

LANDLORD LICENSING

Landlord and Managers' Newsletter



"Working towards decent homes for all"

September 2024

Ch...ch...changes!

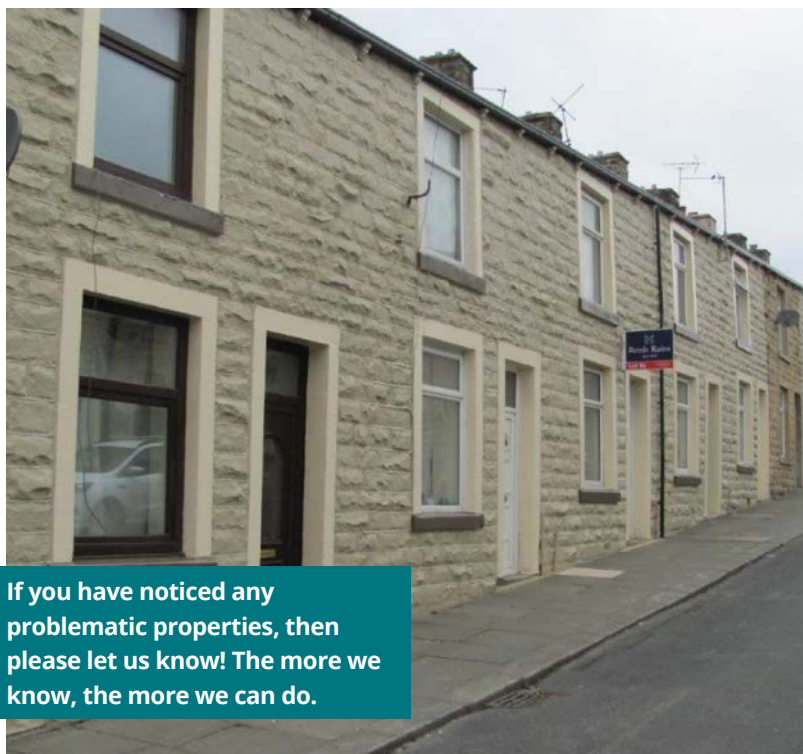
We have recently changed the name of our service to **Landlord Licensing** (from **Selective Licensing**) as we feel this title more accurately reflects what we do.

So, what does the Landlord Licensing Team do?

The team works with landlords and agents to overcome various issues in Licensing areas to tackle concerns associated with low demand.

The process of Licensing ensures a minimum standard of tenancy and property management is reached, creating a level playing field for all landlords and agents.

When issues such as anti-social behaviour, environmental crime, and poor property standards are all dealt with, it makes neighborhoods more attractive to long-term residents. In turn this encourages more investment and increases house prices. The work that the Licensing team and yourselves as landlords and agents do is set to improve specific areas for a long time to come.



If you have noticed any problematic properties, then please let us know! The more we know, the more we can do.

Landlord Development Days

The licensing team host free, independent landlord training days, currently provided by the National Residential Landlord Association (NRLA). The training covers everything landlords need to know from pre-tenancy checks, managing the tenancy successfully and how to legally end it, and updates landlords on the latest legislation changes. It also offers landlords and agents the opportunity to network and learn from each other's experiences operating in Burnley. Landlords have the option to attend an online course, or in a classroom setting in Burnley where lunch is provided free of charge.



Dates for the next session are as follows:

Friday 13th September 2024	Friday 15th November 2024	Friday 11th October 2024
eclassroom	eclassroom	Committee Rooms 2 & 3, Burnley Town Hall
09:30 – 16:30	09:30-16:30	09:30 – 16:30

Please book direct with the NRLA.

nrla.org.uk/training-academy/local-authorities-training-courses

Free Tenant Referencing Service

Did you know our team offers a tenant referencing service? When you have completed all your own reference checks and have shortlisted a prospective tenant, just fill out our reference request form, which is available on our website and we will happily check our records for history of ASB and Occupancy records. You can then make the decision as to whether you want to grant a tenancy.

NB – It is a condition of your licence that you obtain written references for all new tenants by requesting information from current and previous landlords about how they conducted their tenancies regarding nuisance /anti social behaviour, payment of rent and any breaches of the tenancy agreement(s).

Working with...

Working with Burnley's ASB team to tackle Anti-social behaviour (ASB)

It is a condition of the licence that ASB is dealt with effectively by landlords.

Our team works with Burnley specialist ASB team to tackle anti-social behaviour that tenants may be experiencing by engaging with and advising landlords of any problematic tenant(s) and how we expect landlords to deal with any tenancy breaches. We encourage landlords to use their agreed anti-social behaviour procedure to help to resolve these issues.

If your tenant is experiencing ASB please make sure a case is logged on Burnley's website and evidence is provided where requested. Evidence really is key to this!

Working with Burnley's Streetscene team to tackle Environmental crime

Officers of both Licensing and Streetscene teams are regularly out and about monitoring the areas and capturing any incidents of environmental crime. These are recorded and dealt with, by action being taken against the known perpetrators. We often relay information onto Landlords to encourage them to deal with repeated incidents, ensure correct bins are provided and that tenants have knowledge of waste collection disposal.



Working with Burnley's Housing Standards Team – Disrepairs

The Landlord Licensing team carry out external audits of private rented properties within each landlord licensing area every six months. These audits involve checking the status of every property in the area for occupancy to ensure every property is correctly licenced and for each licenced property all the correct property related conditions are being adhered to.

