

**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY
COMMITTEE**

**WEDNESDAY 20 JANUARY 2016
7.00 PM**

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. Apologies for Absence

2. Declarations of Interest and Whipping Declarations

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification " that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. Minutes 3 - 6

4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions 7 - 18

The purpose of the item is to provide an opportunity for consideration of any request to call in a decision. A Call-in request has been made in relation to the decision made by Cabinet which was published on 31 December 2015 regarding City Centre Anti-Social Behaviour Enforcement - DEC15/CAB/106.

5. Selective Licensing - Outcome of Consultations 19 - 202

6. Communities Strategy Task and Finish Group Report 203 - 230

CRIME AND DISORDER SCRUTINY COMMITTEE

7. Joint Community Enforcement Team 231 - 238

8. Forward Plan of Executive Decisions 239 - 264

9. Work Programme 265 - 270

10. Date of Next Meeting

Thursday, 10 March 2016



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Paulina Ford on 01733 452508 as soon as possible.

Emergency Evacuation Procedure – Outside Normal Office Hours

In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.

Committee Members:

Councillors: A Iqbal, Faustino, Bisby, Forbes (Chairman), S Martin, C Ash (Vice Chairman) and J R Fox

Substitutes: Councillors: S Lane, B Saltmarsh, N Khan and P Thacker

Further information about this meeting can be obtained from Paulina Ford on telephone 01733 452508 or by email – paulina.ford@peterborough.gov.uk

**MINUTES OF A MEETING OF THE
STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
HELD IN THE
BOURGES & VIERSEN ROOMS, TOWN HALL, PETERBOROUGH
ON
TUESDAY 24 NOVEMBER 2015**

Present: Councillors: Forbes (Chairman), Ash (Vice Chairman) Iqbal, Faustino, Bisby, Martin, and J R Fox

Officers in Attendance:

Adrian Chapman	Service Director for Adult Services and Communities
Lisa Roberts	Client Manager, Culture and Leisure
Gary Goose	Head of Community Services
Belinda Child	Head of Housing and Health Improvement
Joanne Bezzant	Senior Housing Enforcement Officer
Philippa Turvey	Senior Democratic Services Officer

Also Present:

Councillor Serluca	Cabinet Member for City Centre Management, Culture and Tourism
Ed Saunders	Athene Communications
Shakeela Abid	Live Healthy Practitioner Advance (Lifestyles Lead)
Denisa Luptakove	Community Connector
Armins Morozs	Community Connector
Asta Kavaliauskaite	Community Connector

1. Apologies for Absence

There were no apologies for absence.

2. Declarations of Interest and Whipping Declarations

Item 7 – Community Connectors

Councillor Ash declared that he was a trustee for the Citizens Advice Bureau.

3. Minutes of the Meeting Held on 16 September 2015

The minutes of the meeting held on 16 September 2015 were approved as an accurate record.

4. Call in of any Cabinet, Cabinet Member or Key Officer Decisions

There were no requests for call-in to consider.

5. Portfolio Progress Report: Cabinet Member for City Centre Management, Culture and Tourism

The Cabinet Member for City Centre Management, Culture and Tourism apologised to the Committee, as the report before them did not contain information relating to the City Centre Management aspect of her portfolio. The Committee was asked to request a performing review report of commercial operations to be presented to this Committee in March 2016.

The Client Manager, Culture and Leisure introduced the report on behalf of the Cabinet Member for City Centre Management, Culture and Tourism. The report provided members with an update on the progress

made in relation to matters relevant to the Committee. The following key points were highlighted within the report:

- Sports Strategy
- Libraries Update
- Vivacity contract

The Committee was asked to scrutinise the progress made on those aspects of the of the Cabinet Member's portfolio relevant to the Committee, by providing challenge where necessary and to suggest ideas and initiatives to support the continued delivery of priorities within that portfolio.

Questions and comments were raised around the following areas:

- Members questioned whether the local Gazette had been utilised as a communication tool regarding the proposed change to the Saturday Cardea Mobile Library service. *The Client Manager, Culture and Leisure clarified that work had been undertaken with local groups, who had been instrumental in deciding the new Mobile Library stopping locations. This information would be included within the Gazette and other notices.*
- Members questioned whether the Disability Forum had been liaised with in relation to the Sports Strategy and improved access. *The Client Manager, Culture and Leisure advised that Inspire Sports was a programme which was run in conjunction with Vivacity. Inspire Sports and the Disability Forum had informed a lot of the decision in relation to disability access.*
- Members queried the high cost of the gym membership and sought clarification on what steps were taken to encourage membership from all members of the community. *The Client Manager, Culture and Leisure explained that the pricing policy of the gym was set by the Vivacity Board. The comments of the Committee would be highlighted to the Board and any potential for subsidising would be raised.*
- The Committee were in agreement with the proposed alterations to the Saturday Mobile Library service.

ACTION AGREED

The Committee agreed that a performing review report of commercial operations would be presented to this Committee in March 2016.

6. Selective Licensing Consultation

The Head of Community Services introduced the report, which outlined the key issues and proposed Selective Licensing schemes and asked the Committee to provide a formal response to the public consultation into proposed schemes.

Questions and comments were raised around the following areas:

- Members questioned how the introduction of Selective Licensing would affect anti-social behaviour. *The Head of Community Services accepted that not all issues were within the gift of landlords to resolve. The scheme would ensure that tenancy agreements outlined the various responsibilities of the tenants and landlords. It was advised that such an operation would work best alongside various other schemes, such as the cumulative impact area.*
- Members queried how and why the specific areas proposed were singled out for Selective Licensing. *The Head of Community Services advised that a blind test had been undertaken, where the area statistic were examined without reference to name. This identified areas based on the evidence provided and whether the criteria was met. The representative from Athene Communications advised that areas adjacent to those identified were also included in the consultation in order to take into account any displacement activity.*
- Members raised concerns in relation to other areas of the City suffering as a result of the targeted Selective Licensing operation. *The Head of Community Services advised that all existing powers*

would remain in place throughout the city. It had been identified that additional staff would be required to maintain the current level of services and implement the Selective Licensing scheme..

- Members questioned whether the Council would charge for any training for landlords, or if this would be included within the licences. *The Head of Housing and Health Improvement explained that either would be possible. A chance to bid for a Government rogue landlord fund had recently been identified which would provide an opening for training.*
- Members queried how the consultation had been received so far. *The Athene Communications representative advised that the response had been reasonably good. 40,000 individuals had been contacted and six exhibitions were taking place around the city. Information was available online as well as 800 requests for paper copies. Of these 200 paper copies had been returned so far and 793 e-questionnaires had been returned.*

The Committee believed that the new proposals had taken into consideration the previous comments of the Committee and benefited from cross-party support. The proposals were well-written and evidence based. Although the Committee did not believe the scheme to be perfect, they were pleased with the proposals and had no further recommendations.

7. Community Connectors

The Head of Housing and Health Improvement introduced the report, which provided an overview of the work the Community Connectors have been involved in since they commenced employment in June 2015.

The Committee were asked to scrutinise the progress made by the Community Connectors and to comment on any aspect that they felt could be improved or enhanced. The Committee were also asked to receive a further report in 6 months, with a particular focus on how the issues identified in section 5.3 and 5.4 of the report were being addressed.

Questions and comments were raised around the following areas:

- Members commented that more focus should be placed on education and directing people to key organisations that could assist, including trade unions, the Citizen's Advice Bureau, through a signposting leaflet. *The Head of Housing and Health Improvement agreed and advised that Community Connectors had been doing so, though no specific leaflet had been used. A market place for employment advice was planned to educate people on their rights in the workplace.*
- Members queried whether there were plans to extend the programme to others areas, for example, Eastfield or Parnwell. *The Head of Housing and Health Improvement advised that the programme was currently in a trial period and that if successful, expansion to other areas was a possibility.*
- Members commended the work of the Community Connectors and queried how well their work had been received with the community. *The Community Connectors advised that progress so far had been positive. It had taken some time for community members to accept them and was work in process. Good links had been made with community leaders and links were growing.*
- Members asked whether a strong focus could be made on the environmental aspects of education for the community. *The Live Healthy Practitioner Advance (Lifestyles Lead) clarified that work had started in this regard and that door knocking had been undertaken with a message about bins and waste management projects.*
- Members commented that it would be useful to create a signposting pamphlet and questioned if funding was available for this. *The Community Connectors advised that they were currently working on a project with City College to design pocket guides to signpost to relevant agencies and where to seek help. The Service Director for Adult Services and Communities advised that the Community Connectors' contracts would be extended and that the programme would be fully funded. It was believed that the Community Connectors would ensure Council savings in the long term.*

ACTION AGREED

The Committee noted the report and requested a further report in six months with a particular focus on how the issues identified in section 5.3 and 5.4 of the report were being addressed.

RECOMMENDATIONS

The Committee recommended to the Head of Housing and Health Improvement:

- 1) That the Community Connectors broaden their remit to include environmental issues such as bin usage, littering, fly tipping, and spitting; and
- 2) That a pamphlet be created to sign post communities to key services.

8. Forward Plan of Executive Decisions

The Committee received the latest version of the Council's Forward Plan of Executive Decisions, containing key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet Members would make during the course of the forthcoming month. Members were invited to comment on the Plan and, where appropriate, identify any relevant areas for inclusion in the Committee's work programme

ACTION AGREED

The Committee noted the Forward Plan of Executive Decisions.

9. Work Programme

Members considered the Commission's Work Programme for 2015/16 and discussed possible items for inclusion.

ACTION AGREED

Members noted the work programme for 2015/2016, subject to the addition of a 'Selective Licensing – Outcome of Consultation' item at the meeting to be held on 20 January 2016.

11. Date of the Next Meeting

The Chair advised the Committee that the next meeting was scheduled for Wednesday, 20 January 2016.

The meeting began at 7.00pm and ended at 7.50pm

CHAIRMAN

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM NO. 4
20 JANUARY 2016	PUBLIC REPORT

Report of the Director of Governance

Report Author – Paulina Ford, Senior Governance Officer

Contact Details – (01733) 452508 or email paulina.ford@peterborough.gov.uk

REQUEST FOR CALL-IN OF AN EXECUTIVE DECISION: City Centre Anti-Social Behaviour Enforcement – DEC15/CAB/106

1. PURPOSE

- 1.1 To consider a request to call-in an executive decision made by the Cabinet.

2. RECOMMENDATIONS

- 2.1 That the Strong and Supportive Scrutiny Committee considers a request to call-in a decision taken by the Cabinet in respect of City Centre Anti-Social Behaviour Enforcement.

3. BACKGROUND

- 3.1 On 7 December 2015, the Cabinet made an executive decision relating to City Centre Anti-Social Behaviour Enforcement. In accordance with the Constitution this decision was republished on 31 December 2015.

- 3.2 On 6 January 2016, Councillor Sandford supported by Councillors Murphy, Shaheed and Jamil submitted a request to call-in this decision on the following grounds:

Criteria 3. Decision is Key but it has not been dealt with in accordance with the Council's Constitution.

Criteria 4. Decision does not follow principles of good decision-making set out in Article 11 of the Council's Constitution.

(a) Realistically consider all alternatives and, where reasonably possible, consider the views of the public.

(c) Take account of all relevant matters, both in general and specific, and ignore any irrelevant matters.

(f) Follow procedures correctly and be fair.

(i) Take appropriate professional advice from officers.

A copy of the request to call-in is attached at Appendix A, a copy of the report considered by the Cabinet is attached at Appendix B and a copy of the published decision notice is attached at Appendix C.

- 3.4 After considering the request to call-in and all relevant advice, the Committee may either:

- (a) not agree to the request to call-in, when the decision shall take effect immediately;
- (b) refer the decision back to the decision maker for reconsideration, setting out its concerns; or
- (c) refer the matter to full Council.

4. IMPLICATIONS

4.1 Any implications are contained within the Cabinet report at Appendix B.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- Transcript of Cabinet Item Discussion
- Copy of Original Decision Wording - City Centre Anti-Social Behaviour Enforcement
- Call-in Response

6. APPENDICES

Appendix A – Request to Call-In Decision

Appendix B – Report Considered by the Cabinet

Appendix C – Copy of Decision Notice – City Centre Anti-Social Behaviour Enforcement –
DEC15/CAB/106

CALL-IN REQUEST FORM

This form must be completed and signed by at least TWO members of any Scrutiny Commission or Scrutiny Committee and **MUST** be returned to the *Proper Officer within 3 working days of the decision being published (*not including the day of publication*). Please telephone the Proper Officer to make them aware that the Call-In form is on its way.

**Please note that the Proper Officer can be any of the following Senior Democratic Services Officer: Paulina Ford, Tel: 452508 or Democratic Services Manager, Gemma George, Tel 452268. The Call-In Request will only be valid if it has been received in person by any of the above people within the 3 working day deadline. The form may be emailed or hand delivered. If sent in the post you must call the Proper Officer to advise that it has been posted and it will need to be received by the Proper Officer within the 3 working day deadline.*

Decision taker:	Cabinet
Date of publication of decision:	31 December 2015
Title of Decision Called in :	City Centre Anti Social-Behaviour Enforcement
Date Decision Called in:	6 January 2016

	REASONS FOR CALL-IN	Tick which reason applies
1.	Decision contrary to the policy framework?	
2.	Decision contrary or not wholly consistent with the budget?	
3.	Decision is Key but it has not been dealt with in accordance with the Council's Constitution.	tick
4.	Decision does not follow principles of good decision-making set out in Article 11 of the Council's Constitution.	tick
If reason 4, please tick which specific element of Article 11 the decision maker has not followed, did he or she not:		
(a)	Realistically consider all alternatives and, where reasonably possible, consider the views of the public.	tick
(b)	Understand and keep to the legal requirements regulating their power to make decisions	
(c)	Take account of all relevant matters, both in general and specific, and ignore any irrelevant matters.	tick
(d)	Act for a proper purpose and in the interests of the public.	
(e)	Keep to the rules relating to local government finance.	
(f)	Follow procedures correctly and be fair.	tick
(g)	Make sure they are properly authorised to make the decisions.	
(h)	Be responsible for their decisions and be prepared to give reasons for them.	
(i)	Take appropriate professional advice from officers.	tick

Detailed Reason(s) for Call-in. *Please explain below why one of the reasons for call-in applies (eg. For number 1 - which major policy affected and how/why)*

We the undersigned ask the Strong and Supportive Communities Scrutiny Committee to call in this decision and refer it to the next meeting of Full Council, so as to allow all councillors the opportunity which they have been so far denied....to debate the important changes which are being implemented in the way crime and anti social behaviour is being handled in the city.

It is clear from reading the catalogue of errors and procedural irregularities which have accompanied this decision that it has not been taken in a way which conforms to the principles of good governance. Over the past few weeks we have seen:

1. A report going to cabinet about city centre enforcement. The title of the report relates to the city centre, as does most of its content and the recommendations proposed.
2. The originally published decision related to city centre enforcement. Officers then said that an error had been made and they needed to republish the decision as the cabinet had intended the decision to relate to the entire city.
3. A new decision was published on 31 December but without rescinding the original one. This is still headed "city centre enforcement" but it says that the decision covers the whole city.
4. Reference to the attached transcript of the debate at cabinet shows that the discussion was about the whole city but at no point is any amendment moved to the recommendations in the report. At the end of the debate Cllr Holdich moves that "the recommendations" (i.e. those in the report are agreed). This means that the officer who recorded the decision at the meeting was correct and the second decision notice is trying to alter the decision after the event.

Substantive issues

The reason for the call in is to allow for a public debate on the changes to the enforcement team. These changes have only been necessary because of the unannounced changes in policing.

What is clear is that the Police imposed a change in their structure on 1 November without any public consultation or any consultation with members of this Council. Councillors were only informed of these changes by letter after the implementation date. As a result of these changes the Cabinet has been required to draw together its enforcement teams to deal with low level crime.

There will be new enforcement teams comprising police officers, PCSO's and council enforcement officers. But the diversion of a number of Police officers away from neighbourhood policing and into the five new response based teams at Thorpe Wood will reduce the number of full time police involved in neighbourhood policing patrols.

Whilst the scrutiny committee can debate the changes, the decision made by the Cabinet regarding the enforcement teams has been pre-determined by the changes in the Police. This has been done without prior consultation with members let alone making the public aware of the changes.

Detailed Grounds For Call in

It is clearly erroneous to claim that this is not a key decision. It will have a significant effect on the way law enforcement is carried out in two or more wards of the city. Therefore it satisfies the criteria for a key decision and should have been published as such in the Forward Plan.

The sequence of events clearly show a flawed decision making process and it is still unclear some weeks after the event what decision has actually been made.

Looking at the principles of good governance:

4a. It is abundantly clear that decisions have been made without any consultation with the public on a matter of great public concern in these times of increased terrorist activity and concerns about security. We have also been informed by a trade union representative that they were not consulted about the proposals either.

4c. How can this criteria be satisfied when the report discusses enforcement in the city centre and refers only in passing to issues affecting the rest of the city. In the discussion at cabinet there was very little reference made to the report and there is confusion over what decision was actually made at the end of the meeting

4f Having a report which relates to one specific part of the city and then trying to make a decision about another part and then claiming that the recommendations have been incorrectly recorded, hardly constitutes a sound and rigorous decision making process.

4i Some officer advice is given verbally at the meeting but there is nothing in the report about the implications of extending the proposed new structures across the city. We have been told outside the meeting that there will be only one policing team covering 90% of the city and that will only contain two full time police officers.....whether that is precisely true or not, such city wide implications are not even discussed in the report.

	Name (please print)	Signature	Date
1.	Cllr Nick Sandford	Via email	04/01/16
2.	Cllr Ed Murphy	Via email	04/01/16
3.	Cllr Asif Shaheed	Via email	05/01/16
4.	Cllr Mohammed Jamil	Via email	06/01/16

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CABINET	AGENDA ITEM No. 6
7 DECEMBER 2015	PUBLIC REPORT

Cabinet Member responsible	Leader of the Council, Cabinet Member, City Centre Management, Culture and Tourism	
Contact Officer	Annette Joyce - Service Director City Services and Communications	Tel. 01733 452280

CITY CENTRE ANTI-SOCIAL BEHAVIOUR ENFORCEMENT

R E C O M E N D A T I O N S	
FROM : , Leader of the Council, Cabinet Member, City Centre Management, Culture and Tourism	Deadline date : 7 th December 2015
For Cabinet to propose changes to the way that enforcement and compliance activity is delivered, In order to protect the City Centre from Anti-Social behaviour.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet from the Leader of the Council and the Cabinet Member for City Centre Management, Culture and Tourism.
- 1.2 The purpose of this report is to outline proposed measures that change the way City Centre enforcement and compliance activity of Peterborough City Council is delivered.
- 1.3 This report is for Cabinet to consider under its Terms of Reference No 3.2.2 To promote the Council’s role as community leader, giving a ‘voice’ to the community in its external relations at local, regional and international level, and fostering good working relationships with the Council's partner organisations, Parish Councils and the relevant authorities for Police, Fire, Probation and Magistrates’ Courts Services and 3.2.3 To take a leading role in promoting the economic, environmental and social well-being of the area.

2. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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3. THE CURRENT SITUATION

- 3.1 The Council has a number of enforcement functions as part of its statutory duties these include:
 - Trading Standards
 - Licencing and Markets
 - Environmental Health – food, health and safety and pollution control
 - Parking Management
 - Planning Compliance
 - Housing Enforcement
 - CCTV
 - Neighbourhood Enforcement (including littering, fly posting, graffiti, abandoned vehicles, dog fouling, waste management and fly tipping)

APPENDIX B

- 3.2 In addition, the Community and Safety service comprises officers who work alongside police and fire service staff to focus on tackling anti-social behaviour.

City Centre Enforcement

- 3.3 There are currently no dedicated enforcement staff working in the city centre dealing with anti-social behaviour including begging, busking and street drinking. A Street Warden team existed prior to 2008 but this service was cut due to budget pressures. The police have the necessary powers of enforcement but with stretched resources, low level crime and anti-social behaviour are not always able to be given the priorities needed.
- 3.4 There is particular and significant concern from Members, and the general public concerning:
- aggressive begging
 - busking
 - street drinking
 - illegal street trading
 - cycling in the City Centre

Co Coordinating Enforcement across Agencies

- 3.5 Section 40 of the Police Reform Act 2002 enables Chief Constables to grant a limited range of police powers to employees of non-police organisations who contribute towards community safety. These are known as Community Safety Accreditation Schemes.
- 3.6 Therefore discussions have taken place with Police colleagues regarding such accreditation and also how criminal and civil enforcement could be brought together across both agencies.

4. PROPOSALS

- 4.1 It is therefore proposed to:

A) Merge appropriate enforcement activity of the Authority. These services would include:

- CCTV Officers
- Parking Enforcement Officers
- City Officers
- Neighbourhood Enforcement Officers
- Housing Enforcement Officers
- Community and Safety Service Officers, including existing Police and Fire staff managed within this service

B) Clarify policy and priorities relating to City Wide and City Centre Enforcement activity, giving consideration to extending powers or transferring powers from the police to the staff within the merged enforcement team.

- 4.2 Officers from this merged team would work alongside Police officers from the wider constabulary who would provide support and would work with the enforcement team on patrols and would continue to deal with more serious matters. The team would be co-located, building upon existing arrangements within the Community and Safety Service which operates from Bayard Place.
- 4.3 The new team would result in bringing together Officers from within CCTV, Parking Enforcement, Neighbourhood Enforcement, Housing Enforcement and Community and Safety Officers (ASB) covering all areas of work formerly covered by a number of separate services. This will provide a flexible workforce with broader areas of responsibility. Staff would be uniformed, but distinguishable from the police by being appropriately identifiable as "Safety & Enforcement" staff.

APPENDIX B

4.4 The responsibilities for these staff would include:

- Dealing with people issues including anti-social behaviour, begging, busking and street drinking
- Dealing with vehicle issues including parking offences, blue badge enforcement, abandoned vehicles, untaxed vehicles, highway obstruction, taxi licensing checks, cycling offences and road closures
- Safety work including CCTV monitoring, stewarding and security work at events
- Environment issues including fly tipping, litter, dog fouling, graffiti and waste management
- Housing Enforcement, particularly dealing with poorly managed or dangerous housing

4.5 These staff would be Security Industry Authority (SIA) trained, and in addition CSAS (Community Safety Accreditation Scheme) accreditation would be sought to enable staff to have statutory enforcement powers that currently reside with Police Officers. Training on the law of evidence would be provided to ensure a consistent level of knowledge and competence in gathering evidence, as well as training on parking enforcement, and environmental crime legislation.

4.6 By using existing technology (for example the My Peterborough mobile phone application) members of the public would be able to report matters directly to the team to enable issues to be quickly resolved.

5. BENEFITS FROM CHANGE

Deterrent

5.1 There is little deterrent to anti-social behaviour in the City Centre at present other than that afforded by the presence of Peterborough Police. A uniformed "Parking Enforcement Officer" is no deterrent to cyclists, beggars and buskers. A re-uniformed "Safety and Enforcement Officer" who addresses such behaviour would be an effective deterrent.

Major events and safety issues

5.2 There are no uniformed staff within PCC who can deal with event security, enforcement or to support major safety issues such as City Centre demonstrations. Uniformed and appropriately trained Safety & Enforcement Officers could provide support to such issues.

Availability of resource

5.3 Particularly in times of seasonal or daily demands adequate enforcement resource cannot always be provided. These proposals address this situation. By adopting these proposals resilience will be built across enforcement services, particularly through the ability to multi-skill officers.

Commercial Opportunities

5.4 Implementation of these proposals would provide a large team of safety and enforcement staff which could provide services to other Local Authorities, public bodies and the private sector.

Environment and Amenity

5.5 The wider team could focus upon days of action to target anti-social behaviour in the city centre along with other longer term measures such as Public Space Protection Orders

5.6 The staff of this new team would be trained in Parking Legislation and also in SIA (Security and CCTV), CSAS (Community Safety Accredited Scheme), Environmental enforcement and housing legislation. The service would look to develop an enforcement training programme, effectively creating our own 'Peterborough Enforcement Training Academy'. This could be achieved by upskilling existing members of the wider department to deliver training both in house and external training to both public and private sectors.

APPENDIX B

6. CONSULTATION

- 6.1 Discussions have taken place with departmental teams as well as Police colleagues. Further consultation would need to take place with staff and trades unions.

7. ANTICIPATED OUTCOMES

- 7.1 By having a joined up multi skilled enforcement team to work alongside the police this would act as both a deterrent to City Centre anti-social behaviour and would also ensure that resources were available to deal with issues such as street begging, cycling and busking.

8. REASONS FOR RECOMMENDATIONS

- 8.1 The recommendations would ensure that the City centre would be a more attractive place to visit and work.

9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 Consideration could be given to leaving the separate teams as they are. However it is already apparent that by not having joined up services, the needs of visitors and businesses in Peterborough are not being adequately met.

10. IMPLICATIONS

Financial

- 10.1 The proposal will have financial implications. There will be costs to provide necessary training, provision of equipment and uniforms. However these will not be significant.

Legal

- 10.2 The legal implications of the proposals are set out in the body of the report. The Councils existing statutory powers of enforcement are unaffected.

Human Resources

- 10.3 There are significant Human Resources implications. Consultation will need to take place with staff and their representatives on changes in roles and job descriptions. All staff will need to be appropriately trained and also issued with the necessary personal protective equipment. Should the proposal be approved consultation with affected staff and their representatives will commence immediately.

Corporate Priorities: Environment Capital

- 10.4 These proposals support the Councils priority relating to keeping our communities safe.

Decision details

City Centre Anti-Social Behaviour Enforcement - DEC15/CAB/106

- [Find out more about this issue](#)

Decision maker: Cabinet

Decision status: **Item Called In**

Is Key decision?: No

Is subject to call in?: Yes

Purpose:

Cabinet received a report the purpose of which was to outline proposed measures that changed the way enforcement and compliance activity of Peterborough City Council was delivered.

Cabinet considered the report and **RESOLVED** to change the way that enforcement and compliance activity was delivered, in order to protect the city from anti-social behaviour.

Reasons for the decision:

The recommendations would ensure that the city would be a more attractive place to visit and work.

Alternative options considered:

Consideration could be given to leaving the separate teams as they were. However it was already apparent that by not having joined up services, the needs of visitors and businesses in Peterborough were not being adequately met.

Interests and Nature of Interests Declared:

None.

Background Documents:

None.

Publication date: 07/12/2015

Date of decision: 07/12/2015

Issue status: The decision is currently being reconsidered

This decision has been called in by:

- [Councillor Nick Sandford](#) who writes Criteria 3. Decision is Key but it has not been dealt with in accordance with the Council's Constitution. Criteria 4. Decision does not follow principles of good decision-making set out in Article 11 of the Council's Constitution. (a) Realistically consider all alternatives and, where reasonably possible, consider the views of the public. (c) Take account of all relevant matters, both in general and specific, and ignore any irrelevant matters. (f) Follow procedures correctly and be fair. (i) Take appropriate professional advice from officers."

Accompanying Documents:

- It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM NO. 5
20 JANUARY 2016	PUBLIC REPORT

Report of the Head of Housing and Health Improvement

Contact Officer – Belinda Child, Head of Housing and Health Improvement

Contact Details – 01733 863769, belinda.child@peterborough.gov.uk

SELECTIVE LICENSING

1. PURPOSE

- 1.1 To present proposals for a Selective Licensing Scheme of the private rented housing sector within Peterborough following public consultation.

2. RECOMMENDATIONS

- 2.1 Members are asked to scrutinise the proposals, noting the outcome of the consultation and the resultant final proposals. It should be noted that at time of writing there was a further week of public consultation to run before it closes on 14 January 2016. The proposals described in this report are based on the responses received during the consultation to date; should any further submissions be received this will be made clear at the Scrutiny committee meeting.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Providing affordable, warm, safe and secure housing is a cornerstone of a strong society.
- 3.2 Whilst this work cuts across the entire Sustainable Community Strategy, it is most closely aligned to the priorities of ‘creating opportunities, tackling inequalities’ and ‘creating strong and supportive communities’.

4. BACKGROUND

- 4.1 The Housing Act 2004 has given councils the power to introduce selective licensing of privately rented properties to improve conditions for tenants and the local community in certain circumstances.

- 4.2 In order to introduce selective licensing the Council must demonstrate that the proposed area has a high level of privately rented housing stock and that one or more of the following criteria are met:

- That the area is suffering from low housing demand
- That the area is experiencing a significant and persistent problem caused by anti-social behaviour
- That the area is suffering from poor property conditions
- That the area has high levels of migration
- That the area has high levels of deprivation
- That the area has high levels of crime

- 4.3 The specific areas that the proposed selective licensing scheme will cover are located within the following wards:
- Central
 - North
 - East
 - Park
 - Fletton
 - Bretton North
 - Stanground Central
 - Walton
 - Orton Longueville
- 4.4 The scheme will cover 6205 properties. It will last for 5 years.
- 4.5 During the scheme all landlords, or letting agents on behalf of a landlord, will be required to obtain a licence for each property they let. In order to obtain such a licence they must demonstrate that they are a fit and proper person and meet a number of conditions, as defined by section 89 of the housing Act 2004. These include not having committed any offences involving:
- fraud or other dishonesty
 - violence or drugs
 - any offence listed in schedule 3 of the Sexual Offences Act 2003
- or
- practised unlawful discrimination on the grounds of sex, colour, race, ethnic or national origins or disability in, or in connection with the carrying on of any business
- or
- contravened any provision of the law relating to housing or landlord and tenant law.
- 4.6 A fee will be payable in order to obtain a licence; fees will range from £50 to £900 and will last for the duration of the proposed scheme (5 years). A map showing the proposed designated areas can be found at Appendix 3. A list of the streets that fall within the designated areas is available at Appendix 4.
- 4.7 The Council has taken great care in deciding which areas should be included in the proposed scheme. It has used a range of independently produced information upon which to assess the evidence and its analysts created a 'Selective Licensing Index' (SLI). The SLI was developed to provide an objective geographical appraisal of those areas across the city which may benefit from the implementation of a Selective Licensing scheme.
- 4.8 The SLI amalgamated crime, socio-demographic, deprivation and other housing related data to produce a tool used to assess each of the six criteria upon which a Selective Licensing Scheme can be legally based. The concept of the SLI originates from the Vulnerable Localities Index which was developed by the Jill Dando Institute of Crime Science.
- 4.9 The Selective Licensing Index uses the Lower Super Output Area (LSOA) geographies, which average approximately 1,500 residents and are defined by the Office of National Statistics (ONS). The ONS collects and analyses economic and demographic data across the country to assist local and central government policy creation and decision making. Nationally, over 35000 such LSOAs exist; the Peterborough Unitary Authority area has 112. These areas are independent of political boundaries (such as Councillor wards or parliamentary constituencies) and can be used to compare differences across cities and other regions.
- 4.10 In Peterborough, only those areas that meet at least five of the six criteria set out at 4.2 above, have been identified for inclusion within the scheme.

5. KEY ISSUES

5.1 A 12 week public consultation began on 22 October 2015 and concludes on 14 January 2016. The consultation process was designed to enable the initial proposals to be fully considered, debated and scrutinised by the public. Particular care was taken to engage with landlords, letting agents, tenants, representative groups and Councillors. The process included presentation to the Strong and Supportive Communities Scrutiny Committee on 24 November 2015.

5.2 A detailed consultation evaluation document is being prepared and will be tabled prior to committee. However, a document which summarises the responses to the questionnaire and an anonymised copy of comments received and responses provided are appended to this report.

5.3 Prior to the commencement of any scheme the Council will be looking to provide landlords with support and training to assist them in discharging their responsibilities under the scheme.

5.4 A number of consistent themes have emerged throughout the process so far falling into the following broad categories:

- The fee structure and a perceived unfairness of applying a financial burden upon good landlords/agents
- That other accredited bodies exist
- The nature of the areas selected
- The ability to enforce and prosecute with limited resources

5.5 A summary of these and our proposed response is shown in the table below, and there then follows a more detailed response.

Theme	Pre consultation	Post consultation
Fee structure	<p>£50 for landlord who is National Landlords Association (NLA) or Residential Letting Agents (RLA) accredited</p> <p>£600 standard fee</p> <p>£750 for House in multiple occupation</p>	<p>Available to accredited members of a nationally accredited landlord/letting agent association. NLA, RLA, Association of Residential Letting Agents (ARLA), UK Association of Letting Agents (UKALA), National Approved Letting Scheme (NALS) for the first 3 months of the scheme.</p> <p>The licence holder must maintain their accreditation each year. If accreditation lapses the licence holder will be liable to pay £550 (the difference between £50 and £600)</p> <p>If an accredited licence holder buys a property within the 5 year licence period the fee will be £50 for that property</p> <p>£600 standard fee</p> <p>£750 for House in multiple occupation</p>

	£900 Any landlord who is found to be renting a property without having made a valid application 3 months after the start of the scheme	£900 Any landlord who is found to be renting a property without having made a valid application 3 months after the start of the scheme
Accredited bodies included in the scheme	NLA and RLA	NLA, RLA, ARLA, UKALA, NALS
Areas selected	356 roads/streets/closes in Central, North, East, Park, Fletton, Bretton North, Stanground Central, Walton and Orton Longueville wards	356 roads/streets/closes in Central, North, East, Park, Fletton, Bretton North, Stanground Central, Walton and Orton Longueville wards
Licence conditions	19 proposed conditions	<p>Addition to condition 1 requiring landlords to make tenancy agreement available to the tenants before they are asked to sign it.</p> <p>Amendment to condition 2 accepting a signed declaration rather than a reference.</p> <p>Addition of licence condition 20 requiring landlord to maintain their annual accreditation with national body</p>

5.6 The Fee Structure

- 5.6.1 A wide variety of comments have been made so far about the fee structure formally in writing and verbally at various meetings. Comments ranged from the differential between the lower 'accredited' level of £50 and the 'non-accredited' level of £600 being too great, to it being too small. There was a level of misunderstanding as to whether this was an annual fee or a 'one-off' payment. There were also suggestions that it could be a staged process rather than a single up-front payment.
- 5.6.2 The issue of the fee structure is something that has exercised officers considerably. Legislation allows authorities to charge a fee structure in order to administer and run the scheme. The proposals to introduce a scheme in Peterborough are wholly to raise the standard of some of its' private rented housing sector for the benefit of all. The fee structure has thus been based upon the principle that those landlords who demonstrate that they meet nationally approved standards receive significant discount; thus the lower level of fee. This is a deliberate action aimed at encouraging as many landlords as possible to become accredited or have their properties managed by nationally accredited letting agents. The cost of becoming an accredited landlord in all cases is less than the differential between the discounted fee of £50 and the base level of £600. Some landlords will not want to join nationally accredited bodies perhaps for reasons of time constraint, out of principle or for other reasons; the £600 fee we believe is reasonable in these cases; it equates to £120 per year or £10 per month. All fees are fully tax deductible. Those who fail to apply to licence within the first three months forgo their option of lower fees and will be required to pay £900 for a licence. Again, this is a deliberate policy to try and ensure licensing of rented property is made in a timely manner. A potential local accreditation scheme may be developed in the future which landlords can join, which would follow on from selective licensing.
- 5.6.3 As a result of the consultation we have considered carefully whether we should reduce the lower level of fees to zero in order that accredited landlords receive no additional financial burden. The level of administration to support the scheme, even if all were subject to the lower fee, is such that to do so would make it financially unviable unless the upper fees compensated accordingly; we do not feel that to increase the upper fee is appropriate. We consider the £50

lower fee level, which equates to £10 per year per property, is appropriate to cover administrative costs.

5.6.4 We have further considered the option of staged payments. The administrative burden that this would place upon the Council, together with the effect upon a costing model predicated upon early fees, would necessitate a higher fee structure across all levels. We do not feel that increases in all fee levels would be welcomed. Whilst the scheme will undoubtedly provide landlords with an immediate financial burden, we do not feel that the £50 burden per property is too onerous and reiterate that the ethos of the scheme is to raise standards and thus encourage as many as possible towards national accreditation.

5.7 That Other Accredited Bodies Exist:

5.7.1 A number of comments were made through consultation that other national accredited bodies exist and that we should consider widening the scheme to incorporate those. This was particularly the case in respect of bodies that accredit letting agents.

5.7.2 Consultation was launched on the basis that landlords would receive the benefit of the lower rates if they were individually accredited with either the National Landlords Association (NLA) or the Residential Landlords Association (RLA), or that their letting agent was accredited with the Association of Residential Letting Agents (ARLA).

5.7.3 Dealing with landlords first; as part of the consultation process officers met with both the NLA and RLA and remain of the view that they provide overarching professional oversight and support for Landlords, including timely updates on legislative changes and burdens, 24 hour 7 day a week online resource library, telephone advice line for immediate issues, standard forms and letters and development courses. They also provide a coordinated voice for landlords at a local, regional and national level.

5.7.4 In respect of Agents; as a result of the consultation we have extended the lower level of fees to those who are members of either ARLA, or the UK Association of Letting Agents (UKALA), or those who are members of the National Approved Letting Scheme (NALS). These provide oversight and support for letting agents in the same way as NLA and RLA do for landlords so we felt it was only fair to offer the lower fee for landlords using letting agents who are members of these organisations.

