

**STOCKTON-ON-TEES BOROUGH COUNCIL**

**SELECTIVE  
LICENSING SCHEME  
PROPOSAL**

**2023**

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## FOREWORD

Over recent years the borough of Stockton-on-Tees has seen a growing privately rented housing sector (rising from 5.2% of the borough's housing stock in 2001 census to 13.1% in 2011 and 17% in the 2021 census).

Whilst Stockton-on-Tees Borough Council (the Council) recognises that private rented housing provides a valuable housing offer in terms of meeting housing needs and providing housing choice it can also bring a challenge. Some of these properties are poorly managed, are in areas with high concentrations of private rented housing (well above the national average of 20.3%), experience low housing demand and/or higher-than-average levels of crime and anti-social behaviour.

We want to achieve a healthy private rented sector with good quality properties all managed to a high standard. This document (and the supporting information outlined in the attached appendices) sets out the Council's proposal to introduce Selective Licensing in **Central Stockton, North Thornaby and Newtown**, which we believe will support this objective.

We are a listening Council, and to inform our next steps, we will undertake a consultation exercise to ensure that everyone who is likely to be affected by the proposed introduction of Selective Licensing has an opportunity to comment and give their views. We encourage residents, private sector landlords, local businesses and our partner agencies in the statutory, community and voluntary sectors to consider our proposal and feedback their views. Information about the different ways to participate in the consultation is detailed in Chapter 9 of this proposal paper and in Appendix 3: Consultation Plan.



**Councillor N Cooke**  
**Cabinet Member for Regeneration and Housing**

## CHAPTER 1: INTRODUCTION

The Housing Act 2004 gives the Council powers to introduce Selective Licensing for privately rented properties. This document (and **Appendix 1** – Supporting Evidence Base) sets out the Council’s proposal to implement Selective Licensing of privately rented homes in Central Stockton, North Thornaby and Newtown.

IT IS IMPORTANT TO NOTE THAT AT THIS STAGE THESE PROPOSALS ARE NOT FINALISED. Following consultation, the Council will consider all responses received. We will then publish a Consultation Report and prepare a report for the Council’s Cabinet for a decision on whether the three areas identified should be designated as a Selective Licensing area.

1.1 Within the borough of Stockton-on-Tees there is a growing private rented sector. The private rented sector accounted for 5.2% of the borough’s housing stock in the 2001 census, 13.1% in the 2011 census and 17% in the 2021 census. This sector is important in meeting the borough’s housing needs, so it is vital that accommodation on offer meets satisfactory standards and is well managed.

1.2 Within the borough there are concentrations of private rented accommodation often in areas suffering low housing demand and/or experiencing high levels of crime and anti-social behaviour. Although many landlords operate professionally, the Council is concerned about landlords who rent out properties that fail to meet satisfactory standards of tenancy and property management.

1.3 Selective Licensing is a scheme where all private landlords of properties within a defined boundary must have a licence before they can let those properties out. The licence will have conditions attached to ensure the properties are and continue to be safe and well-managed.

1.4 For the Council to be able to declare a selective licensing designation it must be able to satisfy one or more of the following conditions:

- low housing demand (or a likelihood to become such an area),
- a significant and persistent problem caused by anti-social behaviour,
- poor housing conditions,
- high levels of migration,
- high levels of deprivation, and/or
- high levels of crime.

1.5 A designation can be in force for a maximum of 5 years.

1.6 This document makes the case for introducing a Selecting Licensing Scheme within 3 areas of the borough - **Central Stockton, North Thornaby** and **Newtown**. The Council is proposing that Selective Licensing is required within each of the proposed locations on the basis that:

- **Central Stockton** and **North Thornaby** are areas that are or are likely to become areas of low housing demand, have high concentrations of private rented properties (well above the national average) and are experiencing high levels of deprivation.
- **Newtown** is an area experiencing significant and persistent problems caused by high levels of crime and anti-social behaviour, with high concentrations of private rented properties (well above the national average) and is experiencing high levels of deprivation.

1.7 The Council is therefore undertaking a consultation exercise to ensure that everyone who is likely to be affected by the proposal has an opportunity to express their views and understands the rationale which supports the introduction a Selective Licensing scheme.

### **The proposed designated area**

1.8 This document has been prepared to support the proposal for the introduction of a Selective Licensing Scheme in 3 areas of the borough; '**Central Stockton**', '**North Thornaby**' and '**Newtown**'.

1.9 These 3 areas have been identified using an evidence-based approach. A summary of the evidence is incorporated into chapter 4 of this report, with a full breakdown of the evidence detailed in **Appendix 1 – Supporting Evidence Base**.

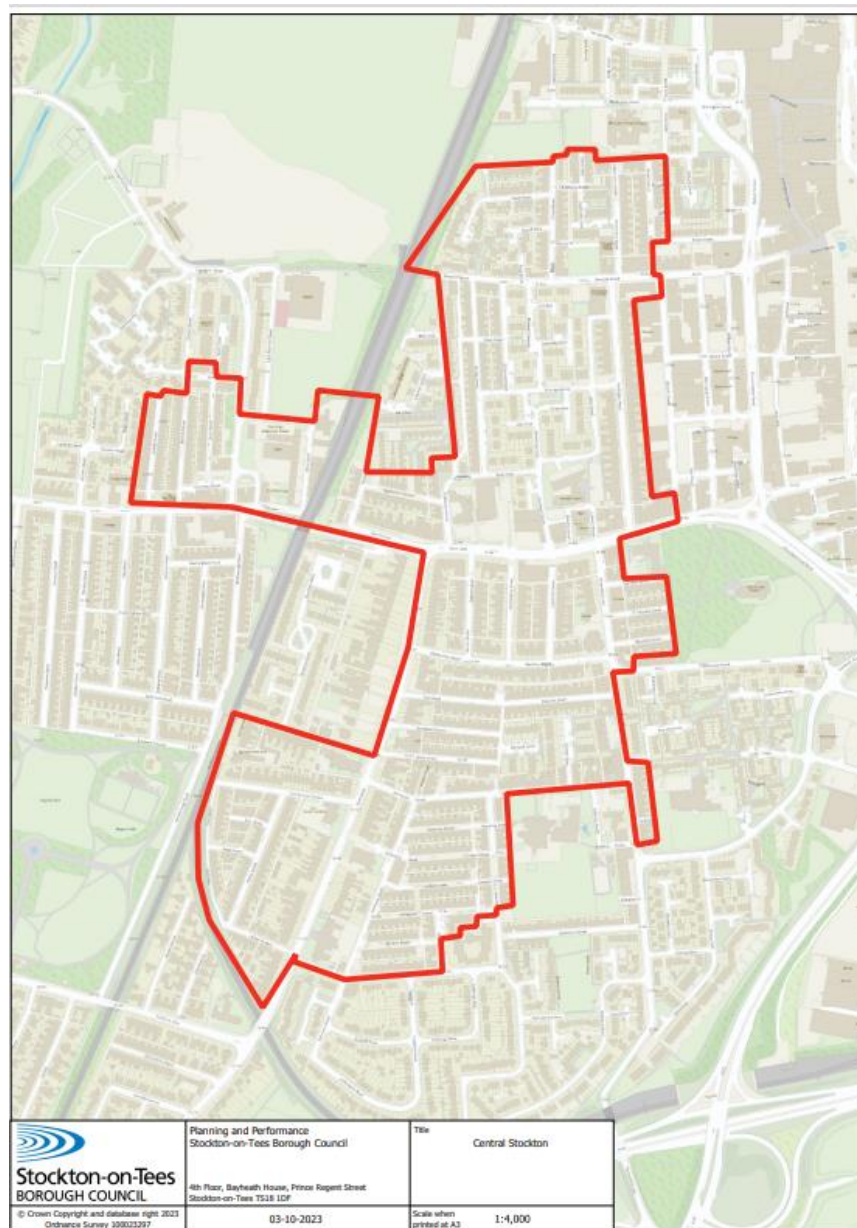
**The Council is keen to hear the views of those who are likely to be affected by the Selective Licensing proposal, including local tenants, landlords, managing agents and members of the community who live, operate businesses or provide services in the proposed designated areas and/or the surrounding areas.**

## Central Stockton

This area is predominantly older terraced housing and forms part of the Stockton Town Centre and Roper wards. Throughout this document and all supporting information, the area will be referred to as **Central Stockton**.

