



PRCC.03 14/15

Committee: Prosperous
Communities

3 June 2014

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Subject: Selective Licensing in the Gainsborough South West Ward

Report by:

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Purpose / Summary:

To provide councillors with information on the proposals for a selective licensing scheme within the South West Ward of Gainsborough.

RECOMMENDATION(S):

Councillors are asked to:

1. Support the consultation on a selective licensing scheme for the Gainsborough South West Ward is undertaken for a minimum 10 week time period
2. To report back to the Prosperous Communities Committee the consultation feedback at it's September meeting and to determine the way forward for the selective Licensing Scheme

IMPLICATIONS

Legal:

Part 3 of the Housing Act 2004 gives local housing authorities the power to designate an area of the District as subject to Selective Licensing of all privately rented housing, where the area has low demand or is experiencing significant and persistent anti-social behaviour.

Part 1 of the Housing Act 2004 places a duty on the authority to take action where Category 1 hazards are found, and a power to deal with Category 2 hazards under the Housing Health and Safety Rating System.

Selective Licensing no longer requires Secretary of State Approval;.

Financial : FIN/12/15

The cost of consultation will be met through existing revenue budgets and will mainly consist of officer time to develop and carry out the consultation. Specific resources will need to be allocated to ensure the consultation is comprehensive and analysed appropriately.

Any subsequent administration of a Selective Licensing Scheme will be labour intensive and it is expected that at least two FTE posts will be needed –to process applications and survey the properties. It is anticipated that the new scheme can be resourced by reallocating duties and improved systems and procedures.

Indicative costs for delivering the scheme are shown in section 4. The license fee charged can only cover the costs of administering the scheme and would require an additional revenue commitment in year one, which would be recovered via the charge to fund the scheme over that and subsequent years.

On completion of consultation a further report would be submitted to Prosperous Communities Committee to determine whether a scheme should be adopted. Policy and Resources Committee would then be requested to approve the relevant fees, charges and initial budget should the scheme go ahead.

Staffing

In order for the consultation to be delivered effectively the appropriate staffing resources will need to be allocated. This will be addressed via the management of the project through the relevant internal governance board.

Should the scheme be approved following consultation, it is proposed that 2 full time employees will be required to administer and deliver itwith management support. .

Equality and Diversity including Human Rights :

Selective licensing can impact a number of stakeholders and should the scheme go ahead following consultation a full equality impact assessment will be carried out.

The consultation process will provide an opportunity for all stakeholders potentially impacted by the scheme to put forward their views, which will then be considered and used to inform any eventual decision. The delivery of a selective licensing scheme is covered by Housing Act legislation, which provides a framework for the local authority to adhere to in delivering the scheme.

Risk Assessment :

The following risks have been identified along with the proposed mitigations for each risk.

Reputational The public consultation may lead to an adverse press response to the selective licensing designation; there may be a negative impact on the authority's reputation. This can be mitigated by thorough research into the need and strategic fit of the scheme prior to consultation, and promotion of the positive benefits.

Financial The total licence fees and enforcement fees may be lower than the cost to the authority of administering the scheme and completing mandatory duties where HHSRS hazards are found. Fees invoiced may not be recovered. The resources needed to identify unlicensed properties may be higher than anticipated if landlords not forthcoming. The risk can be reduced by careful consideration of the true costs of the scheme, consideration of incentives for landlords to apply promptly, and thorough debt management.

Doesn't achieve the outcome The fees and effort required to license may cause landlords to withdraw from the letting market, increasing the number of empty homes or creating a sudden oversupply of properties for sale. Although this was perceived as a risk when the legislation came into force, the evaluation of completed selective licensing schemes in Wolverhampton and Gateshead has in fact shown a small reduction in the number of empty homes and an increase in investment in the area from more professional landlords.

This risk can be avoided by careful budget consideration, placement of suitable staff and the allocation of a works in default and legal budget.

Increased homelessness and displacement of hard to let tenants The licence conditions for landlords to reference new tenants and deal with antisocial behaviour could be a barrier to vulnerable groups accessing privately rented accommodation, or merely lead to the problem households moving just outside the designated area.

Completed schemes in Wolverhampton and Gateshead have shown no increase in homelessness. The Gateshead scheme found that the need for references led some tenants to change their behaviour. The Wolverhampton scheme found only 4 connected families moved to avoid referencing. The risk can be reduced by the provision of, or referral to, new and existing services such as floating support, partner agencies, good tenant training and accreditation, and ultimately ASB enforcement.

The Council will assist landlords and tenants via its tenant passport scheme to ensure that both parties have the relevant information to enable them to let or tenant any properties with the licensing area.

Legal Selective Licensing no longer requires Secretary of State Approval. The risk of a legal challenge can be mitigated by a genuine and thorough consultation process of landlords, tenants, residents and stakeholders and consideration of any objections raised.

