LANDLORD ONBOARDING PACK

FUTURE SOCIAL HOUSING

A structured route for onboarding properties into the Future Social Housing Framework. This document outlines the requirements, responsibilities, and process for landlords joining our regulated accommodation framework.

WHAT'S INSIDE

- Framework overview and suitability criteria

- Property standards and licensing requirements

- Complete compliance documentation checklist

- Onboarding process and timeline details

- Fee structure and payment requirements

- Next steps and contact information

FUTURE SOCIAL HOUSING

REGULATED ACCOMMODATION FRAMEWORK

SECTION 1 — PURPOSE

This document sets out the requirements, responsibilities, and process for onboarding a residential property into the Future Housing Framework.

It is intended for landlords who have already had an initial discussion and are proceeding with onboarding.

SECTION 2 — FRAMEWORK OVERVIEW

Under the Future Housing Framework:

- The landlord retains full ownership of the property

- The property is operated within a regulated housing framework

- The landlord remains responsible for the property, tenants, and compliance

- Occupancy is structured through the Future Housing Framework

The framework is designed to provide a stable, professional route for landlords operating within the social and supported housing sector.

SECTION 3 — SUITABLE PROPERTIES

The framework is suitable for:

- Residential properties in England or Wales
- Properties that are vacant or becoming vacant
- Landlords able to meet enhanced safety and room standards
- Landlords operating within a regulated environment

It is not suitable for:

- Short-term or holiday lets
- Properties unable to meet safety or condition requirements

SECTION 4 — PROPERTY STANDARDS & LICENSING

Properties must meet enhanced standards, including:

- Fire safety provisions

- Electrical safety

- Suitable room sizes

- Shared facilities where applicable

- Overall good condition

AMENITY STANDARDS

Properties must be configured in line with Houses in Multiple Occupation (HMO) amenity standards applicable to the local authority in which the property is situated.

This includes requirements relating to room sizes, shared facilities, fire safety provisions, and general amenity standards.

We provide guidance to landlords on meeting these standards as part of the onboarding process.

Where a property is not yet compliant, any required works are typically straightforward and, in most cases, can be completed within approximately one week, depending on the scope of works required.

HMO LICENSING POSITION

Properties operating under the Future Housing Framework are exempt from HMO licensing requirements.

No additional HMO licence is required where the property is operated in accordance with the framework.

SECTION 5 — LANDLORD RESPONSIBILITIES

The landlord remains responsible for:

- Ownership and legal control of the property

- Lettings and tenant management

- Property maintenance and repairs

- Compliance with housing and safety legislation

- Maintaining valid safety documentation

- Ongoing property standards

Participation in the framework does not remove or transfer statutory landlord obligations.

SECTION 6 — COMPLIANCE DOCUMENTATION

A complete compliance document pack is required prior to onboarding.

Core documents:

- Electrical Installation Condition Report (EICR)

- Gas Safety Certificate

- Fire alarm certification

- Emergency Lighting Completion Certificate

- Legionella risk assessment

- EPC

- Asbestos report

- Damp or condition report

- Fire risk assessment

- Lease (if applicable)

- Proof of ownership (title deed)

- Landlord insurance (for properties rented to tenants on benefits, such as housing benefits or Universal Credit)

All documents must be valid and current.

SECTION 7 — TENANT SOURCING

Landlords remain responsible for lettings and tenant management under the framework.

As part of onboarding, we provide guidance on sourcing tenants through local authority Housing Options / Housing Solutions teams, including how to engage with council referral pathways.

This includes practical guidance on registration, contact points, and process expectations commonly used by local authorities when placing tenants.

SECTION 8 — ONBOARDING PROCESS

- Confirmation of suitability
- Submission of property details
- Compliance documentation review
- Framework onboarding
- Final confirmation

Onboarding may take up to four weeks, which refers to the time taken for the property to meet required standards, complete onboarding, and become fully operational with occupants.

SECTION 9 — FEES

A one-off onboarding fee of £1,000 per property applies.

This fee covers:

- Compliance review
- Property submission
- Administrative onboarding coordination

Payment is requested once a complete document pack has been submitted.

SECTION 10 — IMPORTANT NOTICE

- Submission does not guarantee acceptance

- Additional requirements may be requested

- Onboarding is subject to review

IMPORTANT NOTICE

Please review all requirements carefully before submitting your application. Meeting the criteria does not guarantee acceptance into the framework.

SECTION 11 — NEXT STEPS

- Review this onboarding pack

- Submit property details and documentation by email

- Submit all compliance documentation

- Arrange payment of the onboarding fee

READY TO GET STARTED?

If you have reviewed this pack and believe your property meets the requirements, please proceed with submitting property details and documentation by email, along with all required compliance documentation.

CONTACT ONBOARDING TEAM

Email: onboarding@futuresocialhousing.co.uk

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