5.8 The Nature of Areas Suggested:

5.8.1 This report contains an explanation at 4 above, as to how the proposed areas for the scheme were arrived at. The proposed scheme covers around 37% of the City's private rented stock. There were a number of comments made during consultation that ranged from other areas of the City suffering similar issues but not included, through to some of the areas that were included were not recognised as those with issues.

5.8.2 The scheme does not seek to include those areas that are dominated by properties under the management of our registered social landlords. It is some of these areas that prompted individual comment about the lack of inclusion. The selection criteria adopted for the scheme is such that for areas to be included they must have a private rented sector in excess of 19% and must meet at least five or all six of the criteria set out within the Act and guidance. Comments made about some of the RSL dominated areas were largely based around the physical look of the area; the evidence base for inclusion is much deeper than that and thus they do not meet the exacting criteria used to meet the requirement of the scheme.

5.8.3 There were a number of comments that the scheme should only include the area that comprises the central and east wards of the City; such comments were made largely on the

basis of the physical appearance of that area. Whilst that area is absolutely one that is included within the scheme, the other areas also suffered from the multiplicity of issues that the evidence suggested, not all of which are outwardly visible.

5.8.4 The use of the LSOA framework does mean that in some instances the areas chosen either split streets in two or have other irregular boundaries. As a result of consultation we considered whether to use officer's professional judgement in order to redraw some of the boundaries to include or reduce those that appeared illogical. To do this would mean applying a level of subjectivity to a process that has been wholly evidenced based. In addition, to apply an evidenced base process to all of the proposed areas down to individual street level information is not practicable or cost effective.

5.8.5 The consultation responses included commentary around the areas that had been identified and suggested that other areas were included, these included areas which did not meet the 19% private rented sector threshold and that the whole city should be included, which is contrary to Government guidance. Therefore the areas covered by the scheme remain the same after consultation.

5.9 **The Ability to Enforce and Prosecute with Limited Resources:**

5.9.1 The Housing Act allows authorities to apply a fee structure to support the running of such a scheme. This means that administrative support, the inspection regime and other scheme related issues can and will be funded from the licence fee. Any additional resource required to undertake these purposes will be funded from the scheme itself.

5.9.2 The Council is also looking to introduce Public Space Protection Orders in areas coterminous with the selective licencing scheme in order to support the ethos of improving the area and allowing a more efficient use of the multi-agency resources available for focused work to tackle the underlying causes of multiple problems.

5.10 In addition, we have amended the licence conditions to reflect discussions with the landlords in the City who are NLA members, including ensuring that landlords maintain their accreditation annually, amendments to the reference requirements and removing the requirement to provide tenancies in other languages.

5.11 **Other Considerations:**

5.11.1 Comments have been made during consultation that amount to a suggestion that its introduction could have a negative social impact. These include the fact that landlords will inevitably pass on the financial cost of meeting the requirements of the scheme to tenants and that in turn it could lead to increased evictions and homelessness. This scheme, and the standards it requires all landlords to meet, are those which they should already be meeting in accordance with existing legislation or best practice. The additional financial impact should only be the fee structure itself and its impact is described above. Those who feel encumbered by additional cost in bringing properties up to standard to meet the licence conditions should be meeting those conditions in any case and are thus contributing to the reason for the introduction of selective licencing. The Council does not apologise for its desire to drive up those standards. The cost of meeting legislative modern standards is a matter for those landlords and a business decision. Landlords who do not meet those standards will be identified and prosecuted. Illegal evictions arising from an unwillingness to meet current legislative standards or licence their property will result in investigation and potential prosecution.

5.11.2 Comment has been made suggesting that to introduce such a scheme at a time when additional regulations are being introduced on a regular basis, and at a time when the Government are introducing an increase on buy-to-let stamp duty, could result in fewer good landlords. The Council has considered this but takes the view that an increase in living standards in the areas identified by the scheme is likely to result in an increase in the desirability of properties in those areas thus market forces may well influence better return on investment.

5.11.3 Taking all into account the Council considers, on balance, that the benefits likely to accrue from the introduction of such a scheme outweigh any negative impact.

6. IMPLICATIONS

6.1 The proposed Selective Licensing scheme requires all private landlords with residential property in the designated areas of the City to apply for a licence for each property let to tenants. The Scheme is in place for 5 years and the licence is given for the entire period. In order to become a licence holder a landlord would have to meet certain standards. There is a licence fee and the licence fee structure is contained within the appendices to this report.

7. CONSULTATION

7.1 A public consultation was launched on 22 October 2015 and will end on 14 January 2016. This consisted of 40,000 letters being sent to residents, landlords and businesses in the proposed and surrounding areas and 7 public drop- in sessions as detailed in table 1 below. To date we have received 960 completed on-line questionnaires and 920 written questionnaires have been requested, 376 of which have been received.

Table 1

Exhibition	Total number of feedback forms completed at exhibition	Total number of attendance
Centre 68, 68b Westgate, Peterborough, PE1 1RG Thursday 5 th November 3pm – 7pm	6	36
Pyramid Centre, Watgall, Bretton, PE3 8NZ Thursday 12 th November 3pm – 7pm	6	56
The Fleet, Fleet Way, High Street, Fletton, PE2 8DL Wednesday 18 th November 3.30pm – 6.30pm	7	58
Herlington Community Centre, Herlington, Orton Malborne, PE2 5PW Wednesday 25 th November 5pm – 8pm	2	19
Parnwell Community Centre, Saltersgate, Parnwell, Peterborough, PE1 4YL Thursday 3 rd December 4pm – 7pm	4	13
Beehive Community Centre, St Martin's Street, Peterborough PE1 3BB	5	35

Monday 7 th December 3pm – 6.30pm		
The Allama Iqbal Centre, 157 Cromwell Road, Peterborough PE1 2EL Thursday 7 th January 10 am – 7 pm	36	64

- 7.2 The consultation response ‘in-box’ has received so far 105 responses which can be categorised broadly into the themes outlined at 5.4 above.
- 7.3 We have considered these main themes highlighted in the consultation and made amendments to the scheme accordingly.
- 7.4 The full consultation report will be finalised after consultation ends on 14 January and circulated to the committee in advance of the meeting.

8. NEXT STEPS

- 8.1 Comments and recommendations made by the Scrutiny Committee members will be considered and recommendations made to the Cabinet member for Growth, Planning, Housing and Economic Development for approval of the scheme.
- 8.2 The scheme will be submitted to the Secretary of State for approval, as the areas proposed for selective licensing make up 37.9% of the City’s private rented sector, which is more than the 20% threshold below which a local decision can be made.

9. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- Department of Communities and Local Government “*Approval Steps for additional and selective licensing designations in England*” - February 2010
- Part 3 of the Housing Act 2004
- Department of Communities and Local Government ‘*Selective licensing in the private rented sector: A Guide for local authorities*’ - March 2015
- Department for Communities and Local Government ‘*Dealing with Rogue Landlords: A Guide for Local Authorities*’ – August 2012
- The Selective Licensing of Houses (Additional Conditions)(England) Order 2015

10. APPENDICES

- Appendix 1: Proposed Selective Licensing Scheme
- Appendix 2: Support for Landlords
- Appendix 3: A map showing the proposed designated areas
- Appendix 4: A list of the streets that fall within the designated areas
- Appendix 5: Selective Licensing Evidence Document
- Appendix 6: Proposed Licence Conditions
- Appendix 7: Proposed Fees and Charges
- Appendix 8: Equality Impact Assessment (reviewed, no change to submission 24/11/15)
- Appendix 9: Selective Licensing Consultation Questionnaire summary (as of 08/01/16)
- Appendix 10: Selective Licensing Consultation comments received and responses provided (as of 08/01/16)



Selective Licensing – An Introduction

This document will give you the information you need to understand the law and context around Selective Licensing.

The private rented sector is continually growing and is an essential and significant part of the City's housing market. We believe that residents should be able to live in good quality, safe, warm, affordable homes in mixed, thriving sustainable communities.

Landlord licensing is part of a wider set of measures to enable landlords to provide good quality housing within their communities and to address issues of anti-social behaviour, crime, and low demand within the areas.

If Selective Licensing is introduced, it would mean that all private landlords with residential property in designated areas of the city would need to apply for a licence for each property before they can be let to tenants. In order to become a licence holder a landlord would have to meet certain standards.

The Housing Act 2004 - Improving conditions in Privately Rented Property

The Housing Act 2004 has given councils the power to introduce Selective Licensing of privately rented properties to improve conditions for tenants and the local community in certain circumstances.

In order to introduce Selective Licensing the council must demonstrate that an area (or areas) have a high level of privately rented housing stock and that one or more of the following criteria are met:

- That the area is, or is likely to become, an area of low housing demand; and that making a designation will, when combined with other measures taken in the area by the Council, or by other persons together with the Council, contribute to the improvement of the social or economic conditions in the area
- That the area is experiencing a significant and persistent problem caused by anti-social behaviour and that some or all of the private sector landlords who have let premises in the area are failing to take action to combat the problem that it would be appropriate for them to take; and that making the designation will, when combined with other measures taken in the area by the Council, or by other persons together with the Council, lead to a reduction in, or elimination of, the problem
- That the area is suffering from poor property conditions. Local housing authorities can address poor property conditions through their powers in Part 1 of the Act, which are extensive. As mentioned below a local housing authority should not use its Part 3 powers (selective licensing) where it is appropriate to tackle small numbers of properties which are in disrepair directly and immediately under Part 1. There may, however, be circumstances in which a significant number of properties in the private rented sector are in poor condition and are adversely affecting the character of the area and/or the health and safety of their occupants. In that case, as part of wider strategy to tackle housing conditions, the local housing authority may consider it appropriate to make a Selective Licensing scheme so that it can

prioritise enforcement action under Part 1 of the Act, whilst ensuring through licence conditions under Part 3 that the properties are properly managed to prevent further deterioration

- That the area has high levels of migration. Migration refers to the movement of people from one area to another. It includes migration within a country and is not restricted to migration from overseas. A Selective Licensing designation can be made, as part of a wider strategy, to preserve or improve the economic conditions of the area to which migrants have moved and ensure people (including migrants) occupying private rented properties do not live in poorly managed housing or unacceptable conditions
- That an area has high levels of deprivation. A local housing authority may make a designation if the area is experiencing a high level of deprivation. It must, however, be clear that by making the scheme it will, together with other measures as part of a wider strategy, improve housing conditions in the private rented sector in that area
- That an area has high levels of crime. In considering whether an area suffers from a high level of crime the local housing authority may wish to have regard to whether the area has displayed a noticeable increase in crime over a relatively short period, such as in the previous 12 months, whether the crime rate in the area is significantly higher than in other parts of the local authority area or that the crime rate is higher than the national average. In particular the local housing authority may want to consider whether the impact of crime in the area affects the local community and the extent to which a selective licensing scheme can address the problems.

In considering whether to designate an area for Selective Licensing on the grounds set out above the local housing authority may only make a designation if the area has a high proportion of property in the private rented sector. Local Authorities are entitled to consider areas as 'high' if the proportion of private rented stock exceeds the national average. Nationally the private rented sector currently makes up 19% of the total housing stock in England.

When considering whether areas are suitable for designation the Council has determined that in Peterborough, only those areas that meet at least five or more of the above conditions and have high proportions of privately rented housing will be considered in the first instance.

Why is the Selective Licensing Scheme being proposed?

The Council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.

The problem of anti-social behaviour, poor quality rented housing and irresponsible and unscrupulous landlords can have a detrimental effect on the community. This, combined with vandalism and other anti-social behaviour can cause people to move. Rapid and continuous churn within the housing market creates unstable communities. As the area becomes less attractive, owner occupiers also move and properties are either left empty or bought by speculative landlords. These landlords often have no interest in the community and often rent to tenants who are not properly vetted, leading to further anti-social behaviour, poor property management and decline.

It is expected that the scheme will provide the following benefits for all:

- A higher standard of management
- A reduction in overcrowding
- Better housing
- An improved image and perception of the area
- Greater ability of landlords to deal with rogue tenants
- A reduction in crime and anti-social behaviour
- Better waste management
- More settled communities
- A mixed and vibrant community that people enjoy living in
- Improved health and wellbeing of tenants
- Landlords encouraged to become accredited and undergo continued professional development

Selective Licensing will give the Council the power to make landlords accountable for the management of their property and tenants. All landlords who rent a property in these areas would need to apply for a licence.

The proposed areas for Selective Licensing

The specific areas that we are proposing to designate for Selective Licensing are located in the following wards:

- Central
- North
- East
- Park
- Fletton
- Bretton North
- Stanground Central
- Walton
- Orton Longueville

A map showing the proposed designated areas can be found at [Appendix 1](#).

A list of the streets that fall within the designated areas is available at [Appendix 4](#).

How have the proposed areas for Selective Licensing been chosen?

The council has taken great care in deciding which areas would be included in the proposed Selective Licensing scheme, using independently produced data.

The Office for National Statistics (ONS) collects and analyses economic and demographic data across the country to assist local and central government decision making and policy creation.

The ONS splits the whole of the UK into small areas called Lower Super Output Areas (LSOAs), each with a population of approximately 1,500. These areas are independent of political boundaries (such as councillor wards or parliamentary constituencies) and can be used to assess differences across cities and other regions.

The initial test is that Selective Licensing can only be introduced in areas where the Private Rented Sector (PRS) constitutes greater than 19% of the total housing stock by number of dwellings. All the individual LSOAs in the proposed areas exceed that, and the total for the selected areas represents just under 40% of Peterborough's total PRS.

An evidence document has been prepared and is available separately to this scheme document.

Who would need a Licence?

Once an area has been designated for licensing all properties let by private landlords must have a licence. A licence holder can be the owner or an appropriate person designated by the owner, e.g. a managing agent.

All landlords would need to make a valid application for each property they rent out. This would be through an on-line application process and assistance will be provided where necessary.

In order to obtain a licence the applicant will need to demonstrate that they are a 'fit and proper' person and that they have satisfactory management arrangements in place for the property. This will involve providing your identification and providing a declaration to confirm your status with regards to criminal offences.

Exemptions

A full list of statutory exemption can be found at [The Selective Licensing of Houses \(Specified Exemptions\) \(England\) Order 2006](#). If you are in any doubt you should seek independent legal advice. An example of the statutory exemption include:

- ❖ Those managed by Housing Associations or the local authority
- ❖ Buildings regulated by other legislation
- ❖ Holiday Lets
- ❖ Tenancies under long leases

Temporary Exemption Notices

A property can also be exempted for a period of 3 months if a Temporary Exemption Notice (TEN) is in force. The council can issue a TEN, on written request of the owner/proposed licence holder if they are satisfied that the proposed owner/ proposed licence holder is taking steps to ensure that the status of the property will be changing within the exemption period and that it would not be required to be licensed thereafter.

Fit and Proper Person

The council must take into account any evidence that the person applying for a licence has:

- ❖ Committed any offence involving fraud or other dishonesty, violence, drugs and certain sexual offences
- ❖ Practised unlawful discrimination on the grounds of sex, colour, race, ethnic or national origins or disability in connection with any business
- ❖ Contravened any provision of the law relating to housing or landlord and tenant law

Licence Conditions

All landlords must be able to demonstrate satisfactory management is in place for each rented property. The council aims to use the proposed Selective Licensing scheme to ensure that all privately rented properties are well managed. Many landlords do this already, however there are problems in some instances where landlords neglect their management responsibilities. There are also a number of well-intentioned landlords that are not aware of their responsibilities and the relevant laws and there are also some absentee landlords who may not be aware of problems that are being caused by their tenants.

Where licence holders are not able to demonstrate satisfactory management practices they may be required to undertake training to give them the knowledge and skills that are necessary.

As part of the application process the proposed licence holder must also provide evidence of appropriate safety and security within their property and that they meet the specific conditions set out within the licence. Full licence conditions are set out in a separate document.

Housing officers will work with applicants to support them throughout the application process and to assist them in meeting the criteria in order to be granted a licence. This may involve applicants undertaking a training course.

Anti-Social Behaviour

The proposed conditions set out a staged approach for landlords to deal with anti-social behaviour and that the landlord must work with the council and partner agencies to address complaints associated with his/ her property. These include, but are not limited to writing to the tenant upon receipt of a complaint regarding ASB informing them of the allegation and the possible consequences of it continuing, then

monitoring the complaint for a period of 14 days to see if the problem continues. If it doesn't then the landlord can just file the complaint in a safe place.

If the issue is not resolved within 28 days the landlord must visit the property and give the tenants a warning letter advising them of the possibility of eviction. If the ASB continues for a further 14 days the landlord must, if appropriate and supported by housing enforcement officers and/or the ASB team, take the appropriate legal proceedings to evict the tenants.

If the landlord suspects criminal activity he/she must notify the appropriate authorities, i.e. the Council's landlord support officer, ASB team or police. The landlord must also participate in any case conferences or multi agency meetings that take place to address ASB associated with his property.

The Anti-Social Crime and Policing Act 2014 provides for a new absolute ground for possession in the following circumstances:

- Where a tenant or member of their household or visitor has met one of the following conditions:
 1. Is convicted of a serious criminal offence
 2. Is found by a court to have breached Injunction to Prevent Nuisance or Annoyance (IPNA)
 3. Is convicted of breach of a Community Behaviour Order (CBO)
 4. Is convicted for breach of a Noise Abatement Notice
 5. Tenants property closed under a Closure Order

If a landlord applies to the court after serving the relevant notice then the court MUST grant possession provided the correct procedures have been followed. The courts discretion to suspend possession is restricted to 14 days or 6 weeks in exceptional circumstances.

The Council will take a lead role in improving education and effective support for landlords in the management of tenants who cause anti-social behaviour and bringing together the appropriate teams and agencies to tackle issues of ASB and support landlords through the eviction process should it become necessary to seek possession.

Does Selective Licensing support and complement other Council Strategies and Initiatives?

The Council wants to sustain long-term improvements in the quality of private rented sector accommodation within the proposed scheme boundaries. Therefore it understands the need to ensure a balance is achieved between the rights and responsibilities of landlords and those rights and responsibilities of their tenants.

Thus, in addition to the proposed introduction of Selective Licensing, the Council and its partners have already introduced some, or are exploring the following, additional measures:

- The introduction of a Public Space Protection Order (in accordance with Part 4, Anti-Social Behaviour, Crime and Policing Act 2014) within the area. This will focus enforcement and education activity on such things as street drinking, litter and waste management, and other aspects of anti-social behaviour that are largely the responsibility of the tenant.