In the proposed Selective Licensing designated area 50% of properties are private rented (well above national and borough averages).

**The map below identifies the proposed Central Stockton Selective Licensing designated area:**

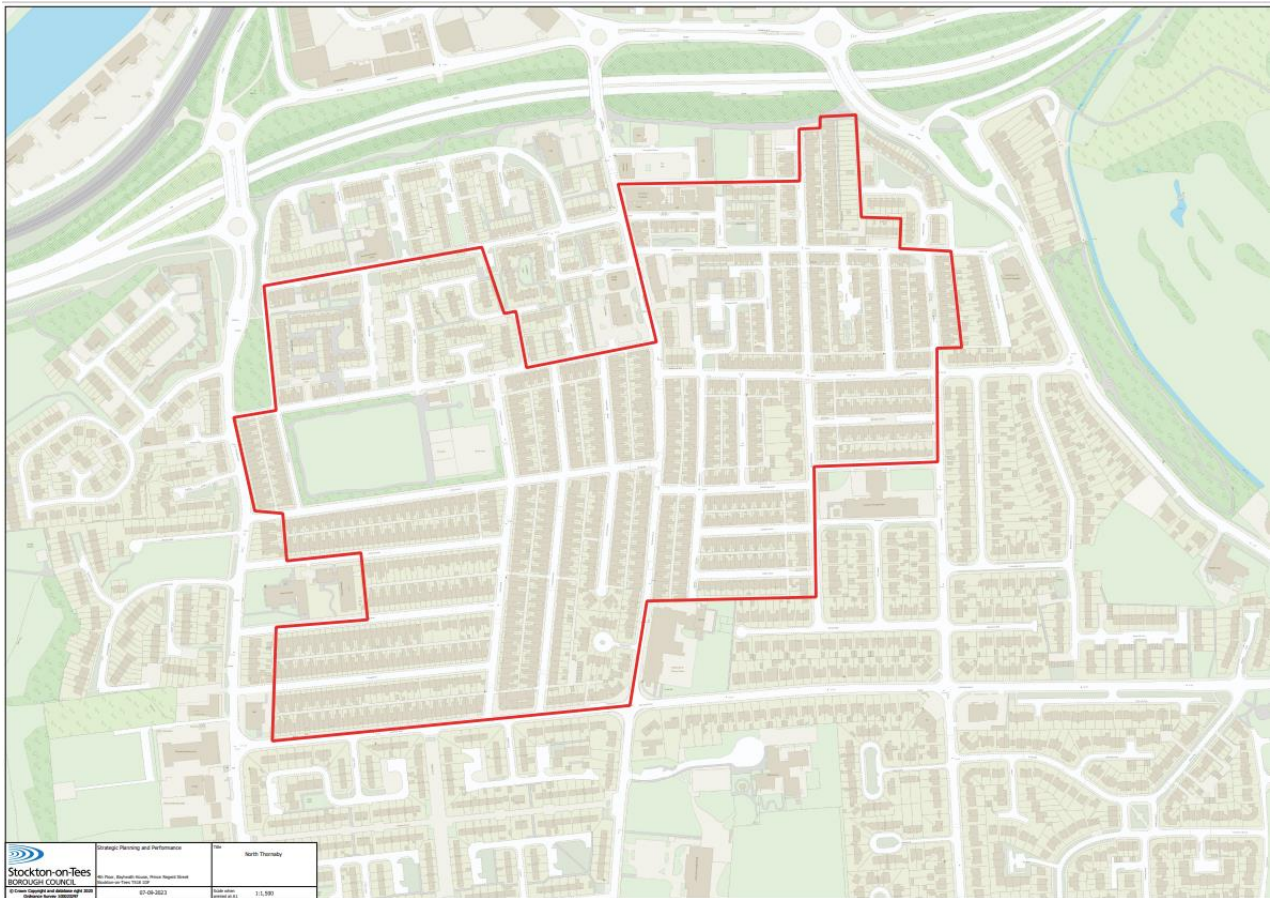


## North Thornaby

The area is predominantly older, terraced housing and is in the Mandale & Victoria ward. Throughout this document and all supporting information, the area will be referred to as **North Thornaby**.

In the proposed Selective Licensing designated area 41% of properties are private rented (well above national and borough averages).

**The map below identifies the proposed North Thornaby Selective Licensing designated area:**

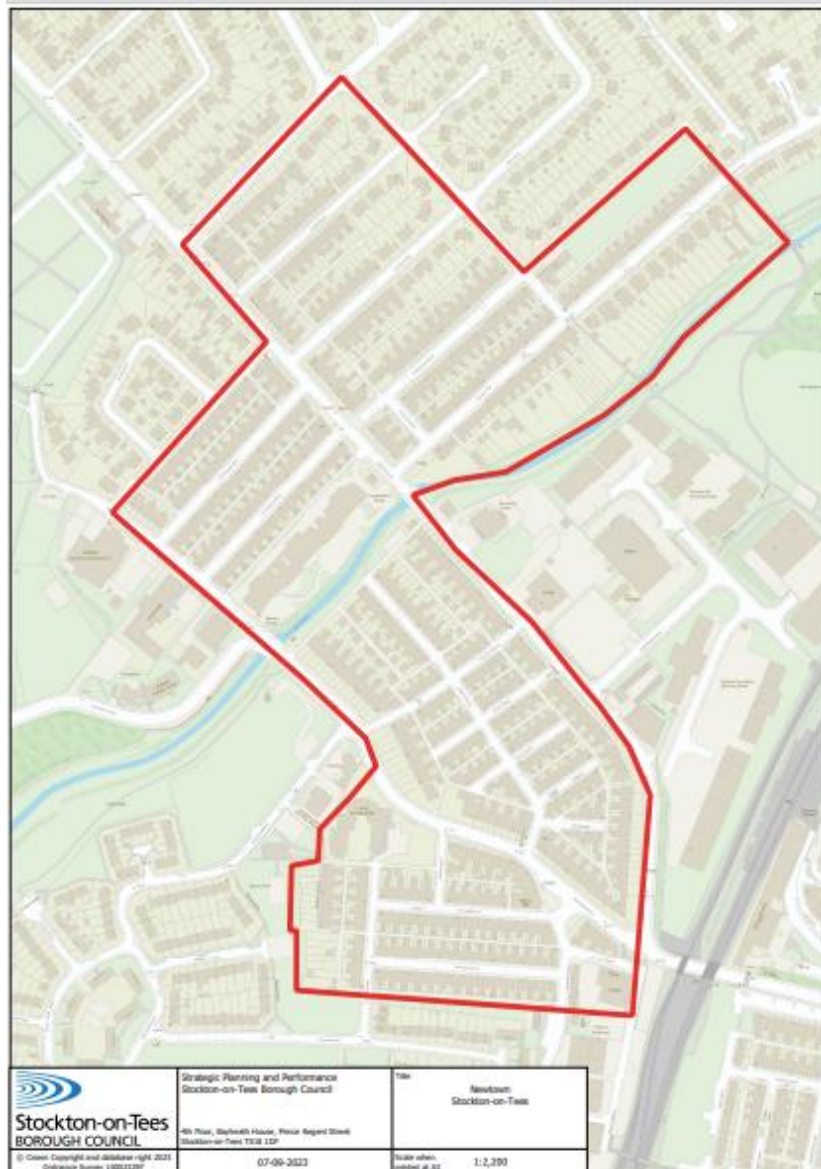


## Newtown

The area is predominantly older, terraced housing and is in the Newtown ward. Throughout this document and all supporting information, the area will be referred to as **Newtown**.

