

Executive Board – 17 January 2023

Subject:	Proposal for a scheme of Selective Licensing for privately rented houses
Corporate Director(s)/Director(s):	Sajeeda Rose Growth and City Development Frank Jordan Communities, Environment and Resident Services
Portfolio Holder(s):	Councillor Toby Neal, Housing and Human Resources
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Subject to call-in:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Key Decision:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Criteria for Key Decision:	
(a)	<input type="checkbox"/> Expenditure <input checked="" type="checkbox"/> Income <input type="checkbox"/> Savings of £750,000 or more taking account of the overall impact of the decision
and/or	
(b)	Significant impact on communities living or working in two or more wards in the City <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Type of expenditure:	<input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital If Capital, provide the date considered by Capital Board Date:
Total value of the decision: Gross Value	£23.5m
Wards affected:	Aspley, Basford, Berridge, Bulwell, Bulwell Forest, Castle, Dales, Hyson Green and Arboretum, Leen Valley, Lenton and Wollaton East, Mapperley, Meadows, Radford, Sherwood and Wollaton West (Designation ward coverage Appendix 2)
Date of consultation with Portfolio Holder(s):	1 st November 2022
Relevant Council Plan Key Outcome:	
Clean and Connected Communities	<input checked="" type="checkbox"/>
Keeping Nottingham Working	<input checked="" type="checkbox"/>
Carbon Neutral by 2028	<input checked="" type="checkbox"/>
Safer Nottingham	<input checked="" type="checkbox"/>
Child-Friendly Nottingham	<input type="checkbox"/>
Healthy and Inclusive	<input checked="" type="checkbox"/>
Keeping Nottingham Moving	<input type="checkbox"/>
Improve the City Centre	<input checked="" type="checkbox"/>
Better Housing	<input checked="" type="checkbox"/>
Financial Stability	<input type="checkbox"/>
Serving People Well	<input checked="" type="checkbox"/>

Summary of issues (including benefits to citizens/service users):

Housing Licensing is key tool available to the Council to use to tackle housing issues in the private rented sector. In particular this is aimed at tackling poor quality housing and driving up housing standards in the City.

Selective Licensing provides council with additional powers to drive up standards through inspection and enforcement activity to address specific property issues.

This report informs Executive Board of the outcomes of the consultation which has been completed following the Board's resolution of 24 May 2022 in respect of a proposed Designation for Selective Licensing of privately rented houses.

Following consultation, it is proposed that a Designation is made. Some operational changes are also proposed. If the recommendations are approved the Designation is of a size to require submission to the Secretary of State for Department for Levelling Up, Housing and Communities (DLUHC) for confirmation before the Designation can be implemented.

If approved the use of Selective Licensing powers would provide the following benefits:

- the ability to raise the standard of Private Rented Sector (PRS) accommodation for residents by ensuring it is effectively managed by landlords.
- increasing levels of resident and tenant satisfaction by providing well-regulated accommodation in the private rented sector
- enabling housing issues in the sector to be resolved more readily thereby improving community cohesion and the impact on local neighbourhoods. This would be achieved by using the intelligence the scheme would provide to intervene more quickly where a problem is identified
- supporting the council's approach to improve community safety and reduced anti-social behaviour
- providing support and advice to both landlords and tenants to enable residents to remain in their homes which will contribute to the council's aim to reduce homelessness

Does this report contain any information that is exempt from publication?

No

Recommendation(s):

1 To consider the results of the consultation and responses to the consultation comments as outlined in Appendix 3 Consultation Report and Appendix 4 Consultation Thematic Responses

2 Having considered the results of the consultation, to approve the making of the Designation contained in Appendix 1 of this Report as being subject to Selective Licensing and confirm that Board is satisfied: -

- that the statutory conditions for making a Designation referred to in paragraph 2.2 and 10.1 of this report - more specifically detailed in section 2.12 to 2.18 of the Executive Board Report of 24 May 2022 (The May Report) - have been met
- that the making of the Designation is consistent with the Council's Housing Strategy and would form part of a coordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour
- that other courses of action available have been considered that might provide an effective method of achieving the objectives that the Designation would be intended to achieve, and
- that it considers making the Designation will significantly assist it to achieve that/those objectives

3	To agree that a submission be made to the Secretary of State for DLUHC seeking confirmation of the Designation
4	To agree the revised licence conditions in Appendix 6 and the reviewed and updated Fee Policy in Appendix 7
5	To delegate to the Corporate Director of Growth and City Development, in consultation with the Corporate Director of Communities, Environment and Resident Services, Section 151 Officer and Monitoring Officer and the Portfolio Holder for Housing and Human Resources the power to: <ul style="list-style-type: none"> • finalise and approve the documentation to be submitted to the Secretary of State when the Designation is submitted for confirmation, and • liaise with officers and the Department for Levelling Up, Housing and Communities in relation to the confirmation of the Designation and to make any subsequent determinations that may be necessary in relation to it arising from that process. • ensure the design and operation of the renewed Selective Licensing Scheme is operated through the Council's Customer First and Business Support Transformation Programmes to the fullest extent possible, as mandated in the Chief Executive's instruction to senior officers dated 10th October 2022.
6	In the event of the Secretary of State confirming the Designation, to delegate power to the Corporate Director of Communities, Environment and Resident Services i) to comply with the relevant statutory requirements in relation to its notification and publication and ii) to implement the Designation and licensing scheme (in consultation with the Corporate Director of Growth and City Development, the Council's 151 Officer and Monitoring Officer)
7.	To approve the use of ring-fenced reserves, as detailed in paragraphs 5.1- 5.3 and 7.2 - 7.6, for this Designation from 1 st August 2023 to 31 st July 2028 or upon the required commencement date as per DLUHC approval timeframe

1. **Reasons for recommendations**

- 1.1 The evidence which has been collated in accordance with the DCLG guidance¹ indicates that relevant statutory tests have been met to make the case that Selective Licensing of privately rented houses in the proposed designated area would be an appropriate tool to resolve the issues and problems identified.
- 1.2 A consultation on the proposed Designation has been undertaken and after full consideration of the consultation responses, the case for Selective Licensing in the proposed designated area still stands.
- 1.2 Nottingham's Housing Strategy 2018-2021 'Quality Homes for All' is committed to improving and maintaining good quality homes across all tenures in the city. This Strategy includes the full exploration of housing licensing schemes for private rented accommodation to drive up the standards and protect tenants across the city.
- 1.3 The proposal supports the delivery of objectives set out in the Strategic Council Plan 2021-2023, particularly Outcome 9 – Better Housing and key strategic aims around ASB, reduced energy use, and building quality neighbourhoods.
- 1.4 The Private Rented Sector forms a key component of the total housing supply to help people meet their housing needs when faced with homelessness. For example, of 1,042 households in Nottingham whose homelessness prevention

