

Selective Licensing

Housing Scrutiny
12th November 2024

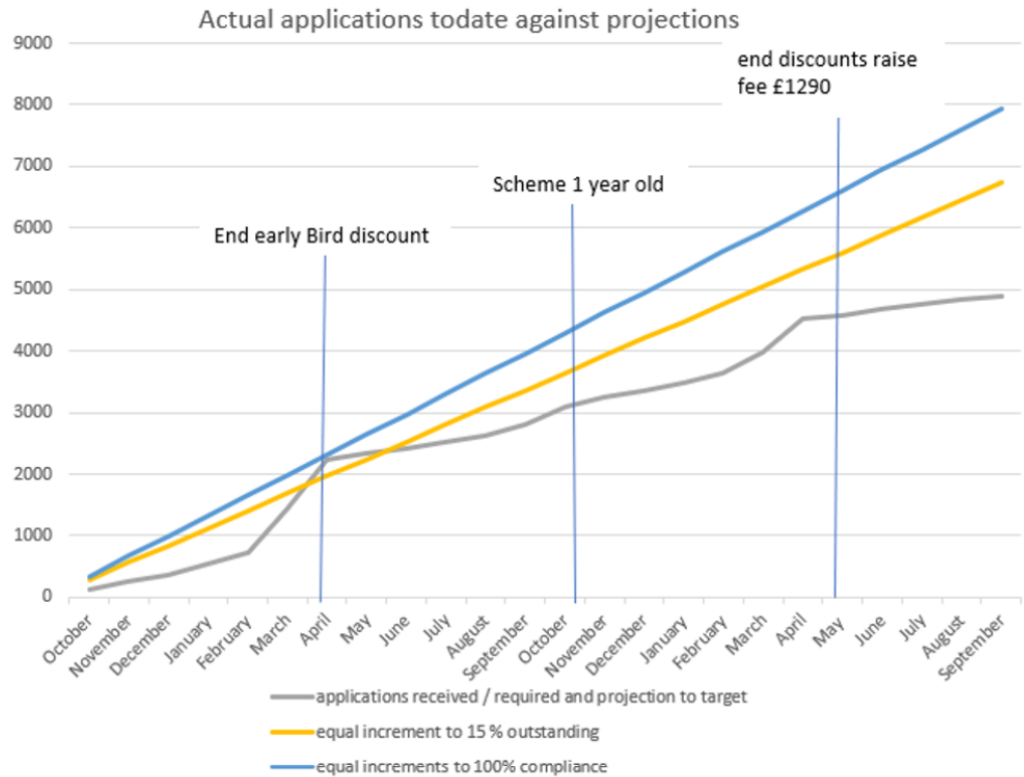
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Performance Metrics

Item	Title	Description
1	Selective licence applications received	Total number of 'duly' received licence applications. (duly = correctly completed with all required documents and payments)
2	Progress towards target of 85% of properties licensed	A target of 85% of licensable properties to be licensed by October 2024
3	Time taken to receive, process and issue a licence	A target of 49 days (7 weeks) from receipt of a duly received application to issue of a draft licence
4	Disrepair	Number of Category 1 hazards (risk of serious harm) and number of Category 2 hazards (lower risk) found
5	Enforcement Action - disrepair	Number of formal enforcement actions to rectify disrepair/improve conditions (Improvement Notice, Emergency Remedial Action, Prohibition etc.)
6	Enforcement Action –failure to license	Number of formal enforcement actions taken to deal with failure to license a property

Applications received and progress towards target (Oct 2022 to Sept 2024)