- The re-structuring of policing and partner enforcement teams to ensure those areas with the biggest challenges receive the most appropriate targeted resource. This has led to dedicated policing teams working within some of the proposed Selective Licensing areas focussed on working with communities to deal with the issues that matter to them. A joint approach to tackling anti-social behaviour is now in place with a range of Council, police and other specialists gripping issues with a range of prevention, education and enforcement. These teams will work within the regulatory framework to support landlords who seek their assistance with tenants who commit damage, anti-social behaviour and engage in other problematic behaviour.
- The draft licensing conditions, which form part of the proposed scheme, set out a staged approach for landlords to deal with anti- social behaviour. The landlord, council and other agencies will work together to address complaints associated with their properties. If the landlord suspects criminal activity a responsible landlord will notify the appropriate authorities. We will make this easier by ensuring easily understood reporting routes to the ASB team or police.
- The Council will take a lead role in improving education and effective support for landlords in the management of tenants who cause anti-social behaviour and bringing together the appropriate teams and agencies to tackle issues of ASB and support landlords through the eviction process should it become necessary to seek possession.
- A review of the current Cumulative Impact Policy introduced under The Licensing Act 2003 that addresses the growth of licensed premises in the Millfield and New England area of the City. The policy was introduced to stem the levels of alcohol related anti-social behaviour and crime and thus improve the environment and quality of life for all.
- Further Training and Education for Landlords: Engagement with landlords has identified a training need for some. As part of the proposed scheme we intend to offer a bespoke training package and access to an online information library which will be developed with landlords during consultation to ensure that the training meets the specific needs of Peterborough landlords.

The **City Council's Housing Strategy 2011-15** identifies effective housing enforcement. As part of its broader project to address social and environmental issues, the city council will fully explore the benefits and implications of replacing the existing 'additional HMO licensing scheme' with a 'Selective Licensing scheme' that covers all privately rented accommodation within these areas.

Supporting the Safer Peterborough Partnership

Tackling anti-social behaviour (ASB) is now synonymous with effective neighbourhood and tenancy management and the creation of sustainable communities. It is essential private landlords take their responsibilities seriously and work with local agencies to ensure that communities do not suffer from persistent ASB from private tenants.

Effective information sharing and good standards of tenancy management are key to supporting communities and preventing any spiral of decline.

Peterborough, as with all other local authority areas, has a statutory Crime and Disorder Reduction Partnership – the Safer Peterborough Partnership. It is made up of statutory and civil society sector agencies, and works collaboratively to reduce crime and disorder, prevent reoffending, and serves as the Drugs and Alcohol Partnership. Although the Partnership works closely with the new Police and Crime Commissioner, it has the sole responsibility for ensuring a partnership approach is taken to address crime and disorder in Peterborough. It has governance responsibility for example for the Operation Can-do programme. The Partnership, through its pooled budgets, also oversees the work of the Safer Peterborough staff team which comprises staff from a range of different agencies. This team focuses on

tackling ASB, exposing and reducing hate crime, tackling domestic abuse, making our roads safer, supporting recovery from substance abuse, and managing our most prolific offenders who cause the most crime.

Through Selective Licensing the council can offer advice and support to landlords to ensure that they take appropriate and effective action where they receive a complaint about their tenants. It is important to recognise that the private rented sector provides housing to many of those excluded from other sectors of the market and these can be the most vulnerable sections of society, with issues such as alcohol or drug misuse and a history of anti-social behaviour affecting their ability to sustain a tenancy.

A landlord must comply with the conditions which are attached to a Selective Licence. Several of these conditions relate directly to the effective management by the landlord of incidences of anti-social behaviour. We are aware that there is a lack of expertise amongst some private landlords and their managing agents in tenancy management and in particular in dealing effectively with anti-social behaviour. Therefore, under any Selective Licensing scheme the council will provide landlords with support and hands-on advice. This team will also provide individual support when the landlord is devising a strategy for responding to individual cases.

This role does not replace the service that already exists to provide a statutory anti-social behaviour service to members of the public, but will provide a valuable training resource to landlords. However, landlords will not be able to pass the ownership of complaints on to this team. This must remain their responsibility. By having appropriate conditions on a licence, we can continue to work in tandem with landlords on the issue of anti-social behaviour.

Private Rented Sector Measures

Homelessness

A coordinated approach in connection with homelessness prevention is required, as prescribed under Section 81 of the Housing Act 2004. Selective Licensing provides protection for tenants on assured shorthold tenancies in unlicensed properties, as a landlord is not allowed to serve a Section 21 notice (Notice to Quit) under the Housing Act 1988. The Council provides a Tenancy Relations service within the housing enforcement team to tackle complaints of harassment and illegal evictions from tenants and landlords in the private rented sector.

Through the Council's homelessness prevention work, housing needs and advice is available as well as a Rent Deposit Scheme. These activities can assist a household to remain in their current home, where appropriate or provide options to enable a planned and timely move and help sustain independent living. The Rent Deposit Scheme aims to provide assistance to people who can't afford to pay cash deposits.

Housing Strategy

Whenever considering whether to make a Selective Licensing designation Councils must also ensure that the exercise of power is consistent with their overall housing strategy, in accordance with section 81 (2) of the Housing Act 2004.

Peterborough is a city with huge ambitions. The city council's vision is simple: for a bigger and better Peterborough, where sustainable growth brings with it opportunities that will improve the quality of life of its residents, helps to preserve the environment, and helps to create vibrant and cohesive communities. Good quality housing is fundamental to this vision: the standard of our accommodation is pivotal to health, wealth, aspirations and life chances.

The Housing Strategy has the following 4 key objectives:-

- **Objective one - To support the delivery of substantial yet truly sustainable growth**

The first objective of the Housing Strategy relates to the scale and nature of housing growth that is required to meet the needs of the existing and future population, as well as supporting Peterborough's economic performance and employment growth.

- **Objective two - To secure the regeneration of and improvements to Peterborough's housing stock**

The second objective of the Housing Strategy relates to the role that housing regeneration and improvements can play in wider neighbourhood renewal, meeting our Environment Capital ambitions, and improving the health of the local population.

- **Objective three - To meet existing and future housing needs**

Objective three relates to how the city council and its partners will work to meet the growing needs of the residents of Peterborough, including disabled households, those unable to afford market housing, and those threatened with or experiencing homelessness.

- **Objective four - To create mixed and sustainable communities**

The final objective set out in the strategy relates to how the city council will seek to utilise its housing agenda to ensure that future neighbourhoods created and the communities that live within them are mixed, thriving and sustainable.

Sustainable Community Strategy

In terms of local priorities, the overarching strategic objectives for the city council and its partners, is set out in the Peterborough Sustainable Community Strategy (SCS) 2008-21. The four priorities of the SCS are as follows:

- Creating opportunities – tackling inequalities
- Creating strong and supportive communities
- Creating the UK's 'Environment Capital'
- Delivering substantial and truly sustainable growth

These four priorities underpin every strategic document and policy produced by the city council, including the Housing Strategy.

Empty Homes Strategy

The Council has a robust Empty Homes Strategy in place with a dedicated Empty Homes Officer taking action on all empty properties.

Has the Council considered other measures?

A Council must not make a designation to introduce selective licensing unless it has considered whether there are any other courses of action available to them that might provide an effective method of achieving the objective that the designation is intended to achieve.

Alternative approaches to the proposed designation of Selective Licensing in the proposed area have been considered and are illustrated in the table below. Each of these represents a valuable tool for dealing with low demand and the improvement of social or economic conditions of the area, including persistent anti-social behaviour, poor management practices and so on. However there is no single solution and each alternative solution will have its limitations. None of these alone, including Selective Licensing, can solve the problem and therefore a co-ordinated strategy is required which links a full range of agencies and services using various interventions appropriately.

Alternative Solutions	Weaknesses	Strengths
Management and training support to private landlords	<p>Requires landlord voluntary engagement.</p> <p>Could remove responsibility away from landlords.</p> <p>Source of funding unclear.</p> <p>No enforcement powers available.</p>	Improves standards where landlord is engaged with authority and promotes confidence amongst their tenants.
Introduction of private sector leasing scheme	<p>Resource intensive.</p> <p>Does not improve management standards of landlords who choose not to join the scheme.</p> <p>Reactive rather than proactive.</p>	Contributes to homelessness prevention as could be used for allocation to those in need of housing.
Targeted use of Special Interim Management Orders and Empty Dwelling Management Orders	<p>Resource intensive.</p> <p>Does not present a long term solution to poor management of private rented properties (up to maximum of 5 years – then returned to original owner).</p> <p>Does not tackle poor management techniques. Reactive.</p> <p>Intervention of last resort.</p>	<p>Removes rogue landlord responsibilities and gives to responsible, nominated agent.</p> <p>Improves standards for tenants and local community.</p>

In general, there are a number of barriers or limitations to the use of the alternatives to Selective Licensing. To summarise:

- The use of Special Interim Management Orders and Empty Dwelling Management Orders on all problematic properties would be neither appropriate nor feasible, given the number of properties. The Council must act in a proportionate manner and a heavy handed approach would undermine our efforts to work with landlords to improve standards. Selective Licensing provides an opportunity to continue to forge partnerships with otherwise often anonymous private landlords and provide training and support, where the use of these orders does not
- None of these options adequately tackle the private tenant's behaviour. This could result in the same "problem" tenant being left to float within an area without any real targeted tenancy enforcement and

where required, supported tenancy referral. The proposed Selective Licence conditions include a requirement for the landlord to seek references when allocating the property and to deal with any complaints of anti-social behaviour from their tenants (and/or their visitors/children). Furthermore, landlords can access advice and support from the Safer Peterborough Partnership's anti-social behaviour team

- None of these tools provide a long-term solution to the training of inexperienced landlords whose business would benefit, either because they are not fit, or because of their poor management arrangements
- Improvements attained in management standards will have a trickledown effect and will benefit tenants and communities across wider areas as landlords have properties in other areas than the proposed area and Peterborough as a whole

The Application

If the scheme is adopted, each application would need to be accompanied by:

- ❖ 2 forms of identification (one to be photo ID)
- ❖ A copy of the current gas safety certificate (if applicable)
- ❖ A copy tenancy agreement
- ❖ The fee
- ❖ A copy membership agreement if you are claiming a discount

The Fee

Each property will need a licence. Each licence will run for up to 5 years.

If the property is let to a single family the fee for each licence is £600.

Landlords can pay a discounted fee* of £50 if you meet the following criteria:

- ❖ You are an accredited member of a nationally accredited landlords association **NLA, RLA.**
- ❖ **The licence holder must maintain their accreditation each year. If accreditation lapses the licence holder will be liable to pay £550 (the difference between £50 and £600)**
- ❖ **If an accredited licence holder buys a property within the 5 year licence period the fee will be £50 for that property**
- ❖ Your property is managed by an **ARLA or UKALA** accredited agent.

** This discount is only available for the first 3 months of the scheme or for any property thereafter that is being rented for the first time*

If the property is let as a house of multiple occupation the fee is £750.

Application for a Temporary Exemption Notice fee is £50.

Any landlord who is found to be renting a property without having made a valid application 3 months after the start of the scheme will have to pay a fee of £900.

Penalties

Incomplete applications will be subject to an administration charge of £30.

Properties that are found not to be compliant with the licence conditions or where multiple inspections are required to achieve compliance will be charged a re-inspection fee of £100.

What happens if a landlord fails to apply for a licence?

It will be a criminal offence for a landlord to let a property in the proposed licensing areas without applying for a licence. There are a range of sanctions that could be applied. These are:

- ❖ Prosecution in the Magistrates Court and an unlimited fine for failure to apply for a licence
- ❖ If the Council cannot grant a licence or a licence is revoked, the Council has the power to make an Interim Management Order (IMO). This will transfer the management of the property to the council
- ❖ The landlord will be unable to use Section 21 to regain possession of their property
- ❖ For any period where an unlicensed property is rented, an application can be made to the Residential Property Tribunal for a Rent Repayment Order of up to 12 months.

Right of Appeal

If a landlord feels that the council has made a decision that is unfair, in the first instance they would contact the Housing Enforcement Team to try and resolve the problem.

If the landlord still feels the council has acted unfairly they would appeal to the Residential Property Tribunal (RPT). The RPT is an independent tribunal that can either confirm, amend or overturn the council's decision.

Monitoring the Proposed Scheme

If the scheme is adopted, the Council must from time to time review the operation of the scheme.

The Council would intend to do this through a series of methods including but not limited to:

- Resident questionnaires
- Monitoring levels of ASB
- Regular reporting of prosecutions and enforcement action
- The number of accredited landlords and agents
- The number of houses brought up to the required housing standard
- The number of category one and two hazards removed from licensed properties
- The number of complaints received regarding poor properties and management
- The number of complaints regarding illegal eviction and harassment

Housing Enforcement Team

Housing Enforcement Officers will be responsible for the administration of the proposed Selective Licensing scheme and would be available for help and advice. They would also be responsible for the inspection of the property and ensuring that management conditions are adhered to.

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Support for landlords

The Council wants to sustain long-term improvements in the quality of private rented sector accommodation within the schemes boundaries. Therefore it understands the need to ensure a balance is achieved between the rights and responsibilities of landlords and those rights and responsibilities of their tenants.

Thus, in addition to the proposed introduction of Selective Licensing, the Council and its partners have already introduced some, or are exploring the following, additional measures:

The introduction of a Public Space Protection Order (in accordance with Part 4, Anti-Social Behaviour, Crime and Policing Act 2014) within the area. This will focus enforcement and education activity on such things as street drinking, litter and waste management, and other aspects of anti-social behaviour that are largely the responsibility of the tenant.

The re-structuring of policing and partner enforcement teams to ensure those areas with the biggest challenges receive the most appropriate targeted resource. This has led to dedicated policing teams working within some of the proposed Selective Licensing areas focussed on working with communities to deal with the issues that matter to them. A joint approach to tackling anti-social behaviour is now in place with a range of Council, police and other specialists gripping issues with a range of prevention, education and enforcement. These teams will work within the regulatory framework to support landlords who seek their assistance with tenants who commit damage, anti-social behaviour and engage in other problematic behaviour.

The licensing conditions comprising the scheme will set out a staged approach for landlords to deal with anti- social behaviour. The landlord, council and other agencies will work together to address complaints associated properties. If the landlord suspects criminal activity a responsible landlord will notify the appropriate authorities. We will make this easier by ensuring easily understood reporting routes to the landlord support officer, ASB team or police.

The Council will take a lead role in improving education and effective support for landlords in the management of tenants who cause anti-social behaviour and bringing together the appropriate teams and agencies to tackle issues of ASB and support landlords through the eviction process should it become necessary to seek possession.

A review of the current Cumulative Impact Policy introduced under The Licensing Act 2003 that addresses the growth of licensed premises in the Millfield, New England area of the City. The policy was introduced to stem the levels of alcohol related anti-social behaviour and crime and thus improve the environment and quality of life for all.

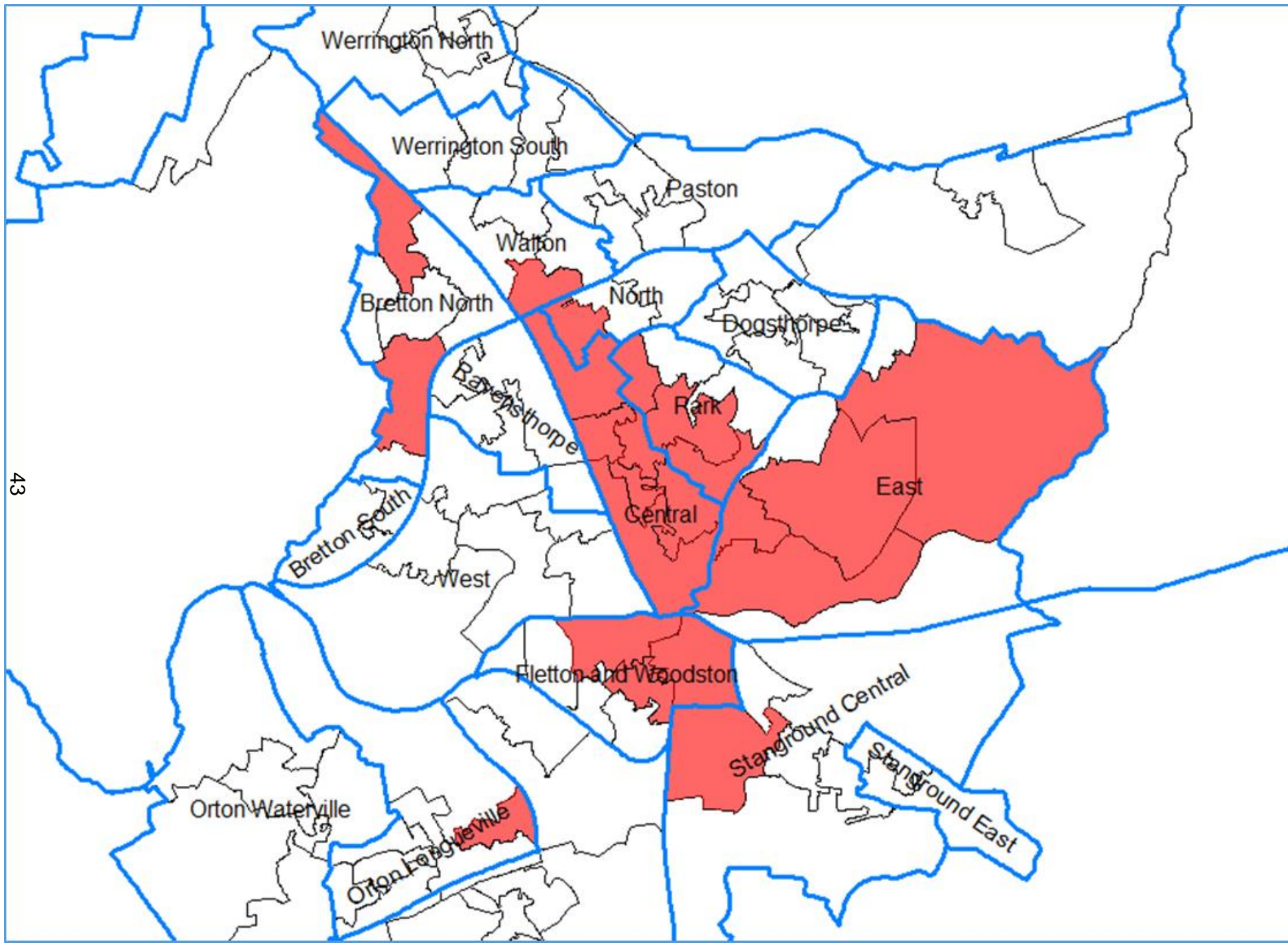
Further Training and Education for Landlords: Engagement with landlords has identified a training need for some. As part of the scheme we intend to offer a bespoke training package and access to an online information library which will be developed with landlords during consultation to ensure that the training meets the specific needs of Peterborough landlords.