Climate Related Risks and Opportunities :

Title and Location of any Background Papers used in the preparation of this report:

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

Key Decision:

A matter which affects two or more Wards, or has significant financial implications

Yes

No

1. Introduction

- 1.1. Part 3 of the Housing Act 2004 gives local housing authorities the power to designate an area of the District as subject to Selective Licensing of all privately rented housing, where the area has low demand or is experiencing significant and persistent anti-social behaviour. It is the view of officers, supported by data, that the South West Ward of Gainsborough meets both of these criteria.
- 1.2. A licence lasts for 5 years and has conditions relating to management and antisocial behaviour, the use and occupation of the house, safety provisions, written tenancy terms, tenant referencing, and to be a fit and proper person. The license is obtained by the landlord for a fee set by the Council.
- 1.3. Gainsborough South West Ward is a priority neighbourhood for the District due to high levels of deprivation and poor housing standards. Housing demand is low, evidenced by high occupancy turnover, a large private rented sector, density of empty homes and low house prices. The Ward has high antisocial behaviour rates, especially youth ASB, and residents feel unsafe at night and that anti-social behaviour causes a blight on the local visual environment.
- 1.4. Before designating a selective licensing scheme the Council must:
 - Consider whether there are other courses of action available to them that might provide an effective means of dealing with the issues which the scheme is intended to address, and whether the scheme will significantly help them in dealing with those issues.
 - Ensure the making of a scheme is consistent with its overall housing strategy and is coordinated with its approach to dealing with homelessness, empty properties and anti-social behaviour in the private rented sector.
 - Consult on the proposed scheme with those persons likely to be affected by it, including landlords, tenants and local recognised resident associations, and consider and take account of their representations.

2. The Proposal

- 2.1. It is proposed that the Council consider the implementation of a selective licensing

scheme in the South West Ward of Gainsborough. This scheme would require private sector landlords in the area to obtain a license at their expense, allowing them to let their property and in doing so sign up to certain conditions within that license such as;

- Presenting a gas safety certificate annually to the LHA, if gas is supplied to the house;
- Keep electrical appliances and furniture (supplied under the tenancy) in a safe condition;
- Keep smoke alarms in proper working order;
- Supply the occupier with a written statement of the terms of occupation;
- Demand references from persons wishing to occupy the house;
- Complete and satisfy a fit and proper persons test;
- Ensure that the external areas of the property, such as gardens or yards are free from rubbish and debris;
- Ensuring that appropriate rubbish and recycling disposal receptacles are available.

2.2. These requirements can be added to and will be extended as appropriate and reasonable to ensure that the main issues within the area are addressed.

2.3. If the Council does not grant a licence, revokes a licence, or the landlord refuses to apply, the Council must take over the management of the property for 12 months under a Final Management Order (FMO)

2.4. A FMO transfers the management of the house to the local housing authority for the duration of the order. In particular a FMO allows the council;

- To take possession of the property against the immediate landlord, but subject to existing rights of occupation;
- To do anything in relation to the property, which could have been done by the landlord, including repairs, collecting rents etc ;
- To spend monies received through rents and other charges for carrying out its responsibility of management , including the administration of the property;
- To create new tenancies (without the consent of the landlord).

2.5. The impact on key stakeholders is shown in table 1 below.

Positive Impacts	Negative Impacts
Landlords	
<ul style="list-style-type: none"> - Greater information, advice and support for responsible and less responsible landlords - Creation of a level playing field, decent landlords not undercut by landlords that are “unscrupulous” - Improved rental income as area improves - Improved landlord reputation - Decrease in void periods and turnover of stock - Increased incentive to join an accredited scheme for additional support and advice - General improvement of property conditions 	<ul style="list-style-type: none"> - Financial impact of acquiring license (circa £500 per property) - Less responsible landlords will have to ensure compliance with license which will impact on their time and finances (e.g. seeking references) - Legal and financial implications for non-compliance with license (e.g. fines and

<ul style="list-style-type: none"> - All tenancies and lettings of properties will be done so in line with best practice (e.g. references sought and tenancy agreements in place) 	<p>prosecutions)</p>
Neighbourhoods and Communities	
<ul style="list-style-type: none"> - Increase in housing demand for the area(e.g. house price increase, more desirable area to live) - Reduction in anti-social behaviour - Reduction on environmental costs and costs of crime such as street cleaning and fly tipping - Landlords and the private sector can become involved in wider community initiatives - Vulnerable groups in the private rented sector can be more protected. - Increased community cohesion across all tenures - Dedicated officers and points of contact for scheme administration 	<ul style="list-style-type: none"> - Initially, the level of empty properties may increase - The scheme is a 5 year scheme so will not provide an instant fix
Tenants in the Private Rented Sector	
<ul style="list-style-type: none"> - More professional and responsible landlords - Improved quality of housing available - Economic benefits (e.g. reduced energy costs, more likelihood of deposit recovery) - Increased sense of community cohesion - Increased length of tenure - Reduced incidence of unplanned moves or homelessness 	<ul style="list-style-type: none"> - Tenants that contribute to non-compliance could be faced with eviction - Increased rental costs in the long term

3. The Area

3.1. Specific data to support the proposals for selective licensing will be included within the consultation documents and is available to Members if required.

