

Croydon private rented property licence update

Changes to licensing of houses in multiple occupation (HMOs)

In our previous newsletter, we gave details of the changes to licence requirements for HMOs. From 1st October 2018, any property that is let to five or more people, that form two or more separate households, regardless of the number of storeys in the property, will require a mandatory HMO licence, rather than a selective licence.

Those HMOs that are already licensed under Croydon's Private Rented Property Licensing Scheme will keep the licence that they currently have and be passported through to the new mandatory scheme until the current property licence expires on 30 September 2020. At that time an application will need to be made for a mandatory HMO licence.

Croydon is now accepting licence applications for HMOs that will be subject to the new mandatory licensing. Applications must be received and to apply visit:

<https://www.croydon.gov.uk/housing/privatehousing/hmo/hmollicence>.

Failure to apply for a mandatory HMO licence, can lead to civil penalties up to a maximum of £30,000.

The situation will be slightly different for purpose built flats (i.e. those that were originally built as flats – not converted into flats). The government has decided that:

- if a purpose built flat is occupied by 5 or more people, and it is in a block comprising of up to 2 flats, it will be licensable.
- if a purpose built flat is occupied by 5 or more people, and it is in a block comprising of 3 or more flats, it will not be licensable.

Mandatory HMO licensing will therefore apply to flats such as those above shops on traditional high street type locations but not large purpose built blocks of flats like tower blocks.

HMO standards

From 1st October 2018 there will be national minimum room sizes for HMOs. However, this will not affect Croydon's minimum room sizes for HMOs. The information below shows the minimum room sizes for different types of HMOs:

Single room

- Bedsit room containing kitchen facilities only – 13.5m²
- Bedsit room containing en-suite facilities only – 12.5m²
- Bedsit room where shared kitchen facilities and shared bathroom facilities are in a separate room – 10m²
- Shared house where shared kitchen facilities and shared bathroom facilities are in a separate room and there is a communal living room – 6.5m²

Double room

- Bedsit room containing kitchen facilities only – 18.5m²
- Bedsit room containing en-suite facilities only – 17.5m²
- Bedsit room where shared kitchen facilities and shared bathroom facilities are in a separate room – 15m²

- Shared house where shared kitchen facilities and shared bathroom facilities are in a separate room and there is a communal living room – 10.2m²

In addition, new conditions relating to waste management and disposal will also be in place from 1st October 2018:

‘The licence holder must comply with any scheme which is provided by the local housing authority to the licence holder and which relates to the storage and disposal of household waste at the HMO pending collection.’

Croydon’s HMO standards can be found here:

<https://www.croydon.gov.uk/housing/privatehousing/hmo/hmosafety>.

Landlords’ Forum

Croydon is running another landlords’ forum in conjunction with Croydon Lettings. This will be a different style forum and there will be opportunities to meet a wide range of services at tables in addition to presentations. This event will be held on Friday 5 October 18 from 9.30am to 5pm at Jurys Inn, Croydon

(<https://www.jurysinns.com/hotels/london/croydon/map>).

Advice tables may include:

- Croydon Lettings
- Selective Licensing, Housing Enforcement
- London Fire Brigade
- Healthy Housing
- Electrical safety
- Gas Safety engineer
- Inventory Clerk
- Job centre plus

- Housing prevention team

Forum presentations:

- There will be 5 presenters at each session which may include the following. It is by booking only.
- Selective licensing
- HMO changes
- Housing advice
- Greater London Authority – Energy efficiency in rented dwellings.
- Job centre plus and gateway service manager

Additional training:

12pm – Electrical safety training – Ian Halton – NAPIT.

The presentations (lasting an hour) will be given on a rolling basis with start times of: 9.30am, 10.45am, 1.30pm and 2.45pm. Spaces for the presentations will be limited to 30 people a session and on a booking basis only. Invitations will be emailed and you will need to present your invite on the day for the appropriate session. We will only be able to accommodate one person per invitation. If you cannot attend a presentation, there are advice tables you can visit.

To register your interest for one of these presentations, please contact the Property Licensing Team at propertylicensing@croydon.gov.uk by latest Monday 1 October 18 by 5.00 pm indicating your time preference in priority of 1-4 (where 1 = first timeslot choice and 4 = fourth timeslot choice).

For general help and advice for landlords and tenants, please go to the private sector housing licensing pages, Better Place to Rent (<https://www.croydon.gov.uk/housing/privatehousing/croydon-private-rented-property-licence/croydon-private-rented-property-licence>).

Croydon Private Rental Property Licence (CPRPL): Guidance Pack for CPRPL Applicants has been released and can be found here:

[https://www.croydon.gov.uk/sites/default/files/articles/downloads/CPR PL%20LLs%20Guidance%20booklet%20on%20Licence%20Conditions%202018.pdf](https://www.croydon.gov.uk/sites/default/files/articles/downloads/CPR%20PL%20LLs%20Guidance%20booklet%20on%20Licence%20Conditions%202018.pdf). It can assist an applicant with property management and having documents available for selective licensing inspections. More information will also be available at the forum.

London Landlord Accreditation Scheme

Like a number of other local authorities, Croydon hosts accredited landlords training. For details of the courses and how to book click here: <https://www.londonlandlords.org.uk/courses/>. The next courses held in Croydon are on 10 September and 22 November 2018.

Croydon Healthy Homes

Croydon Healthy Homes supports Croydon households struggling to heat their homes and pay their fuel bills. The scheme is for people who own their home or rent it from a private sector landlord, and is aimed at families at risk of being in fuel poverty or with a member living with a medical condition which could be exacerbated by living in a cold home. For further information and eligibility click here: <https://www.croydon.gov.uk/environment/sustainabledev/croydon-healthy-homes>.