Officers visit each neighbourhood to check each property for external disrepairs to rented properties as well as issues such as fly tipping, dirty back yards & issues with occupants not dealing with their rubbish correctly.

If officers identify external repairs, then they contact the landlord asking them to complete such repairs. If there are specific concerns about the condition of a property or a landlord does not deal with the repairs the issue will be escalated to our Housing Standards Team to carry out an internal inspection of the property or a sample of rented properties if the landlord has a portfolio of rented properties.

If concerns about Housing Standards are found, we will ensure that all necessary repairs are completed by using various powers available under current legislation to deal with all disrepair issues & that properties are being managed correctly.

This proactive, collaborative approach to improving property conditions in the private rented sector in Burnley is proving to be extremely effective.



Working with Burnley's Empty Homes Team

Empty properties are often an eye-sore and attract anti-social behaviour in neighbourhoods so we want to sort out as many of these as possible.

If empty properties exist in Licensing areas, we will investigate the cause and encourage owners to bring such properties back into use. Whilst there can be numerous reasons why a property is vacant, we work with Burnley's Empty Homes team to provide free independent advice to owners of various ways to bring their properties back into use.

Our main aim is to concentrate on properties empty for more than 12 months. After contacting owners many owners do make decisions to either invest in properties securing future occupancy or just sell the properties.

Council tax incentives can be offered to owners for 6 months as long as properties are renovated to a Gold Accreditation Standard.

Burnley Council has used Compulsory Purchase powers to deal with long-term empty properties where there is no prospect of a property being brought back into use and there is a compelling case in the public interest to do so. Once purchased these properties are renovated and then sold on the open market and any monies received are recycled to deal with more empty properties.

GLAS (Good Landlord & Agent Scheme)

Burnley Council, in partnership with landlords, introduced The Good Landlord and Agent Scheme (GLAS) in 2001 to work with the private rented sector in improving the condition of these properties and the way in which they are managed. Through continuing development of the scheme more landlords and agents are encouraged to join and improve the condition of their properties. The key aim of GLAS is to improve the physical housing conditions in the private rented sector to enhance living conditions for tenants and residents in the borough.

The Good Landlord
& Agent Scheme



There are currently over 300 accredited landlords and 9 managing agents who are GLAS accredited.

For those landlords who are GLAS accredited the benefits are as follows:

- 30% reduction in landlord licensing and houses in multiple occupation fees
- Accreditation is free
- A Code of Practice to provide useful advice on bringing properties up to our gold standard as well and good management standards – Good-Landlord-And-Agents-Code-of-Practice_130117.pdf (burnley.gov.uk)
- Access to professional advice and support
- Recognition as a reputable landlord providing good quality accommodation

If you are interested in applying for GLAS please email: glas@burnley.gov.uk

CONSULTATION

From the 25th March 2024 till 14th June 2024, Burnley Council completed a consultation exercise, proposing 4 current areas where the current designation is due to end in October 2024 in:

- | | |
|----------------------------|---------------------------------------|
| • Gannow | We also consulted on expanding |
| • Trinity | Licensing into 2 new areas: |
| • Queensgate | • Padiham |
| • Daneshouse & Stoneyholme | • Lyndhurst road area |

The results of the consultation were analysed and presented to the Council's Executive who on the 14th August 2024 agreed that the designation areas for Queensgate, Trinity, Gannow, Daneshouse with Stoneyholme and Padiham be approved and for the Authority to continue to monitor the area of Lyndhurst Road over a period of 24 months.

As the proposed areas cover more than 20% of the borough, or more than 20% of the private rented stock, the council are required to apply to the Ministry of Housing, Communities and Local Government for confirmation of any designations. Should the schemes be approved, the council is required to notify affected parties three months before any designations come into force.

The application to the Secretary of State has been submitted. The results and methodology of the consultation are now available, together with the proposed boundaries and street lists on our website.

☒ EXCELLENT

☐ GOOD

☐ AVERAGE

☐ POOR

Tackling Rogue Landlords

Through a robust monitoring process the council identify landlords and managing agents that have not applied for a licence. Prosecution action, Civil Penalties, Rent Repayment Orders and then Management Orders have been used where landlords have not provided decent homes or have tried to avoid their legal responsibilities. The Council have and will continue to refuse licences to those applicants that cannot demonstrate that they meet the Fit and Proper Person and Management Arrangement Criteria.

Want to see what we're doing in areas you operate in?

We undertake external audits of all rented properties within the zone, looking for external disrepair and dirty backyards, as well as checking whether properties have appropriate waste/recycling facilities and secure back gates to reduce the chance of fly tipping. We then contact landlords and letting agents to ensure any problems are addressed. Where we have concerns that a property may be poor internally, we also make a referral to the Housing Enforcement team for a full internal inspection.

For detailed reports on each area please visit www.burnley.gov.uk/sl-audits

What does it mean to be licenced?

Once your property is licenced, there are conditions that need to be met. Please take a read of our 'What does it mean to be licenced' leaflet for information on how to follow these conditions and ensure your tenancy is well managed. It also gives details of what the Landlord Licensing Team can do for you.

<https://burnley.gov.uk/wp-content/uploads/2024/02/Licensed-Leaflet-2.pdf>

Landlord Licensing

Burnley Council, Housing & Development Control
Town Hall, Manchester Road,
Burnley BB11 9SA

Tel: 01282 475810

Email: landlords@burnley.gov.uk

Keep up to date with everything going on in Landlord Licensing:
burnley.gov.uk/selective-licensing

