

# Welcome to the London Borough of Croydon Private Sector Landlords Forum

*run by the PLACE Department  
Start June and July 2018*

The very first Town Hall is believed to have been built in either 1566 or 1609. The second was built in 1808 to serve the growing market and trading centre but was demolished following completion of the present Town Hall in 1895.

The present Town Hall designed by local architect Charles Henman was officially opened by TRH the Prince and Princess of Wales on 19 May 1896. Constructed in red bricks from Wrotham in Kent, with Portland Stone dressings and green Westmoreland slates for the roof the building underwent many design changes throughout construction, including the widening of the main staircase to be of 'adequate size and importance'.



## Croydon Town Hall



# Housekeeping

No practice fire alarm is planned.

Toilets are back along the corridor.

Minutes will be available within 2 months on website.

CPD – 1.45 hours awarded and is available at front desk.

There is no Council photography today.

# The forum

If you ask questions – provide name / role and your question will be repeated for the audience.

Alternatively use the advice desk or feedback forms.

There is a roving microphone available tonight

# Welcome from the PLACE Department

Thank you for your interest and taking the time to attend

Today's forum is from 10am until 11.30am; July 20th .

1. After, time to talk with officers – advice tables.
2. Need to vacate by 12.00pm.

Next meeting is Autumn 2018.

An earlier forum was held on June 12<sup>th</sup> 2018. There will be a morning and afternoon session today

# Agenda

Chair – Nick Gracie-Langrick – Selective Licensing Housing Manager

1. Nick Gracie-Langrick – forum welcome and selective licensing scheme update.
2. update on proposed changes to definition to a mandatory house in multiple occupation and other matters.
3. Caroline Beech, Discretionary support manager. On new Croydon Letting scheme (Croydon Council).
4. Ian Halton NAPIT
5. Malcolm Bell Croydon Healthy Homes.

# Advice tables

Selective Licensing - (enforcement and licensing) - various

The London Fire brigade – Jon Robbins

Croydon Healthy Homes Initiative – Malcolm Bell

Housing Initiatives – Samantha Anderson

Discretionary housing – Croydon Lettings. – Caroline Beech

Housing Advice - Amisha Khan and Ashley Sakala

Electrical Safety – Ian Halton - NAPIT

# Forum feedback

We are interested in feedback on the forum, please use the forms and hand in .

# Minutes and newsletters


The screenshot shows the Croydon Council website's 'Croydon private rented property licence' page. The page has a purple header with 'Welcome to Croydon' and a green navigation bar with 'Home » Housing » Landlord schemes and help for house owners » Croydon private rented property licence » Croydon private rented property licence'. Below the navigation bar, the main heading is 'Croydon private rented property licence'. A table of links is displayed, with 'Croydon private rented property licence' highlighted in purple. A blue arrow points to the 'Private rented property licence register' link in a callout box. The callout box contains a purple speech bubble icon with an exclamation mark and the text: 'Private rented property licence register. Check the register to see if your property is licensed. You can also report unlicensed properties.' To the right of the table, there are three sections: 'Apply for it' with a document icon and 'Croydon private rented property licence', 'Find it' with a magnifying glass icon and 'Search the private rented property licence register', and 'Have your say' with a speech bubble icon and 'Check out our latest polls'. At the bottom right, there is a purple button that says 'Can't find what you're looking' and a speaker icon. The footer of the page says 'As part of its drive to make Croydon a better place to rent,'. The Windows taskbar is visible at the bottom with various application icons and the system clock showing 08:26 on 10/01/2018.

Welcome to Croydon Why not login, or register if you don't already have an account. Login | Register >

Home » Housing » Landlord schemes and help for house owners » Croydon private rented property licence » Croydon private rented property licence


## Croydon private rented property licence

Croydon private rented property licence	Landlord information pack
Information for tenants	Public notice selective licensing
Selective landlord licensing consultation	Newsletters and Landlord Forum information


 **Private rented property licence register**

Check the register to see if your property is licensed. You can also report unlicensed properties.


Apply for it


 Croydon private rented property licence

Find it

 Search the private rented property licence register

Have your say

 Check out our latest polls

Can't find what you're looking 

As part of its drive to make Croydon a better place to rent,



# Croydon private rented property licence register

🏠 / My Account / Croydon private rented property licence register

## Search the register



Search for Croydon landlord property licences and licensing applications by postcode.

