

LOCAL LETTINGS POLICY FOR NEW BUILD DEVELOPMENTS

Scheme	Polwell Lane, Barton Seagrave (Riverview) – Phase 3A
Landlord	Home Housing Group
Developer	Redrow
Completion due	Handover: Affordable Rent: 4x 3b5ph (plots 364-367) (2 CC) 2x 2b4ph (plots 368 & 369) (1 CC) (CC) =community contribution.
Units	This phase of 10 affordable homes consists of 6 dwellings for Affordable Rent as detailed above, as well as 3x 2b4ph and 1x 4b6ph for shared ownership.
Purpose of this Local Lettings Policy	<p>The purpose of this policy is to ensure that the allocations process for these new homes not only gives preference to households in housing need, but also ensures that a thriving and sustainable community is created from the outset.</p> <p>Therefore, while the Keyways Housing Allocation Scheme, fully adopted by the Council in April 2013, will remain the overarching policy against which allocations will be made, changes to the principle policy has been made for initial lettings to this new development to ensure that a settled community is encouraged. All Registered Provider partners have been consulted as part of the review and implementation of the new Keyways Housing Allocation Scheme.</p> <p>In compiling this policy, the Council has had regard to its statutory duties in allocating social housing under Part 6 of the Housing Act 1996; 'Fair & Flexible', statutory guidance on social housing allocations for local authorities issued in June 2012 and December 2013; amendments made to Part 6 by the Localism Act 2011; and consultation and feedback with both the RP provider and local community.</p>
Links with the Council's wider strategies	<p>In determining the allocations criteria on first let of this development, the Council has also sought to promote wider strategic objectives in creating a sustainable community.</p> <p>In addition, the DCLG Allocation Guidance 2012 urges Local Authorities to consider how they can use their allocation policies to support those households who want to work, as well as those who are contributing to their community in other ways, e.g. through voluntary work. Therefore, a proportion of households allocated a property on first let will have a household member in full or part time permanent employment at allocation.</p>

<p>Marketing of the Development</p>	<p>All properties will be advertised on Keyways, the Council’s web based allocations scheme. Interested parties will need to be registered and accepted onto Keyways in order to bid, and to qualify for an allocation.</p> <p>Properties will be allocated to households in accordance with the property eligibility matrix contained within the Keyways Allocations Policy.</p> <p>The properties will be advertised immediately.</p> <p>The properties will be advertised on Keyways for 6 bidding cycles.</p>
<p>Allocations criteria</p>	<p>In order to achieve a balanced community we will first and foremost seek to allocate some priority to applicants that meet the Community Contribution criteria as set out in the Keyways Allocations Scheme Appendix B. This includes, but is not limited to:</p> <ul style="list-style-type: none"> ◆ Working households ◆ Volunteers ◆ Applicants in training or education ◆ Ex-services personnel ◆ Registered foster carers ◆ People with disabilities or older residents ◆ Members of the Council’s Tenant Accreditation scheme <p>Priority is given to those with a local connection to Kettering.</p> <p>The 4x 3b5ph (plots 364-367) and the 2x 2b4ph (plots 368 & 369) will be advertised on one advert. From this initial shortlist, we will apply a preference to applicants in housing need that meet the Community Contribution criteria on a minimum of 3 units. We will then revert back to the shortlist to allocate to general applicants. Overall, the split between CC allocations and allocations via the principal Allocations Policy will be 50/50 units.</p> <p>If we do not identify six nominations from this initial advert (inc minimum x3 CC cases), the advert will be repeated on the following cycle and the same process will be followed until we achieve x6 nominations (a minimum of 3 which are CC cases and maximum of 3 which are not). This will continue for a maximum of 6 bidding rounds at which point Home can market the scheme themselves.</p> <p>Note:</p> <ol style="list-style-type: none"> 1. Applicants or those with members of their household who have unspent convictions relating to crimes against persons or property, or a history of serious anti-social behaviour will not be accepted.

	<p>2. Applicants with a history of substance or alcohol misuse who are not actively engaging with a support agency and/or making progress to address their substance misuse will not be accepted.</p> <p>Kettering Borough Council has introduced new non qualifying categories and stronger levels of application verification therefore the risk of applicants with rent arrears, anti-social behaviour etc is minimised from the outset.</p>
Non-compliance with the Local Lettings Policy	<p>All properties should be advertised on Keyways <u>at least eight weeks</u> prior to practical completion and handover to Home. In the case of the initial three units, however, this has been reduced as Redrow have entered into contract with Home at a late stage of the development. In the event that the Council receives insufficient bids from applicants who meet the criteria as set out in the previous section, after two bidding rounds, allocations will be made in accordance with the principal Allocations Policy. This will avoid rent losses and ensure no detrimental impact on the area as a result of properties being left empty long term.</p>
Nomination of Bidders	<p>Each shortlisted applicant will be subject to the standard Keyways verification procedure.</p> <p>Successful applicants will be offered a 12 month Fixed Term Starter Tenancy followed by a five year Fixed Term Tenancy, unless they are an existing social housing tenant who has already demonstrated an ability to manage their tenancy satisfactorily for more than twelve months. In this event applicants will be offered a five year Fixed Term Tenancy straight away.</p>
Termination of the Local Lettings Policy	<p>This Local Lettings Policy will apply to first lets on practical completion of the scheme only. All future vacancies will be allocated in accordance with the principle Keyways Allocations Scheme unless a revised and evidence based LLP is proposed and agreed for relets.</p> <p>We will review the effectiveness of this LLP when considering any future affordable dwellings on this development.</p>
Monitoring and Review	<p>The Council undertakes to monitor outcomes from this Local Lettings Policy with Home Housing Group on a quarterly basis during the first year of let. Feedback will be utilised when designing future Local Lettings Policies for other new build social housing schemes.</p>
Equal opportunities	<p>In producing this Local Lettings Policy, Kettering Borough Council is required to comply with equality legislation, and in particular, ensure that there is no unlawful discrimination in the allocation of dwellings.</p>

LHUNT 26.05.16 v1.