Croydon has various schemes that landlords might want to make use of:

1 – Croydon Lettings

About Croydon Letting:

- Croydon Lettings is a new scheme that Croydon council's residents and gateway service is offering our landlords.
- If you are looking for a new way to ensure that you and your tenant get all the support you both require during the lifespan of their tenancy, Croydon Lettings would like to work with you.

What is in it for you:

- Deposit and rent in advance paid directly to you.
- A personal lettings officer throughout the duration of the tenancy to support if any issues arise.
- Should there be a need to terminate the tenancy your personal lettings officer can support you and the tenant with a 'move on plan'.
- It is a completely free service.
- Pre- tenancy training is provided to reassure landlords that they are getting committed and prepared tenant.
- Hand-picked tenants, you can meet ahead of the tenancy starting.

If you are a private landlord and you are interested in renting your property through Croydon Lettings contact them via croydonlettings@croydon.gov.uk or call one of the team directly on 07523 504 519.

2 – Croydon Housing Initiatives

Provide a seamless lettings service to accommodate landlords needs free of charge, offer a range of generous monetary incentives, deposit bonds and all legal documentation such as tenancy agreements.

Schemes include:

- Croybond scheme
- Guaranteed rent scheme
- Private sector leasing scheme
- Croylease scheme
- Housing association leasing scheme

For further information email landlords@croydon.gov.uk, phone 020 8726 6789 or visit the website

<https://www.croydon.gov.uk/housing/privatehousing/housing-initiatives/letting-services-and-initiatives>.

The Housing Initiatives Team will be exhibiting at the Croydon Property show on Saturday 29 September 2018. You can visit them at Stand 8 at the Croydon Property Show taking place at Croydon Park Hotel.

3 – Croydon Prevention Team

Prevention Team provides legal advice to both landlords and tenants as well financial assistance for rent in advance and deposits. For further information, please contact Landlord Liaison Officer Amisha Khan, amisha.khan@croydon.gov.uk, 0208 726 6100 Ex: 63025

Croydon Private Rented Property Licensing Budget to end of 2017/8.

Type Of Expenditure £

15/16 Expenditure – £

- Licensing – 979,361
- Enforcement – 354,472
- ASB and Noise Teams – 291,833
- Fraud, C Tax, HB, Tenancy Officer (4FTE) – 135,751
- Management and Supervision – 46,588
- ICT Support and Maintenance – 41,880
- ICT Capital Investment – 100,000
- Legal – 66,428
- Corporate Overheads – 111,274
- Total – 2,127,587

Income

- Income – (7,707,850)
 - Total – (7,707,850)
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* Net expenditure – (5,580,263)

16/17 Expenditure – £

- Licensing – 1,112,323
 - Enforcement – 529,868
 - ASB and Noise Teams – 404,838
 - Fraud, C Tax, HB, Tenancy Officer (4FTE) – 137,122
 - Management and Supervision – 47,058
 - ICT Support and Maintenance – 68,337
 - ICT Capital Investment – 100,000
 - Legal – 68,593
 - Corporate Overheads – 334,620
 - Total – 2,802,758
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Income

- Income – (1,478,667)
 - Total – (1,478,667)
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* Net expenditure – 1,324,091

17/18 Expenditure – £

- Licensing – 1,130,223
- Enforcement – 550,631

- ASB and Noise Teams – 353,918
 - Fraud, C Tax, HB, Tenancy Officer (4FTE) – 138,507
 - Management and Supervision – 47,534
 - ICT Support and Maintenance – 32,798
 - ICT Capital Investment – 100,000
 - Legal – 44,724
 - Corporate Overheads – 424,829
 - Total – 2,823,165
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Income

- Income – (1,481,640)
 - Total – (1,481,640)
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* Net expenditure – 1,341,525

Total Expenditure – £Licensing

- Licensing – 3,221,907
 - Enforcement – 1,434,971
 - ASB and Noise Teams – 1,050,589
 - Fraud, C Tax, HB, Tenancy Officer (4FTE) – 411,380
 - Management and Supervision – 141,180
 - ICT Support and Maintenance – 143,015
 - ICT Capital Investment – 300,000
 - Legal – 179,746
 - Corporate Overheads – 870,723
 - Total – 7,753,511
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Income

- Income – (10,668,157)
- Total – (1,564,178)

* Net expenditure – (3,608,101)

This is a top level budget summary of the licensing scheme. A number of landlords have requested this at recent forum meetings.

Mandatory five-year electrical safety checks for rental homes
In July 2018 the Government announced that mandatory electrical safety checks will be introduced for all privately rented properties in England. The move comes after a consultation was held earlier this year looking into electrical safety in the sector and will bring legislation in England into line with the law in Scotland, which was changed in 2015.

The Ministry of Housing, Communities and Local Government have said that these inspections will be required every five years, but no start date for the legislation has been given as yet. When there is more news it will follow. Further information can be found here: <https://www.gov.uk/government/news/new-tougher-electrical-safety-standards-to-protect-private-tenants> (government news) and here: <http://www.napit.org.uk/news/article/NAPIT-Welcomes-Introduction-of-Mandatory-Electrical-Checks.aspx> (NAPIT).

Regards

Croydon Private Rented Property Licensing Team
Croydon Council

6th Floor, Bernard Weatherill House
8 Mint Walk
Croydon. CR0 1EA