Additional benefits of Selective Licensing include:

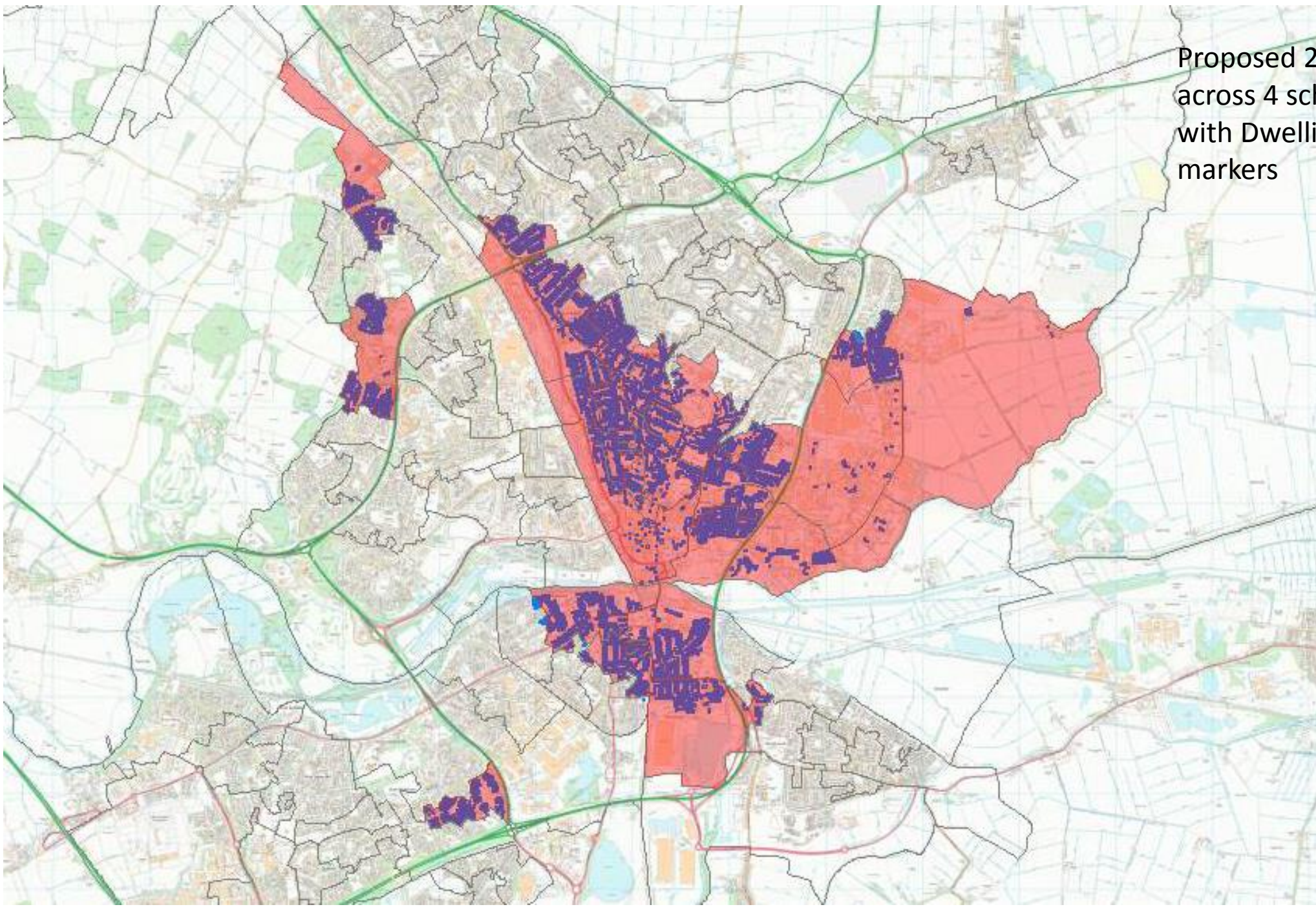
- Protecting investment in the area.
- Supporting all local landlords so that they can achieve a benchmark standard of property management.

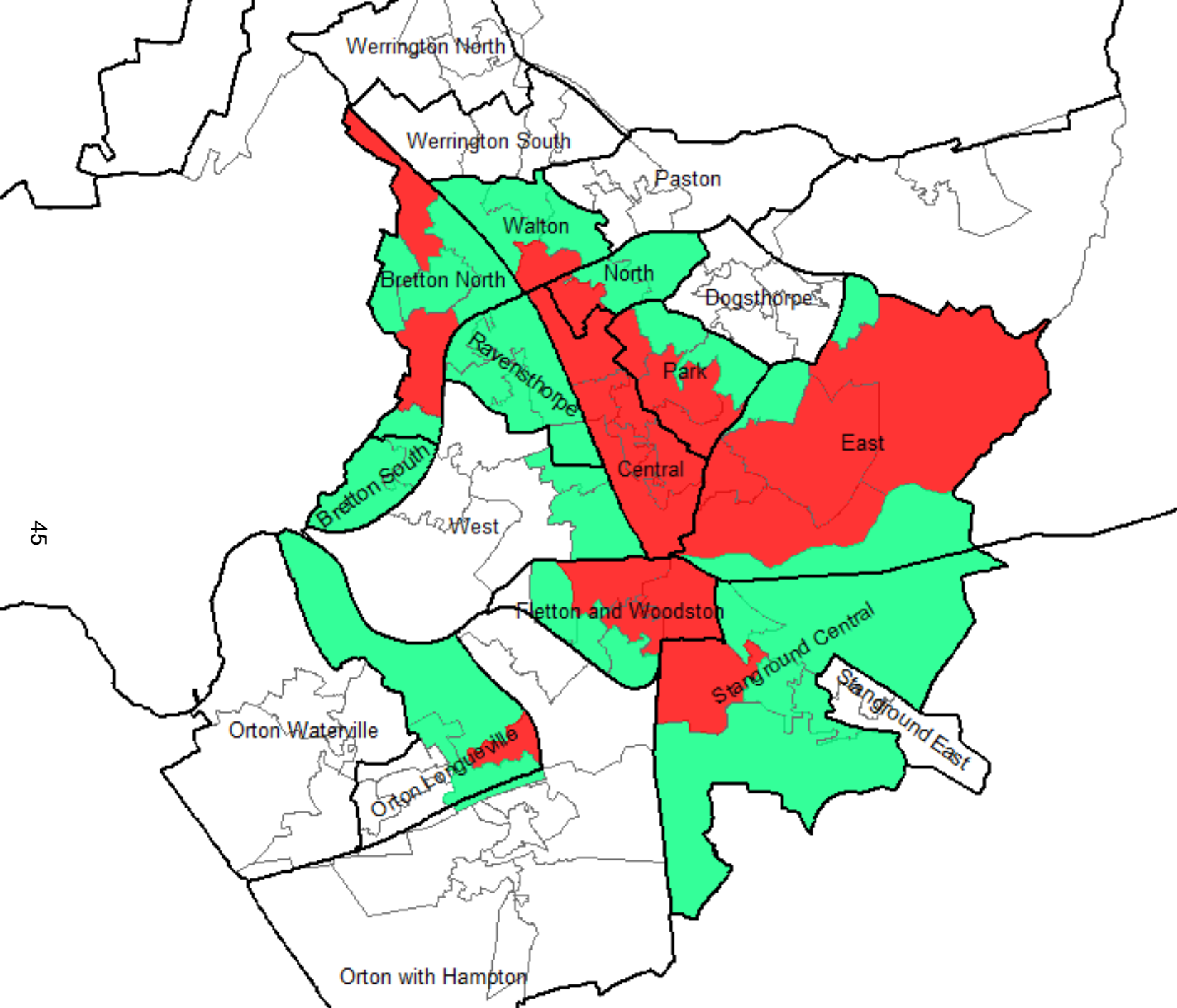
- Improving the quality of life for all by educating those landlords who are not providing good quality accommodation or managing their tenancies effectively and removing "rogue landlords" altogether.
- Educating tenants in their responsibilities and the impact of their behaviour on the community and neighbours.
- Improving desirability of area as a place where people want to live.
- Reducing tenant turnover leading to more sustainable communities, creating communities where tenants want to remain
- Encouraging the use of reputable managing agents when landlords are inexperienced or "absentee".

APPENDIX 3
Proposed 22 LSOAs
across 4 schemes



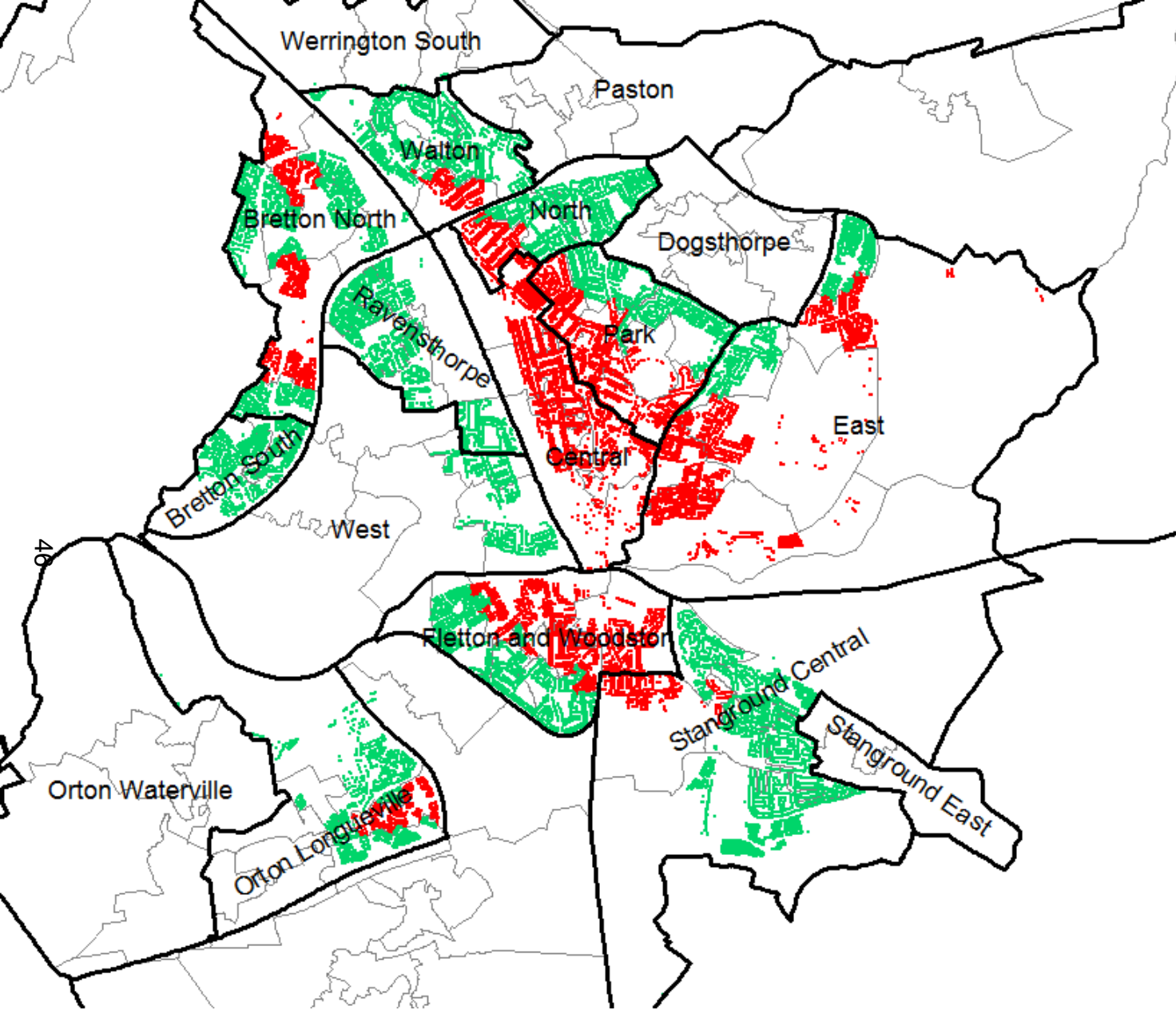
Proposed 22 LSOAs
across 4 schemes
with Dwelling
markers





Proposed 22 LSOAs across 4 schemes = RED

Consulted with = GREEN



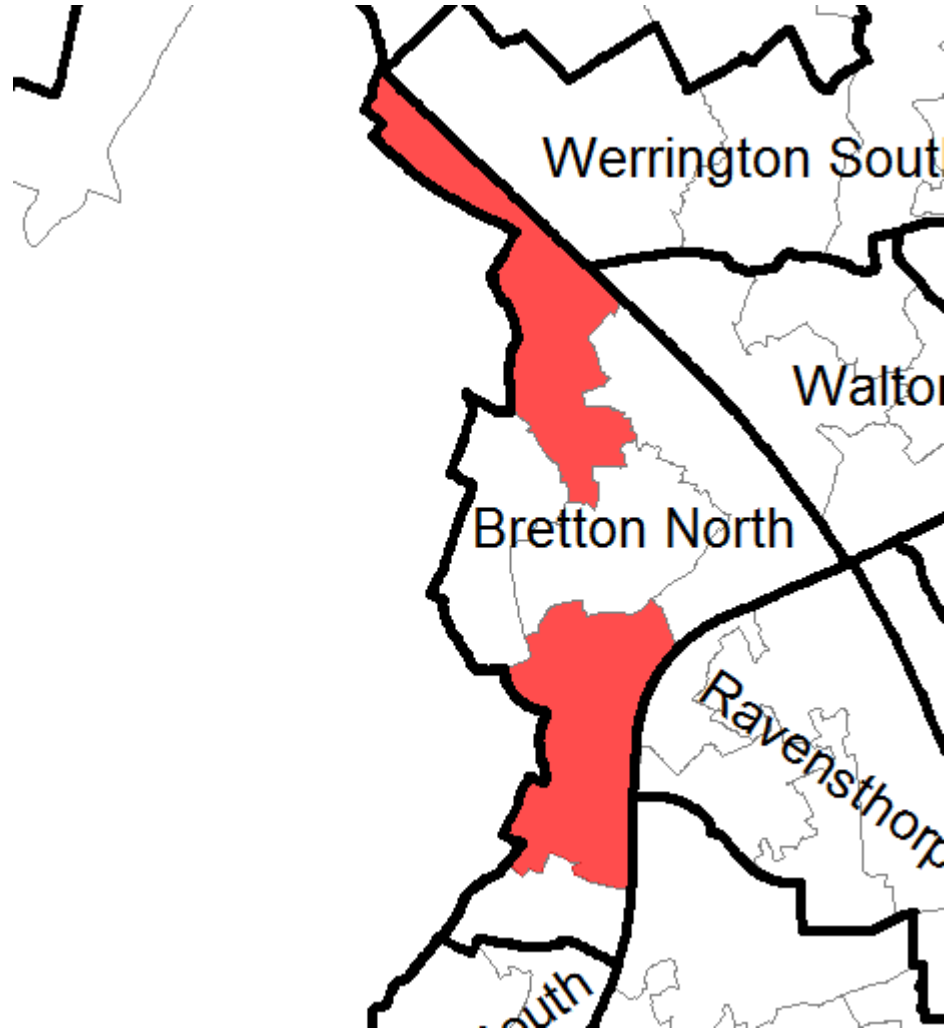
Proposed 22 LSOAs across 4 schemes –
Dwelling Level = RED

Consulted with – Dwelling Level = GREEN

Breakdown of Individual LSOAs with Map and Street Names within LSOA.

Please note, street name does not necessarily mean that the entirety of the street is included.

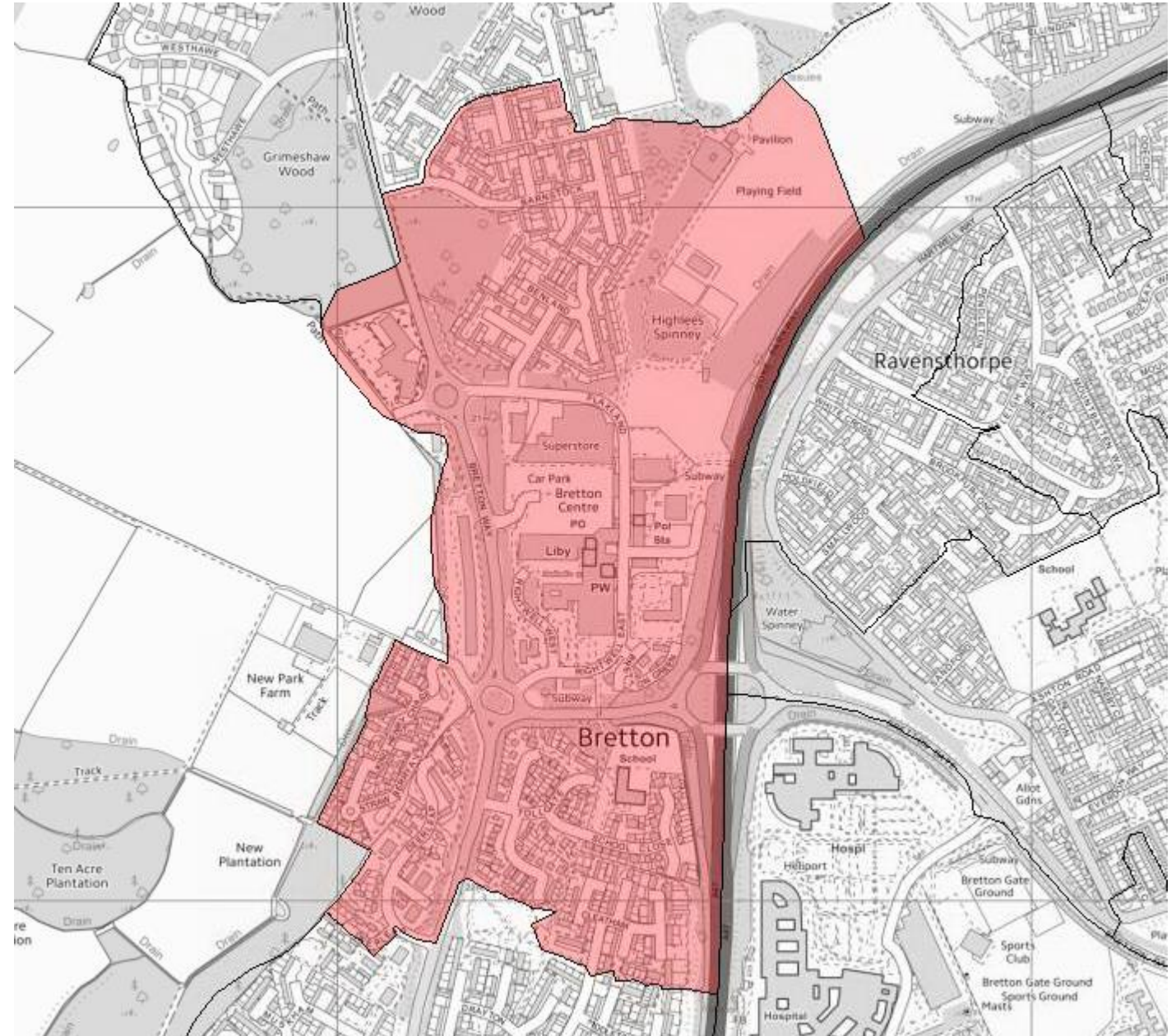
Bretton North Scheme



E01015594 – Peterborough 011C – Bretton North



- 49 Including elements of
- BARNSTOCK
 - BENLAND
 - BRETTON CENTRE
 - CLEATHAM
 - CLEATHAM BRETTON
 - DEERLEAP
 - EYRESCROFT
 - KING HENRY CHASE
 - MUNTJAC CLOSE
 - RIGHTWELL
 - SCHOOL CLOSE
 - STRAWBERRY AVENUE
 - STRAWBERRY AVENUE DRIVE
 - TOLLGATE

