

# WIRRAL COUNCIL

## CABINET

12<sup>TH</sup> MARCH 2015

<b>SUBJECT:</b>	<b>CONSIDERATION OF PROPOSAL TO IMPLEMENT SELECTIVE LICENSING FOLLOWING CONSULTATION</b>
<b>WARD/S AFFECTED:</b>	<b><i>CLAUGHTON, BIRKENHEAD &amp; TRANMERE, OXTON, PRENTON SEACOMBE, LISCARD</i></b>
<b>REPORT OF:</b>	<b><i>KEVIN ADDERLEY</i></b>
<b>RESPONSIBLE PORTFOLIO HOLDER:</b>	<b><i>COUNCILLOR GEORGE DAVIES</i></b>
<b>KEY DECISION?</b> ( <i>Defined in paragraph 13.3 of Article 13 'Decision Making' in the Council's Constitution.</i> )	YES

### 1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to present Members with the results of the consultation exercise on a proposal for a Selective Licensing scheme for private landlords in four designated areas in the Borough known as :-

- Area 1 - Birkenhead South
- Area 2 - Egerton North
- Area 3 - Seacombe Library
- Area 4 - Egremont Promenade South

The Maps and Address lists can be found in the Draft Business Case which can be found in the Council's web library

1.2 Based on the feedback from the consultation undertaken and the robust evidence used for the Business Case rationale, Members are asked to approve the introduction of a Selective Licensing Scheme for all private rented properties within the four designated areas under Section 80 of the Housing Act 2004.

### 2.0 BACKGROUND AND KEY ISSUES

2.1 On 6th November 2014 Cabinet approved a draft proposal for a Selective Licensing Scheme within four designated areas of the borough. The report which members considered set out the background to selective licensing, the strategic context, the feasibility work undertaken to inform the development of the evidence base and selection of proposed designated areas along with a draft Business Case and proposed Consultation plan.

2.2 In summary the background and key reasons presented to Cabinet on 6th November 2014 regarding why Selective Licensing was being considered as an option within the Borough included :-

- The 2011 Census reported a significant increase in the private rented sector by nearly 80% since 2001 when it was 8.8%;
- Wirral's Housing Strategy 2011-2026 sets out that the private rented sector has many advantages such as flexibility and ease of access, however often contains many vulnerable households, has the least security of tenure, has twice as many people living in hazardous homes than the owner occupied sector and a third of all private rented homes are non-decent
- The private rented sector in Wirral is mainly terraced houses at 42.8%, compared to 24.8% in Wirral's housing sector as a whole with over 40% built before 1919, compared to 19% in the owner occupied sector;
- Wirral's 2013 Private Sector Stock Condition Survey identified that 32.0% of private rented homes did not meet the Decent Homes Standard, compared to 20.6% of owner occupied homes.
- It further identified that just under 60% of private rented tenants had been resident in the property for under two years;
- 66% of private rented tenants were in full-time work and 12.3% were registered unemployed, in comparison to the owner occupied sector where the figures were 56% and 1% respectively;
- Rates of Category 1 Hazard failure under the Housing Health & Safety Rating System were significantly higher within the private rented sector at 19.9% of homes compared to 7.5% within the owner occupied sector.
- Poorly managed rented properties are frequently associated with areas suffering from low demand due to high levels and/or long term empty properties, environmental blight, criminal damage (Anti-Social Behaviour), poor repair and high levels of housing benefit claimants. Many of the areas which suffer from these indicators require regular intervention from Council services and partner agencies and suffer from low levels of activity in the housing market, particularly in the private rented sector.
- Many tenants of poor landlords feel vulnerable to eviction, 837 of private rented tenants registered on Wirral's Housing Register said they were living in disrepair, but only 185 had complained to the Council.

### **3.0 CONSULTATION**

- 3.1 The Housing Act 2004, Section 80 imposes statutory consultation requirements in respect of local authorities designating a licensing scheme. The Act states the council must take reasonable steps to consult persons who are likely to be affected by the designation and then fully consider any representations made.
- 3.2 The Business Case and associated appendices were approved by Cabinet on 6th November 2014 as the basis for the selection of four proposed selective licensing areas and subsequent 10 week statutory public consultation.
- 3.3 An extensive public consultation with landlords, residents, businesses and stakeholders commenced on 24<sup>th</sup> November 2014. Following the identification of a computer error regarding the full address list within the consultation paperwork, the correction was made and following legal advice the consultation was run for the statutory 10 week period from the date the amendment was made up to 18<sup>th</sup> February 2015. All responses and representations made have been analysed and considered as part of the final Business Case presented to Members. The final report of the public and stakeholder consultation is contained within Appendix 5 of the Business Case which can be found in the Council's web library.