### Enter postcode

🔍 Search

**Tip:** If your search does not show the property you are looking for try entering the postcode without a space in it. i.e. try CR02AE as well as CR0 2AE.



## Licensed and unlicensed properties

If you would like to report an unlicensed property (one not listed when you search) please complete our anonymous online form using the button

⚠️ Report an Unlicensed Property



Every privately rented home in the borough must apply to the council for a Croydon private rented property licence. This became a legal requirement from 1 October 2015. You can apply online for a [private rented property licence](#).

If you have any questions about the Croydon Private Rented Property Licence scheme please see the [property licensing information on our website](#).

Please note that the postcode on each application was entered by the applicant. Some postcodes do NOT have a space in them, i.e. CR0 2AE was entered as CR02AE. If your search does not show the property you were looking for, please try searching without a space in the postcode you are looking for.



# **Croydon Private Rental Property Licence (CPRPL): Guidance Pack for CPRPL Applicants:**



Landlords have asked for additional support with ensuring that the licensing requirements are met

More support is needed with ensuring compliance with the wide variety of legislation

Something for Croydon landlords.

A booklet to support compliance for the SL inspections

**We have had 10 volunteers. Draft is out.  
Still space for a couple more landlords to work with**

# Croydon Private Rented Selective Licensing Scheme: An Update

*Presented by Nick Gracie-Langrick  
May 2018*

## Some statistics on the SL scheme – to end May 2018

- Original estimate; number of licensable addresses – 32,000
- Property applications submitted and paid - 32,186
- Number of landlords who have applied – c 15,000
- Number of new licence applications – 2018– 528
- Number of licensing inspections 2018 – 900 – approx. 450/m
- Enforcement notices served (2018) - 36.
- Prohibition Orders (2018)- 2
- FP notices served - 2

# Pre-forum questions

I use a full managing agent to manage the property and carry out all required checks. How liable am I if the Agency do not meet the requirements.

For example I do not see all the documents or check all the regulations?

A managing agent can be the licence holder and you be the owner.

If you own a licensable property you have responsibilities to meet requirements under the licensing conditions or the HMO management regulations.

The important part is to ensure that you have a clear agreement with the Managing Agent. Many managing agents are licence holders.

What action is the Council taking against landlords not licensing ?

In the last 4 months Croydon has issued 12 FPN on 6 different landlords.

Offences - failing to licence and non-compliance with an improvement notice

Now looking at rent repayment order to collect paid HB

I would like to know the benefits for me having a licence?

Some of the benefits of the licencing scheme include:

A name and address of a licence holder for each property.

An improved private rented sector and managed ASB.

Improve support for landlords with compliance with regs (forums, newsletter etc)

Action against all non-compliers. Using new powers

Funding for regulation

Have ASB complaints reduced since the start of the scheme?