In the proposed Selective Licensing designated area 45% of properties are private rented (well above national and borough averages).

**The map overleaf identifies the proposed Newtown Selective Licensing designated area:**



**Larger maps of each proposed designated area, together with a list of streets included in the proposal are shown in Appendix 2.**



## CHAPTER 2: THE LEGAL FRAMEWORK

This section of the report summaries the legal requirements necessary for the introduction of Selective Licensing in an area.

2.1 Part 3 of the Housing Act 2004 (the Act) sets out the scheme for licensing private rented properties in a local housing authority area. Under section 80 of the Act a local housing authority can designate the whole or any part of its area as subject to selective licensing, subject to two prerequisites. Firstly, section 80(9) of the Act requires the housing authority to have taken reasonable steps to consult persons likely to be affected by the designation and to consider any representations made in response. Secondly, section 80(2) of the Act requires that the proposed licensing scheme must satisfy one or more of a number of specified statutory conditions, which are set out in sub sections 80(3)(a) and (b) and (6) of the Act: -

*a) That the area is, or is likely to become, an “area of low housing demand”; and that the proposed designation will contribute to the improvement of the social or economic conditions in the area when combined with other measures taken in the area by, or in cooperation with, the local authority;*

*b) That the area is experiencing a “significant and persistent problem” caused by anti-social behaviour (‘ASB’); that some or all of the private sector landlords letting premises in the area have failed to take action which it would be appropriate for them to take to combat the problem; and that the proposed designation will, when combined with other measures, lead to a reduction in or elimination of the problem.*

2.2 The Act goes on further to state in section 80(4) that in deciding whether an area is, or is likely to become an area of low housing demand a local housing authority must take into account, among other matters:

- a) The value of residential premises in the area, in comparison to the value of similar premises in other areas which the authority consider to be comparable (whether in terms of types of housing, local amenities, availability of transport or otherwise);
- b) The turnover of occupiers of residential premises; and
- c) The numbers of residential premises which are available to buy or rent and the length of time for which they remain unoccupied.

2.3 Guidance produced by Communities and Local Government: ‘Approval steps for Additional and Selective Licensing Designations in England’ adds that local housing authorities should also consider other factors in determining low demand which may include:

- a) A lack of mixed communities in terms of tenure, for example, a high proportion of rented property and a low proportion of owner-occupied properties;
- b) A lack of local facilities, for example shops closing;
- c) The impact of the rented sector on the local community, for example, poor property condition, anti-social behaviour etc.; and
- d) Criminal activity.

2.4 In March 2015, the Government extended the conditions for designation of Selective Licensing in England. The Selective Licensing of Houses (Additional Conditions) (England) Order 2015/977 came into force on 27 March 2015, and permits licensing where:

The area contains a high proportion of properties in the private rented sector (PRS), being properties, which are occupied under assured tenancies or licences to occupy, and one or more of specified further conditions also apply:

- Housing conditions: the local housing authorities consider it appropriate and intends to carry out inspections of a significant number of properties to determine the existence of category 1 and 2 hazards, with a view to taking any necessary enforcement action.
- Migration: the area has “recently experienced or is experiencing an influx of migration into it”; a significant number of properties are occupied by those migrants; and the designation will assist the local housing authority to preserve or improve conditions in the area, ensure properties are properly managed, or prevent overcrowding.
- Deprivation: the area is “suffering from a high level of deprivation, which affects a significant number of the occupiers of [the] properties” and the designation will contribute to a reduction in deprivation.
- Crime levels: the area “suffers from high levels of crime”; criminal activity affects persons occupying the properties; and the designation will contribute to a reduction in crime levels “for the benefit of those living in the area”.

2.5 In addition, in making a Selective Licensing designation, the local authority must, under section 81 of the 2004 Act:

- a) Ensure that it exercises its power to designate consistently with the Council’s overall housing strategy; and
- b) Seek to adopt a co-ordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour, both as regarding (i) combining Part 3 licensing with other available courses of action and (ii) combining Part 3 licensing with measures taken by other persons.

Furthermore, the authority must not make a particular designation under section 80 unless:

- (a) it has considered whether there are any other courses of action available to them (of whatever nature) that might provide an effective method of achieving the objective or objectives that the designation would be intended to achieve; and
- (b) it considers that in making the designation it will significantly assist in achieving the objective or objectives (whether other courses of action are also taken).

## Amended General Approval – April 2015

2.6 The Secretary of State has power to give general approvals for Selective Licensing designations, meaning that any licensing scheme compliant with the statutory tests would come into force subject only to compliance with any further conditions specified in the approval. The first General Approval was issued in March 2010 and required only that consultation on selective licensing take place for a minimum of ten weeks.

2.7 On 1 April 2015, an amended General Approval was issued. The Secretary of State's consent is now required for implementation of any Selective Licensing scheme which covers more than 20% of a local housing authority's geographical area, or more than 20% of the private rented sector homes in the district area.

*(The Council's Selective Licensing proposal does not cover more than 20% of our geographical area, nor does it cover more than 20% of the private rented sector homes in our borough).*

2.8 Where a Selective Licensing designation is made it applies to privately rented properties in the area. Subject to certain exemptions (which are detailed in Appendix 6), **all properties in the private rented sector which are let or occupied under a tenancy or licence, are required to be licensed by the local housing authority**, unless a property is a House in Multiple Occupation and is required to be licensed under Part 2 of the Act.

2.9 Owners of rented properties will be required to make an application to the Council for a licence and will need to nominate either the manager or the owner to be the licence holder. Landlords will require a licence for each individual property they rent out within the designated area.

The data collected by the Council (detailed in this document and the supporting evidence Appendix 1 – Supporting Evidence Base) provides an evidence base that Selective Licensing is required in the 3 proposed areas and how it would contribute to the Council's strategic priorities (as detailed in Chapter 3 of this document).

### Licence Conditions:

2.10 Each licence is valid for up to 5 years and will contain conditions with which the licence holder will be required to comply. The conditions will include issues relating to tenancy management (including tenant referencing), ensuring properties are safe, and conditions on dealing with anti-social behaviour. The Council's draft Selective Licensing Conditions are detailed in Appendix 4.

### Fit and Proper Person:

2.11 In addition to ensuring compliance with the licence conditions, the Council will need to determine that the proposed licence holder is a 'fit and proper' person in terms of their suitability to manage their property/properties before issuing a licence. The Council will use the statutory test set out within sections 66 and 89 of the Act when determining fitness and propriety.

### **Selective Licensing fees:**

- 2.12 Costs associated with the administration of a Selective Licensing scheme are recouped via fees charged to the landlord. Details of the Council's proposed Selective Licensing fee structure are detailed in Chapter 6 of this document.

### **Selective Licensing enforcement:**

- 2.13 Failure to apply / obtain a licence when a property is let could result in an unlimited fine if convicted or a civil penalty of up to £30,000. In addition where a breach of a licence condition is identified, this could lead to a fine of £5,000 or a civil penalty for each breach.
- 2.14 In addition, local authorities and tenants can claim back from landlords up to 12 months benefit/rent paid during the period a property has not been licensed (Rent Repayment Order). Landlords who continually fail to licence a property can have control of their property taken away from them through a Management Order.
- 2.15 During the period of the designation, a programme of pro-active property inspections will be undertaken, and the Council will act where breaches of licence conditions are found. These enforcement activities will not be met from the revenue from fees.
- 2.16 Our enforcement activities will be targeted only at situations where action is needed and will be carried out in a transparent, accountable, proportionate and consistent manner. The Council will work constructively with individuals or businesses that can evidence they are trying to comply with the law and help them to comply with the law.

## CHAPTER 3: STRATEGIC HOUSING CONTEXT

This chapter demonstrates how the proposed Selective Licensing designation is consistent with and would contribute to the achievement of the Council's strategic priorities.