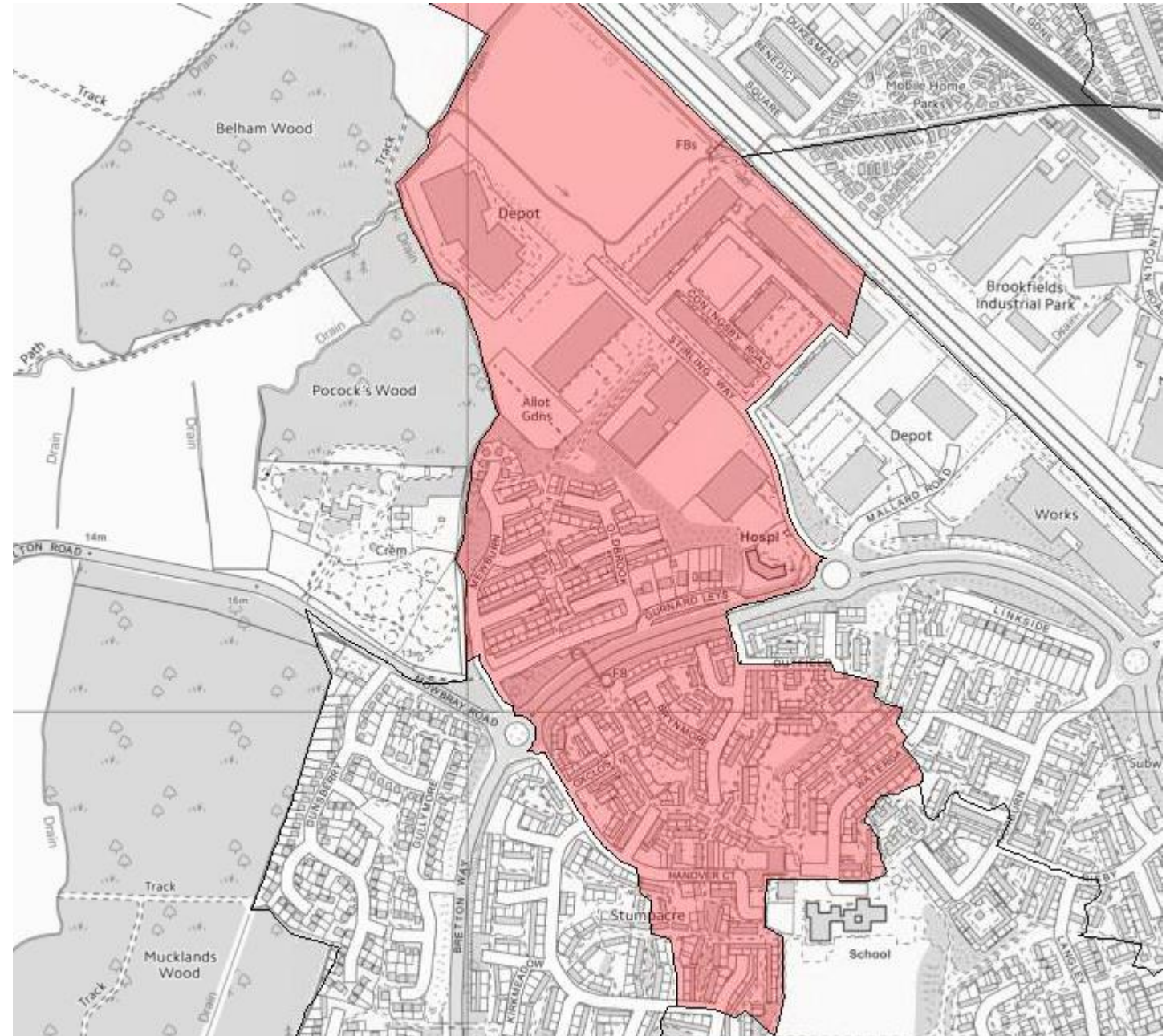


E01015596 – Peterborough 009B – Bretton North



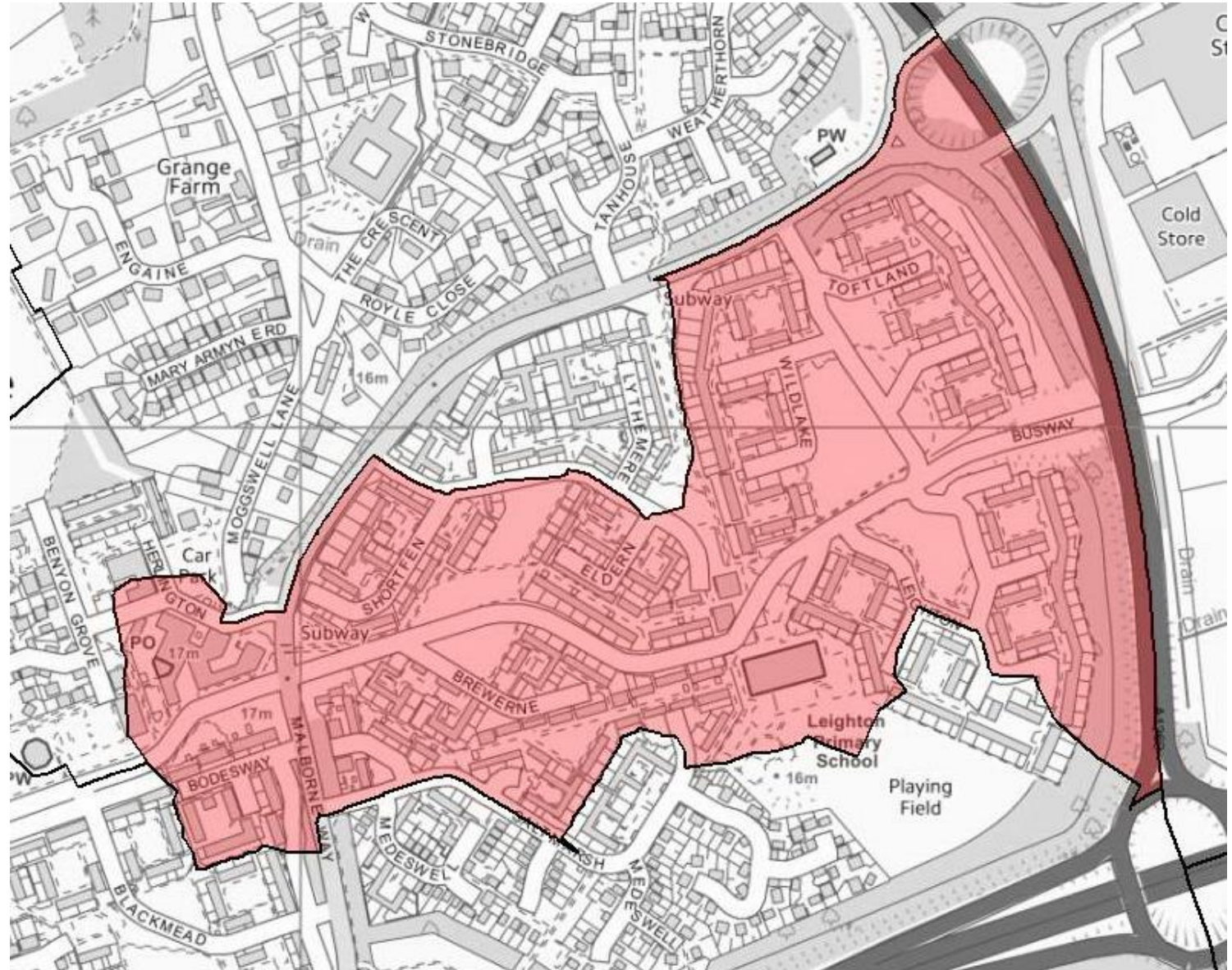
50 Including elements of

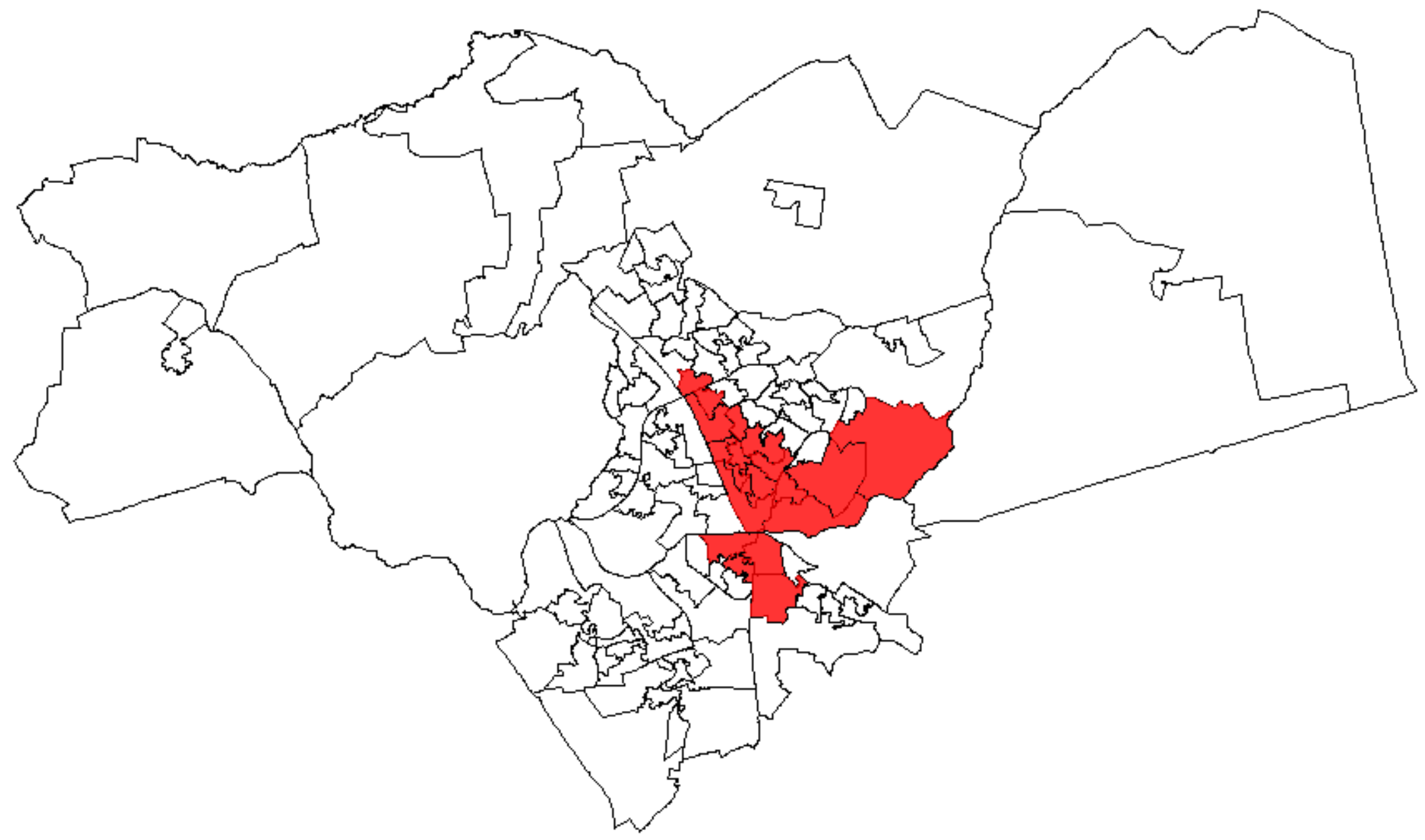
- BRYNMORE
- GURNARD LEYS
- MEWBURN
- OLDBROOK
- OUTFIELD
- OXCLOSE
- STIRLING WAY
- STUMPACRE
- WATERGALL





- 51 Including elements of
- BODESWAY
 - BREWERNE
 - CHEYNEY COURT
 - ELDERN
 - HERLINGTON
 - LEIGHTON
 - SALTMARSH
 - SHORTFEN
 - TOFTLAND
 - WILDLAKE

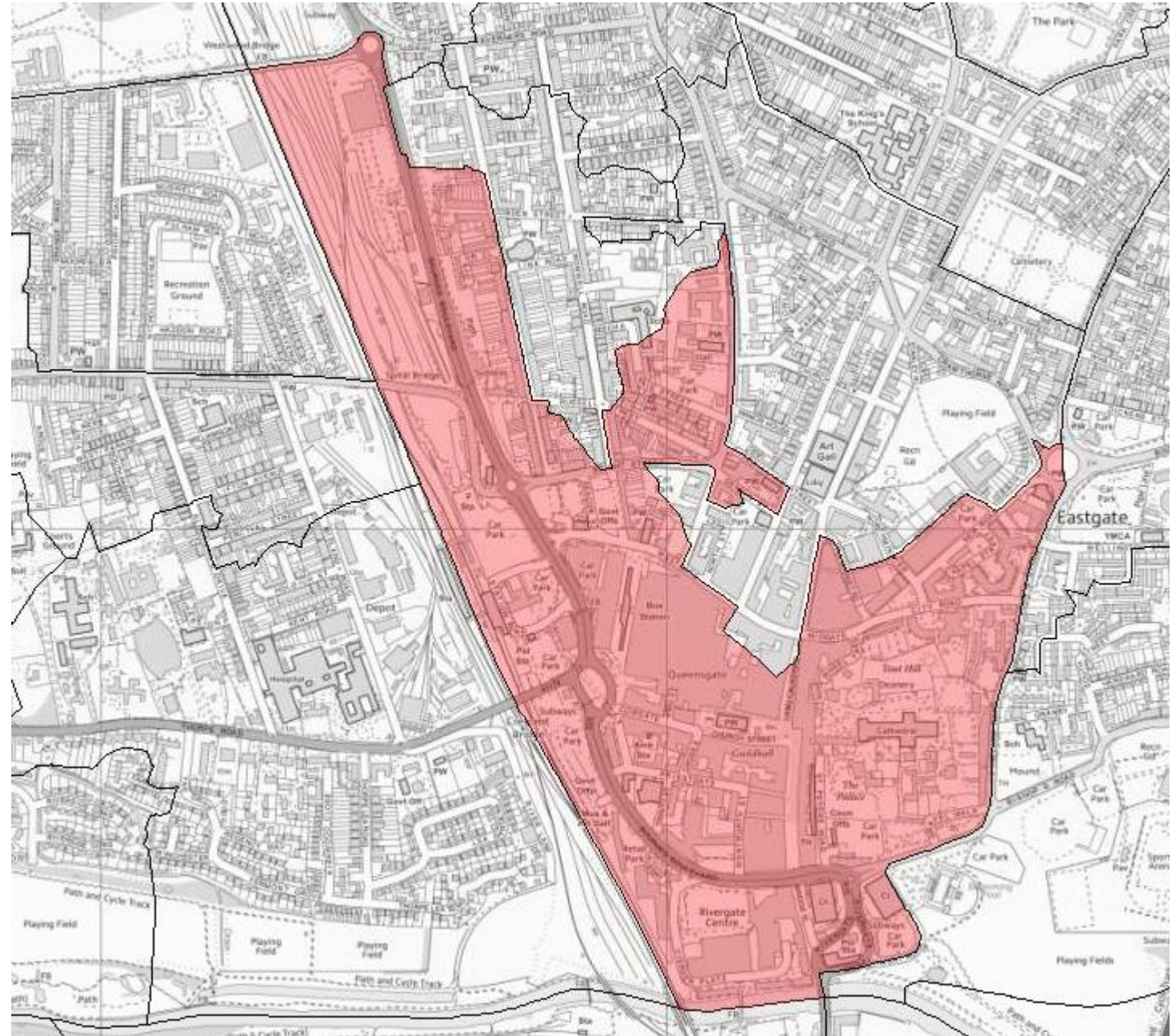






35 Including elements of

- BRIDGE STREET
- BRIGHT STREET
- CHURCH STREET
- COBDEN STREET
- COWGATE
- CRAIG STREET
- CROMWELL ROAD
- CROSS STREET
- DYSON CLOSE
- GLADSTONE STREET
- HERWARD CROSS
- LINCOLN ROAD
- LONG CAUSEWAY
- MIDGATE
- MINSTER PRECINCTS
- NEW ROAD
- PRIESTGATE
- QUEEN STREET
- RUSSELL STREET
- ST. MARYS COURT
- TOWNSEND CLOSE
- VIERSEN PLATZ
- WESTGATE
- WHEEL YARD