¹ <https://www.gov.uk/government/publications/selective-licensing-in-the-private-rented-sector-a-guide-for-local-authorities/selective-licensing-in-the-private-rented-sector-a-guide-for-local-authorities>

duty ended during 2021/22, 195 secured accommodation in the sector. Given the vulnerable situation a household will be facing when they are homeless, or in imminent risk of becoming homeless, it is important that the Council, when fulfilling its statutory duties in this regard, is able to refer homeless households to private sector accommodation that is safe and meets the standards that would be expected. The City's Homelessness Prevention Strategy 2019-2024 notes that the need for PRS accommodation continues to grow and the Council and its partners must work with landlords to progress leasing/letting schemes to offer as an option. The Strategy also seeks to work with tenants and landlords to reduce evictions from the Private Rented Sector, and to utilise the PRS as a solution to homelessness.

- 1.5 The Homelessness Prevention Strategy recognises there are many good landlords operating in Nottingham who provide a valuable source of housing for Nottingham people. However, there are other landlords in the private rented sector who do not adhere to their responsibilities in appropriately supporting their tenants and providing a decent standard of accommodation. These landlords are putting people's health, wellbeing and safety at risk and exposing them to increased risk of homelessness. This places further strain on other housing resources in the city, and the Council's services that seek to help people find suitable accommodation. This ultimately places costs on the taxpayer. Licensing can act as a valuable tool in tackling problems in the tenure, and as a consequence, making a helpful contribution to tackling homelessness.
- 1.6 The proposals align well with the Government's current White Paper – "A fairer private rented sector"² which recognises selective licensing as a tool to address particular issues. It should be noted that the Council's current Selective Licensing Scheme is cited in the White Paper.

2. **Background**

- 2.1 The introduction of a Selective Licensing Designation and scheme aimed at driving up standards for private rented accommodation was made and confirmed by the Secretary of State in 2018. This Designation remains in place until 31 July 2023.
- 2.2 A report was presented to Executive Board at its meeting of 24th May 2022 (The May Report) regarding proposals for a new Designation and scheme to take effect once the initial one has expired. The May Report and Proposal for a Scheme of Selective Licensing for Privately Rented Houses (the Proposal) can be found in Appendix 12 and 13 and are also available here:

<https://committee.nottinghamcity.gov.uk/ieListDocuments.aspx?CId=177&MId=9484>

- 2.3 The May Report and Proposal identified the strategic objectives which the Designation aims to assist in achieving (See Proposal Section 3 and also paragraph 4.4. below). In particular, the Designation is aimed at tackling the Council priority of ensuring better Housing by tackling poor-quality housing in Nottingham, regardless of tenure, and continue to drive up housing standards in the city, ensuring sustainable communities and neighbourhoods for residents (Proposal paragraph 3.1.1). The May Report and Proposal also

² <https://www.gov.uk/government/publications/a-fairer-private-rented-sector>

addressed the statutory conditions under which a Designation may be made and the Council's approach to assessing the evidence available against those conditions (paragraphs 2.12 – 2.18 of the May Report and Sections 8 and 9 of the Proposal). This information is not repeated here but needs to be considered when determining whether the Designation should now be made. Therefore, the Executive Board are asked to ensure they have read and understood this information as outlined via the link below and also in Appendix 13 p46 to 72:

<https://committee.nottinghamcity.gov.uk/documents/s134040/Enc.%201%20for%20Proposal%20for%20a%20Scheme%20of%20Selective%20Licensing%20for%20Private%20Rented%20Houses.pdf>

2.4 **Summary of the core benefits of housing licensing**

Housing licensing is a key tool to ensure:

- Privately rented properties comply with all relevant legislation
- Homes are safe for people to live in
- The Council and partner agencies tackle nuisance and anti-social behaviour relating to or emanating from residential property
- Waste management impacting on residents and the wider community is actively monitored to maintain a clean and healthy environment
- Poor landlords are tackled and required to improve their properties
- Support and guidance is provided for landlords to enable them to maintain their houses to a good standard, enhancing the quality of housing available to people that live in Nottingham

3. **The Current Designation and Scheme – are they working and what have we learnt?**

3.1 Best Value and Value for money- learning from the current scheme towards improved delivery for the proposed scheme:

The current scheme has had a number improvements applied to it since its inception. Work is underway to prepare a revised set of robust performance measures which would provide assurance on the impact of Selective Licensing and its legitimacy in being an effective tool in improving living conditions in the sector.

The scheme is entirely funded through a licence fee paid by landlords. Licensing funds approximately 80 staff within the selective licensing team. This covers administrative staff, compliance and enforcement officers, managers and several support staff within the wider Council in IT, finance, legal, HR etc.

Licensing is there to protect tenants and ensure that their homes are safe and suitable. It also provides landlords with assistance and support to meet the relevant standards including advice and guidance on what makes a safe house, monthly landlord newsletters, support for landlords dealing with difficult tenants, in particular ones causing ASB and support in homelessness prevention. The fee the Council proposes to charge along with comparison of a number of other local housing authorities fees is found in Appendix 11 and summarised in Table AA below.