3.1 The **Council's Housing Strategy 2018-23** acknowledges that the private rented housing sector is a critical component of our local housing market and articulates our approach to working with private landlords to deliver good housing, which will support the health, well-being and prosperity of our residents.

3.2 There are three objectives in the Council's Housing Strategy which are consistent with the implementation of Selective Licensing:

- Objective 1: Supporting Housing Growth and Increasing Choice
- Objective 2: Strong Communities
- Objective 3: Meeting Housing Needs and Supporting Vulnerable People

The significant increase in the private rented sector at a borough wide level is referenced in the Housing Strategy.

Nationally the private rental sector accounts for 20.3% of the total housing stock in England (2021 Census) with the Department Communities and Local Government (now known as the Department of Levelling Up, Housing & Communities) highlighting that areas are considered as having a 'high proportion' of privately rented properties if they are above this national level. The 3 areas where a Selective Licensing designation is proposed have private rental housing stock levels well above this national threshold. In acknowledgement of the growing significance of the private rental housing market, our Housing Strategy identifies that the Council aims to support good landlords whilst taking a proactive approach to tackling rogue and irresponsible landlords.

3.3 The proposal to introduce Selective Licensing will also support and compliment the Council's broader strategic priorities, as detailed overleaf: -

Relevant aim / objective of each identified strategy	How will Selective Licensing contribute?
<b>Council Plan 2023 - 2026</b>	
<p><i>Relevant Plan priorities:</i></p> <p>A place where people are healthy, safe and protected from harm.</p> <p>A place that is clean, vibrant and attractive.</p> <p>A place with a thriving economy where everyone has opportunities to succeed.</p>	<p>Selective Licensing is recognised as a tool to improve the management of homes in the private rented sector, as well as addressing issues often associated with low housing demand (for example empty properties / anti-social behaviour).</p> <p>Selective Licensing will also contribute to addressing the need for affordable, safe and quality housing.</p>
<b>Joint Health &amp; Well Being Strategy (2019 – 2023)</b>	
<p><i>Relevant Plan priorities:</i></p> <p>All people in Stockton-on-Tees live in healthy places and sustainable communities</p>	<p>Housing has an impact on the health and well-being of individuals, families and our local communities. The proposal to introduce a proactive inspection regime will impact positively in terms of identifying poor property conditions and addressing hazards (including excess cold, damp and mould and trips and falls).</p>
<b>Preventing Homelessness and Rough Sleeping Strategy (2020-2025)</b>	
<p><i>Relevant Plan priorities:</i></p> <p>Preventing and relieving homelessness.</p>	<p>The introduction of Selective Licensing will help to ensure that private rented homes used to accommodate homeless households, and/or prevent homelessness are of a satisfactory standard and are well managed.</p> <p>Selective Licensing will also help to tackle poor management practices which can lead to households losing their homes and presenting as homeless.</p>
<b>Community Safety Strategy (2022 – 2025)</b>	
<p><i>Mission statement:</i></p> <p>To make Stockton a safer place where people are protected from serious harm and live in communities which are safe and welcoming.</p>	<p>The introduction of Selective Licensing would support the improvement of management standards of private rented landlords and help to reduce anti-social behaviour, the negative impact of which affects the desirability and demand of local neighbourhoods.</p>

<b>A Fairer Stockton on Tees Strategic Framework 2021 - 2031</b>	
<i>Relevant key area of focus:</i>  A focus on deprived neighbourhoods (including housing and physical environment).	Selective licensing will help the Council address inequality by working to ensure no-one lives in sub-standard private rented homes that can negatively impact on health and life expectancy.

3.7 Given the strategic context detailed above, the use of Selective Licensing is clearly consistent with the Council's overall approach to housing and will directly support the key priorities referenced above.

## CHAPTER 4: WHY THE COUNCIL IS PROPOSING SELECTIVE LICENSING

Before proposing a Selective Licensing designation and commencing consultation, the Council needs to identify the problems affecting the areas to which the designation will apply and provide evidence to support its Selective Licensing proposal. This chapter summaries the Council's evidence base for proposing the designation in 3 areas of the borough:

Central Stockton and North Thornaby are areas that are or are likely to become areas of low housing demand, have high concentrations of private rented properties (well above the national average) and are experiencing high levels of deprivation.

Newtown is an area experiencing significant and persistent problems caused by high levels of crime and anti-social behaviour again with high concentrations of private rented properties (well above the national average) and is experiencing high levels of deprivation.

In addition, this chapter details what actions we have and/or are already taking and alternative courses of action considered.

4.1 As highlighted previously the Council knows that a number of landlords of privately rented properties are 'good' landlords, provide quality accommodation and a good standard of management. Unfortunately, there are a significant number who continue to let out poor quality properties or do not manage their properties appropriately. The impact of not managing properties and tenancies can lead to anti-social behaviour, high crime rates, and low housing demand, all having a negative impact on local neighbourhoods. The introduction of a Selective Licensing scheme in specific areas of the borough would be an additional tool available to the Council to tackle the problem of low housing demand, poor quality, poorly managed private rented housing and address anti-social behaviour. The Council believes that Selective Licensing will: -

- Help to address the issues described above and in turn help increase property demand, reduce turnover and void rates.
- Ensure tenanted properties are managed appropriately.
- Support empty properties being brought back into use.
- Support landlords, as licensed landlords should attract and retain good tenants whilst those who continue to allow occupation by irresponsible tenants or manage their properties poorly will be targeted, and appropriate enforcement action taken will be taken.
- Make a direct and tangible difference to deprivation factors driven by anti-social behaviour, high crime and poor housing conditions.

4.2 In June 2022, the Department of Levelling Up, Housing & Communities published 'A Fairer Private Rented Sector'. This document references the role of Selective Licensing as a tool available to local councils to address local housing issues, including poor housing quality, low



housing demand and antisocial behaviour. Referencing Nottingham City Council (who introduced Selective Licensing scheme in August 2018) as one positive example.

### Evidence to support the Council's Selective Licensing proposal

4.3 The Council has undertaken a detailed and robust assessment to determine whether Selective Licensing would be appropriate for the three proposed areas. Appendix 1 - Supporting Evidence Base sets out to confirm that in arriving at our proposal the Council has closely followed the requirements of the Government guidance.

4.4 In conducting its research, the Council has used a variety of data sources including for example:

- Office of National Statistics (ONS) – Census data 2011 and 2021
- Overall Index of Multiple Deprivation (IMD) Score: IMD2019
- National Rent Deposit Scheme
- Local Housing Allowance – April 2023
- Land Registry UK House Price Index
- Right Move house sales and rental data
- Zoopla house sales and rental data
- Stockton-on-Tees Borough Council 2022/23 data (Council tax, Empty Homes and Civic Enforcement)
- Office of Health Inequalities and Disparities (OHID)
- Experian Mosaic Public Sector
- Police Recorded ASB incidents data for 2020/21 within the borough
- Police Recorded Crime incidents data for 2020/21 within the borough

### A summary of our key evidence/findings:

4.5 As noted previously in this document, the private rented sector has grown significantly over recent years and plays a vital role in the borough's overall housing market. Data from the 2021 census demonstrates that this sector continues to grow both nationally, regionally and locally.

4.6 Whilst private rented housing is a tenure of choice in all the borough's wards, in some areas of our borough the concentrations are significantly above the national and borough average.

#### The national position:

Nationally the private rented sector accounts for **20.3%** of the total housing stock in England\*

\*Data source: 2021 Census

#### The local position:

The private rented housing accounts for **17%** of the borough's total housing stock.