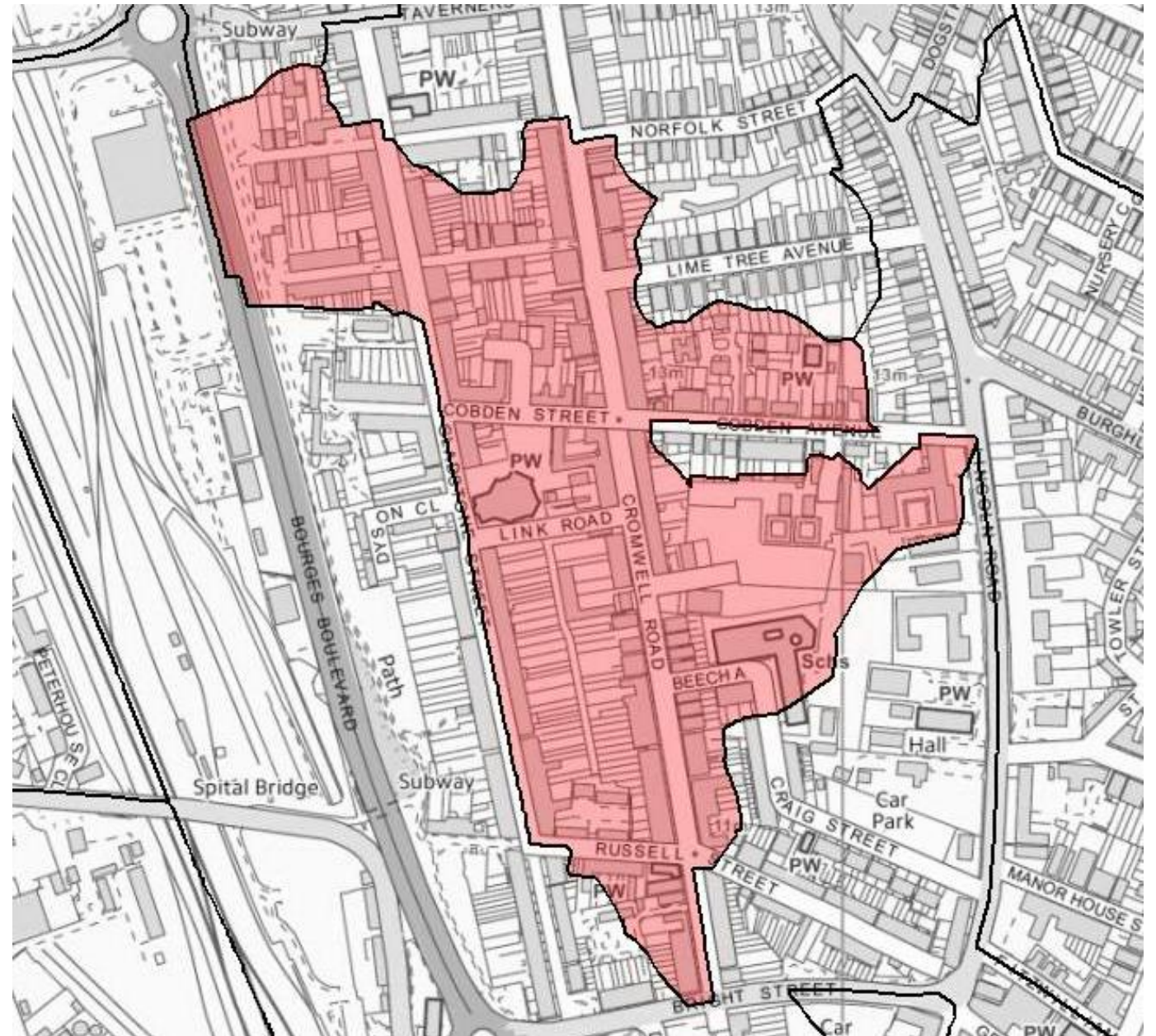




54

Including elements of

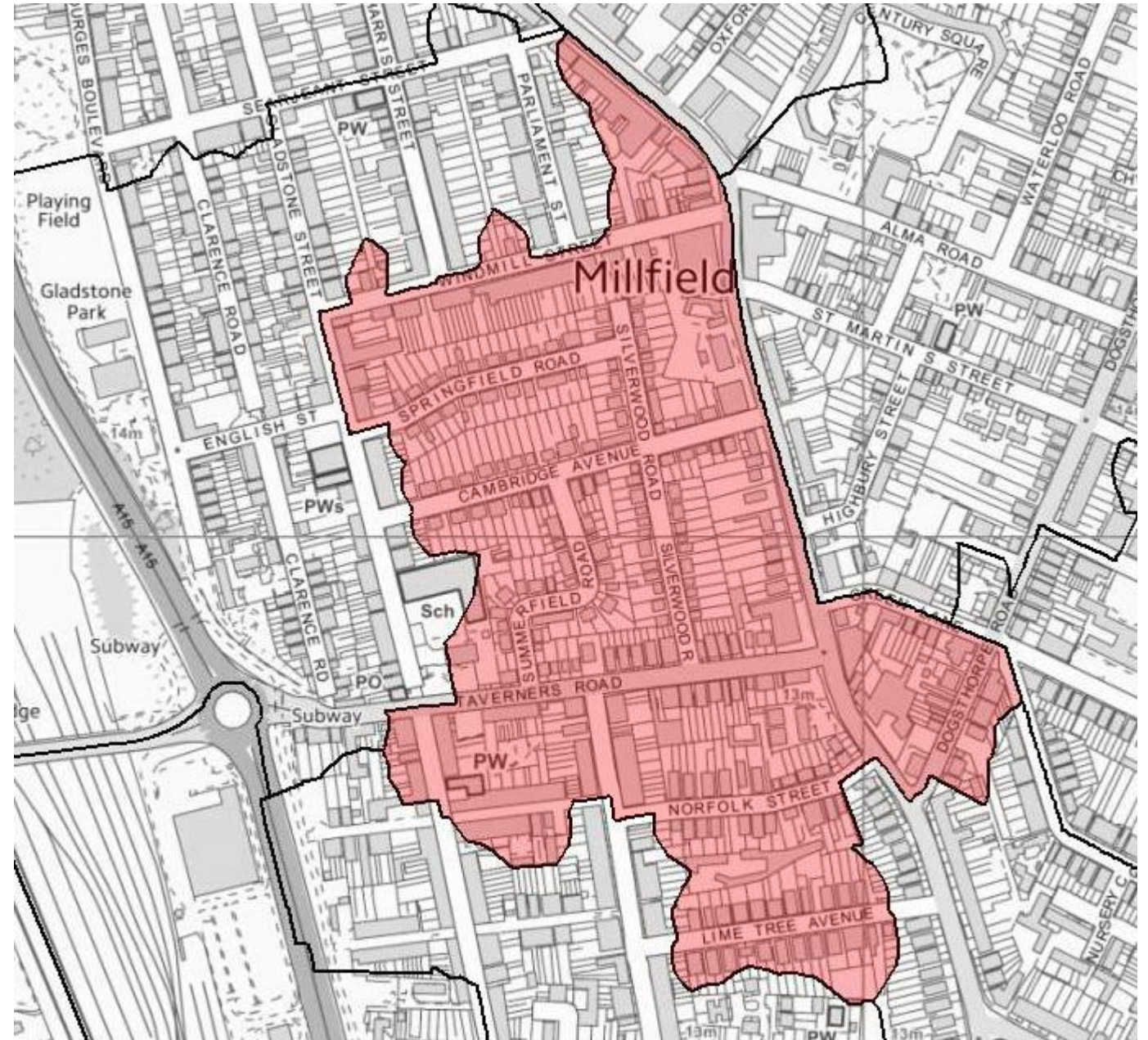
- BAMBER STREET
- BEECH AVENUE
- COBDEN AVENUE
- COBDEN STREET
- CROMWELL ROAD
- GLADSTONE STREET
- HANKEY STREET
- KIMBOLTON COURT
- LINCOLN ROAD
- RUSSELL MEWS
- RUSSELL STREET
- VICTORIA PLACE



E01015601 – Peterborough 012A – Central



- 55 Including elements of
- BAMBER STREET
 - CAMBRIDGE AVENUE
 - CROMWELL ROAD
 - DOGSTHORPE ROAD
 - GLADSTONE STREET
 - GREEN LANE
 - LIMETREE AVENUE
 - LINCOLN ROAD
 - LINCOLN ROAD RO
 - NORFOLK STREET
 - SILVERWOOD ROAD
 - SPRINGFIELD ROAD
 - SUMMERFIELD ROAD
 - TAVERNERS ROAD
 - WINDMILL STREET

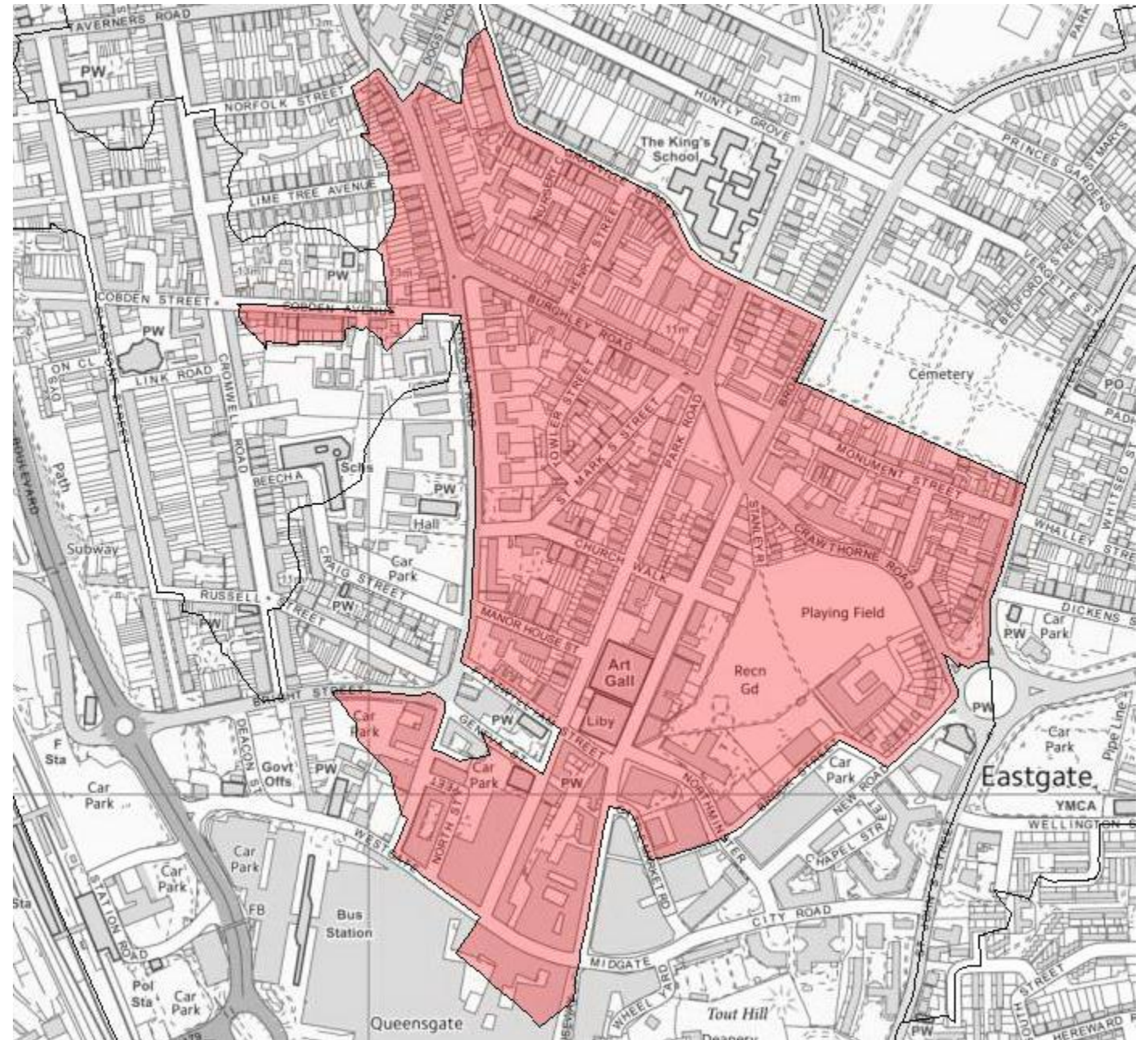




56

Including elements of

- BROADWAY
- BROOK STREET
- BURGHLEY ROAD
- CATTLE MARKET ROAD
- CATTLE MARKET WAY
- CHURCH WALK
- COBDEN AVENUE
- CRAWTHORNE ROAD
- CRAWTHORNE STREET
- EASTFIELD ROAD
- FITZWILLIAM STREET
- GRANVILLE STREET
- HENRY STREET
- JORDAN MEWS
- LINCOLN ROAD
- MANOR HOUSE STREET
- MIRAL COURT
- MONUMENT STREET
- NEW ROAD
- NORTH STREET
- NURSERY CLOSE
- PARK ROAD
- RAEDWALD COURT
- ST. MARKS STREET
- STANLEY ROAD
- TOM LOCK COURT
- TOWLER STREET
- WESTGATE

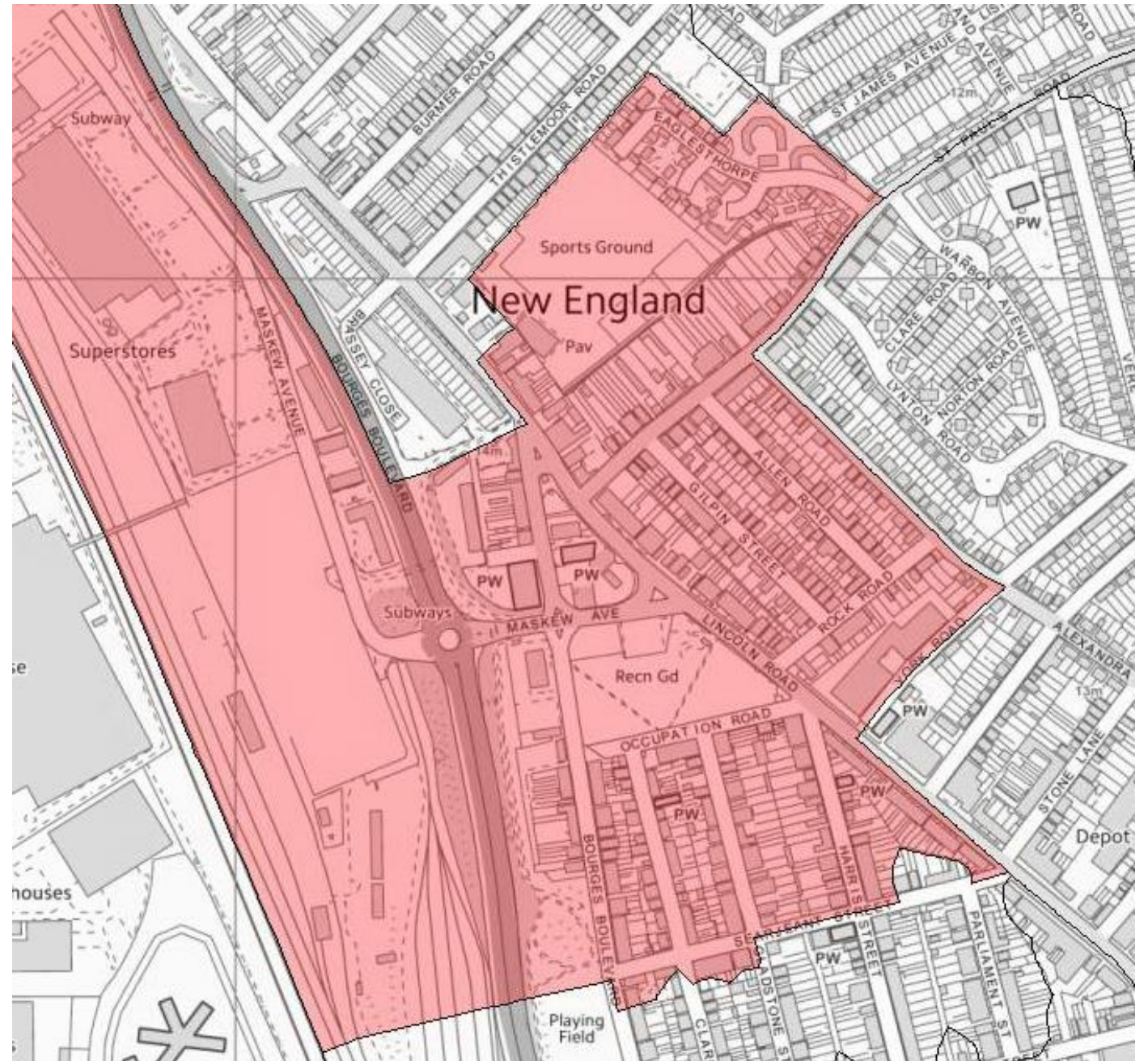


E01015603 – Peterborough 010A – Central



Including elements of

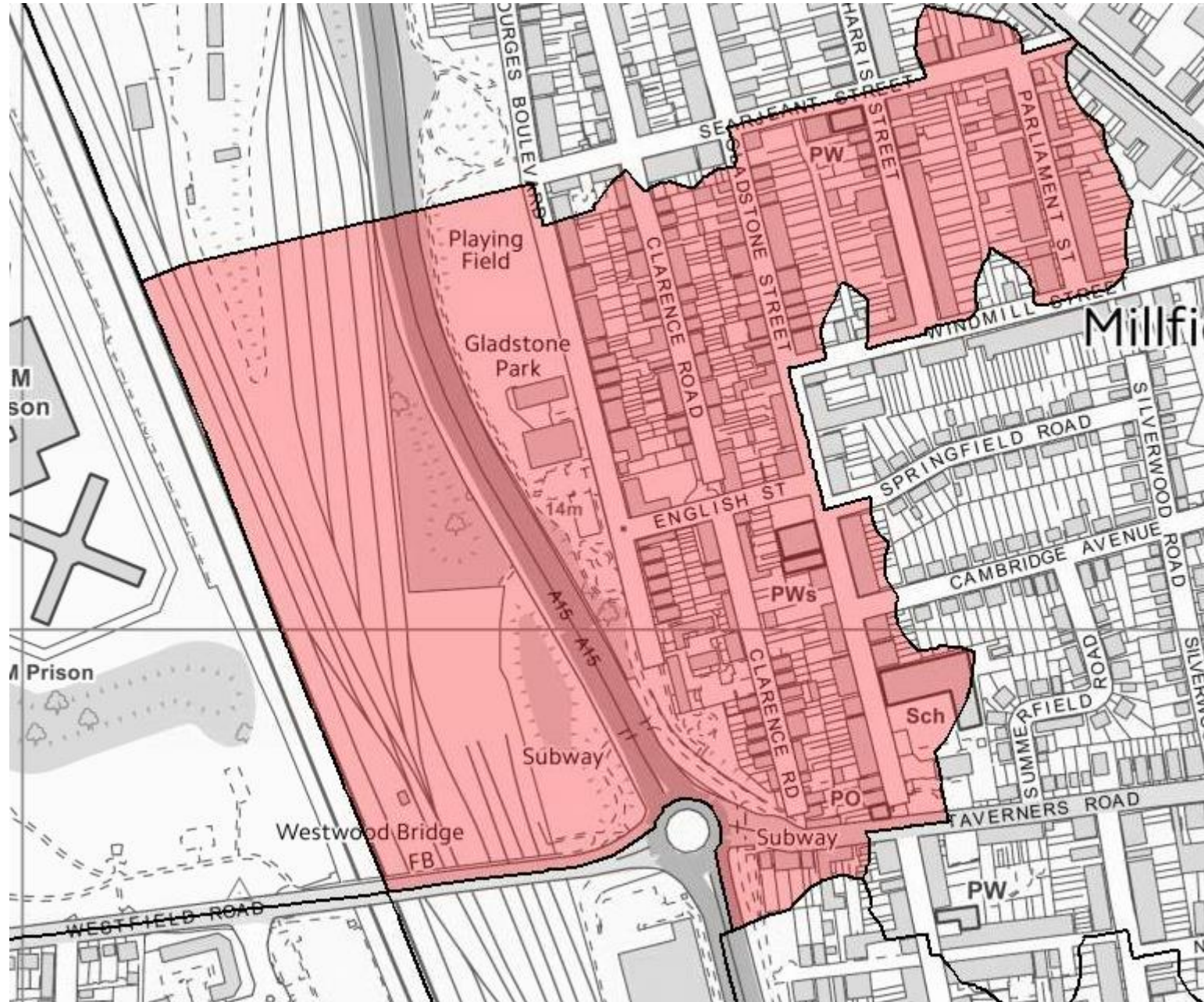
- LINCOLN ROAD
- ALEXANDRA ROAD
- ALLEN ROAD
- BERRY COURT
- BOURGES BOULEVARD
- CLARENCE ROAD
- EAGLESTHORPE
- EAGLESTHORPE ROAD
- GILPIN STREET
- GLADSTONE STREET
- HARRIS STREET
- LINCOLN ROAD
- OCCUPATION ROAD
- PEPPERCORN CLOSE
- ROCK ROAD
- SEARJEANT STREET
- ST. PAULS ROAD