Table AA Comparison of Nottingham with other Council's accredited and standard individual licence fees

Nottingham (proposed)		30,700 homes in scheme	
Description	Fee		
Accredited	1 st Payment (Part A) £240		
	2 nd Payment (Part B) £428		
	Total £668		
Standard	1 st Payment (Part A) £280		
	2 nd Payment (Part B) £600		
	Total £880		

Oxford		30,500 homes citywide	
Description	Fee		
Accredited	1 st Payment (Part A) £178		
	2 nd Payment (Part B) £102		
	Total £280		
Standard	1st Payment (Part A) £178		
	2nd Payment (Part B) £302		
	Total £480		

Liverpool		45,000 homes	
Description	Fee		
New rental property and landlord membership	1 st Payment (Part A) £178.60		
	2 nd Payment (Part B)		
	Total £380		
Standard	1st Payment (Part A) £181.50		
	2nd Payment (Part B) £368.50		
	Total £550		

Leicester		9,000 homes	
Description	Fee		
Early bird 10% discount (Accredited)	1 st Payment (Part A) £784.80		
	2 nd Payment (Part B)		
	Total £981		
Standard	1st Payment (Part A) £872		
	2nd Payment (Part B) £218		
	Total £1,090		
Late Penalty	1st Payment (Part A) £1,032		
	2nd Payment (Part B) £258		
	Total £1,290		

Birmingham Starts 06/2023		40,000 to 50,000 homes	
Description	Fee		
Accredited	n/a		
Standard	1st Payment (Part A) £295		
	2nd Payment (Part B) £405		
	Total £700		

Gedling Borough		664 homes (phase 2)	
Description	Fee		
Accredited	1 st Payment (Part A) £430		
	2 nd Payment (Part B) £155		
	Total £585		
Standard	1 st Payment (Part A) £520		
	2 nd Payment (Part B) £180		
	Total £700		

Examples of the benefit and improvement of the current scheme to support the case for a second scheme include:

- The team is now more efficient and effective in processing and determining licence applications, compared to the start of the current scheme. This continuous improvement is ensuring licences are issued in a timelier manner.
- By working with our accreditation partners DASH³, Unipol⁴ and ANUK⁵ significant numbers of landlords have become accredited, evidencing that their properties meet a higher standard than the legal minimum level. A proportion of these properties have been inspected by these providers, taking the burden away from the Council, offering value for money to the landlord with a lower licence fee, and to the Council as it offers an assurance that relevant standards are met through a lighter touch regulatory approach to these properties, reducing Council intervention.
- In 2019 the Council introduced a block licence application option for landlords meeting certain criteria. This option opened up a more cost effective, streamlined application process for landlords of blocks. This allowed a lower fee in certain circumstances and is a more efficient and effective model of licensing in relevant situations. It also offers

³ <https://www.dashservices.org.uk/About>

⁴ <https://www.unipol.org.uk/about>

⁵ <https://www.anuk.org.uk/about>

increased regulation with the ability to require extra licence conditions of these properties, over and above those for individual licences, to ensure the on-going management of these properties.

- Being able to intervene proactively and positively allows the Council and its partners to deal with issues at an earlier stage before they become more significant.

3.2 Comparison with other schemes:

No specific body is charged with the role of collecting data on selective licensing and therefore comparisons with other schemes are limited to published reports and proposals of each local authority. However the National Audit Office (NAO) published a useful report in 2021 which considers the regulation of PRS and Value for Money which can be found here:

<https://www.nao.org.uk/wp-content/uploads/2021/09/Regulation-of-private-renting.pdf>

The report states in section 13 that there is considerable variation in the approaches and regulatory activity of local authorities.

The proposed fees are comparable to other Councils (a number of other Council's fees are included in Appendix 11 as mentioned above). It is important to note that licensing fees are not directly comparable for several reasons as per the NAO report above and including the following (not exhaustive):

- funding sources (some councils directly fund aspects of their schemes from other sources in addition to licence fees generated)
- size of PRS covered i.e. number of properties within the scheme
- operational delivery model including frequency and complexity of inspection and enforcement programme
- complexity of application process and number of licence types offered
- Frequency and number of licence parts and payments
- Location, demography and deprivation differences

With this lack of national benchmarking intelligence in mind the current Selective Licensing Scheme has already been externally audited by Grant Thornton Auditors. The audit makes a number of recommendations for any future scheme and these have been actively considered in the proposals.

The Council has also proposed to undertake the following:

- a second stock modelling report to be undertaken in order to support process and impact review at end of scheme one and basis for benchmarking for scheme 2 (one was undertaken prior to commencement of scheme 1)
- social impact report to be undertaken to understand wider impact on Citizens and stakeholders
- revised performance framework to be implemented
- Software upgrade to be implemented for the whole of regulatory services in Communities spring/summer 2023 to streamline processes

The above pieces of work will help support the Council's overall assessment of the impact of any current or future Selective Licensing Scheme/s and Value for Money delivered.

The Council offers a lower fee for members of DASH, Unipol and ANUK, (its accreditation partners), and as such offers a lighter touch regulatory approach to these landlords. This allows the Council to focus more of its resources on those landlords that are not accredited. Some councils operated accreditation schemes others do not, whilst some have recommended them as a future approach to implement moving forwards.

3.3 Outcomes and Outputs from Selective Licensing Scheme 1 (current scheme)

In order to provide context Table A below provides progress of the current scheme

Table A Progress on key data (as September 2022)

3,733*	Property improvements by the Council and our partners, DASH, Unipol and ANUK
18%	Percentage of properties improved by landlords prior to a planned inspection (Aug 2018-Mar 2020)
31,250	Total number of licence applications received, relating to 29,744 unique properties
200	Applications still being received per month (in final year of the scheme)
33,650	Projected number of applications received by scheme end (July 2023)
29,064	Total properties licenced and regulated by licensing NB – not all applications received result with a licence being issued, e.g. licence is refused, or property sold before licence issued
6773	Landlords issued with legal notices requiring them to provide information about potentially licensable properties
65	Civil Penalty notices for failure to licence a selective licensing property and breaches of licence conditions
13	Landlords prosecuted for 49 offences at 30 properties (includes multiple offences at the same property). 27 of these offences related to selective licensing. In at least once case the same landlord was also prosecuted for failing to licence houses in multiple occupation (HMOs)
1535 individual 46 blocks	Selective licence applications received following investigations and/or enforcement action and licences issued to draft or final stage
6,246	Number of inspections by the Council NB More accredited licensed properties have also been inspected by our partners, DASH, Unipol and ANUK
12,780	Estimated number of inspections undertaken by the Council by scheme end (July 2023)
2,091*	Properties inspected by our partners, DASH, Unipol and ANUK (city wide to Jan 2022)
<i>*Some properties had more than 1 hazard removed</i>	

4 The Proposed Designation - Is a new Designation appropriate and responses to consultation?

4.1 Legislative and governmental guidance

The aims of any future scheme are presented here for Executive Board to consider, but in broad terms will need to meet the legal requirements laid down in the Housing Act 2004 and align to the Council's Strategic Plan (2021-23).

4.2 The Government have emphasised the importance of standards, safety, compliance and robust enforcement in the private rented sector in its recent White Paper 'A Fairer Private Rented Sector' published in June 2022. It has also recently issued a clear requirement to local authorities to outline their actions and interventions regarding properties affected by damp and mould.