\*Data source: 2021 Census

<b>Areas proposed for inclusion within the Selective Licensing designation:</b>	
Area	Estimated % of private sector rented properties
Central Stockton	50%
North Thornaby	41%
Newtown	45%

4.7 In summary the assessment has identified:

Central Stockton:

- House prices are considerably lower both than the national and borough averages.
- 10% of properties in the proposed designation area were empty as of the end of March 2023. Compared to a national average of 2.7% and the borough average of 2.4%.
- 63.5% of properties empty in the area have been empty for longer than 6-months.
- 89.1% of properties with the area fall into Council Tax Band A (compared to the 39.1% borough average and the national average of 23.5%).
- The 2019 Indices of Multiple Deprivation identified that the Stockton Town Centre and Parkfield & Oxbridge ward (which this area straddles) are in the 10% most deprived wards in the country.

North Thornaby:

- House prices are considerably lower both than the national and borough averages.
- 11.2% of properties in the proposed designation area were empty as of the end of March 2023. Compared to a national average of 2.7% and the borough average of 2.4%.
- 69% of properties empty in the area have been empty for longer than 6-months.
- 80.5% of properties with the area fall into Council Tax Band A (compared to the 39.1% borough average and the national average of 23.5%).
- The 2019 Indices of Multiple Deprivation identified the Mandale and Victoria ward is in the 10% most deprived wards in the country.

Newtown:

- Higher-than-average crime rates when compared to other areas of the borough.
- Higher than average reported ASB incidents when compared to other wards. The ward also ranks above the borough average for crime per 1000 population for reports of domestic abuse and criminal damage & arson.

- 11.2% of properties in the proposed designation area were empty as of the end of March 2023. Compared to a national average of 2.7% and the borough average of 2.4%.
- The 2019 Indices of Multiple Deprivation identified that Newtown is in the 10% most deprived wards in the country.

### **What has the Council done and/or is doing to improve the Private Rented Sector?**

4.8 The Council is committed to improving housing conditions and management practices in the private rented sector and our actions to date are detailed below. It is important to note that several projects are ongoing and will compliment the proposed selective licensing scheme.

#### **Private Rented Voluntary Accreditation Scheme:**

The Council has operated a free Accreditation Scheme since 2009, this is a voluntary scheme where landlords agreed to sign up to a code of standards which sets a minimum standard for property condition and management practice.

As of the end of June 2023 116 landlords are members of the scheme and 947 properties are accredited. Whilst we welcome the positive engagement of those landlords who have joined the scheme, accredited properties only represent a small percentage of the private rented stock across the whole of the borough.

There is no compulsory element to the scheme, landlords can opt in or not. The Council's experience of running this scheme has demonstrated that good landlords chose to join the scheme and it is a positive way to engage with landlords. However poor landlords are unlikely to join a voluntary scheme, which is why the mandatory approach using Selective Licensing powers is needed as an additional tool to address poor standards in the private rented sector.

#### **Private Landlords Supporting Stockton (PLuSS) scheme:**

The landlord led, PLuSS scheme has been in operation since 1<sup>st</sup> October 2019 and was agreed with the Council as an alternative to Selective Licensing (previously proposed for Central Stockton and North Thornaby).

PLuSS is led by landlords, with applications processed by the Council. Landlords are required to adhere to a Code of Conduct, which was developed and agreed by landlords and the Council. As part of the scheme, landlords have established a tenant referencing scheme and have introduced an advice line for members.

To help with its implementation the Council assisted with the promotion of the scheme and advertised the scheme in Stockton News (the Councils community magazine).

As with the Council's Landlord Accreditation Scheme, becoming a member is voluntary. As of the end of June 2023 there are 149 PLuSS members, of which 91 own or manage 627 properties within either the Central Stockton or the North Thornaby areas. Only 1 application to join PLuSS has been received since January 2022.

The scheme has demonstrated that good landlords chose to join and that it is a positive way to engage with landlords. However once again poor landlords are unlikely to join or be

accepted as members, which is why the mandatory approach using Selective Licensing powers is needed as an additional tool to address poor standards in the private rented sector.

Under both the Council's Landlord Accreditation Scheme and the PLuSS scheme, the Council seeks to work with landlords to improve property conditions. For landlords who have chosen not to be a member of either scheme, the Council has taken a pro-active approach of targeted formal inspections. Through this pro-active approach properties are improved either by landlords actively undertaking repairs or through enforcement action taken by the Council.

#### 'Stockton Rental Standard':

With the aim of supporting **all** landlords the Council introduced the 'Stockton Rental Standard' in 2014, this document was mailed out to all landlords known to the Council and is currently available to view on the Council's website (<https://www.stockton.gov.uk/rental-standard-introduction>). The 'Stockton Rental Standard' is intended to be a quick and easy guide aimed at helping and supporting private landlords to ensure they are aware of their responsibilities and that the Council will not tolerate unsatisfactory property conditions and poor standards of management.

#### Empty Property Approach:

The Council works informally with property owners to provide them with support, advice and encourage them to explore options to return their properties back into use. Whilst this can be effective, where property owners fail to engage, the Council will, where appropriate, take enforcement action. We have returned empty homes back to use via Empty Dwelling Management Orders and taken formal enforcement action by using the powers available under the Building Act 1984, the Local Government (Miscellaneous Provisions) Act 1982, the Prevention of Damage by Pests Act 1949 and Section 215 of the Town and Country Planning Act 1990 to deal with problems associated with empty properties. By serving notices we have required work to be undertaken and where an owner has failed to do so we have undertaken work in default.

#### Community Safety:

The Council has a dedicated Community Safety Team, who work in partnership with the Police, Fire Brigade and other key agencies to both deter and reduce crime, nuisance and anti-social behaviour in the Borough. The dedicated teams are also responsible for ensuring that the environment within the communities which we serve remains clean, tidy and free from damage.

The team is made up of the Civic Enforcement Service, Case Management Officers, and CCTV operators. This group works out of a central control room which also acts as a community service hub. This enables the team to have access to a range of information and resources to ensure that the most vulnerable groups in our communities are protected regardless of housing tenure.

#### Homelessness Prevention:

The Council recognises that a good quality, affordable and well managed private sector provides a viable housing offer. The Council's Homelessness & Housing Solutions Team engages with all landlords on a regular basis and offers a range of potential interventions to

either prevent or relieve homelessness. This includes financial support to assist tenants and landlords (to ensure a tenancy is sustainable), examples include a Rent Bond Guarantee Scheme and the use of Discretionary Housing Payments.

#### Use of Existing Powers:

In addition to these schemes/initiatives, the Council uses a range of existing enforcement powers to improve housing conditions (including the Environmental Protection Act 1990, Building Act 1984, the Housing Act 2004, Empty Dwelling Management Orders etc.). This is supported by the operation of a mandatory HMO Licensing Scheme and a reactive approach to responding to complaints from tenants and partner agencies regarding housing conditions.

Through the Housing and Planning Act 2016, the Government introduced a range of new measures to help tackle rogue landlords who rent out substandard properties. The powers include the extension of Rent Repayment Orders, the ability to impose civil penalties up to £30,000, Banning Orders, the introduction of a data base for rogue landlords/property agents and the introduction of a tougher “fit and proper person” test for landlords. The introduction of these new measures has been broadly welcomed by good private sector landlords and local authorities. The Council is and will be prepared to use these new powers as/when appropriate.

The Housing Act 2004 introduced the Housing Health and Safety Rating Scheme (HHSRS) which allows local authorities to inspect privately rented properties to ensure the condition of those properties do not have an adverse effect on the health, safety or welfare of tenants or visitors to those properties. Where necessary the Council will serve statutory enforcement notices to ensure that conditions are improved.

The current level of property inspections, are in the main, based on a reactive service i.e. when a complaint (request for service) is made to the Council. We assess the information received and where appropriate undertake a HHSRS inspection and assessment to determine whether action needs to be taken. Whilst this approach does improve property conditions it does not tackle property management standards, nor does it have a widespread impact to bring about improvements in property standards without a major increase in resources. In addition, it is likely that requests for assistance received by the Council from private rental tenants under-represent the scale of disrepair problems in private rented homes in the proposed areas of designation. The introduction of Selective Licensing will enable the Council to carry out proactive inspections of all properties within the proposed designated areas, ensuring that poor or unsafe housing conditions are identified and remedied, thereby raising standards. By improving property conditions this will assist in retaining and attracting occupants to the area.