3.4 There was a significant and wide ranging consultation process including an online questionnaire, press release, website information, social media releases, emails and letters, leaflets and postcards were delivered to all homes within the boundaries and a buffer zone, the Council's One Stop Shops provided information on their plasma screens, along with copies of the questionnaire and posters to draw attention to them, and posters were placed in local businesses and shops in the proposed areas.

3.5 Various other consultation has been undertaken such as specific meetings with residents, national landlords association, the Public Service Board and local managing agents. In total 607 people and organisations have responded to the consultation, broken down as follows:

507	responses received to the on line survey and hard copy questionnaires
31	written submissions (21 emails and 10 letters)
10	landlords and agents attended three Selective Licensing Working Group meetings
44	landlords attended 7 focus groups
17	residents attended open forums

3.6 All of the above responses have informed the basis of the final Business Case, Consultation report and proposed changes to the scheme, which Members are being asked to approve in Section Four of this report however key messages from the consultation are:

- From the on-line survey, the overwhelming majority (68.19%) of respondents either strongly agreed or agreed with selective licensing proposals compared to 25.17% who either strongly disagree or disagreed.
- In total of the 290 people who said they lived in Wirral (but were not also landlords/letting agents) 83.8% either strongly agreed or agreed with proposals to introduce a selective licensing scheme.
- In total 118 landlords and letting agents responded to the questionnaire of which 60.2% disagreed or strongly disagreed with the proposals to introduce a selective licensing scheme. Although this is a majority, it is still lower than in other Local Authorities' consultations.
- It is encouraging to note that even with an estimated indicated fee of £550-750, 26.3% of landlords either agreed or strongly agreed with the proposals.
- 58 of the respondents to the on-line questionnaire made additional comments in support of the proposal. A common view was that while good landlords were already meeting these requirements, there were unscrupulous landlords that were neglecting their responsibilities and selective licensing would provide greater protection for tenants.

- There were a significant number of respondents (16) who thought that the scheme should be applied across Wirral rather than being limited to small areas.
- There were 22 general comments against the proposal for a number of reasons including unnecessary regulation; it is penalising good landlords while not addressing the bad; the Council already has existing powers to tackle poor landlords, there are few benefits for landlords and it will increase rents as landlords will have to pass the costs on to tenants.
- A number of landlords against the scheme suggested that the existing landlord accreditation scheme was adequate for good landlords and as they were accredited, they should not have to pay an additional selective licensing fee.
- In addition to the general comments against selective licensing, there were a substantial number (52) written comments against the scheme relating specifically to fees. Many of the comments suggested that the scheme was a 'money making exercise' for the Council and that landlords would sell their properties rather than pay the fee associated with Selective Licensing.
- Another common view from landlords was

*"As a small private landlord, I fully support the proposed selective licensing scheme. A good landlord would not disagree with any of the proposals being put forward, other than the cost of securing a licence which needs to be kept as low as possible".*

- 36 respondents made neutral comments that were neither in support of or against Selective Licensing but offered wide-ranging suggestions or observations about how the scheme should operate at a practical level. These suggestions have been considered in the revised fee structure, draft conditions and other operational considerations.
- In addition to the on line questionnaire officers have had regard to the views expressed via the Landlord Forums and also the Landlord Working Group. From these sessions, many landlords actually agree with the scheme in principle however their biggest concern was the level of the licensing fee. Landlords asked for good landlords to be recognised in the fee structure and for there to be flexibility in payment methods.

#### **4.0 CHANGES TO THE BUSINESS PLAN AS A RESULT OF CONSULTATION AND REPRESENTATIONS MADE**

- 4.1 There were a number of issues raised as part of the consultation process which has resulted in the Business Case and associated appendices being reviewed and amended. The revised Business Case can be found in the Council's web library. The Business Case setting out the evidence base and rationale for the introduction of selective licensing has remained unchanged. The main changes in the Business Plan relate to the following key aspects:

### ***Licence Conditions***

The main changes involved removal of the requirement for electrical inspection certificates for all properties. Instead these will be requested on a risk based approach where hazards are suspected.