3.2. Anti-social behaviour is particularly prevalent in the Ward. Gainsborough as a whole has the highest ASB, youth ASB and noise incident rate per 1000 people in the County as well as the highest deprivation rate. There is a clear link between deprivation and ASB. The South West Ward is the most deprived Ward in Gainsborough and attracts the highest amount of anti-social behaviour in the whole County.

3.3. There is not a high demand on the housing register for people to live in the South West Ward. In April 2014 of the 1491 persons on the housing register, 105 are registered as living in the South West Ward and seeking alternative properties. Of the 105, 55 are in private rented accommodation and are seeking to live elsewhere.

3.4. There is a considerable amount of stock on the market for sale and letting. All agents

report that properties in the South West Ward still take significantly longer to sell or let than in the North of the town. Some properties are on the market for over a year without viewings.

3.5. As of 1 January 2014, there were 122 long term empty homes in the area either side of Trinity Street and Ashcroft Road, representing 7.27% of the residential housing stock. This compares to 714 (approx. 2%) long term empty homes across the District. The Council has resources and initiatives in place to address the issue of empty properties, which will work alongside the selective licensing proposals.

3.6. 22% of the Districts fly tipping incidents occur in the South West Ward of Gainsborough. This combined with other street scene issues such as dog fouling consumes a high level of the Council's resources.

3.7. Anecdotal feedback from residents and agencies that work in the area suggests that there are a wide range of issues that need tackling and that the introduction of a Scheme such as this would provide a useful tool.

4. Contribution to Corporate Objectives

4.1. *West Lindsey District Council Corporate Plan 2014 – 2016*

Selective Licensing of all privately rented accommodation in South West Ward would support priorities 1.1.1 (To deliver the empty homes project) and 4.3.3 (Make best use of and improve the condition of housing stock across all tenures) of the West Lindsey Corporate Plan 2014-16. Within section 1.1.1 there is a specific action for the Council to consider and deliver a selective licensing scheme by March 2015.

4.2. *Central Lincolnshire Housing Growth Strategy 2012/13 2017/18*

One of the strategic objectives within this strategy is to maintain and improve the housing stock and bring empty properties back into use. Gainsborough South West Ward is identified as a priority area within this document.

4.3. *West Lindsey District Council Housing Enforcement Policy*

The Council's Housing Enforcement Policy states that the Council will use all available and appropriate legislation to ensure that the housing stock in West Lindsey is safe, maintained in good repair and well managed. The Council will also use appropriate legislative powers to improve housing standards, reduce the impact of empty homes, and to ensure dwellings are not a statutory nuisance. Where we take enforcement action to gain compliance with the law, it will be proportionate, consistent, targeted and transparent.

The Housing Enforcement Policy states that refusal of a licence or the making of management orders under Part 3 of the Housing Act 2004 will be considered as enforcement options.

4.4. *The Lincolnshire Empty Homes Strategy 2010-13*

This Strategy will be reviewed and updated in 2014. In addition to aiming to reduce the number of long term empty homes, the Strategy has the following outcomes which would be supported by a Selective Licensing scheme:

- Continued awareness of the empty homes campaign and community interest in working with the local authority to rejuvenate communities affected by empty homes.
- Increased stock of good quality energy efficient housing.
- Increased regeneration and re-investment in communities.
- Reduced fly tipping, vandalism, arson, drug use and other anti-social behaviour focused around empty properties.

The expected outcomes of selective licensing to improve housing demand and reduce anti-social behaviour will help to remove some of the barriers to bringing empty homes back to use.

4.5. Wider Corporate Priorities

The Council's localism team is leading on a project to regenerate the South West Ward of Gainsborough through a partnership approach. Selective Licensing will fit within this approach, bringing officers in housing, antisocial behaviour and other partners together to tackle anti-social behaviour and make the area a place where people want to live

5. Financial and Resources Information

- 5.1.** A selective licensing scheme requires significant officer resource, including sufficient staff resources as well as the re-prioritisation of enforcement officers' time. There may also be a need to carry out works in default, or to prosecute for failure to licence homes or for non-compliance with improvement notices. A licence fee may be charged to cover the main administration of the licensing scheme but not for enforcement or capital works.
- 5.2.** S87 of the Housing Act 2004 allows the authority to charge a fee for all Selective Licence applications. The fee must be proportionate, transparent and can only cover the actual cost of administering the scheme, not other enforcement work.
- 5.3.** The Councils who have introduced licensing have a wide range of fees and charging structures, ranging from £250-£1250 per property for a five year licence. Boston Borough Council are suggesting fees of £490 for non HMOs for a five year licence, with a £100 penalty for late applications. Sheffield City Council have set a fee of £725 for their scheme, which is similar to their HMO licence fee. Taking account of the fee levels set by similar local authorities, and our HMO licence fee, it is suggested that a fee of £550 per licence will be charged, with reductions for accredited landlords and prompt applications. This would result in an average fee of £500, which has been used to calculate the proposed costs shown in table 1.
- 5.4.** The consultation and subsequent administration of a Selective Licensing Scheme is labour intensive. It is expected that at least two new FTE posts (one at grade 5 and one at grade 7) will be needed. These will process applications, identify unlicensed properties and prepare and serve the licensing notices; survey the properties and carry out enforcement. To ensure the full effectiveness of the scheme, the work of other relevant teams will need to be targeted in the Ward to compliment Selective Licensing.
- 5.5.** The 2011 census stated that there are a total of 2246 households in Gainsborough South West Ward and that 757 are living in privately rented accommodation. Assuming around a 90% compliance rate, 700 licences at an average fee of £500

would generate total fees of circa £347,000. Table 1 below shows the year by year costs which rise over the 5 year period due to inflation from circa £67,000 in year 1 to circa £71,000 in year 5.

