>