

Leyland Road Audit 3rd August 2023

Target Area

The Leyland Road audit took place on the 3rd August 2023 by officers from the Selective Licencing team in the Housing Department. It targeted a number of streets including:

Albert Street (46-50 & 111-137), Belvedere Road (82-106), Hobart Street, Hunslet Street, Leyland Road (111-139 & 110-138), Sandhurst Street and Thurston Street.



The remit of the audit was to collect visual data on:

- The state of the backstreets (fly tipping etc);
- The state of the backyards including whether properties had secure gates and whether tenants had waste disposal equipment;
- Signs of defects on rented properties;
- Occupancy checks (to see if property occupancy matched Council tax data and to gather landlord details for licences);
- Where opportunities arose, checks to see if properties had smoke alarms and whether tenants were satisfied with their property;
- Occupancy status of vacant properties;
- Further inhouse checks were made on Gas Safety Certificates, Electrical Installation Condition Reports(EICR) and Energy Performance Certificate (EPC) Ratings.

There are 194 properties in the area with 132 classed as Part 3 requiring a Selective Licence of which, 73 are already licenced and 46 have applications in progress. Thirteen properties were identified as having not applied for a licence and were operating illegally. This number rapidly reduced to three (on 11/9/23) following officer chase up, remained at three (on 10/10/23) and currently stands at three (3/11/23). Of those three, one has recently changed ownership so is being chased to apply for a licence. One has only recently become Part 3 so is being chased for a licence. One is being prepared for a civil penalty fine.

Dirty Back Yards

A total of 15 dirty backyards were identified. These backyards were excessively littered with rubbish and large items. On 11th September 2023 eight yards had been cleared following Council intervention, the remaining seven received reminders. On 10th October 2023, none of these had been cleared and there were four extra dirty back yards totalling 11. The remaining 11 received reminders and currently stands at six (3/11/23). Of these six:

- One has recently become vacant and is up for sale, but the owner is still being pursued to clear the back yard.
- One is vacant and for sale, but the owner is still being pursued to clear the back yard, this landlord attended a meeting with the Council to offer ideas on how to tackle dirty back yards and streets.
- One is vacant, but the owner is still being pursued to clear the back yard.
- One has recently been sold, so the new owner is refurbishing the property, so they said they will clear the yard as part of the refurbishment.
- One was only found on the final follow-up, so has been reported to Streetscene.
- One is vacant and being refurbished, so the landlord said they will clear the yard as part of the refurbishment.

On 10th October 2023, one property was identified as not having the correct waste disposal bins. A request was sent to the landlord to provide the tenant with the correct bins. On the final follow up on 3rd November 2023, the property had the correct bins.

Back Streets

All back streets had been cleansed by Streetscene the day before the audit, so were all clear. On 11th September 2023, there was rubbish in the back street of Sandhurst Street, which was reported to the landlord of the suspected culprit and Streetscene. On 10th October 2023, there was rubbish in the back street of Sandhurst Street, Albert Street, Leyland Road and Belvedere Road, all of which were reported to Streetscene and escalated to Housing and Streetscene management. On 3rd November 2023, there was rubbish in the back street of Hunslet Street, Albert Street and Leyland Road, all of which were reported to Streetscene.

A meeting was held on 1st November 2023 between Selective Licensing, Streetscene, Police, Councillor, landlords and residents to educate residents and landlords on what the Council and Police are doing, and what they can and can't do to prevent fly tipping. Unfortunately, only one landlord attended and no residents, so a plan was made to arrange Roadshows in targeted areas with high levels of fly tipping aimed at knocking on residents doors to educate them and offer free bulky collections.

Gas Safety Certificates

Fifty-eight out of the 132 Part 3 landlords were identified as having not submitted an up to date gas certificate.

In some cases, the landlord does have a valid gas certificate but has simply not provided it to the Council. Reminder emails were sent to all landlords to send in their current gas certificates. The certificates were checked on 11/9/23 and 49 had been received, the remaining nine received reminders. On 10th October 2023 two of these had been received and two properties had become Part 3 with no gas certificate provided, so the remaining seven received reminders. On 3rd November 2023, one gas certificate had been received. Of the remaining six:

- One has recently changed ownership so is being chased for a licence and gas certificate.
- One has recently been sold, but we do not have the new owners details yet. Once received they will be chased for a licence and gas certificate.

- One has recently become Part 3 so is being chased for a licence, but the tenant said she has a copy of a current gas certificate.
- One is being prepared for a civil penalty fine.
- One is being prepared for a breach of selective licence condition.
- One is being prepared to refuse their licence application and the owner will be asked to appoint a new managing agent.

Energy performance Certificates (EPC)

Five properties were identified as having a lower EPC rating than an 'E'. Four of these properties are currently vacant and one of them is exempt from licensing. On 10th October 2023, one property had become Part 3 with no EPC, and received a request to provide it. On 3rd November 2023, this EPC had not been received so is being chased for a licence and EPC.

Electrical Installation Condition Report (EICR)

Eighteen of the 132 Part 3 landlords have not yet submitted a valid, in date EICR.