4.3 The White Paper specifically details the powers and benefits licensing can bring, and includes Nottingham as a case study detailing the work to drive up property conditions, and the outcomes achieved, through Selective Licensing in Nottingham (<https://www.gov.uk/government/publications/a-fairer-private-rented-sector>) Without the intelligence provided by the Council's licensing schemes it would be far more difficult to understand property conditions, report on them and intervene where necessary.

4.4 Strategic Alignment

Housing licensing is pivotal in delivering the following strategic objectives for the Council:

- Better Housing - improving housing conditions by setting a legal bar for minimum standards of housing and management and enforcing against non-compliant landlords, removing them from the market or working with them to improve.
- Clean and Connected Communities – requiring landlords to provide waste management plans and a quicker resolution of issues outside the property impacting on residents and the wider community. Licensing is there to protect people living within the property and those living nearby.
- Carbon Neutral by 2028 – Through engagement and enforcement of housing standards the Council will seek to continue to improve the properties with the worst energy performance certificate (EPC) ratings. This work has started and will continue in any future scheme to support reducing tenants bills and their carbon footprints.
- Safer Nottingham – Through requiring landlords to take responsibility for tenants causing ASB and have an ASB plan in place the Council will, alongside working with partners, continue to contribute to making Nottingham a safer place. This is undertaken through increased Council presence in areas of concern and a reduction of properties causing repeat problems and speedier complaint resolution times by positive engagement and enforcement of licence conditions helping to reduce crime and antisocial behaviour.

Healthy and Inclusive – through helping to improve conditions for tenants in properties that have damp and mould, cold homes / poor heating and safety / security issues and other hazards, raising the standard of the worst properties and helping to reduce the effects of deprivation.

5. Consultation Process and Findings

5.1 Before making a final decision as to whether to make (and seek confirmation) of a Designation the Council is required to conduct a consultation with persons who are likely to be affected by the Designation for a minimum of 10 weeks. Following approval of the May Report the consultation on the proposed Designation was carried out for 12 weeks from May to August 2022 and followed the requirements as set out in the DCLG document 'Selective Licensing in the Private Rented Sector: A Guide for Local Authorities'. The consultation included information on the proposed scheme, the reasons for it and how the proposed Designation had been arrived at and provided indicative information regarding fees and conditions. Details of the consultation and officers' findings from it are set out in:

- Appendix 3 SL2 Consultation Report
- Appendix 4 SL2 Consultation Thematic Responses
- Appendix 5 SL2 Consultation Activity Report

5.2 Following consultation it is recommended that the case for making a new Designation of Selective Licensing stands. However, whilst the necessity for and area covered by the proposed Designation remain unchanged some changes are proposed in relation to operational aspects of the proposed scheme following consultation (such as conditions and fees) and these are included in Appendices 6 and 7.

5.3 Consultation Findings

Key information

In response to the consultation the Council has:

- Amended the proposed conditions of licence from those consulted upon. It has maintained the level of training for licensees instead of adding further levels as originally proposed – at a consultation event with landlords and agents an in-depth discussion resulted in the understanding that increasing the complexity of requirements could hinder compliance with the scheme and put an additional burden on licensees
- Added a higher fee for less compliant landlords as proposed – 46% of consultees strongly agreed this should be the case

The consultation supports the recommendation to proceed with the scheme by:

- Recognising that although there has been improvement to the PRS through licensing activities there is still more work to be done
- Identifying the need for further evidence on the impacts of licensing and how we share it with Citizens
- Confirming that consultees have concerns about Rogue Landlords and their lack of compliance with 50 responses calling for more to be done to tackle them
- Showing broad consensus that more inspection and enforcement is required in the PRS

Evidencing that strategic partners are fully in support of a second scheme including Fire, Police and both universities

The Table below provides an overview of the responses provided

Table B consultation overview

Percentage of Respondents	Group
	Responding as:
91%	Already had selectively licensed properties
66%	Private Landlords
62%	Lived in a property which would be covered by the proposed scheme
12%	Private Tenants
2%	Community / Voluntary Orgs
	Agreed/disagreed:
40%	Strongly disagreed with the proposal
22%	Disagreed with the proposal
11%	Neither agreed nor disagreed
18%	Agreed with the proposal
8%	Strongly agreed with the proposal
	Number of properties owned/managed:
61%	1-2 Properties
17%	3-5 Properties
14%	10+ Properties
9%	6-10 Properties
	Percentage of consultees responding from:
17%	Basford
13%	Bulwell
14%	Lenton and Wollaton East
14%	Mapperley
13%	Sherwood

- 5.4 The findings from the Consultation are summarised in Appendix 3. This provides a breakdown in terms of who responded to the consultation, their capacity and common themes arising. Table B above provides a summary of the responses.

Of all respondents to the consultation 62% disagreed with the proposal whilst 26% agreed with it. 66% of respondents were private landlords, many of whom have voiced concerns over the increasing cost of managing private rented properties and suggested a correlation between having to fund a licence, PRS supply and rent levels. Furthermore, the Council has not identified any significant evidence that regulation is affecting supply other than by improving property conditions and eliminating the worst non-compliant landlords from the market who let their properties in unsafe conditions and put citizens at risk.

A more detailed consideration of the themes arising from the consultation is given in Appendix 4 and particular regard should be given to these Appendices when considering this report. However, in brief, key concerns and mitigation or response are listed in Table C below:

Table C Summary of key consultation concerns and mitigation/response

Concern	Mitigation/Response
The Designation will lead to potential rent increases	There is no evidence there is a direct correlation however any property that is currently licensed under the first scheme should have already incorporated the cost of a licence. Any outside of the approximately 30,000 already licensed which fall under the new scheme will incur a cost of less than £20 per month over the 5 years of a licence and any increases beyond this amount cannot be attributed to licensing.
The suggestion that licensing was a tax on landlords	Continue to hold landlord and agent forums, interacting with and supporting landlords, publicising the help and support available as part of licensing.
Landlords saw no repercussions for avoiding joining the scheme	Raising the profile of the team which seeks out those who avoid licensing and their outcomes (as far as GDPR will allow) Continue to publish enforcement action made by the Council on our website such as 65 Civil Penalty Notices for failure to licence or breach of licence conditions.
Lack of evidence for first scheme impact	There are currently 2 published scheme reviews and key data is available above in Table A. An end of scheme review post 31 st July 2023 will be implemented based on a full stock modelling refresh. A social impact report will also be completed to identify wider benefits.
Training for licensees should not be increased in complexity	Agreed and amended in response to consultation (See Appendix 4)
The threat of Judicial Review	Officers have responded directly to that consultation response addressing the concerns raised and indicating that the threat is felt to be premature given that the Designation (if approved by Executive Board) will need Secretary of State approval and there will therefore be subject to independent scrutiny before a final decision is made.