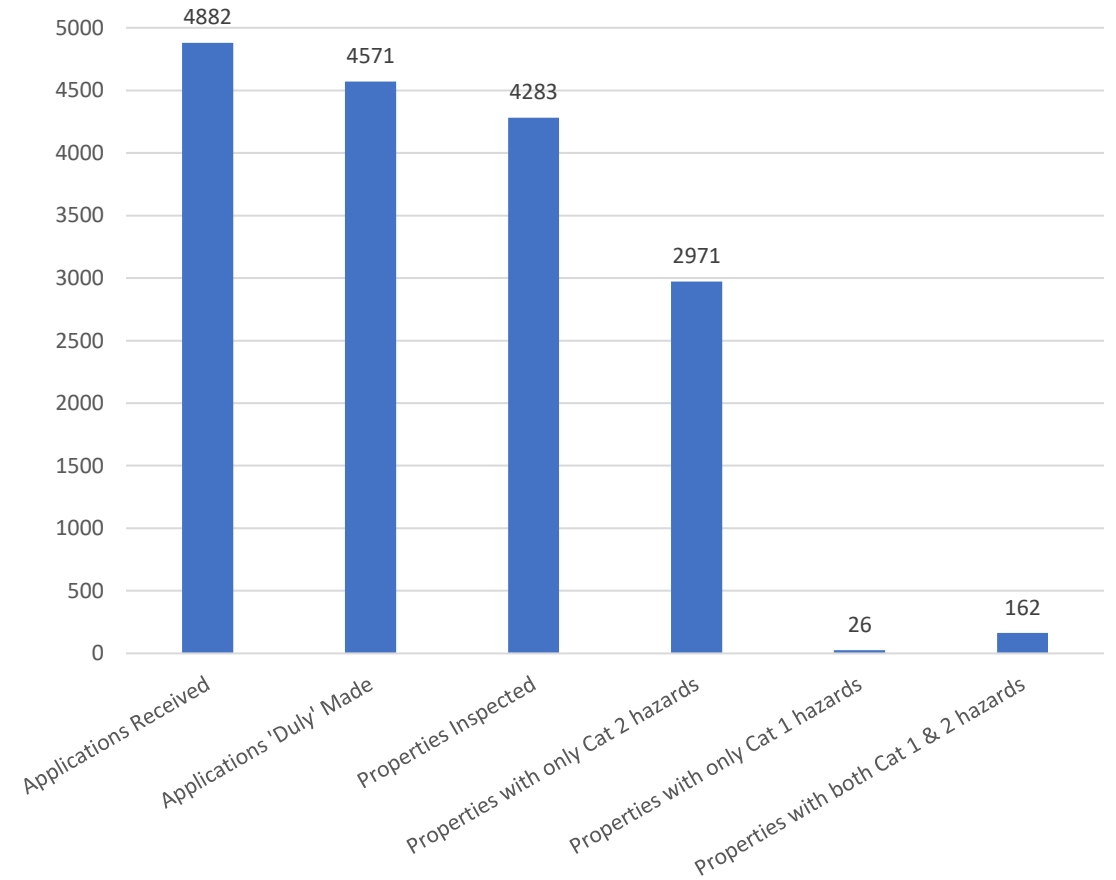
- Target: to have received 85% of applications within the first 2 years = 6,800 applications
- September 2024: 4,882 applications received. A shortfall of 1,918 applications to meet the target
- Influx in March/April 2024 due to removal of discounts and increase in licence fees.