5.6. It is proposed that the costs shown in Table 1 (which include overheads such as stationery) would be incurred to staff the set up and delivery of the scheme:

Table 1. Proposed Selective Licensing Costs

	yr 1	yr2	yr3	yr4	yr5	
fte1 scale 7	21,951	22667	23420	23420	23420	
fte1 scale 5	16,770	17168	17506	17506	17506	
Scheme management	8,000	8000	8000	8000	8000	
Staffing costs	46,721	47,835	48,926	48,926	48,926	
add overheads	20,090	20,592	21,107	21,635	22,176	
TOTAL	66,811	68,427	70,033	70,561	71,102	346,934
Estimated No of properties						700
Licence fee						496

5.7. It is proposed that the day to day management of the scheme is carried out within current resources. Should it be necessary to recruit any additional resources recruitment would be on fixed term contracts relative to the length of the scheme, but preference will be given to securing staffing efficiencies leading to opportunities for secondments.

5.8. Any future financial decisions will be referred to Policy and Resources Committee in the usual manner. This report is giving an indication of the costs to help to inform the recommendations within it.

6. Consultation

6.1. This is being undertaken for a minimum of 10 weeks and will provide every key stakeholder with an opportunity to give their views on the proposals for selective licensing.

6.2. The consultation will ensure that individual stakeholder groups can be identified, as well as provide clear feedback on whether the proposals are supported within these groups and from an overall perspective.

6.3. Specific materials for consultation on the Scheme contain information on what the Scheme is as well as the data and legislation supporting its proposal. Specific consultation workshops/meetings will be held for key stakeholders such as landlords, residents, tenants and local agencies

6.4. National bodies such as the National Landlords Association will also be included in the Consultation.

7. Alternative Considerations for the Area

7.1. Before making a selective licensing scheme the Council must consider whether there are other courses of action available to them that might provide an effective means of dealing with the issues which the scheme is intended to address, and whether the scheme will significantly help them in dealing with those issues.

7.2. Officers in the Council have considered and / or tried other courses of action to deal with ASB and low demand, including partnership days of action, voluntary landlord accreditation, use of existing enforcement powers and bringing empty homes back to use. It is believed that selective licensing will build on this work and be effective in reducing ASB and improving housing demand, in conjunction with other strategies.

7.3. Partnership Area Action

Officers in the Housing, ASB, Building Control, Environmental Protection and Waste Services, together with Lincolnshire Police and Lincolnshire Fire and Rescue, held two targeted weeks of action in Stanley Street and Trinity Street in 2013. Officers based themselves in the community for five days, proactively inspected empty and privately rented homes, removed waste, and dealt with service requests received in a mobile office. Police dealt with a number of incidents and promoted the Neighbourhood Watch scheme. Fire crews fitted free smoke alarms in a number of homes.

Partner agencies and officers confirmed that the area was improved and crime reduced for a short while after each action week, but that a longer presence would be needed to have a lasting effect. This intensive approach was resourced by diverting existing officer resource, which could not be sustained without longer term prioritisation of staff at the expense of other work impacts. The contacts made on these days will provide a good base for partnership working to support a successful licensing scheme.

7.4. Voluntary Landlord Accreditation

Accreditation is a voluntary scheme which recognises good landlords. West Lindsey District Council has been a member of DASH Landlord Accreditation (formerly East Midlands Landlord Accreditation Scheme) since 2010. WLDC pay a small fee to Derby City Council to operate and promote the Scheme centrally in a cost efficient way. The Scheme has been re-launched as DASH Landlord Accreditation Lincolnshire in 2013/14 and it is a priority for the housing service to promote and enhance this scheme. There are currently 19 accredited landlords managing a total of 83 properties within the District. 29 of these accredited properties are located with Gainsborough South West Ward.

To proceed, applicant Landlords must agree to Code of Practice, fit smoke alarms, and complete an online training course. 10% of each landlord's properties are inspected, with a Property Improvement Plan agreed if there are any hazards found. Membership is currently free to landlords.

The National Landlords Association is active in the area and has a number of West Lindsey members, some of whom are members of the NLA's own accreditation scheme, which is run independently of WLDC. The Residential Landlords Association is also operational. The Council's Housing and Communities Team support the work of these independent bodies in improving management standards.

It is hoped that once there is a critical mass of accredited landlords, then tenants will start to look for accreditation and we can link services such as the bond scheme and help

finding tenants to a requirement to be accredited. West Lindsey District Council also has an active and well attended landlord forum which helps to educate landlords on good management practices and changes in legislation.