6. Other options considered in making recommendations

6.1 The Council could consider the following alternative options to a Selective Licensing Designation as listed in Table D below:

Table D Options Appraisal

Other Options	Implications / Impact	Recommendation
To not pursue the Designation further.	<ul style="list-style-type: none"> • Any necessary enforcement would result in required interventions being resourced by existing Council functions • The Council would lose the proactive power of entry • Interventions would only be carried out on a reactive basis • Increased number of complaints and complaint resolution time • The number of interventions would be greatly reduced • The absence of regulation would make the market the main driver for property improvements • The Council would no longer hold the intelligence gathered on persons responsible for PRS properties or engage with them in the same way • The Council's ability to provide assurance regarding its regulation of PRS would be limited, placing The Council in a weaker position 	To reject, as evidence presented to Executive Board in May shows a clear need for the scheme.
Consideration of a smaller scheme Designation.	<p>May not require Secretary of State confirmation depending on size.</p> <p>The proposed Designation gives the best opportunity to continue the improvements made by the first Designation and also allows the opportunity to improve properties in the newly identified areas which were not included previously.</p>	To reject, as evidence in the May Report has used a minimum of 2 criteria (as opposed to 1 criteria for the current scheme) to provide the Designation area to which Selective Licensing will apply. This Designation is already smaller in geography (size) and in the estimated number of privately rented properties that will fall within the scheme compared with the 2018 Designation.
Voluntary accreditation only.	<p>Accreditation schemes have a set of standards (or codes) relating to the management or physical condition of properties and recognise properties / landlords who achieve / exceed the requirements. The Council currently works with DASH, UNIPOL and ANUK as its accreditation providers. Before the first Selective Licensing Scheme voluntary accreditation with these accreditation providers was only circa 5%. Selective Licensing has encouraged an increase up to circa 30% with the lower</p>	To reject, the option of using voluntary schemes alone would not be expected to deliver necessary improvements. (Voluntary schemes alongside Selective Licensing are considered more effective as landlord accreditation has worked well in conjunction with

Other Options	Implications / Impact	Recommendation
	accredited licence fee incentive triggering a sixfold increase in accreditation and the standards required to meet this.	licensing).
Targeted use of Interim Management Orders (IMOs) and Final Management Orders (FMOs).	<p>The Housing Act 2004 gives local authorities powers to use Management Orders for tackling comprehensive and serious management failures. However, these are complex to implement and administer (and thus expensive) as they involve taking over the management of the property and are done on a case by case basis with individual properties.</p> <p>They are also reactive for dwellings where such problems are apparent and as such do not provide value for money.</p>	To reject, this is not a preferable option for driving up standards across an area and would not provide a level of improvement in standards that Selective Licensing can deliver (IMOs and FMOs can be used in individual cases if required alongside licensing).

6.2 Why other courses of action are not sufficient in isolation to achieve the Council's objectives

Other initiatives / tools combined with the use of statutory powers have been successful however Selective Licensing is one of the only proactive tools that has the power to tackle a broad range of issues in the Private Rented Sector including property conditions, ASB, crime and deprivation (see section 8 of the Proposal accompanying the May Report for the list of conditions required to make a Designation and the evidence prepared and see section 5 for detail on how these conditions have and will be addressed by Selective Licensing). Selective Licensing allows the Council to properly resource tackling these issues within the sector and be proactive about it. Being able to target and deal with properties where tenants may not realise that they are in poor condition / badly managed, or perhaps they do, but don't know how to complain or are fearful of what might happen if they do complain. Selective Licensing provides the tools and opportunity to engage and work with landlords if they wish to improve, or work towards removing them from the market if they do not.

6.3 The benefits of Selective Licensing are further defined below:

6.3.1 **Property improvement – responsive compliance:** The Council is aware that landlords improve their properties prior to inspection, by comparing information provided at the time of application, to the improved state of properties upon inspection. Based on inspections between August 2018 and March 2020 almost one fifth of properties inspected were improved prior to a known forthcoming inspection. This illustrates the benefits of the regulatory environment in improving standards rather than the more costly, reactive, option.

6.3.2 **Property improvement – voluntary compliance:** The Council is aware that landlords improved their properties without intervention simply because Scheme 1 was being introduced, delivering improved standards for residents without further intervention. For example, 2409 property improvements in the city have been made due to landlords meeting the voluntary enhanced standards of accredited partner landlord schemes (Table A above). The fact that licensing provides a clear set of standards and expectations for licence holders, with penalties in place for failing to comply with these standards, has delivered direct improvements for residents.

- 6.3.3 **Landlord and agent engagement** – Through the scheme the Council is able to engage positively and regularly with landlords, agents and other partners via a variety of means and can disseminate a range of information and updates swiftly and efficiently, without licensing this would not be achievable.
- 6.3.4 **Clear set of standards and expectations** – having penalties in place for failing to comply with these standards has made licence holders sit up and take notice and improve their properties.
- 6.3.5 **Efficient intervention** – Licensing allows prompt and efficient investigation of complaints and concerns as those responsible for a property can be traced and contacted quickly and easily when concerns are raised. This provides value for money to the authority and is particularly important in situations where there are immediate safety concerns that require investigation and action.
- 6.3.6 **Conclusion** – Notwithstanding that 62% of respondents to the consultation disagreed with the proposal, the Council believes that the benefits of the regulatory environment Selective Licensing provides for citizens justifies the recommendation to implement the proposed Designation. For the reasons set out in the report it is considered that the evidence contained in the Proposal meets the statutory conditions for making a Designation and will significantly assist the Council to meet its objectives set out in the Strategic Plan and highlighted in paragraph 4.4 above. The making of a Designation is consistent with the authority’s overall housing strategy and the authority’s approach to homelessness, empty properties and anti-social behaviour both as regards combining Selective Licensing with other courses of action available to it. Other options available alone are not considered to provide the benefits and value of a Selective Licensing Scheme. As a result, it is recommended that the proposed Designation and scheme of Selective Licensing would provide the best option to improve standards in the private rented sector across the neighbourhoods where evidence indicates there are a range of problems to be addressed. This provides the best value for both residents in the areas concerned and for the local authority.