Selective Licensing will also ensure that the Council is made aware of the person responsible for managing the property, reducing the time taken to identify the liable party. Currently, this can be problematic and costly to the Council in terms of both time and resources, especially in the case of absentee landlords.

#### What alternative courses of action have the Council considered?

- 4.9 In 2018 the Council proposed the introduction of Selective Licensing in 2 areas of the borough. During this Selective Licensing consultation period, private sector landlords approached the Council with an alternative proposal, one which they considered would achieve the same

outcomes as Selective Licensing. The Council's Cabinet subsequently agreed to postpone a decision on Selective Licensing to allow for a period of engagement with private sector landlords and the establishment of a Landlord Led Membership scheme (Private Landlords Supporting Stockton (PLuSS)).

4.10 As noted previously the PLuSS scheme commenced on the 1<sup>st</sup> of October 2019. Of the 149 members, 91 landlords own or manage properties (totaling 627) within either the Central Stockton or the North Thornaby areas. This equates to only 41% of properties which would have been included in the proposed 2018 Selective Licensing designation. The remaining 58 member landlords own or manage properties across the wider borough.

4.11 The Council's experience of working with PLuSS has been mixed. A significant number of the PLuSS members operate in a professional manner with good procedures and policies. However, there have still been examples of individual landlords with little knowledge of their legal responsibilities.

4.12 The table below provides an overview of the wider options explored by the Council.

<b>Option: Enforcement of Housing Standards</b>			
<b>Outcome</b>	<b>Barriers</b>	<b>Risks</b>	<b>Resource Implications</b>
Repair of individual private rented properties.  Effective tool for dealing with health and safety standards.	Effective tool but does not go far enough to tackle the scale of the issues across the designated areas.  In the main is a reactive approach (action is taken when a complaint is received).  Some tenants are fearful of reporting issues to the council.  Does not tackle ASB issues / poor tenant behaviour or poor management standards.	Taking action to tackle hazards can be slow (waiting for a report in the first instance).  Not all landlords willing to engage/take appropriate action, Council needs to pursue formal enforcement action.	Resource intensive.  Can only achieve widespread impact in terms of property condition with a substantial increase in Council resources.

Option: Management Orders (in isolation)			
Outcome	Barriers	Risks	Resource Implications
<p>Remove the property from the irresponsible landlord.</p> <p>Improves management standards.</p> <p>Is a forceful sanction for landlords that do not comply with Selective Licensing.</p>	<p>Process requires considerable resources / gathering of evidence / authorisation by the First-Tier Tribunal (Property Chamber).</p> <p>The Council does not manage housing stock, we would need to bring in another organisation to manage and maintain the property.</p>	<p>Does not provide a long-term solution to poor management of the private rented housing (up to 5 years and then the property is returned to the original owner).</p> <p>Intervention is a last resort for a small number of properties.</p>	<p>Resource intensive.</p>
Option: Landlord Accreditation scheme (in isolation)			
Outcome	Barriers	Risks	Resource Implications
<p>Good landlords join and sign up to good property and management conditions.</p> <p>Enables good and effective engagement with landlords.</p> <p>Supports good property and management conditions.</p> <p>Prospective tenants' access good quality accommodation.</p> <p>Supports the Council address housing need and relieve homelessness.</p>	<p>Voluntary scheme, irresponsible landlords do not join.</p> <p>Experience to date demonstrates all landlords are not willing to engage / join.</p>	<p>Limited effect on a concentrated area (demonstrated by the numbers of landlords who are current members).</p> <p>Less responsible landlords do not join / no direct impact on them.</p> <p>Less responsible landlords do not improve their standards of property management and / or condition.</p>	<p>No additional resource implication as a scheme is in operation.</p> <p>To provide more incentives to join the scheme would require Council resources.</p>

4.13 A coordinated Selective Licensing approach where landlords must register and adhere to the terms of the licence conditions, and where the ultimate sanction is that the responsibility of managing a property can be removed from them (with a management order), represents a much clearer and stronger sanction. **Continuing as now is not a viable option.** Combining and coordinating the activities detailed in this chapter with Selective Licensing will support the Council achieve the aims of our proposed designation.

## CHAPTER 5: HOW THE PROPOSED SELECTIVE LICENSING SCHEME WILL BE DELIVERED

This chapter explains how the Council will administer and implement Selective Licensing should the proposed designation be approved.

- 5.1 Should the designation be granted it will come into force no sooner than three months from the date of designation. Once the designation is in force, every privately rented property (house, flat or room) unless already licensed as a House in Multiple Occupation (HMO) or exempt (**Appendix 6**) will require a licence to operate in the area and landlords will be responsible for making an application to the Council for a licence.
- 5.2 It is expected that compliant landlords will apply for the relevant licence shortly after the designation and the Council will introduce a proactive enforcement programme to identify unlicensed properties.
- 5.3 Failure to apply for a licence can lead to an unlimited fine upon conviction in the Magistrates' Court or a civil penalty of up to £30,000 imposed by the Council. Following a conviction any rent or Housing Benefit that has been paid to the landlord by either the tenant or the Council during the period the property was rented out without a licence (up to a maximum of 12 months) may also be reclaimed back through a Rent Repayment Order.
- 5.4 An application for a licence would need to be submitted for each property in accordance with the specified requirements. Part 3 of the Housing Act 2004 outlines that the Council may require the application to be accompanied by a fee fixed by the Council. The Council is not permitted to make a profit from the introduction of Selective Licensing and fee income is ring-fenced for use on the scheme. The fee, however, should consider the costs incurred in administering the Selective Licensing Scheme. The Council's proposed Selective Licensing fee structure is detailed in Chapter 7.
- 5.5 As part of the application process, proposed licence holders and managers will be required to provide information that they are 'fit and proper persons' and that they have satisfactory management arrangements in place, including dealing with anti-social behaviour. In circumstances where the Council are not satisfied that the license holder or manager is not 'a fit and proper person', and/or the management arrangements are unsatisfactory, then it can refuse to grant a licence.
- 5.6 It is the Council's intention to ensure that the application process is streamlined and as simple as possible for landlords. The licence application process will involve landlords (and/or their managing agents) submitting supporting documentation as well as completing an application form. The Council is currently exploring an on-line application process. This will enable an application to be completed on-line, supporting documentation to be uploaded and payment of the licence fee also to be made on-line.



### **Licence conditions:**

5.7 As part of the licensing requirements all licence holders will be required to comply with various licensing conditions. Some conditions will be mandatory (imposed by the Housing Act 2004) which the Council has no discretion to vary, and some conditions will be discretionary (local conditions). Details of the proposed licensing conditions can be found in Appendix 4.

### **Selective Licensing in operation:**

5.8 The Council is also committed to ensuring that the introduction of Selective Licensing is meaningful in terms of improving the designation areas by raising the standard of property management of privately rented properties and give residents and local businesses within the area confidence. The Council's intention is to inspect all private rented properties licensed under the proposal. The purpose of the inspection is to both ensure that properties meet the required standard and provides an opportunity to provide advice and assistance to landlords and tenants.

5.9 Licensing also places a legal requirement on landlords (or their managing agents) to undertake a reference check on tenants prior to offering a tenancy. By doing so the licence holder will be able to make an informed choice as to whether a prospective tenant is suitable for the property. To support landlords the Council will operate a FREE tenant reference service (for landlords with properties within the designed areas). ALL references should be obtained by the license holder via the free Council tenant referencing service.

5.10 All aspects of the administration of the licensing application process (including undertaking property inspections, advice to support landlords throughout the process and reference checks) will be undertaken by a dedicated Selective Licensing Team. Fee income from licence fees shall be used to cover the additional costs incurred by the Council in employing these staff.