While these voluntary measures are very useful in raising standards, by their very nature they are only likely to attract landlords who already want to comply. Selective licensing will help to tackle rogue landlords and poor standards across the entire stock, where landlords and tenants may not engage with services otherwise. It would be reasonable to offer a £50 discount on the licensing fee for accredited landlords, and to prioritise inspections of non-accredited properties before accredited ones during the licensing scheme. The accreditation scheme and licensing would therefore be complimentary.

7.5. Anti-social behaviour

While signs of antisocial behaviour are visible on a walk around the South West Ward, such as broken windows, stolen copper, fly tipped waste and discarded beer cans, the rate of reported crime has always been low, indicating that residents may be afraid to report incidents. The latest figures however give a truer picture.

The localism team has resumed proactive street audits in Gainsborough South West Ward in 2013/14, and has issued a number of litter clearance and fixed penalty notices. WLDC has no presence in the evenings when noise and antisocial behaviour are more likely to occur, so there is a reliance on landlords tackling the conduct of their tenants out of hours unless the situation is serious enough to involve police.

Both the ASB team and the Neighbourhood Policing Team have told housing officers that the prevalence of absentee landlords is an issue, with a number of tenants having no contact at all with their landlord and no written tenancy agreement confirming contact details. The licensing of all privately rented accommodation in the Ward would provide the name and contact information of the landlord and property manager of each house, supporting our enforcement officers and partners to use their existing powers.

Selective Licensing has been most successful in those Districts where the anti-social behaviour team have worked closely with the housing team to help educate landlords and tenants, run “distraction” activities for young people etc., and target enforcement action, to change behaviours during the licensing term. We will rely on this kind of support from the localism team with an associated resource implication.

7.6. Empty Homes

The Council has received and matched £595,000 Clusters of Empty Homes funding from the Department of Communities and Local Government to bring 100 long term empty homes in South West Ward back to use by March 2015. 46 long term empty homes have been brought to use through advice, assistance and enforcement, and the Council has adopted the Clusters of Empty Homes Policy 2014-15 to bring the remaining 54 homes back to use through purchase and repair, lease and repair, and financial assistance to encourage owner occupation and to tackle rented homes where an accredited landlord is in negative equity and cannot gain mortgagee approval to lease.

The clusters of empty homes project is expected to improve housing demand by reducing the blight of rows of boarded up homes, improving the street scene and reducing the ASB that empty homes attract. It is hoped that homebuyer assistance funding will encourage economically active and community minded households to consider a move to the Ward, who may otherwise choose other areas. However, demand for homes in this area will remain low unless new residents can be confident that the rented homes will be well

managed and ASB will be dealt with.

The Empty Homes Officer is actively encouraging empty property owners to bring them back to use, and a small minority of landlords may let the properties still in poor condition and to any tenant regardless of references. This adds to the problems of tenancy turnover, ASB and sub-standard housing. The introduction of selective licensing will require these owners to meet minimum standards and will therefore compliment empty homes enforcement. The Clusters of Empty Homes policy can deal with the unlikely event of an increase in empty homes as a result of licensing.

7.7. Statutory Notices

The Housing and Communities Projects Officer responds to complaints from tenants of disrepair in privately rented accommodation. This may lead to informal or formal action requiring the landlord to remedy any hazards found. While some service requests have been received from tenants in South West Ward leading to the service of Housing Act Notices, the NRA report in 2009 suggested a much higher prevalence of Category 1 hazards, especially excess cold hazards. This suggests that many tenants are not complaining about their housing conditions and may be living in substandard and unsafe accommodation, or move out before problems are fixed.

Selective licensing will include proactive inspections of all privately rented accommodation, to ensure licence conditions are complied with or to consider prosecution for failure to licence. These inspections will identify any hazards under the Housing Health and Safety Rating System. The Council has a duty to take action to remove any Category 1 Hazards found, and a power to remove or reduce Category 2 hazards. This may include the costs of prosecution or works in default. Evaluation of existing schemes suggests that selective licensing is most effective when existing housing enforcement functions are properly resourced.

Selective licensing will enable a more proactive approach to housing enforcement, but additional or redirected staff resources will be needed for the initial property inspections, and also for the subsequent mandatory duty to deal with problems found. Referrals will be made to Building Control, Environmental Protection etc. for any issues identified which are outside the remit of the housing team. The co-operation of these teams will be needed for selective licensing to be fully effective, with the appropriate prioritisation of existing staff resources.

7.8. Selective Licensing

Selective Licensing is the only option that can cover every landlord, including those unwilling to comply or who intimidate vulnerable tenants from complaining. Officers consider that a designation of Gainsborough South West Ward as an area subject to Selective Licensing will build on the work already carried out and will be effective in improving housing demand and reducing ASB, when used together with existing landlord support, enforcement options and partnership area action.

8. Risks

8.1. Reputational

The public consultation may lead to an adverse press response to the selective licensing designation, there may be a negative impact on the authority's reputation. This can be mitigated by thorough research into the need and strategic fit of the scheme prior to consultation, and promotion of the positive benefits.

