

Report to the Private Rented Sector Forum

26th January 2023

Selective Licensing Update

Purpose

To update members of the PRSF on the progress of the Selective licensing Schemes.

Trinity, Queensgate, Gannow and Daneshouse & Stoneyholme (2019 – 2024)

Interim Report

An in-depth update on the progress of the above schemes was provided to the forum in November 2022. The SL team welcomed the feedback and discussion with forum members. A final summary report is now being produced which will be made available to the public on our website.

Compliance

Across the four areas, 2504 properties are currently required to be licensed. We have received and processed around 2,700 applications since the start of these designations. 88% of these properties are currently licensed, with a further 172 applications ongoing. Approximately 100 applications have been returned to the applicants because they are incomplete. Table 1 shows a breakdown by area.

Project Assistants are continually monitoring the areas and identifying changes in ownership and occupancy. Where a new licensable property is identified they take steps to contact individual landlords to secure an application from them. Since the last forum, the number of outstanding applications have increased slightly in Trinity and Gannow (+7 each), reduced by 6 in Daneshouse & Stoneyholme and reduced noticeably in Queensgate (-17). We have undertaken a piece of work in Queensgate to ensure exemptions are correctly applied for which has assisted in reducing this number, as well as our usual efforts to secure licence applications where appropriate.

Whilst we have been pursuing individual cases, we plan to write out to all of those landlords with outstanding applications again in early February, and will pursue civil penalties and prosecutions where appropriate going forward. The team have a number of cases being prepared for our legal team. To date we have served 11 civil penalties and prosecuted one landlord at three properties for operating without a licence. We are also continuing our work on a banning order for a landlord with a history of non-compliance.

Table 1: Compliance

Area	Total Licensable Properties	Total Applications Received	Licensed Properties ¹	Applications Ongoing ²	Incomplete Applications Returned ³	Total Applications Revoked	Total Applications Refused	No Application Received
2019-2024								
Trinity	721	767	641	47	28	41	5	38
Queensgate	732	797	626	64	41	51	1	46
Gannow	499	534	445	24	16	47	0	36
Daneshouse & Stoneyholme	552	564	486	37	15	14	3	23
2022-2027								
Burnley Wood with Healey Wood	427	273	105	117	40	0	0	135
Leyland Road Area	455	261	99	89	55	0	0	145

Source: Selective licensing, 13/01/2023

¹ Current licences in place, does not include completed revocations

² Application received and being processed by SL team. Includes applications from new owners of properties already licensed and in process of being revoked (column 4)

³ Application submitted and processed but returned to applicant as incomplete

Burnley Wood with Healey Wood and the Leyland Road Area (2022-2027)

Compliance

The new designations have been in force for six months, and in that time we have received 534 applications for licences (61% of those required). This is slightly more than we had received in the first six months of the 2019 designations, which was approximately 53%.

We have licensed around 23% of those that require a licence, with a further 206 applications ongoing, as well as a number of exemption applications. At the time of writing, 94 applications were back with applicants, after being submitted only partially complete.

Despite the high number of applications received so far, there are 280 landlords who have failed to make an application; reminder letters will be sent to these landlords in February, and we will commence legal action against those who have failed to comply.

Area Audits

The team undertook our latest area audits in December 2022. These covered the Green Street, Mark Street, Furness Street and surrounding area of Queensgate, and the Woodbine Road and Oak Street area of Gannow. Officers have undertaken follow up visits and continue to pursue those licence holders who have failed to provide up to date gas safety certificates and electrical reports. Final reports detailing the outcomes of these audits will be produced at the end of January/early February; these will be shared with the forum and ward councillors, and shared on our website.

Officers have also begun preparing for the next set of audits. These will take place in February covering Cog Lane in Trinity and an area in the north of Daneshouse covering Whalley Street, parts of Ardwick Street and Abel Street, and surrounding areas. Final reports for these audits are expected in April.

Development Days

The last landlord development days were held in September (face to face) and October (online). We are due to host our next date in early March, invites will be sent out in February. This will be another face to face session; we intent to alternate between the two methods to give greater flexibility to landlords and managing agents.

Surgeries

Resident surgeries are up and running in five of the six licensing areas (we are in the process of agreeing a suitable venue for the Leyland Road area sessions). Landlords and agents are also welcome to attend. Surgeries are particularly well attended in the Gannow and Queensgate areas, with some attendance at the Trinity drop in. We are having less success in the Daneshouse & Stoneyholme and Burnley Wood with Healey Wood events, so we are in the process of looking at alternative venues/days/times to try and increase attendance. Details of the drop ins for 2023 will be available on our website once these details have been agreed.