Landlords also proposed that tenants must accept some responsibility for maintaining the outside of their properties, managing waste disposal and addressing pest infestations that may occur during their occupancy providing the properties were clean, tidy and free from pests at the start of the tenancy. The conditions relating to these issues have been amended accordingly as being fair for a tenant to take on this responsibility once the property is let.

### ***Fees and Charges***

The Selective Licensing Consultation raised significant concerns about the level of fees and consequently these views have been taken into consideration when determining the final fee structure as set out in Appendix 1 of this report. Whilst it was felt that landlords who don't come forward and co-operate with the Council should be charged the full fee, it was considered that good landlords who are likely to be meeting the licensing conditions already should be rewarded with discounts, as certain checks or standards will have already been applied and have been through an existing accreditation process with the Council.

It is proposed to offer discounts and make charges for license fees based on those set out in Appendix 1.

### ***Benefits to Landlords***

The Selective Licencing consultation feedback suggested that the benefits listed in the first draft of the business case needed to be more tangible and offer practical support to both landlords, tenants and the community. The support most requested by landlords was financial support to help with disrepair issues and support to address what they often described as 'problem tenants'.

Based on this feedback, if the scheme is supported, the Council is now in a position to be able to offer the following support services:-

- A named Selective Licensing Officer in proposed Selective Licensing areas that will raise awareness in the community about minimum standards and act as a contact for complaints and queries about property management and standards
- While the Council will not provide financial assistance for landlords to carry out improvements where their property falls below the minimum statutory standard, financial support (up to £3,000.00) will be provided towards renovation costs of empty properties that have been vacant for more than 6 months. In addition to this will be the availability where appropriate for access to Cosyhomes Heating Grants where tenants meet the qualifying criteria and external wall insulation for 'hard to treat' properties with solid walls. (Cosyhomes and empty property grants are already funded via the Councils Capital Programme Budget and

funding for external wall insulation has been secured from the Public Health funding for 2015/16).

- The Council will aim to process new property accreditation applications where possible before the commencement of the scheme so that landlords not currently accredited can benefit from the discounts offered for accredited properties.
- The Council will appoint three Healthy Homes Community Workers to focus their work in proposed Selective Licensing Areas, to act as a referral hub to multiple-agencies to support tenants and residents living in designated areas and reduce health inequalities.
- The Council will offer information and advice to landlords and residents in proposed Selective Licensing Areas to help address issues relating to anti-social behaviour (ASB), will offer mediation where this is applicable and offer an Anti-Social Behaviour case management service to landlords where the level of ASB does not warrant enforcement action. Where appropriate cases can also be referred to the Troubled Families Project or Council commissioned tenancy support services and where required practical training sessions for landlords.
- Tenant information will be available to increase tenant awareness of their rights, where tenants can seek help from, along with their responsibilities to behave and act within the terms of their tenancy agreements. Consultation feedback so far has also identified that a high number of tenants in these areas lack general lifestyle and tenancy management skills which puts them at a higher risk of homelessness due to tenancy breakdown. The Council aims to increase its tenancy support service to be targeted within Selective Licensing areas via funding secured through Public Health.
- The Council will also commit to exploring a 'co-regulation' model as suggested by the National Landlord Association as a model that could be looked at in the future.

### ***Monitoring of Impacts***

Consultation feedback suggested Wirral needed a robust set of annual indicators to monitor how effective the scheme was if implemented. Initially it was proposed that the full 20 data-sets that were used to determine low demand for the purpose of selecting the four selected licensing areas would be updated in year four of the scheme, it is suggested that the following condensed set of indicators are measured and reported on an annual basis:

- Number of properties licensed in each designated area
- Number of properties improved

- Reduction in empty properties (N.B it is anticipated that this figure may increase in the first year if some landlords sell their properties to avoid paying a licence fee)
- Reduction in time taken to let properties
- Number of residents supported through Healthy Homes, ASB team or tenancy support services or partner agencies as a result of Selective Licensing.