8.2. Financial

The total licence fees and enforcement fees may be lower than the cost to the authority of administering the scheme and completing mandatory duties where HHSRS hazards are found. Fees invoiced may not be recovered. The resources needed to identify unlicensed properties may be higher than anticipated if landlords not forthcoming. The risk can be reduced by careful consideration of the true costs of the scheme, consideration of incentives for landlords to apply promptly, and thorough debt management.

8.3. Doesn't achieve the outcome

The fees and effort required to license may cause landlords to withdraw from the letting market, increasing the number of empty homes or creating a sudden oversupply of properties for sale. Although this was perceived as a risk when the legislation came into force, the evaluation of completed selective licensing schemes in Wolverhampton and Gateshead has in fact shown a small reduction in the number of empty homes and an increase in investment in the area from more professional landlords.

If the Council attempted to run a selective licensing scheme within existing resources, it is likely that there would not be enough staff time or budget allocation to enforce against unlicensed properties or hazards found. The licence scheme would then be a financial burden on compliant landlords but no real impact would be made on improving the private housing stock. This risk can be avoided by careful budget consideration, placement of suitable staff and the allocation of a works in default and legal budget.

8.4. Increased homelessness and displacement of hard to let tenants

The licence conditions for landlords to reference new tenants and deal with antisocial behaviour could be a barrier to vulnerable groups accessing privately rented accommodation, or merely lead to the problem households moving just outside the designated area.

Completed schemes in Wolverhampton and Gateshead have shown no increase in homelessness. The Gateshead scheme found that the need for references led some tenants to change their behaviour. The Wolverhampton scheme found only 4 connected families moved to avoid referencing. The risk can be reduced by the provision of, or referral to, new and existing services such as floating support, partner agencies, good tenant training and accreditation, and ultimately ASB enforcement.

The Council will assist landlords and tenants via its tenant passport scheme to ensure that both parties have the relevant information to enable them to let or tenant any properties with the licensing area.

8.5. Legal

Selective Licensing no longer requires Secretary of State Approval. The risk of a legal challenge can be mitigated by a genuine and thorough consultation process of landlords, tenants, residents and stakeholders and consideration of any objections raised.

9. Timescales

9.1. Should committee approve the proposal to consult on selective licensing the following timetable will be generally followed:

- Completion and approval of dataset – June 14
- Commencement of consultation – June 14 to August 14
- Analysis of Consultation – August 14
- Recommendation to the relevant committees September 14 and October 14
- Implementation – 1st January 2015

10. Recommendations

- 10.1.** Support the consultation on a selective licensing scheme for the Gainsborough South West Ward is undertaken for a minimum 10 week time period
- 10.2.** To report back to the Prosperous Communities Committee the consultation feedback at it's September meeting and to determine the way forward for the selective Licensing Scheme

Appendix 1: Properties proposed to be included in the Selective Licensing Scheme

Properties and street contained within the South West Ward that would be subject to selective licensing if the scheme proceeds

West Lindsey District Council

Street and Postcode Index

<u>STREET NAME (PD)</u>	<u>POSTCODE</u>	<u>STREET NAME (PD)</u>	<u>POSTCODE</u>
Acland Street (08A)		evens 2 to 32	DN21 1BL
odds 1 to 5	DN21 2LE	Burton Street (08D)	
evens 2 to 8	DN21 2LN	1 to 42	DN21 1DX
evens 12 to 18	DN21 2LG	Caskgate Street (08A)	
Ashcroft Road (08C)		Top Flat 3	DN21 2DL
St. John`s Vicarage	DN21 1JY	Cecil Street (08A)	
odds 11 to 91	DN21 1LB	1 to 28	DN21 2LQ
evens 2 to 4	DN21 1JY	Cecil Court	DN21 2QG
Furleys Court	DN21 1LZ	evens 34 to 42	DN21 2LQ
evens 14 to 50	DN21 1LD	Charlotte Court (08A)	
Bacon Street (08D)		1 to 5	DN21 2HB
1 to 22	DN21 1DQ	Church Street (08A)	
Balfour Street (08A)		Templar Mews	DN21 2JX
1 to 40	DN21 2LF	odds 51 to 85	DN21 2JX
Bayard Street (08A)		evens 16 to 42	DN21 2JH
odds 1 to 11	DN21 2JZ	evens 62 to 82	DN21 2JR
Betty`s Lane (08C)		evens 102 to 106	DN21 2JU
1 to 5	DN21 1EA	All Saints Mews	DN21 2JU
Bowling Green Road (08A)		evens 118 to 158	DN21 2JU
odds 1 to 41	DN21 2PL	The Elm Cottage	DN21 2JU
Brewery Court (08A)		Cleveland Street (08B)	
1	DN21 2JY	1 to 26	DN21 1BJ
Brewster`s Quarter (08A)		Clinton Terrace (08B)	
1 to 12	DN21 2BG	1 to 42	DN21 1JL
Bridge Road (08B)		Cobden Street (08A)	
odds 1 to 17	DN21 1JU	1 to 8	DN21 2NJ
Bridge Road (08C)		Colonial Quarter (08A)	
2 to 16	DN21 1JU	1 to 9	DN21 2BQ
Bridge Street (08B)		Colville Terrace (08B)	
Granary Wharf	DN21 2AT	evens 2 to 30	DN21 2AA
Whittons Mill	DN21 2AS	Copper Beech Close (08C)	
Flat 1 54	DN21 2AQ	1 to 12	DN21 1AQ
Foundry Yard	DN21 1LS	Cromwell Street (08D)	
64	DN21 1LS	1 to 37	DN21 1DH
Furley`s Wharf	DN21 1LP	Cross Street (08A)	
Miller Court	DN21 1LP	1 St Thomas Mews	DN21 2AX
Sandar`s Maltings	DN21 1JA	1	DN21 2AX
136	DN21 1LP	2 St Thomas Mews	DN21 2AX
Bright Street (08A)		3 St Thomas Mews	DN21 2AX
odds 1 to 7	DN21 2NQ	4 St Thomas Mews	DN21 2AX
Britannia Quarter (08A)		5 St Thomas Mews	DN21 2AX
1 to 20	DN21 2BF	1 to 21	DN21 2AX
Britannia Terrace (08B)		Darwin Street (08D)	