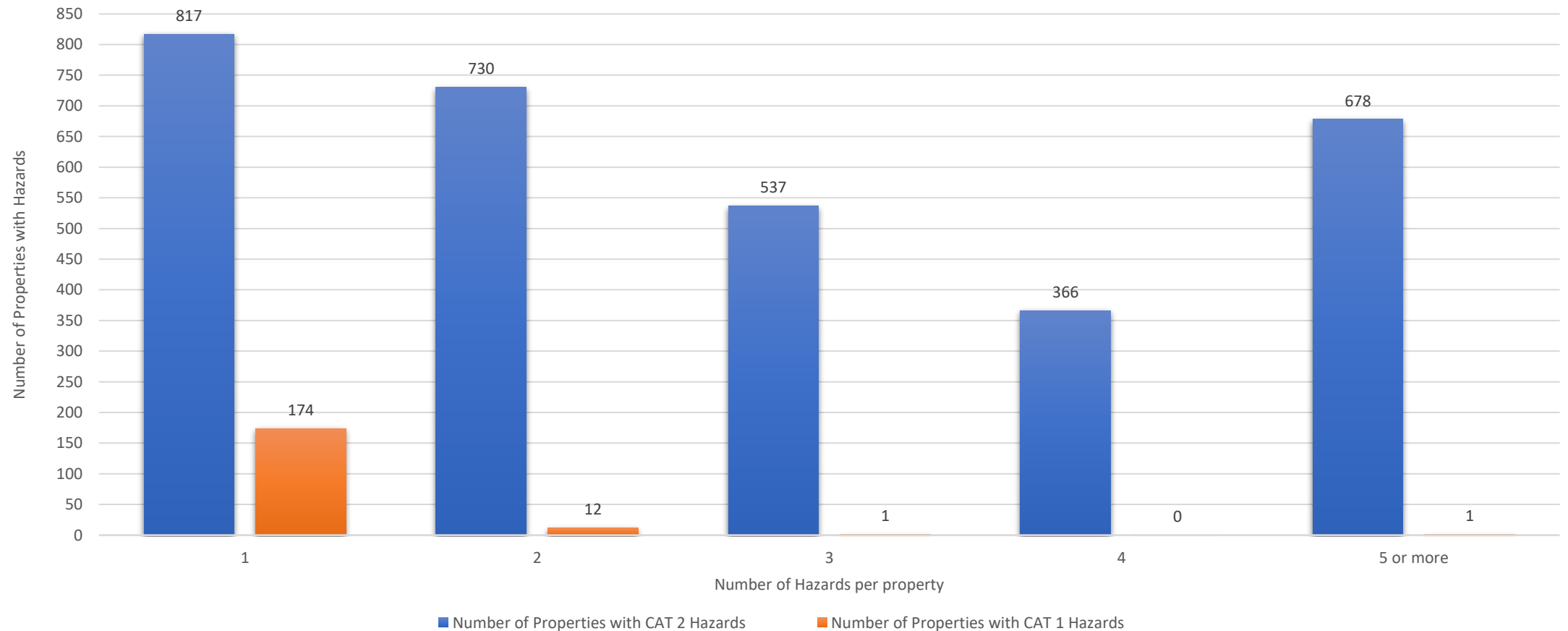
Cumulative information – Applications, Inspections and Hazards (Oct 2022 to Sept 2024)

Applications received to date (Oct 22 to Sept 24)		
	Total applications received	4882
	Total 'duly received'	4571
	Total awaiting additional documentation	111

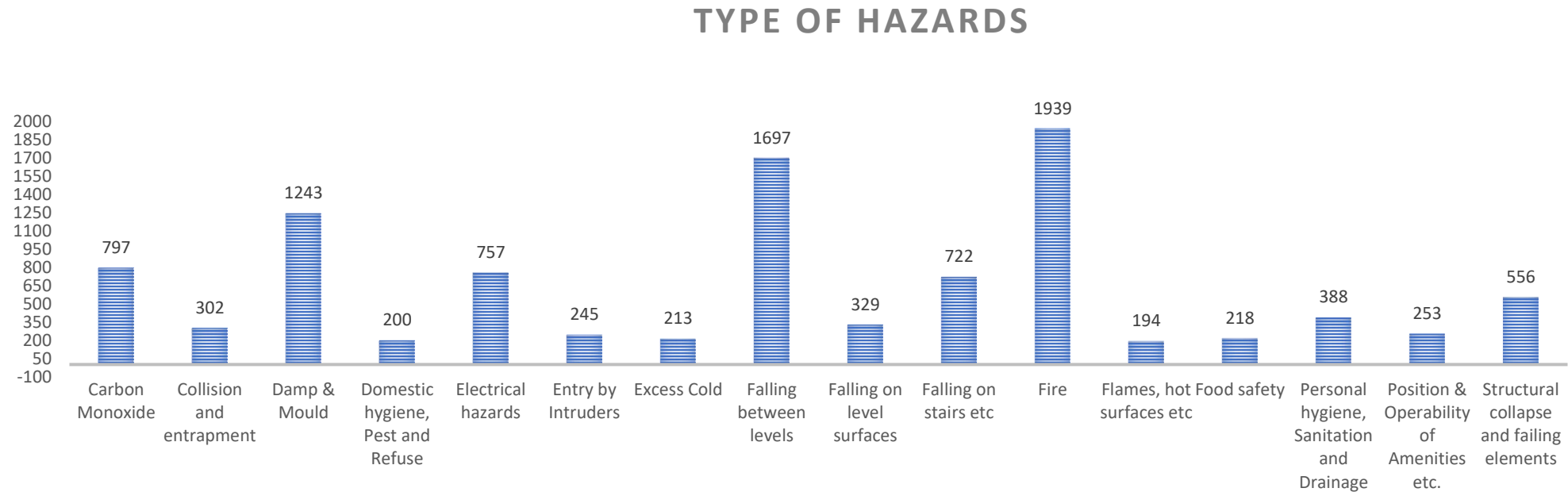
- 4,283 properties have been inspected
- 3,159 properties had at least one hazard
 - 2,971 properties had only CAT 2 Hazards
 - 26 properties had only CAT 1 Hazards
 - 162 properties had both CAT 1 and 2 Hazards
- 1,124 properties were without any hazards