## 5.0 RELEVANT RISKS

5.1 As part of the preparation work for the consultation a risk assessment was undertaken and identified controls which would be put into place to help mitigate these factors. Members were advised that following consultation the risk assessment would be reviewed and any further issues identified. The full risk assessment is attached as Appendix 4 of the Business Case which can be found in the Council's web library, however Members attention is drawn to the following:-

Risk	Controls
Low take up by landlords resulting in an income shortfall	<ul style="list-style-type: none"> <li>• Full Consultation taken place</li> <li>• Earlybird discount offered to encourage landlords to come forward;</li> <li>• Enforcement and publicity of non-compliant landlords</li> </ul>
Inability to process and respond to high level of licence applications all submitted at the same time	<ul style="list-style-type: none"> <li>• Staff to be recruited for new team</li> <li>• Feasibility of on line applications and payments</li> <li>• Fixed term staff to assist in early stage of programme if higher level of applications anticipated are received</li> </ul>
Challenge of the Council's decision by seeking judicial review of the decision resulting in cost implications for the council	<ul style="list-style-type: none"> <li>• Council's legal team involved in feasibility and consultation processes</li> <li>• Robust consultation plan agreed by cabinet</li> <li>• License conditions and fees changed to reflect views and concerns from consultation with landlords</li> </ul>

## 6.0 OTHER OPTIONS CONSIDERED

6.1 The Council has used a range of tools for tackling poor management including property accreditation, healthy homes and enforcement action. Whilst this has had some success the benefit that Selective Licensing brings is a co-ordinated, targeted mandatory approach, where the ultimate sanction is that a landlord can be prevented from letting out properties.

6.2 A Borough wide selective licensing approach was considered but Wirral has very distinct housing markets which are clearly concentrated in small pockets in the east of the borough as evidenced in various research studies conducted in Wirral and the Merseyside Sub region into low demand. Although the HMRI programme has not

operated since 2011, recent evidence from the Performance and Public Health Intelligence Report (July 2014) still supports the fact that there is significant polarisation of the housing markets in different parts of the borough. The Council therefore needs to focus resources in the areas displaying to the worst problems of low demand.

## **7.0 IMPLICATIONS FOR VOLUNTARY, COMMUNITY AND FAITH GROUPS**

7.1 There have been no direct representations to the Council from any voluntary, community and faith groups regarding the consultation exercise, however it is proposed the business case for the implementation of Selective Licensing will need to be communicated to Voluntary, Community and Faith Groups in order that clients can be supported sufficiently. Following approval of the business case, Voluntary Community Action Wirral will be contacted with information provided for them to share with their members which will be consistent with communications on the Council website.

## **8.0 RESOURCE IMPLICATIONS: FINANCIAL; IT; STAFFING; AND ASSETS**

8.1 The estimated costs of operating a scheme in the four areas are estimated to be in the region of £200k per year over the five year designation period. A Budget of £365k from 2015/16 and subsequent yearly allocation of £193k in years 2016/17-2019/20 is available to support five FTE staff members and the operation of the service. These posts have already been established and the recruitment/redeployment to the posts will commence following Members decision to implement a scheme. The initial budget for the 2015/16 of £365k is higher than subsequent years based on the additional costs associated with complying with the legal requirements of setting up a new regulatory scheme including the statutory consultation exercise; publicity costs for publishing statutory notices if the scheme is approved and other costs associated with the initial set up of the scheme. The 2015/16 budget also allows provision for legal costs in the event that the proposed designations are called into Judicial Review. However, this will not be known until the expiry of the notice period.

8.2 Members should note assumptions on costs regarding fee income have had to be made on the current level of private rented properties across the areas however this could be subject to change if there are less private rented properties in the area or landlords make more properties empty to try and avoid fees. This would have an impact on the level of fee income generated and would need to be reported to members. This risk will be managed through regular monitoring of income generation and by the new team working to establish an accurate private landlord database.

8.3 Officers are proposing a baseline fee per licence in the designated area of £695. The proposed fee to be charged is based on the true costs associated with running the scheme, this includes processing applications, administration costs for issuing the licence and staff monitoring compliance of the scheme conditions over the five year designation period. The proposed fee charge will need to be included in the Councils Fees and Charges Directory.

8.4 Whilst the baseline fee will be charged at £695, it is proposed that discounts will be applied to the scheme for all private landlords. Wirral is proposing that discounts will be applied and given to landlords where less administration is required such as multiple applications or landlords are members of the Wirral Accreditation Scheme



where much of the checks and documentation required for licensing will have already been made available.