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<u>STREET NAME (PD)</u>	<u>POSTCODE</u>	<u>STREET NAME (PD)</u>	<u>POSTCODE</u>
1 to 29	DN21 1DL	High Street (08B)	
Dickenson Terrace (08B)		1 to 32	DN21 1BH
1 to 30	DN21 1BZ	King Street East (08B)	
Drake Street (08D)		Thorndike Mews	DN21 1LN
odds 1 to 55	DN21 1DF	King Street (08B)	
evens 2 to 40	DN21 1DG	1 to 8	DN21 1JS
Etherington Street (08B)		Thorndike Court	DN21 1LE
20 to 60	DN21 2EW	Lea Road West (08C)	
Fawcett Street (08A)		evens 2 to 16	DN21 1AL
1 to 34	DN21 2LH	Sandhall	DN21 1AJ
Florence Terrace (08B)		Lea Road (08C)	
odds 1 to 29	DN21 1BE	The Beeches	DN21 1LW
Forster Street (08A)		odds 5 to 7	DN21 1LW
1 to 40	DN21 2LL	Clayton House Residential Care Home	DN21 1LW
Foxby Hill (08D)		13 to 19	DN21 1LW
Foxby Hill Nursing Home	DN21 1PN	odds 21 to 45	DN21 1LL
1 Foxby Warren	DN21 1PS	Lea Court	DN21 1ND
2 Foxby Warren	DN21 1PS	45	DN21 1LH
3 Foxby Warren	DN21 1PS	47	DN21 1LL
4 Foxby Warren	DN21 1PS	Mcintyre Court	DN21 1LH
Hill View	DN21 1PN	odds 49 to 81	DN21 1LH
Foxby House	DN21 1PN	odds 83 to 87	DN21 1AA
Warren Wood Lodge	DN21 1PP	odds 91 to 171	DN21 1AB
		odds 173 to 183	DN21 1AF
		odds 227 to 257	DN21 1AN
		Bankside	DN21 1AW
		odds 259 to 335	DN21 1AR
		337	DN21 1AT
		2	DN21 1LW
		evens 10 to 40	DN21 1LH
		evens 50 to 80	DN21 1AD
		Lea Place	DN21 1BA
		134	DN21 1AF
		evens 136 to 176	DN21 1AN
		Drovers Court	DN21 1AN
		Drovers Call Care Home	DN21 1AN
		evens 188 to 278	DN21 1AP
Frampton Terrace (08B)		Lewis Street (08B)	
odds 1 to 39	DN21 1BN	1 to 34	DN21 2AB
Gladstone Street (08A)		Lincoln Street (08A)	
Front Ground Floor Flat 1 3	DN21 2ND	2 to 40	DN21 2LD
odds 5 to 7	DN21 2ND	Linden Terrace (08B)	
Bradford Cottage	DN21 2LY	1 to 42	DN21 1JQ
Brewster Cottage	DN21 2LY	Lord Street (08A)	
Leyden Cottage	DN21 2LY	White Hart Hotel	DN21 2DD
evens 2 to 30	DN21 2LY	47	DN21 2DD
Gordon Street (08D)		Xtra	DN21 2DD
odds 1 to 79	DN21 1DW	Lords	DN21 2DD
evens 2 to 46	DN21 1DJ		
Hawksworth Street (08B)			
1	DN21 2EE		
Heaton Street (08B)			
Conservative Club Flat 7	DN21 2EW		
odds 21 to 45	DN21 2EA		
22 to 61	DN21 2EF		
Hickman Street (08B)			
evens 22 to 42	DN21 2DZ		