2014 – 1468

2015 – 724

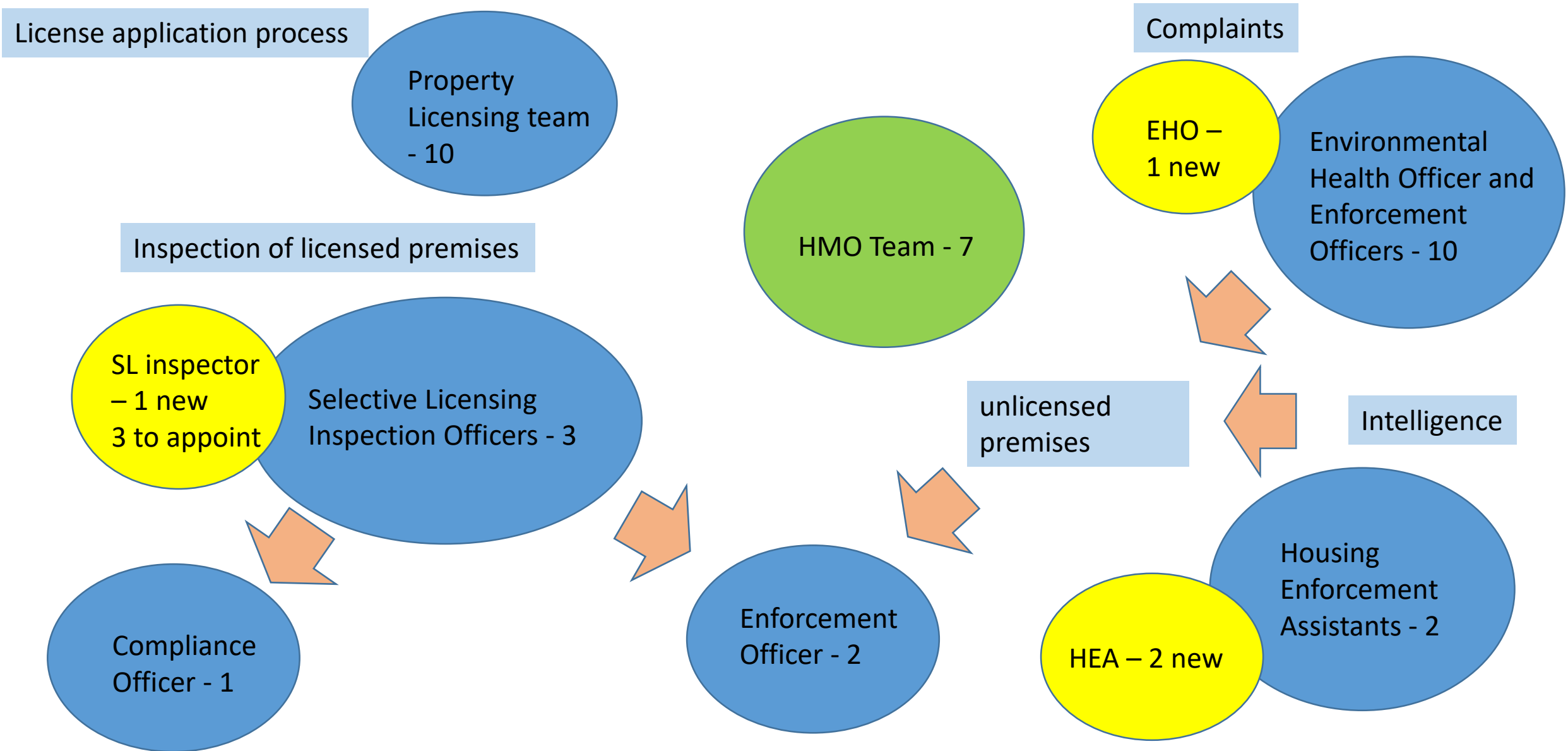
2016 – 1294

2017 – 874

What is the Mayors new database?

The Mayor has set up a new on-line checker that allows a member of the public to look for landlords who have been convicted.

# NEW Staff - The number of additional staff to be employed since January Forum



## With a financial penalty who sets the fixed penalty fine AND in what situation would the Council give a £250 fine and a £30,000 fine

There is a five-stage process

Stage 1: Banding the offence.

- Culpability (intent) of offender; and the level of harm (tenant and Regulator)

Stage 2: Considers any aggravating factors.

Stage 3: Considers any mitigating factors.

Stage 4: A Penalty Review to ensure it is proportionate,

Stage 5: Totality Principle. Is enforcement action against multiple offences.



# Database of rogue landlords/ property agents under the Housing and Planning Act 2016.

A local housing authority *must* make an entry on the database where a landlord or property agent has received a banning order.

*Discretion* to make entries where a landlord or property agent has been convicted of a banning order offence or has received 2 or more civil penalties within a 12 months.

## Banning Order Offences

Housing Offences – Housing Act 2004 (s30 s32 s72 (1,2,3) s95 (1,2) s139, s234 s238);  
Regulatory Reform Order (A32), Protection from Eviction and Criminal Justice Act.

Immigration Offences – Immigration Act 2014

Serious Criminal Offences – eg-Theft Act 1968, Proceeds of Crime

# **Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018**

# Central Government Changes

- 25 May 2018 and in force on the 1<sup>st</sup> October 2018.
- Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018
- Will extend mandatory licensing and introduce new mandatory conditions on minimum room sizes and refuse storage.
- Countrywide 60,000 mandatory licensed HMOs, 392 in Croydon.
- New regulations will bring HMOs with 3 stories or fewer into scope.
- 177,000 additional HMOs within the new mandatory regime, c250 in Croydon.
- Approximately 17,000 of these will be 'pass ported' through, free of charge on the same licence conditions that they are already subject to (govt).