7. **Income and Costs**

- 7.1 There is a ring-fenced reserve for the current scheme as per the Local Government Association (LGA) 2017 guidance on locally set licence fees “Open For Business” which clearly states fees income should not be drawn into the Council’s general fund.

Any income generated from the licence fee will be solely utilised for the purposes of the Selective Licensing Scheme in accordance with appropriate legislation and Guidance. See Table E below:

Table E LGA guidance on locally set licence fees

Do	Don't	Maybe
Check the relevant legislation	Use a surplus from one fee to subsidise another	Include the costs of enforcement against unlicensed traders
Calculate processing costs and enforcement costs separately and ensure that any fees covered by the Services Directive are charged to applicants and new licensees in two stages	Allow fees income to be drawn into the council's general fund	Include a condition on the issued licence that requires the payment of the enforcement part of the fee, where this is not charged upfront
Clearly communicate to applicants the elements that make up the fee	Allow fee levels to roll-over each year without a review	
Ensure fees are determined by the right person	Forget to ask the courts to award costs during a prosecution	
Include staff on-costs		
Include training costs for officers and councillors		

Below are the projected income and costs for the scheme in table 1 and 2 and the amended fee policy relating to these revisions can found in Appendix 7.

Table 1 Income over 5 years

Licence Type	No of Licences Estimated	Cost of Licence	TOTAL INCOME £m
Ind Accredited Fee	7,124	£668	£4,758,832
Ind Standard Fee	16,624	£880	£14,628,768
Ind Less Compliant Fee	100	£1,212	£121,200
Base Block Accredited Fee	60	£1,253	£75,180
Base Block Standard Fee	41	£2,135	£87,535
Flat in Block Accredited Fee	4,932	£526	£2,594,232
Flat in Block Standard Fee	1,920	£541	£1,038,720
	30,801		£23,304,467

Table 2 Staffing and other costs

	Number of staff Per year	Salaries including on costs (£m)	Overhead costs (£m)	Set up costs *2 (£m)	Total (£m)*3
Totals	81^{*1}	£21.542m	£1.477m	£0.071m	£23.080m

*1 average number of staff based on anticipated applications split across the different fee types

*2 set up costs within the fee include an estimate for publicising the scheme and replacement equipment during the second scheme. Exit costs were included in the first scheme, which if this Proposal is successful will not be utilised and would be transferred to the second scheme

*3 N.B. all projected income and costs may be subject to change prior to and during implementation in line with Customer First, Business Support Transformation and other variables.

Two ring-fenced reserves which are already in place in the current scheme would be used to facilitate the new scheme, saving the need for additional reserves to be set up. This refers to the financial treatment not the funds which will be placed within them. The balance of the revenue budget (fee income) as of 1st December 2022 (current scheme) stands at: £3.184M. The income will not be received uniformly throughout the 5-year period. Therefore,

an earmarked reserve is essential to balancing revenue and expenditure over the 5 years and will be used to be drawn down on as required.

7.2 Non-recoverable costs i.e. those that are not recoverable through this scheme are forecast for this year at £1.016m, (over 5 years). These costs are required to cover Housing Health and Safety Rating System (HHSRS)⁶ work and are required to be met through the General Fund, as a core statutory duty of the Council in any event, under the Housing Act 2004. This amount equates to 4 officers to support the delivery of the scheme in improving property conditions, one of the criteria in the scheme shown in table 3 below. The non-recoverable costs of £1.016m are covered through the budgets already held within other departments of the Council, therefore already within the MTFP, so are not included within the fee. The balance of the non-recoverable reserve (current scheme) as of 1st December 2022 is £325.4K.

Table 3 Estimated non-recoverable costs (over 5 years)

	Costs (£m)
1 x Compliance Officer	0.217
1 x Regulatory Compliance Officer	0.244
2 x Environmental Health Officer	0.555
Total	1.016

Both of these reserves are managed in accordance with CIPFA and LGA guidance and the Council's financial regulations. Operation and monitoring of the reserves is overseen by the department's Finance Business Partner in conjunction with the budget holder. This monitoring would continue in the proposed scheme in order to assure the funds are directed as detailed above.

7.3 The calculations are based on the following assumptions:

I. Costs to administer the scheme are included in the licence fee and have been assessed using an updated version of the Local Government Association (LGA) toolkit to ensure value for money.

II. The costs included are:

- Staffing costs to run the scheme, these have been included at productive hours only as per the guidance and relevant staff grades for each piece of work.
- Processing costs of each licence, application, checking etc. – this has been calculated using percentages for the amount of time taken.
- Enforcement costs (as per recent change to legislation).
- Management costs.
- Set-up costs.
- Exit costs.
- Staff overhead costs.
- Inflation factors.

These costs include central establishment charges and labour recharges towards services provided to the proposed scheme totalling £2.94m which have been calculated proportionately in line with "Open for business: LGA guidance on locally set licence fees" core principles which state fees should be:

⁶ <https://www.gov.uk/government/publications/housing-health-and-safety-rating-system-guidance-for-landlords-and-property-related-professionals>

– non-discriminatory; justified; proportionate; clear; objective; made public in advance; transparent and accessible. See Table 3A below:

Table 3A central establishment charges and labour recharges

Charges	Total for the 5 years of the scheme £M
Central establishment charges	£1.553
Labour recharges	£1.391
Grand Total	£2.944

The ring-fenced reserves as mentioned above will be utilised to manage these costs throughout the five years which will be reviewed and reported on as per the LGA and CIPFA guidance and the Council’s own financial, performance and governance policies. N.B. all projected income and costs may be subject to change prior to and during implementation.