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<u>STREET NAME (PD)</u>	<u>POSTCODE</u>	<u>STREET NAME (PD)</u>	<u>POSTCODE</u>
Malpas Avenue (08A)		Portland Terrace (08B)	
Soniserry	DN21 2HH	1 to 32	DN21 1JR
1 to 21	DN21 2HH	Primrose Street (08B)	
Market Place (08A)		Pillared House	DN21 1HT
odds 9 to 11	DN21 2BP	Prospect Terrace (08B)	
Market Street (08A)		odds 1 to 23	DN21 1BP
9	DN21 2BL	Queen Street (08B)	
20 to 35	DN21 2BE	3	DN21 1BW
Marlborough Street (08B)		Riverside Approach (08A)	
odds 3 to 11	DN21 1BU	odds 1 to 73	DN21 2NR
12 to 47	DN21 1BT	The Quays	DN21 2NZ
Marshall's Rise (08A)		evens 2 to 42	DN21 2NR
1 to 34	DN21 2HL	Ropery Road (08A)	
36	DN21 1HL	odds 55 to 61	DN21 2NU
evens 38 to 40	DN21 2HL	2	DN21 2NL
Mayflower Close (08C)		evens 4 to 64	DN21 2NP
odds 1 to 85	DN21 1AU	The Flat, The Drill Hall	DN21 2NS
evens 2 to 78	DN21 1AX	Ruskin Street (08D)	
evens 80 to 90	DN21 1AU	1 to 9	DN21 1DN
Meldrum Drive (08C)		Sandsfield Lane (08B)	
1 to 48	DN21 1GS	odds 61 to 97	DN21 1BQ
Morley Street (08A)		evens 2 to 14	DN21 1BG
odds 1 to 15	DN21 2NF	Sandsfield Lane (08D)	
New Street (08A)		odds 97 to 111	DN21 1DA
1	DN21 2JT	odds 111 to 167	DN21 1DB
North Street (08A)		evens 20 to 54	DN21 1DA
Sun Hotel	DN21 2HP	evens 56 to 208	DN21 1DD
odds 7 to 13	DN21 2HP	Scott Street (08A)	
All Saints Mews	DN21 2HU	1 to 18	DN21 2LJ
evens 6 to 10	DN21 2HP	Shakespeare Street (08D)	
Otter's Buildings (08B)		1 to 21	DN21 1DE
odds 1 to 5	DN21 1JG	St. Andrews Court	DN21 1BD
Park House Farm (08C)		evens 6 to 10	DN21 1DE
Park House	DN21 1FX	Ship Court (08A)	
Park House Cottages	DN21 1FX	Eight Jolly Brewers	DN21 2DW
Park Springs Farm (08C)		Silver Street (08A)	
	DN21 1PP	odds 3 to 29	DN21 2DT
Parnell Street (08A)		4	DN21 2DP
evens 2 to 16	DN21 2NB	10	DN21 2DS
Pillard House Lane (08B)		Southolme (08B)	
evens 34 to 46	DN21 1HX	Ground Floor Flat 1	DN21 2EQ
		Spital Terrace (08A)	
		evens 10 to 24	DN21 2HE

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<u>STREET NAME (PD)</u>	<u>POSTCODE</u>	<u>STREET NAME (PD)</u>	<u>POSTCODE</u>
Kane House 28	DN21 2HQ	1 to 8	DN21 1HZ
Kane House 28	DN21 1HQ		
Kane House 28	DN21 2HQ	Washington Street (08D)	
Kane House 28	DN21 1HQ	1 to 10	DN21 1DP
evens 30 to 32	DN21 2HQ	evens 12 to 20	DN21 1DR
Spring Gardens (08A)		Waterworks Street (08C)	
Marshall`s Court	DN21 2AG	1 to 70	DN21 1LA
odds 11 to 37	DN21 2AY		
St. John`s Terrace (08C)		Wellington Street (08C)	
odds 1 to 45	DN21 1BY	evens 8 to 58	DN21 1BX
Halifax House	DN21 1BY	Wembley Street (08B)	
Stanley Street (08D)		odds 21 to 43	DN21 2AJ
odds 1 to 87	DN21 1DT	Wheeldon Street (08B)	
evens 2 to 82	DN21 1DS	1 to 28	DN21 1BS
Strafford Street (08D)		Willoughby Chase (08C)	
Church View	DN21 1DU	1 to 61	DN21 1GR
1 to 5	DN21 1DU	Willoughby Street (08B)	
Summergang Lane (08C)		The Flat, Bradshaws	DN21 1JJ
Travellers Site	DN21 1AH	Wintern Court (08C)	
Tooley Street (08B)		1 to 51	DN21 1NA
1 to 63	DN21 2AP		
evens 2 to 58	DN21 2AN		
Torr Street (08B)			
evens 2 to 12	DN21 2EG		
Trafalgar Court (08C)			
1 to 12	DN21 1BB		
Trent Street (08C)			
St.John`s Church Hall	DN21 1JZ		
St. John`s Church Hall	DN21 1JZ		
1 to 64	DN21 1JZ		
Trinity Court (08B)			
1 to 30	DN21 1JH		
Trinity Street (08B)			
odds 9 to 17	DN21 2AL		
odds 19 to 33	DN21 1HS		
45 to 81	DN21 1JF		
evens 76 to 84	DN21 2AL		
86 to 114	DN21 1HS		
evens 116 to 142	DN21 1JD		
evens 144 to 154	DN21 1JN		
158 to 182	DN21 1JW		
Trinity View (08A)			
1 to 23	DN21 2JP		
Wall Street (08B)			

Figure 1. Gainsborough South West Ward