5.11 The Council anticipates that the introduction of Selective Licensing will see an increase in the level of housing conditions and anti-social behaviour enforcement activity within the area. In addition, enforcement action will also be needed if a landlord fails to licence their property or fails to comply with the licence conditions. Where enforcement action is needed this shall be carried out by the Council's Private Sector Housing and/or Community Safety Teams.

5.12 The Council also recognises that a tenant's behaviour is equally as important as a landlord in securing improvements within our local communities. We intend to work closely with occupiers to ensure they understand their responsibilities as a tenant. Selective Licensing Officers will provide an increased local presence within the designated areas, which will allow them the opportunity to get to know and build relationships with residents, with the aim of increased information sharing and identification of issues/concerns. The property inspection visit will also provide an opportunity to discuss tenant responsibilities as detailed in their tenancy agreement and offer support to ensure the tenant can successfully sustain their tenancy.

5.13 In conclusion, the Council's Selective Licensing proposal will enable a period of intense support to landlords, tenants and residents.

## CHAPTER 6: THE PROPOSED FEE STRUCTURE

This chapter details the Council's proposed fee structure, should a Selective Licensing designation be approved.

- 6.1 It will be necessary to charge a fee to cover the costs and overheads associated with operating the scheme. The Council's proposed fees are based on the actual costs of administering a scheme in the proposed designed areas. **The Council is not permitted and does not intend to seek or make a financial profit from Selective Licensing.**
- 6.2 Proposed fees will be calculated based on the staff needed to cover the processing of the estimated number of applications, the operation and development of the scheme. Cost estimates for the scheme include salaries and on costs and all anticipated non-salary revenue spend.
- 6.3 Each year the Council will review the cost of running the scheme and the projected revenue stream from licences. This means that the fee charged may need to be adjusted upwards or downwards after each annual review depending upon whether the applications received deviate from the number of private rented properties we have assumed will need to be licensed.
- 6.4 The Council proposes to set the fee at a level that ensures full cost recovery for the scheme and is a balance between a reasonable cost for landlords whilst also seeking to ensure that the scheme is successful and appropriately resourced.

### The proposed fee:

- 6.5 In accordance with the Housing Act 2004 section 87(7), the fee amounts are based on:
- (a) The staff employed to process the application; and
  - (b) The costs of delivering the scheme, including staff, on costs and internal recharges.
- 6.6 **The proposed license fee is £653.00 per property.** Some local authorities seek payment of the license fee in one payment (at the time a licence application is made), others have broken their fee costs down to include an Application Fee (charged at the time of the license being applied for) plus an annual fee. It is proposed that the Council operate this second fee model. The table overleaf details the fee structure:

<b>Standard Application Fee</b>	
<b>Application Fee</b>	<p><b>£178.00 per property.</b></p> <p>This payment <u>must</u> accompany a selective licence application.</p>
<b>Annual Fee</b>	<p><b>£95.00 per property.</b></p> <p>Full payment of the first year's annual fee must be made within 30 days of written confirmation from the Council that the application will be approved otherwise there will be no discount or licence issued.</p> <p>The licence will only be issued on receipt of the Application Fee and the Annual fee by the Council.</p>
<p>The applicant will be charged the annual fee(s) from the date of the Selective Licensing designation date.</p> <p>Where the application is made in the last quarter of the year, a 25% discount may be applied to that year's annual fee. This discount would only be applicable where no additional officer time had been spent in researching or monitoring the property, prior to the application being submitted and where an earlier application was not possible.</p> <p>The licence holder or applicant will be invoiced when the annual fee payment is due to be paid. To facilitate timely payment an annual payment system will be operated by the Council.</p> <p>The Council will only give a refund of fees paid to a landlord if a duplicate application has been made or an application has been made for an exempted property by mistake.</p> <p>The costs covered by the <u>Application Fee</u> include processing the application, administration, guidance / provision of advice and on costs.</p> <p>The costs covered by the <u>Annual Fee</u> include ongoing scheme administration, monitoring and compliance with the licence.</p>	
<b>Fee Discounts</b>	<p>A discount of <b>£50.00 per property</b> will be applied where a landlord is accredited at the time of the application**. The discount will be deducted from the total licence fee to be paid (application + annual).</p> <p>** Accredited landlords: where a landlord is a member of the Councils Landlord Accreditation Scheme, a member of the P LuSS (Private Landlords Supporting Stockton) scheme or a member of a national scheme (National Residential Landlord Association 'NRLA' or British Landlords Association 'BLA') at the time of licence application.</p>

<b>Late Application Fee</b>	
<b>Application Fee</b>	<p><b>£278.00 per property.</b></p> <p>Where an application is received more than 28-calendar days after the property becomes licensable and reminders are sent. And/or an incomplete application is received (and returned) and is not completed and within a 28-calendar day period.</p> <p><i>Where an application is received more than 28 calendar days after the property becomes licensable and reminders are sent.</i></p> <p><i>And/or where an incomplete application is received and after being returned to the applicant, the complete application is not received within 28 calendar days from the date it was returned to the applicant.</i></p> <p>This payment <u>must</u> accompany a selective licence application.</p>
<b>Annual Fee</b>	<p><b>£95.00 per property.</b></p> <p>Full payment of the first year's annual fee must be made within 30 days of written confirmation from the Council that the application will be approved otherwise there will be no discount or licence issued.</p> <p>The licence will only be issued on receipt of the Application Fee and the Annual fee by the Council.</p>
<p>The applicant will be charged the annual fee(s) from the date of the Selective Licensing designation date.</p> <p>Where the application is made in the last quarter of the year, a 25% discount may be applied to that year's annual fee. This discount would only be applicable where no additional officer time had been spent in researching or monitoring the property, prior to the application being submitted and where an earlier application was not possible.</p> <p>The licence holder or applicant will be invoiced when the annual fee payment is due to be paid. To facilitate timely payment an annual payment system will be operated by the Council.</p> <p>The Council will only give a refund of fees paid to a landlord if a duplicate application has been made or an application has been made for an exempted property by mistake.</p> <p>The costs covered by the <u>Application Fee</u> include processing the application, administration, guidance / provision of advice and on costs.</p> <p>The costs covered by the <u>Annual Fee</u> include ongoing scheme administration, monitoring and compliance with the licence.</p>	

**6.7 The final fee and the level of the proposed discount will be finalised following the consultation process.**

## CHAPTER 7: THE BENEFITS AND PROPOSED AIMS OF SELECTIVE LICENSING

This chapter details what the Council sees as the benefits of Selective Licensing for the Council, landlords, tenants, residents and wider stakeholders and summarises the Council's aims and objectives.

7.1 It is expected that introducing a Selective Licensing designation will bring both direct and indirect benefits to communities, landlords, tenants, property owners and the Council. In summary the proposal will:

- Support the Council tackle a neighbourhood rather than ad-hoc / individual properties.
- Give a clear message to landlords and tenants that bad practice and behaviour is not acceptable and will not be tolerated.
- Improve property conditions and management, tackle issues of low demand and anti-social behaviour.