8. Consideration of risk

- 8.1 There are risks which could have an impact both prior to commencement of the Designation (if approved) and whilst operating it. An example of some of these risks with proposed mitigation are below in Table 4:

Table 4 Risk

Risk	Mitigation
The scheme may not be approved by Secretary of State however a smaller scheme could then be considered which does not require Secretary of State approval	Consider the outcomes of any non-approval by the Secretary of State and then consider whether there is evidence to support the making of a smaller Designation or Designation(s) as appropriate.
Potential Judicial Review	Whilst the Council cannot prevent someone from applying for Judicial review it has been mindful of both the legal requirements for making a Designation and had regard to guidance and case law. Due regard and consideration has also been given to consultation responses. Due to the size of the proposed Designation there will be independent scrutiny by the Secretary of State before the Designation can be confirmed.
Level of applications vary	Monitor levels of applications closely. Use of reserve accounts as necessary during the duration of the scheme to assist with managing the budget
Landlords may gain accreditation in order to secure a lower fee and the number of accredited landlords could change affecting costs and income.	Work closely with accreditation partners to monitor these numbers. Since scheme 1 the Council has a good understanding of the likely numbers of accredited applications and this will be monitored closely

Risk	Mitigation
If operational activity identifies unexpected qualities of property (better or worse) which could mean staffing balance or costs are different to those that are anticipated	To monitor this closely and may have to re-adjust operating model as appropriate.
Any legislative / guidance changes and/or case law rulings, in particular the Minimum Energy Efficiency Standards (MEES) and any legislation that is enacted from the current private rented White paper may impact on the number or availability of privately rented properties.	To continue on-going monitoring of the legislative changes coming up and the potential impact on scheme delivery. To use landlord and managing agent forums already in place to understand the impact any changes may have / are having on the privately rented sector.
The volatile state of national finance and unknown potential inflationary pressures	To keep the fee under regular review, adjusting as appropriate during the scheme
There are wider economic factors, e.g. recession, rent level changes and changes to taxation which may impact on a variety of factors such as number of privately rented properties and ability to pay licence fees.	To continue on-going monitoring of the number of applications being received against projections. To stay aware of on-going changes in the wider economy that may impact on the scheme delivery.
Changes to the organisational approach to service delivery as part of transformation	To monitor the impact these changes will have on the delivery of any Selective Licensing Scheme and to report on them before any changes are made
Ability to recruit appropriate number of experienced and qualified staff to support scheme delivery due to availability of staff and pressure from other local housing authorities that are implementing schemes locally / regionally.	To continue to support the development of colleagues in the team including apprenticeships and other appropriate training opportunities. To work with colleagues in HR to ensure we can maximise recruitment of staff from as wide a pool as possible, considering alternatives to traditional recruitment routes. To maintain awareness of other local housing authority's salaries and benefits.
If the Designation is approved, there is expected to be a high volume of applications in a short space of time that will require processing	The application process has been reviewed several times to ensure it is as streamlined as possible. Staff are in a far better position to determine applications more swiftly with experienced staff already in post. Staff will be re-aligned across the team to support the expected influx of applications.

8.2 The value and sensitivity of risks to the business model listed above cannot be fully quantified at this time; however, these will be developed as the scheme progresses. During this time the following need to be in place to ensure the early identification of risk and the ability to undertake corrective action mitigating any impact to the organisation:

- Robust performance monitoring frameworks for both operational and financial targets.

- Staffing flexibility set up to be able to align to activity levels.

9. Finance colleague comments (including implications and value for money/VAT)

- 9.1 Approved Selective Licensing Schemes charge a licence fee which will cover the cost of the scheme for its duration. The fee covers the cost of administering the scheme and the enforcement of licences and conditions. The actual scheme is cost neutral to the Council as the fee income should cover the full cost of the scheme. The proposed scheme renewal is anticipated to start in 2023-24.
- 9.2 Most fee income will be received in years 1 and 2 and the annual surplus will need to be carried forward to subsequent years to fund monitoring and enforcement activities using a Reserve. The existing scheme has a Reserve already set up for this purpose and the expectation is that this Reserve will be utilised for any renewal moving forward.
- 9.3 The expected income based on the proposed 30,801 licences is £23,304m over the 5 years, based on the compliance level expected from the different licence types. See Table 1 below (repeated from section 5.1 above)

Licence Type	No of Licences Estimated	Cost of Licence	TOTAL INCOME £m
Ind Accredited Fee	7,124	£668	£4,758,832
Ind Standard Fee	16,624	£880	£14,628,768
Ind Less Compliant Fee	100	£1,212	£121,200
Base Block Accredited Fee	60	£1,253	£75,180
Base Block Standard Fee	41	£2,135	£87,535
Flat in Block Accredited Fee	4,932	£526	£2,594,232
Flat in Block Standard Fee	1,920	£541	£1,038,720
	30,801		£23,304,467

- 9.4 The costs relating to the project at this point are estimated using a fee calculator file to be circa £23.080m, which leaves a balance of excess income at £0.224m, however, this is in part due to rounding in the fee calculation which will be reviewed closer to implementation although a small contingency is expected.
- 9.5 The fee income cannot, however, cover other associated costs, such as complementary/statutory activities relating to the enforcement of housing conditions under Part 1 of the Housing Act 2004 (Housing Health and Safety Rating System (HHSRS) inspections). This activity delivers a 'spend to save' proactive approach to meeting statutory duties for improving health and safety standards, by requiring landlords to make improvements to properties, thus reducing reactive housing enforcement work delivered by The Council.
- 9.6 This "Non-Recoverable" cost has to be borne from existing General Fund resources and is noted in Table 3 – Estimated Non-Recoverable Costs (based on evidence from the current scheme) as the requirement of 4 FTE (1 Compliance Officer, 1 Regulatory Compliance Officer and 2 Environmental Health Officers) at circa £1.016m over the proposed 5 years. These costs are based on the latest pay details (2022-23) on an estimated 2% uplift per annum.

- 9.7 Using detailed time workings and expected licence uptake an estimated staffing requirement has been proposed to meet the need of processing and enforcement of the 30,801 estimated licences (Includes Block and Individual) as detailed in the report. These assumptions need to be reviewed by the Service at point of agreed implementation based on the latest market conditions, but also on an ongoing basis to ensure that the Fee holders are receiving best value.

This data has been based on the latest scheme, however, there is a risk that the uptake of these licences could change either to increase or decrease or the mix of standards could alter significantly. The number and type of licence will need to be monitored by the service and should the number of licences fall or the compliance level forecasted change; that mitigating action be taken to ensure that the costs stay within the Selective licence fee available and does not impact the wider General Fund and Medium Term Financial Plan.