In some cases, the landlord does have a valid EICR but has simply not provided it to the Council. Reminder emails were sent out to all landlords to send in their EICRs. The EICR's were checked on 11/9/23 and 11 have now been received, the remaining seven received reminders. On 10th October 2023 two of these had been received, one property had become Part 3 and one property had become vacant, so the remaining five received reminders. On 3rd November 2023, no further EICR's had been received so of these five:

- One has recently changed ownership so is being chased for a licence and EICR.
- One has recently been sold, but we do not have the new owners details yet. Once received they will be chased for a licence and gas certificate.
- One has recently become Part 3 so is being chased for a licence, but the tenant said she has a copy of a current gas certificate.
- One is being prepared for a civil penalty fine.
- One, we have received one page of the EICR so is being chased for the remaining pages.

Property Disrepairs

The audit identified 83 of the 132 Part 3 properties as having some sort of disrepair that required attention by the landlords. These in the main were broken gates, perished pointing or leaking gutters. These have been brought to the attention of the landlords / agents and we have had a positive response with 46 of the properties that had disrepair issues were remedied within four weeks, found via a follow up audit on 11th September 2023. The 37 outstanding disrepair properties were chased and a further follow up audit on 10th October 2023 found seven of these had been remedied, the remaining 30 received reminders. A final follow up audit on 3rd November 2023 found six of these had been remedied and one had become vacant. Of the remaining 23:

- Three have recently changed ownership and is being refurbished;
- Three are damaged front doors, which the landlords have ordered new ones, so are just waiting on delivery;
- Six are owned by one landlord so their entire portfolio of properties are being inspected;
- Three are vacant properties which keeps being targeted for fly tipping, the landlord have been asked to fit more secure back gates and every time Streetscene clear the yards, they charge the landlords;
- One has recently been sold but we do not have the new owners details yet. Once received they will be chased for a licence and to complete the repairs;
- Two, most of the repairs have been completed, the landlord just needs to clear the gutters;

- One, most of the repairs have been completed, the landlord just needs to re-point around the windows but is struggling to gain access from the tenant;
- One, most of the repairs have been completed, the landlord just needs to re-point around the windows, the landlord has said he will complete the pointing;
- One, the managing agent said they are waiting for authorisation from the landlord to complete the work;
- One is not yet licenced, so has been told that if they do not complete the repairs, their application will be refused;
- One, most of the repairs have been completed, the landlord just needs to fill a hole in the rear wall.

Below is an example of how a secure back gate can quickly put an end to a property being targeted for fly tipping and make the back street look a lot cleaner.

Before:



After:



Follow Up

The area will continue to be monitored by both Housing and Streetscene officers throughout the remainder of the selective licence designation and a full second audit will be scheduled in year 3 of the designation.

Summary Leyland 1 Audit August 2023

	Albert Street	Belvedere Road	Hobart Street	Hunslet Street	Leyland Road	Sandhurst Street	Thurston Street	Total 3 Aug 2023	Total 11 Sep 2023	Total 10 Oct 2023	Total 3 Nov 2023
Total Properties	16	13	33	32	29	30	41	194	194	194	194
Part 3	12	4	26 (27) (27) (26)	28	21 (20) (21) (20)	22	19	132	132	133	131
Licenced	8 (9) (9) (10)	3	16 (17) (20) (22)	17 (20) (21) (23)	7 (7) (11)	13 (13) (16) (17)	9 (10)	73	79	90	96
Applied Not yet Licenced	3 (3) (3) (2)	1	7 (9) (6) (3)	9 (8) (7) (5)	10 (12) (8) (8)	8 (8) (5) (4)	8 (9)	46	50	40	33
Exempt RSL	0	0	0	0	2	1	0	3	3	3	3
Exempt Selective Licence	0	0	0	0	0 0 (1) (1)	0	3	3	4	4	4
Owner Occupied/Businesses	4	8	5 (4)	0	5	6	13	41	40	40	40
Vacant	0	0	2 (2) (2) (3)	4	1 (1) (0) (1)	1	6	14	14	13	15
Licenced HMO	0	1	0	0	0	0	0	1	1	1	1
Not Applied	1 (0)	0	3 (1)	2 (0)	4 (1) (1) (1)	1	2 (0)	13	3	3	3
Gas Expired	5 (0)	1 (0)	8 (2) (1)	12 (1)	11 (1) (2) (1)	10 (1)	11 (4) (3) (2)	58	9	8	6
EPC Rating below E	0	0	0	2 (0)	2 (1) (2) (1)	1 (0)	0	5	1	2	1
EICR Outstanding	1 (0)	0	3 (2) (1)	5 (1)	5 (1) (2) (1)	1	3 (2) (1)	18	7	6	5
DBY on Audit Day	0	0	5 (1) (3) (1)	3 (2) (4) (2)	3 (2) (2) (1)	0	4 (2) (2) (2)	15	7	11	6
Missing bin	0	0	0	0	0 (0) (1) (0)	0	0	0	0	1	0
Disrepairs August 2023	3	1	17	21	16	12	13	83			
Disrepairs September 2023	2	0	3	14	7	6	5		37		
Disrepairs October 2023	1	0	3	12	7	2	5			30	
Disrepairs November 2023	0	0	4	11	2	1	5				23