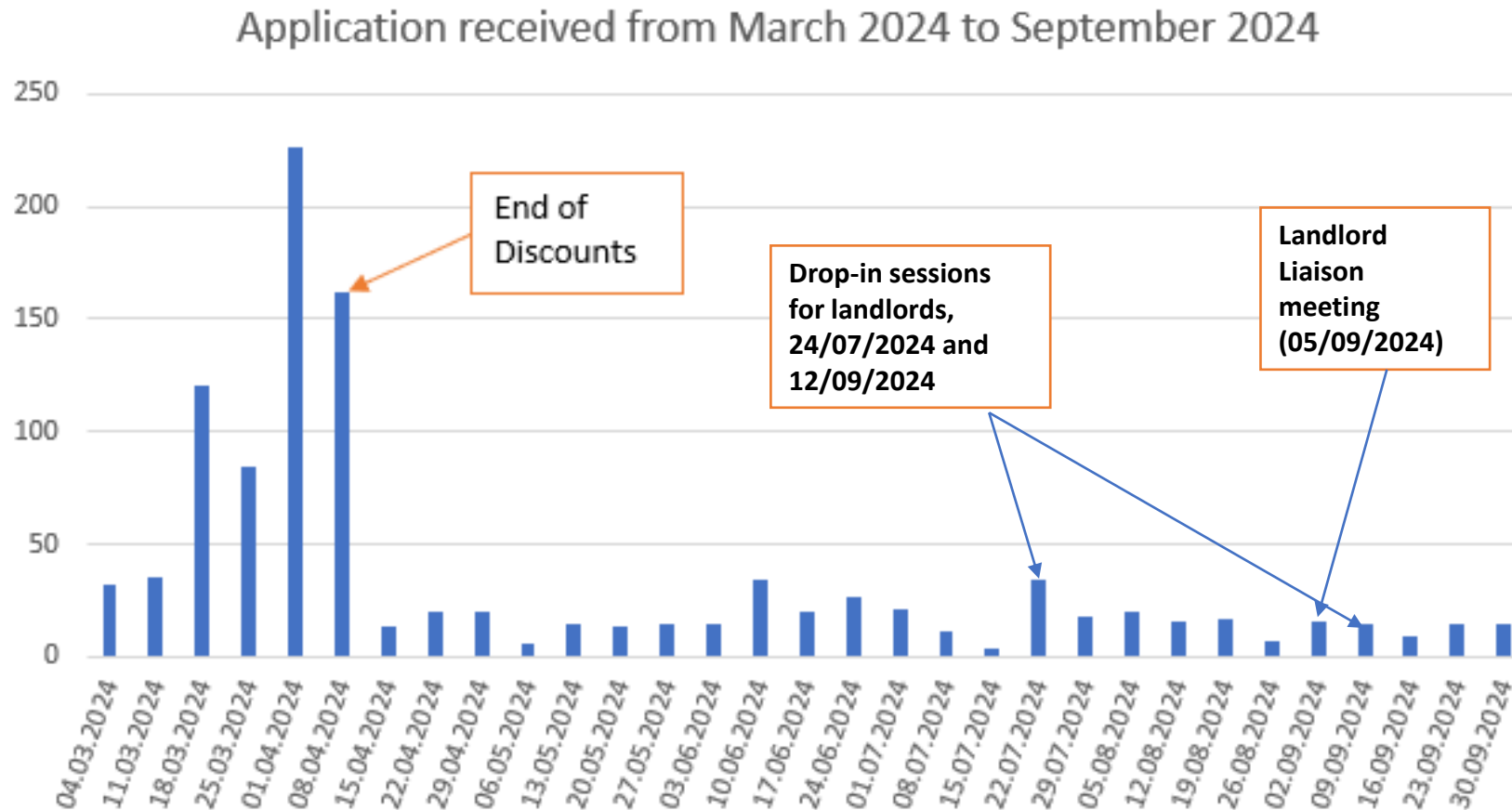
Number of Hazards per Property (Oct 2022 to Sept 2024)