Susan Turner – Senior Commercial Business Partner 17.11.22

10. Legal colleague comments

10.1 In order for the Council to make a Designation it must:

- be satisfied that one or more of the statutory conditions for making a Designation are met
- have taken reasonable steps to consult persons likely to be affected by the Designation and have considered any representations
- ensure that any exercise of the power is consistent with the authority's overall housing strategy
- seek to adopt a co-ordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour both as regards combining Selective Licensing with other courses of action available to them and measures taken by other persons

The Council must not make a Designation unless:

- it has considered whether there are any other courses of action available to it that might provide an effective method of achieving the objective(s) that the Designation would be intended to achieve, and;
- it considers that making the Designation will significantly assist it to achieve that/those objective(s)

10.2 Consultation has now been carried out and Councillors should have regard to the consultation responses appended and in particular Appendix 4 which sets out officers' views and responses to the consultation comments. The matters outlined in 10.1 above were addressed in the May Report and Councillors should ensure that they are satisfied that one or more of those conditions are met. As indicated in paragraph 2.1 above it is suggested that the evidential basis for making a Designation and justification for a Designation are essentially as set out in the Proposal appended to the May Report

10.3 Due to the size of the proposed Designation it will have to be submitted to the Secretary of State for confirmation and if confirmed the Secretary of State will determine the implementation date for the Designation and scheme. Guidance indicates that the Secretary of State expects a number of matters to be included in submissions for confirmation. Whilst these were primarily covered in the Proposal it is recommended that if the Board approves the Designation

that power be delegated to the Corporate Directors for Growth and City Development and Communities, Environment and Resident Services in consultation with the Portfolio Holder for Housing and Human Resources, s151 Officer and Monitoring Officer to finalise the submission documentation and deal with any issues that may arise during the Confirmation process.

10.4 There is a risk that the Secretary of State may take an alternative view on the evidence or approach taken by the Council and may refuse to confirm Designation. There is no right of appeal against the Secretary of State's decision though it would potentially be open to Judicial Review if the relevant public law grounds were met. Alternatively, a smaller scheme or schemes which fell below the threshold requiring the Secretary of State's consent could subsequently be considered and implemented if the evidence as felt to be sufficient to justify them.

10.5 Assuming that the Designation is confirmed then any challenge to the principle of the Designation would be against the decision of the Secretary of State (albeit the Council would be an Interested Party). One Consultation response has indicated that Judicial Review may be considered and whilst that threat is considered premature it is perhaps indicative of the strength of feeling regarding the proposals. If the Scheme becomes operational then applicants for licences remain entitled to challenge various operational aspects of the scheme such as conditions, fees etc. Regard has been had to up to date guidance and case law with a view to minimising the risks of challenge and Officers in any event have a series of delegated powers enabling changes to be made to the operational elements of the scheme should these need to be reconsidered in the future.

Ann Barrett - Team Leader, Legal Services 12.12.22

11. Procurement N/A

12. Strategic Assets and Property N/A

13. HR

13.1 As the duration of the scheme is time limited for 5 years, it is essential an appropriate exit strategy is in place in order to terminate the contract in line with NCC guidance and national legislation. Management will need to ensure appropriate timelines are in place to notify the affected employee and give appropriate contractual notice. Potential costs in any exit arrangement such as redundancy compensation have been budgeted for.

Janade Akhter HR Consultant 17.11.22

14. IT

14.1 The IT Service understands that the proposals made within the report will be implemented using the systems (or replacements) currently employed by the Council for the delivery of the service. As such there is understood to be no significant change to these systems.

The IT Service will continue to support the delivery of the service under the new scheme as it does the current scheme providing on going 'Business As Usual' support in terms of systems support and maintenance and chargeable project-based support as required by the service

Dave Foster Corporate Systems Manager 03.11.22

15. Crime and Disorder Implications (If Applicable)

- 15.1 The use of Selective Licensing is consistent with the Council's overall strategic approach to a safer Nottingham:
"Nottingham will be a safer city with low levels of crime and anti-social behaviour (ASB). People will feel safe and secure in the city centre, their neighbourhood and their home."
By collaborating with our statutory partners and voluntary sector through partnership working to address crime and community safety issues licensing can continue to deliver on this outcome by improving property standards and management towards safer homes and more cohesive neighbourhoods. Partners such as Nottinghamshire Police have noted the impact of Selective Licensing as part of the recent consultation:
"I know the benefits that this can bring in terms of reducing Crime and Anti-social behaviour by working in partnership"

16. Social value considerations (If Applicable)

- 16.1 The use of Selective Licensing is consistent with the Council's overall strategic approach to housing and its approach to a number of key priorities for the City. Selective Licensing, by tackling the problems which are evidenced in the proposal, will help to achieve a number of positive outcomes in terms of regeneration, health and wellbeing, and community safety, which are all major priorities for the city. This will help to deliver improved outcomes for citizens.

17. Regard to the NHS Constitution (If Applicable)

- 17.1 The NHS Constitution has as one of its guiding principles that the NHS will work across organisational boundaries. It says: "The NHS is committed to working jointly with other local authority services, other public sector organisations and a wide range of private and voluntary sector organisations to provide and deliver improvements in health and wellbeing". The Council's approach to housing also follows this principle, seeking to work with a range of other services to improve citizens' lives, not least their health and wellbeing. One of the key benefits the Council believes that Selective Licensing will bring is improved housing conditions; the positive impact that better housing can make on health and wellbeing has been demonstrated both nationally and locally.

18. Equality Impact Assessment (EIA)

- 18.1 Has the equality impact of the proposals in this report been assessed?

No

An EIA is not required because:
(Please explain why an EIA is not necessary)

Yes

Attached as Appendix 8, and due regard will be given to any implications identified in it.

19. Data Protection Impact Assessment (DPIA)

- 19.1 Has the data protection impact of the proposals in this report been assessed?

No
A DPIA is not required because:

Yes
Attached as Appendix 9 and due regard will be given to any implications identified in it.

20 Carbon Impact Assessment (CIA)

20.1 Has the carbon impact of the proposals in this report been assessed?

No

Yes
Attached as Appendix 10 and due regard will be given to any implications identified in it.

21 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

21.1 N/A

22 Published documents referred to in this report

22.1 A Fairer Private Rented Sector 2022 (White Paper)
Housing Act 2004
Executive Board report: Proposal for a scheme of selective licensing for privately rented houses 24 May 2022 (The May Report)
National Audit Office (NAO) Regulation of Private Renting 2021
Nottingham Homelessness Prevention Strategy 2019-2024
Open for business: LGA guidance on locally set licence fees (2017)
Selective Licensing in the private rented sector – A guide for local authorities (DCLG March 2015)
The City's Housing Strategy: Quality Homes for All 2018-2021
The Strategic Council Plan 2021-2023