### Proposed aims and outcomes of Selective Licensing:

7.2 The Council's aims and objectives over the five-year scheme are:

Objective	Actions	Target outcome	Benefits
Reduce low housing demand	<p>Monitor compliance against the predicted number of licensable addresses.</p> <p>Carry out compliance checks of properties licensed under the Selective Licensing scheme.</p> <p>Take both formal and informal action.</p> <p>Support landlords in dealing with anti-social tenants/ occupiers.</p>	<p>Make the designated areas attractive and safe places to live.</p> <p>Reduce the number of empty and long-term empty residential properties</p>	<p>Strengthen links between the Council and private landlords by providing information and support.</p> <p>A vibrant and sustainable private rented housing market in the 3 areas proposed for Selective Licensing.</p> <p>Fewer empty properties.</p>

<p>Reduce levels of anti-social behaviour (ASB)</p>	<p>Take enforcement action to reduce ASB incidents in private rented properties.</p> <p>Support for landlords in dealing with anti-social tenants/occupiers.</p> <p>Through tenant contact inform/educate occupiers of their responsibilities to act within their tenancy agreement and reduce the risk of eviction by addressing ASB behaviours incidents by them.</p> <p>Tenants understand the consequence of unacceptable behaviour.</p>	<p>A reduction in ASB behaviour linked to tenants/occupiers in the private rented sector.</p> <p>Help tenants understand their responsibilities.</p>	<p>Strengthened links between the Council and private landlords by supporting them with information and support.</p> <p>Reduce incidents of ASB.</p> <p>Tenants improve their behaviour and meet the requirements of their tenancy agreement.</p> <p>A vibrant and sustainable private rented housing market in the 3 areas proposed for Selective Licensing.</p>
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7.2 The Council believes that Selective Licensing will provide a framework to enable it to achieve the above objectives. It will also enable the Council's use data and intelligence to identify properties and undertake proactive compliance visits/inspections.

7.3 Throughout the period of the 5-year designation, the Council will adopt a robust monitoring and evaluation process of the scheme which will inform the evaluation (impact and effectiveness) of the Selective Licensing designation.

## CHAPTER 8: RISK ANALYSIS

This chapter considers the potential risks and implications of making a Selective Licensing designation.

8.1 The 2015 Selective Licensing Guidance requires local authorities to carefully consider any potential negative economic impacts that Licensing may have in their area. The Council has considered potential risks and how these can be mitigated. A Risk Register (**Appendix 7**) details current and proposed controls that would be implemented subject to the scheme receiving approval to proceed. Risks would be managed within the Council's existing management systems.

8.2 An overview of the key risks are detailed below:

[A Selective Licensing designation will have a negative impact on the proposed areas:](#)

The Council has identified three areas as needing support and intervention. The proposed introduction of Selective Licensing should not have a negative impact on the chosen areas as 'intensive support' will be provided during the period of the designation.

[Displacement:](#)

Good and bad private sector landlords could decide to sell their properties and move elsewhere due to the proposed introduction of Selective Licensing (linked to the license fee and the perceived increase in obligations).

The Selective Licensing Team will play a key role in convincing landlords of the economic benefits of investing in their properties, renting them out responsibly and retaining them for the long term to generate an income that over time will offset the Selective Licensing Fees, as well as generating confidence and greater stability in the area.

Having spoken to other local authorities operating Selective Licensing schemes, there is limited evidence to suggest that displacement has occurred.

[Rogue landlords move to other areas:](#)

It is unlikely that such landlords will move to other areas of the borough where property prices are higher. The enforcement of housing conditions will continue in all areas of the borough.

[Increase in the number of empty properties:](#)

Landlords may decide to leave their properties empty, to avoid paying the licence fee and complying with the Selective Licensing conditions. The Council's Empty Property Officer will provide advice and support and ensure long-term empty properties are actively targeted for intervention. In addition, landlords with properties that have been vacant for over 2 years will have to pay an Empty Homes Premium (this means that the owner will have to pay 150% of the Council Tax charge, correct as at 1.8.23).

**Increase in the number of evictions to avoid licensing:**

Tenants who receive a notice of eviction will be supported by the Council. The Council will also use its powers under the Protection from Eviction Act 1977 to intervene where appropriate and will consider enforcement action against landlords who have unlawfully evicted tenants.

**Resistance from private sector landlords:**

All attempts will be made to engage with landlords to help them understand the benefits that Selective Licensing will bring to the areas proposed within the designated areas.

**Rental charges increase as landlords pass on the cost of obtaining a licence to their tenants:**

The Council will try to discourage this by keeping the licence fee as low as possible.

**Rogue or criminal landlords continue to operate without a licence:**

A range of measures will be in place to monitor the operation of private landlords in the area. The Council will operate a robust enforcement policy should an unlicensed landlord be identified.



## CHAPTER 9: HOW THE COUNCIL WILL CONSULT

This chapter details the Council's consultation arrangements, specifically who, when and how the consultation will take place.

9.1 Part 3 of the Housing Act 2004 section 80(9) states that when considering designating an area for selective licensing the local authority must: -

- Take reasonable steps to consult persons who are likely to be affected by the designation; and
- Consider any representations made in accordance with the consultation and which are not withdrawn.

9.2 Appendix 3 details the Council's Consultation Plan. In preparing our Consultation Plan we have given due consideration to DCLG Guidance on 'Selective Licensing in the private rented sector: a guide for local authorities' (published March 2015) and our statutory duty to consult to ensure we have taken reasonable steps to consult those likely to be affected by the proposed designation'.

### [Consultation Plan \(overview\):](#)

9.3 The Council will use a variety of methods to consult with those likely to be affected by the proposed designation. **Appendix 3** 'Consultation Plan' provides further details of the actions the Council will take to encourage feedback. Our methods of consultation will include:

- Consultation leaflet delivered to residents and businesses within the proposed designated areas and the immediate surrounding areas.
- A mail out to know landlords and managing agents.
- Press release to local media/press.
- The use of Stockton News.
- Information on the Council's website.
- Email to relevant ward members and MP's.
- Email to relevant Council partners, stakeholders and other potential interested parties.

### [How to respond to the consultation:](#)

9.4 A questionnaire will be available to complete on the Council's website, a paper version can be downloaded from the website and/or posted out to those wishing to make a postal reply.

### [Details of the consultation period timeline:](#)

9.5 The minimum 10-week consultation will be extended to allow for distribution of the publicity material and for the festive period. The consultation period will run from Monday 6.11.23 to 4pm Friday 19.1.24.

Consultation response/feedback:

- 9.6 Following the conclusion of the consultation period, the Council will consider all responses received (that have not been withdrawn) and will publish an anonymised summary of responses received and will explain how these have been either acted upon or not (and give reasons). A copy of this consultation report will be published.
- 9.7 Details of the above will then be reported back to the Council's Cabinet. Subject to the outcome of the consultation, the Council's Cabinet will then make a final decision as to whether to proceed (or not) with the Selective Licensing proposal (including the scope and the scale of the designated areas).

## CHAPTER 10: THE PROPOSED SELECTIVE LICENSING IMPLEMENTATION TIMETABLE

This chapter outlines the proposed implementation timetable.

12 October 2023	'In principle' approval by the Council's Cabinet to undertake public consultation with all those likely to be affected by the proposed Selective Licensing designation.
6.11.23 to 19.1.24	The period of the consultation.  *Deadline for consultation responses to be received by the Council is <u>4pm</u> on Friday 19 January 2024.
Indicative timeline	
22.1.24 to mid Feb 2024	Analysis of consultation feedback and consultation report published.
14.3.24	Report back to the Council's Cabinet for final consideration (report will include details of consultation replies).
Late March to mid-June 2024	On the assumption the Council's Cabinet endorses the Selective Licensing proposal, notice of proposed designation is published.  Notice of proposed designation will run for 3 months.
Mid/late June 2024	Commencement of the Selective Licensing scheme, 3 months after the designation as required by the Housing Act 2004.

## CONTACT DETAILS FOR FURTHER INFORMATION

Should you require any further information about the Council's Selective Licensing proposal please do not hesitate to contact us through one of the contacts detailed below.

<b>Council website address</b>	<a href="http://www.stockton.gov.uk/selectivelicensing">www.stockton.gov.uk/selectivelicensing</a>
<b>Email</b>	Selectivelicensingconsultation@stockton.gov.uk
<b>Write to</b>	Stockton on-Tees Borough Council Selective Licensing Consultation (Private Sector Housing) Housing & A Fairer-Stockton-on-Tees 16 Church Road Stockton on Tees TS18 1TX
<b>Telephone</b>	01642 528010