Most Common Hazards Found (Oct 2022 to Sept 2024)



Impact of key dates and events on the applications



Enforcement Actions – Disrepair and failure to license (Oct 2022 to Sept 2024)

Action				Total
a	Improvement Notices	Following a service request	7	10
		Following inspections	10	
b	Prohibition Orders	Following joint working with police	19	39
		Following service requests	10	
		Following inspections	10	
c	Investigations	Currently at evidence gathering stage	16	35
		Concluded and resolved without any further action	17	
		Number of landlords interviewed under caution	2	

- An improvement notice requires a landlord to carry out work to deal with a Category 1 or 2 hazard, or both.
- A prohibition order can be made where there are more serious Category 1 or Category 2 hazards. A prohibition order stops the use of part or all of a building or restricts the number of people living there.

Expected number of applications for each area from approximately 8,000 combined total

Expected number of private properties for each area (Data from BRE Housing Stock Model)			Approx. number of licensable properties after adjustments	Applications 'duly' made	Percentage of applications 'duly' received
a	East (Spinney Hills and Stoneygate)	1146	976	580	59.43%
b	West (Fosse, Westcotes, Braunstone Park & Rowley Fields)	7764	6694	3804	56.78%
c	South (Saffron)	420	325	187	57.54%
	Total	9330	8000	4571	

After adjustments of boundaries in Saffron and Westcotes wards, and taking out the estimated Mandatory Licensable HMOs, the number of properties requiring a Selective Licence is approximately 8,000

Drop-in
sessions - for
the digitally
disadvantaged
and those who
want to talk!

31 Drop-in Sessions held which have
proved to be very popular with landlords.

232 landlords attended the drop-in
sessions

Processing 191 Licence applications from
attendees

Follow up with landlords that attended
but did not apply for a licence.

What are we doing?

- We have door knocked 2,719 properties and obtained details of 210 landlords. This exercise is on-going. Based on the information received, landlords are being contacted directly.
- Letters are sent to landlords at their home/business address advising of need to license their property.
- Letters were sent to letting agents in mid 2023, we are now scheduling visits to their offices.
- Continuous partnership working with Police and Fire Service
- We have undertaken 19 Emergency Prohibition Orders following Police raids on properties found to be growing cannabis
- Landlord Liaison Meeting held in September 2024 – over 75 attendees in person with guest speakers, further meeting to be arranged in February 2025
- Continue to attend landlord meetings and events including ARLA, EMPO, NLA

Photos of Hazards, Issues and Rectification

Falls associated with Stairs and Steps



Clearance of shared alleyways



Photos of Hazards, Issues and Rectification

Cooker without worktops on its sides



New worktop installed on both sides of the cooker



The Selective Licensing Team's work with the Fosse Neighbourhood Police won an award from the Leicestershire Police Problem Solving Awards.