- 8.5 Members attention is drawn to Appendix 1 of this report which sets out the consultation findings which officers have had regard to when proposing the final fee structure and the range of discounts which will be available.
- 8.6 Members should note that councils are not able to include the costs of enforcement as part of any licence fee. Recent case law means this is no longer lawful for the collection of the licence fee to include any element of enforcing a licensing system. The costs of prosecuting landlords who fail to obtain a licence within the scheme area would be recoverable from the landlord on conviction but subject to the approval of the Court therefore budgetary provision would have to be made available in advance to be able to prosecute in the first place.
- 8.7 Based on the above two issues an element of the costs of operating the scheme will be required to be made available by the Council. Budgetary provision has been made within the Councils resources to part fund a Selective Licensing Scheme over the five year designation period as set out in 8.1 of this report.
- 8.8 Some costs of the overall service will be offset by the fee income generated as part of the licence process however it is also anticipated if a scheme was taken forward, the reduction of vacant and poorly managed properties will drive increases in Council Tax income as more people choose to reside in the areas because of an improved quality of housing offer.
- 8.9 There will be a requirement to extend the current MVM Northgate software system currently used by the Council to extend the database facilities to be able to manage the service. As part of the current contract with Northgate, who is the provider of the system, there is provision for 3 days consultation support to assist with service changes and support. It is anticipated that the requirements for software changes will be undertaken as part of the existing contract arrangements however if additional support is required this would be authorised by the Strategic Director of Regeneration and Environment under Delegated Authority.
- 8.10 For a number of years the council has been improving its online services to make it easier for our customers to do business with us via the internet and will take a another step forward this year in the way the council deals with its customers through how the one stop shops and the call centre will change.
- 8.11 All Councils are promoting Channel Shift as an effective means of making savings which does not impact on essential services. It is proposed as part of Wirral's 'Channel Shift' approach the implementation of on line applications and payments for the Selective Licensing scheme is taken forward.

## **9.0 LEGAL IMPLICATIONS**

- 9.1 The Housing Act 2004 contains provisions for local authorities to license the private rented sector in some circumstances. Selective Licensing is one form of licensing that can be used. The criteria for selective licensing are:-

1. That the area is, or is likely to become, an area of low housing demand and that making the designation will, when combined with other measures taken in the

area by the local authority, contribute to the improvement of the social and economic conditions in the area and/or

2. That the area is experiencing a significant and persistent problem with anti-social behaviour and some or all of the private landlords with properties in the area are failing to take appropriate action to combat the problem and that making the designation ill, when combined with other measures taken by the local authority, lead to a reduction in or elimination of the problem.

9.2 The definition of "Private landlord" does not include a non-profit registered provider of social housing or a registered social landlord and as such these landlords would be exempt from any license scheme introduced.

9.3 The Council must have taken reasonable steps to consult persons who are likely to be affected by the designation, have regard to the Equality Act 2010 and be satisfied that the proposal are compliant with landlords' and occupiers' human rights as set out in Article 1 of the European Convention of Human Rights as set out below. This means that either the proposals do not interfere with the following right or that any interference is lawful and justified by and proportionate to the public interest:-

*Article 1 Protection of Property*

*Every natural and or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law.*

*The preceding provisions shall not, however in any way impair the right of a state to enforce such laws as it deemed necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties.*

9.4 Wirral Council has undertaken a full consultation programme for a ten week period in line with Government guidance. An Equality Impact Assessment has been undertaken to ensure that Wirral as a Council has had full regard to all the relevant protected characteristics contained within the act and to eliminate discrimination, harassment, or victimisation. The full EIA can be viewed via the following link in Section 10 of this report.

9.5 Whilst the proposals to introduce selective licensing may interfere with landlord's human rights by imposing additional requirement and restrictions on their use of their property, such interference is justified by and proportionate to the public interest in the likely improvement in the social and economic conditions delivered by the proposals. Based on the consultation, EIA and consideration of Article 1, Cabinet is therefore requested to approve the recommendations.

9.6 If Members agree to the recommendation to implement Selective Licensing in the four designated areas in Wirral a public notice of a designation must be given once it is made. The designation cannot come into force until the elapse of 3 months after the date it is made. Members should note that the designations may be challenged by judicial review as has been the experience of other local housing authorities. The time for seeking judicial review is 3 months of the date the designation is made.

## 10.0 EQUALITIES IMPLICATIONS

- 10.1 It is anticipated that the proposed implementation of Selective Licensing will have a positive impact on stakeholders in the affected areas through improvements in the standards and management of private rented properties, improving the Borough's housing offer and improved access to quality housing in the top four Lower Super Output Areas. The introduction of a Selective Licensing Scheme is consistent with the priorities identified in the Housing Strategy Statement 2011-2026 of which an EIA was completed. However a full Equality Impact Assessment (EIA) for Selective Licensing has been completed and can be found via the following link:-

<http://bit.ly/regenEIA>

## 11.0 CARBON REDUCTION IMPLICATIONS

- 11.1 The implementation of Selective Licensing will result in a comprehensive register of landlords within the designated areas and in meeting the requirements of the licence will result in improved housing conditions and thermal efficiency of private rented homes. It is proposed that the use of Empty Homes Grants funded by the Capital Programme and targeted energy efficiency measures advice and support will be directed to properties within the Selective Licensing areas. This alongside the general property conditions which will need to be met by the licence holder will have a positive effect on thermal efficiency and help reduce CO2 emissions.

