LOCAL LETTINGS PLAN FOR GLENVALE PARK, WELLINGBOROUGH

SCHEME	**Glenvale Park, WELLINGBOROUGH**
Landlord	Habitare Homes Limited (managed by Amplius)
Developer	Vistry
Completion Date	July 2026 – December 2026
Units	101 units in total 8 x one-bedroom flat (2 person), parking, no garden 8 x two-bedroom flat (3 person), parking, no garden 66 x two-bedroom house (4 person), parking and garden 15 x three-bedroom house (5 person), parking and garden 4 x four-bedroom house (7 person), parking and garden
Purpose of this Local Lettings Plan	Amplius (on behalf of Habitare Homes Limited) 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 all 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 lets will be made in the following order: **Equal split between Bands A, B and C on a rotating basis for each property type up to and including three bedrooms.** **All larger units will be let in accordance with the council's overarching allocations scheme.** *See property breakdown above in units' section.*
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	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. It is anticipated that the properties will be advertised via Keyways between September 2026 and December 2026. However, this could be subject to delays should there be any construction issues that hold up progress.
Summary of how we allocate properties	A property is advertised on Keyways and a shortlist of interested applicants is created after the bidding cycle ends. With reference to the criteria detailed above, we will seek an applicant from the shortlist that meets; -*Sustainable Communities criteria* and -*Local Connection criteria* and -*Property Eligibility criteria* If no applicant is identified, the property will be re-advertised on Keyways.

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 NNC 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	Each shortlisted applicant(s) will be subject to the standard Keyways verification procedure. Applicants may be subject to additional verification checks by Amplius (on behalf of Habitare Homes Limited). This will include the completion of a Pre-Tenancy Assessment and financial assessment. Existing social housing tenants seeking to transfer may be visited by their current landlord to ensure tenancy compliance. 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.
	All nominations will be compliant with this Local Lettings Plan and the wider North Northamptonshire Council Keyways Housing Allocation Scheme.
Type of Tenancy	The successful applicants of the Social Rent Housing Units will be offered a rolling periodic tenancy. No more than 4 weeks rent in advance is required at the point of letting for all new tenants; this will be stated in all Keyways adverts.
Termination of the Local Lettings Plan	This Local Lettings Plan (LLP) will apply to all lets on this development unless a revised and evidence-based LLP is proposed and agreed.
Monitoring and Review	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.
Equal Opportunities	In producing this Local Lettings Plan, Amplius (on behalf of Habitare Homes Limited) and North Northamptonshire Council are required to comply with equality legislation and ensure there is no unlawful discrimination in the allocations of dwellings.

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

Date: **7/9/2026**

On behalf of NNC

Name:	**Samantha Dickson**
Job Title:	**Housing Allocations Manager**
Signature:	

On behalf of Habitare Homes Limited

Name:	Tracy Allison
Job Title:	Director
Signature:	Tracy Allison