

Briefing to: Overview & Scrutiny Housing Licensing Review working group

Briefing from: Head of Regeneration & Housing

Date: 29 January 2018

Subject: Monitoring for Selective and Additional (HMO) Licensing Schemes

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Purpose / Summary

To provide Members with suggestions of ways in which the Selective and Additional (HMO) Licensing Schemes can be effectively monitored during the five year duration of the schemes.

Recommendation(s) That:

Members consider the suggested monitoring factors and determine a full set of suitable measurable data sets that will adequately report on the intended outcomes of the licensing schemes.

Background

The three new Housing Licensing Schemes will come into force on 1st March 2018. In order to ensure that the schemes meet their intended outcomes and objectives, it is proposed to measure the progress of the schemes through the collection of data on various factors **on an annual basis**. Below is a list of suggested factors for consideration. All of these can be measured through the Council’s existing and new (Licensing) IT databases.

(NB. The final three monitoring factors are subject to discussion and agreement with the Anti-Social Behaviour Team).

Monitoring factor	Description	Why measure?
Number of licences applied for per scheme	Total number of properties for which an application for a licence has been made, against the number of identified Privately rented properties that require a licence	To ensure landlords have applied for a licence where applicable. To compare the actual number of private rented properties against the original, estimated number. This will also assist with

		the financial management of the schemes.
Number of licenses granted per scheme	How many properties currently have a licence against the number applied for and number of identified properties requiring a licence.	To ensure all licensable properties obtain a licence and meet license conditions.
Number of properties accredited; a) Inside the licensing areas b) Outside the licensing areas	Accreditation is a voluntary scheme. It is a measure of high quality property standards and management.	To monitor the levels of accredited properties and thus levels of “good” standard accommodation. Monitoring numbers inside and outside of licensing areas will allow comparisons.
Number of properties non-compliant on first inspection	How many properties DO NOT comply with the licence conditions when inspected by officers.	To establish a baseline of standards of property condition and their management. A high number of ‘non-compliance’ would be evidence to justify the License schemes.
Number of properties non-compliant on first inspection but now compliant	How many properties DO NOT comply with the licence conditions at the introduction of the schemes (and 1 st inspection) but have improved to be compliant, as a result of the schemes	To establish the level of improvements that have been made to the levels of property management and conditions. This will help demonstrate the level of impact the License schemes have made to improve private rented sector conditions and management.
Numbers and types of formal action	How many statutory notices and Civil Penalties have been served within the 3 licensing areas.	To monitor the level of requirement for formal action by officers, for either not obtaining a licence or a breach of licence conditions. Informal action (warnings) will be issued in the first instance, but if landlords don’t act on these, then

		formal legal action will be followed.
Number of Service Requests received; a) within the licensing areas b) outside of the licensing areas	Service Requests are complaints received about a property, usually regarding its management or condition. (These requests generally come from Privately Rented tenants.)	This measure will show if numbers of service requests increase or decrease as a result of licensing. It will show any difference in numbers inside and outside of licensing areas. It will also indicate if poor property conditions are increasing outside of the licensing areas as a <i>possible result of displacement of landlords.</i>
Number of licensed properties that have had Category 1 hazards removed	Category 1 hazards are the most serious health & safety hazards identified in a property using the Housing Health & Safety Rating System (Housing Act 2004). This will be captured by officers inspecting properties.	A measure of how many properties have had Category 1 Hazards removed is a clear indication of the improvements in property conditions.
Numbers of request for advice from ASB (Anti-Social Behaviour) team	This is likely to be requests from Licence holders/landlords to the ASB team for help in dealing with ASB issues at their property. The management of ASB is a licence condition.	This figure will record the levels of advice requests from landlords and measure if this changes throughout the duration of the schemes.
Numbers of cases where ASB team have intervened	All referrals to the ASB team for advice will be captured, to assess levels.	Has the ASB support for licence holder/landlords lead to more intervention by the Council's ASB team? Have their levels of Service requests increased or decreased?
Outcome of ASB team intervention	Has the intervention been a success? What was the outcome?	Have levels of ASB in licensing areas reduced?

Appendix 1 attached is a further list of background sources of information that will be analysed on a less frequent basis (nearer the end of the scheme) to assess the

effectiveness of the 3 licensing schemes. These sources of information will monitor the wider community impact of the licensing schemes.

These measures were referred to in the Council's Business Case, which justified the introduction of the new licensing schemes. Any significant changes to these measures will be looked at to determine if the introduction of the licensing schemes affected these changes.

Next Steps

- Housing Standards officers to meet and agree Monitoring factors to measure as regards ASB (Scheduled w/c 22/1/18), for later consideration by Overview & Scrutiny Housing Licensing Review working group.
- Overview & Scrutiny Housing Licensing Review working group - Members to agree a suitable list of monitoring factors for the licensing schemes.
- Officers to implement the agreed monitoring regime.