# To be covered by mandatory hmo licensing

- Five persons or more not living together as a single household, with some of the households sharing facilities:
  - ➤ converted buildings with non self contained accommodation, such as bedsits, including residential premises above shops
  - ➤ shared houses
  - ➤ shared flats in converted buildings, including those above shops
  - ➤ shared purpose built flats where the block comprises no more than two flats.
- Additional HMO Licensing will remain available; properties with fewer than five occupants or section 257 HMOs

# National Minimum Room sizes

Croydon will retain its own standards (see website)

- A room in an HMO may be used for sleeping accommodation:
  - No person if (its usable floor area)  $< 4.64$  sq m
  - One child under the age of 10 between 4.64 and 6.51 sq m
  - Only by one person over 10 between 6.51 and 10.21 sq. m
  - Two persons 10 years+  $> 10.22$  sq. m
- These are not intended to be the optimal room sizes. LHAs will still have discretion to set their own higher standards.
- But they are the minimum and it will be an offence to let a room or permit one to be occupied which does not meet the standard.

# Maximum number of occupants per room and special arrangements

- The LHA will be required to specify the maximum number of persons who may sleep in a particular room.
- The LHA must allow the licence holder a reasonable period to comply with the conditions, if the HMO is overcrowded when granting the first licence after the new rules come into force (if the LHA proposes to grant a licence).
- To do this the LHA must serve a notice explaining how the condition is being breached and the period by which the breach must be remedied. That period cannot exceed 18 months.
- A similar provision is included for breaches for which the landlord has no responsibility in causing.

# Mandatory Licence Condition

- This will require licence holders to comply with a local authority scheme relating to the storage and disposal of domestic waste from the HMO.
- Ensuring there are adequate bins for the number of households and rubbish is disposed of properly.





# Transition information from Regulations

- Every local authority will be under a duty to promote
- Housing Act 2004 made by regulation 2 (MHMO) do not apply to a licence granted before 1st October 2018
- HMOs that are currently licensed under additional or selective licensing and are now subject to the mandatory regime will be passported free of charge on the same terms and conditions as existing scheme.
- Only on renewal can a local authority charge a fee for the grant of a licence or impose new conditions, including the mandatory conditions.

# Minimum Energy Efficiency Standards

**MEES. With all PRS properties requiring a minimum EPC rating of E, otherwise a maximum fine of £5,000:**

- From 1 April 2018 – Ban on new tenancies (including renewals and rolling over to periodic)\*
- 1 April 2020 – Ban on all tenancies (e.g. existing tenancies)

Will be some applicable exemptions, such as lack of tenant consent, and “no upfront cost”. PRS Exemptions Register, from 1<sup>st</sup> October 2017

- Government to amend regulations. From April 2019 “no upfront cost” exemption removed with measures up to a “cost cap” £2,500
- Consultation currently underway; also on MEES to D -2025 & C -2030

Characteristic	1996	2014
Average SAP	44.5	60.9
Presence of central heating	79.6%	91.7%
Loft insulation over 200mm*	2.9%	38.5%
Cavity wall insulation*	14%	50.3%
Dwellings with full double glazing	30.3%	80.8%
Properties rated 'A-C'	2.2%	26.2%
Properties rated 'F & G'	28.7%	5.6%

\*(Percentages are based on all dwellings, including those with no loft or no cavity walls)

Source EHS 2014-15

Year	Attribute							
	Average SAP rating	% of all dwellings with central heating	% of dwellings with electric storage heating	% of all dwellings with room heaters	% of all dwellings with partial or entire double glazing	% of cavity wall construction with insulation	% of solid wall construction with insulation	% of dwelling with 200mm or more of loft insulation
1996	44.5	79.6	8.1	12.4	60 (partial)			
2008	52.7	89.3	7.4	3.3	70.8 (entire)	37	0.7	21.1
2016	61.7	91.9	5.5	2.7	82.5 (entire)	46.4	2.9	36.9

# Any questions?

*Please give name and use roving microphone*

*June 2018*