## 12.0 PLANNING AND COMMUNITY SAFETY IMPLICATIONS

- 12.1 There are no planning implications arising from this report.
- 12.2 The designation of the Selective Licensing area can be made if the area to which it relates satisfies one of both of the following – Low demand or significant and persistent Criminal Damage (Anti Social Behaviour) and private landlords are not addressing this. The proposal for Wirral is to undertake a designation based on low demand. Criminal Damage and long term empty homes along with others are contributing indicators which have been used as part of the evidence base to select the areas and are seen as issues which are connected to criminal activity and community safety issues.
- 12.3 As part of the consultation feedback on additional licence conditions relating to ASB the following percentage of respondents strongly agreed/agreed that the licence holder must comply with the following aspects:-
- Make sure that the tenants complies with other conditions about living in the property **(91.38%)**
  - Deal with any complaints of ASB in a proper and timely manner **(85.79%)**
  - Make sure that the tenants and their visitors don't cause a nuisance to their neighbours **(80.39%)**
- 12.4 As part of the Consultation process a specific landlord's Selective Licensing Working Group was established to discuss specific aspects of the proposed scheme and included the additional licensing aspects relating to ASB. The Working Group was supportive of the above conditions however expressed a need for some form of support to be given to landlords in dealing with ASB and meeting the conditions. It is proposed that work will be undertaken with the Head of Corporate and Community Safety on information for landlords to be able to use and other forms of support and

advice which may be available. The Strategy, Standards and Renewal Team has also been successful in securing Public Health funding to offer a floating support service to landlords who are experiencing difficulties with tenants identified as needing support and who may be at risk of losing their tenancy for various reasons including their behaviour.

### **13.0 RECOMMENDATION/S**

13.1 Members are requested to :-

- a) approve the proposal for the designation of Selective Licensing in the 4 areas in the Borough as set out in the Business Plan to cover all private tenancies in accordance with Section 80 of the Housing Act 2004;
- b) give delegated authority to the Strategic Director of Regeneration and Environment and the Cabinet Member for Neighbourhoods, Housing and Engagement to take all necessary steps to implement the operational delivery of selective licensing including recruitment of staff;
- c) agree that the selective licensing designation shall come into force on 1st April 2015 with an anticipated target commencement date of 1st July 2015 delegated authority be given to the Strategic Director, Regeneration and Environment in consultation with the Cabinet Member for neighbourhoods Housing and Engagement to discuss co-regulation options with the National Landlords Association and other representative organisations.
- d) Cabinet refer this report to Full Council on 16<sup>th</sup> March 2015 for approval.

### **14.0 REASON/S FOR RECOMMENDATION/S**

14.1 The report sets out the reasons for implementing a Selective Licensing Scheme in four designated areas in the borough following extensive consultation with stakeholders, local residents and landlords. These recommendations will improve living conditions and well managed private rented properties in the designated areas supported by both the Housing Strategy's objectives and the Council's priorities identified within the Corporate Plan.

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## **APPENDICES**

### **Appendix 1 Proposed Fee Structure**

The following documents can be accessed via the Council's web library:

**Draft Business Case**

**Business Case Appendix 1: Evidence Base**

**Business Case Appendix 2 Maps & Address Lists**

**Business Case Appendix 3: License Conditions**

**Business Case Appendix 4: Risk Register**

**Business Case Appendix 5: Final Report - Consultation Responses**

**REFERENCE MATERIAL**

*Approval Steps for additional and selective licensing designations in England, Department of Communities and Local Government, Revised edition 2010*  
*Selective Licensing of Privately Rented Housing December 2013, House of Commons*

**SUBJECT HISTORY (last 3 years)**

<b>Council Meeting</b>	<b>Date</b>
<b>Cabinet Report - Approval of Business Case and Consultation Approach for the proposed Introduction of Selective Licensing</b>	<b>6<sup>th</sup> November 2014</b>