E01015604 – Peterborough 010B – Central



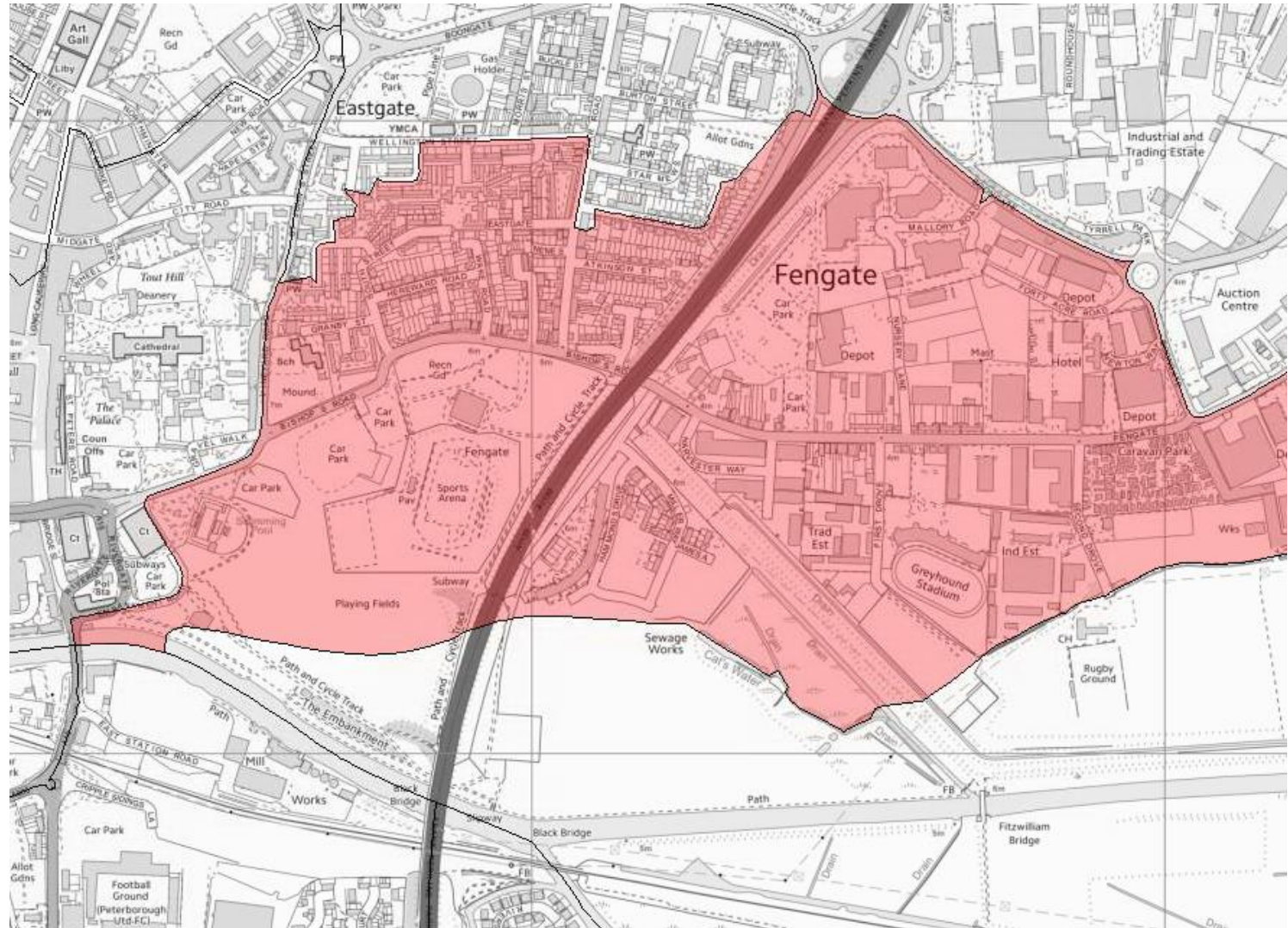
- Including elements of
- BOURGES BOULEVARD
 - CLARENCE ROAD
 - ENGLISH STREET
 - GLADSTONE STREET
 - HARRIS STREET
 - LOIRE COURT
 - PARLIAMENT STREET
 - SEARJEANT STREET
 - TAVERNERS ROAD





Including elements of

- ATKINSON STREET
- BISHOPS ROAD
- EASTGATE
- FENGATE
- FENGATE CLOSE
- FENGATE MOBILE HOME PARK
- FIELD WALK
- GLENTON STREET
- GRANBY STREET
- HAMMONDS DRIVE
- HAMMONDS DRIVE WAY
- HARVESTER WAY
- HERWARD CLOSE
- HERWARD ROAD
- JAMES AVENUE
- KESTEVEN WALK
- MILLER WAY
- MITCHELL CLOSE
- NENE STREET
- POTTERS WAY
- RUDD CLOSE
- RUTLAND COURT
- SECOND DROVE
- SHROPSHIRE PLACE
- SOUTH STREET
- ST. DAVIDS SQUARE
- STAR ROAD
- STEPHENSON COURT
- TITAN DRIVE
- WAKE ROAD
- WESTMORELAND GARDENS

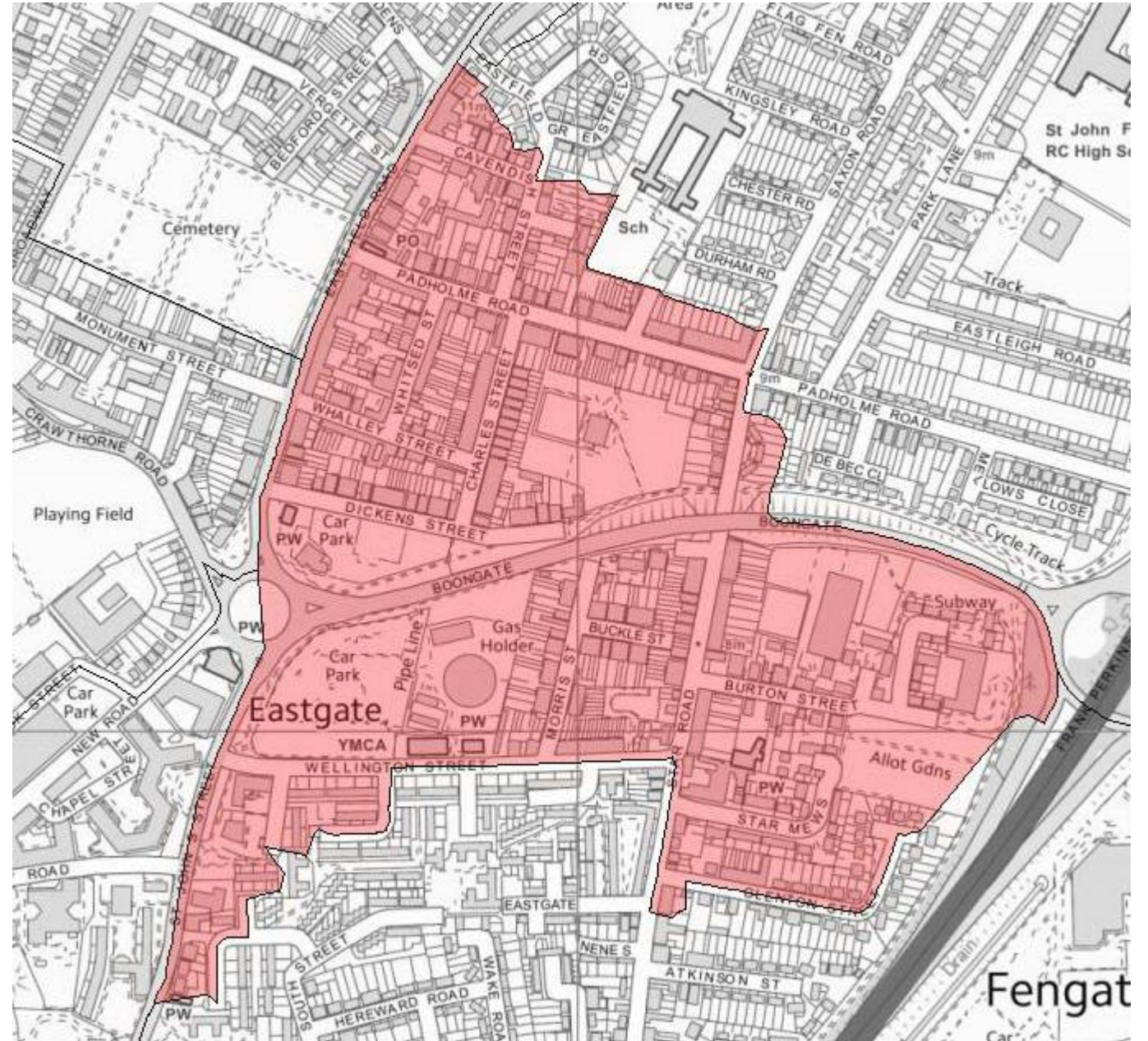


E01015612 – Peterborough 014D – East



Including elements of

- BUCKLE STREET
- BURTON COURT
- BURTON STREET
- CAVENDISH STREET
- CAVENDISH STREET
- CHARLES STREET
- COBBET PLACE
- DICKENS STREET
- EASTFIELD GROVE
- EASTFIELD ROAD
- EASTHOLM CLOSE
- GLENTON STREET
- MONKSFIELD MEWS
- MORRIS STREET
- PADHOLME ROAD
- PIPE LANE
- ST. JOHNS STREET
- STAR CLOSE
- STAR MEWS
- STAR ROAD
- WARD CLOSE
- WELLINGTON STREET
- WHALLEY STREET
- WHITSED STREET

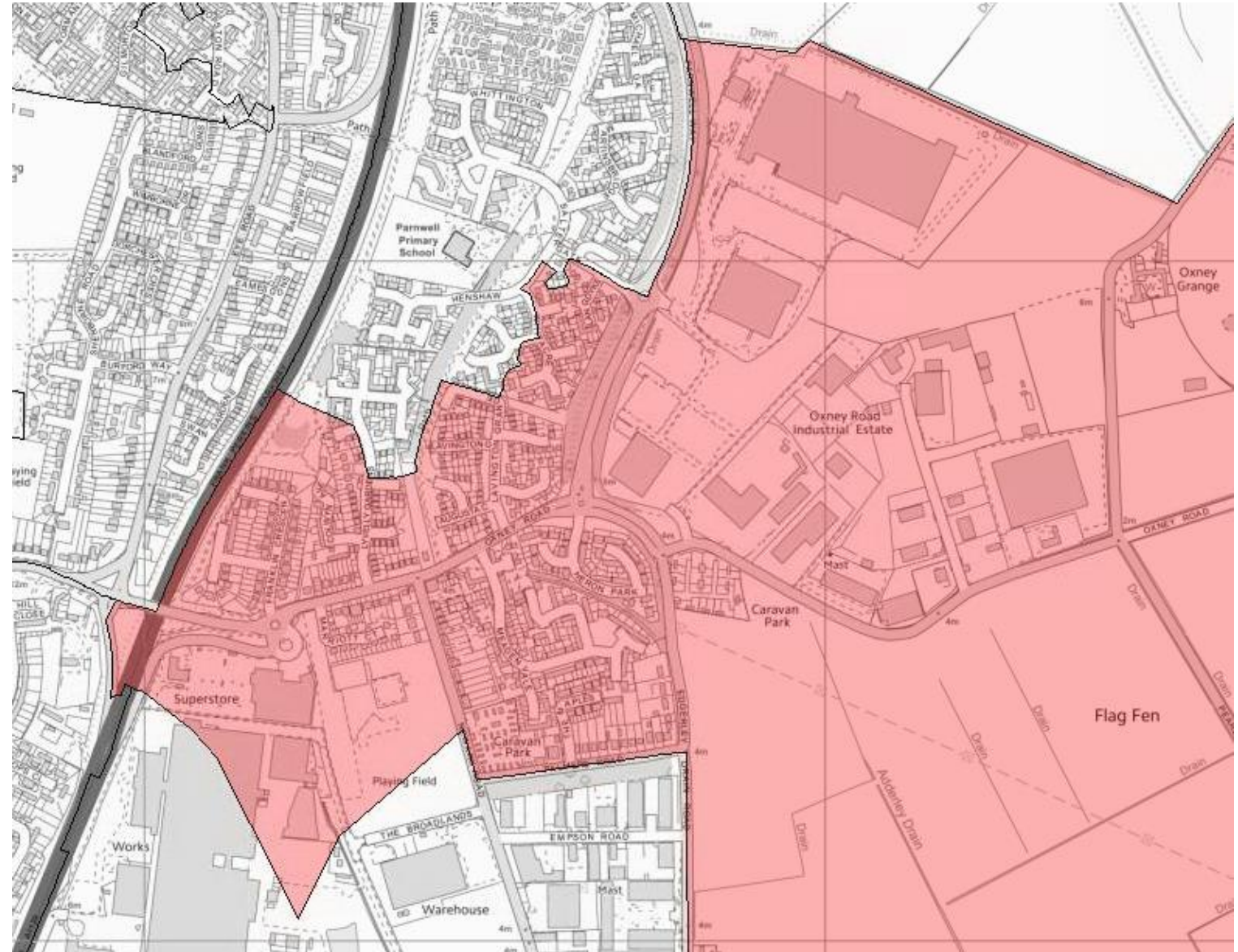


E01015614 – Peterborough 013D – East



Including elements of

- AUGUSTA CLOSE
- COLWYN AVENUE
- EDGERLEY DRAIN ROAD
- ELBORNE WAY
- EYEBURY ROAD
- FRANKLYN CRESCENT
- HERON PARK
- LANGDYKE
- LAVINGTON GRANGE
- LYVELLY GARDENS
- MEADENVALE
- MYRTLE HOUSE CARAVAN PARK
- NEWARK ROAD
- OXNEY ROAD
- PALMERS ROAD
- THE MAPLES
- WHITACRE

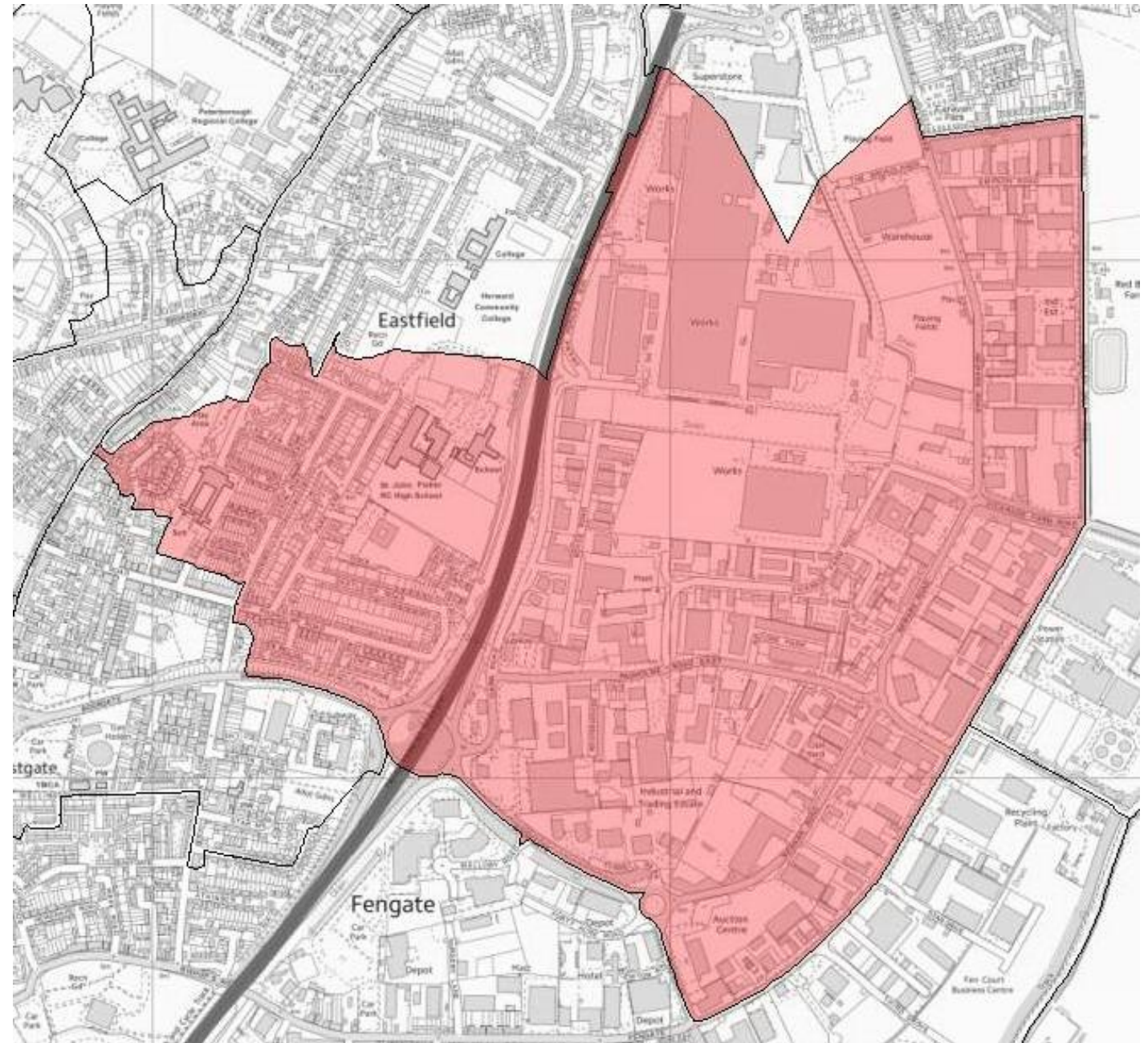


E01015616 – Peterborough 013F – East



Including elements of

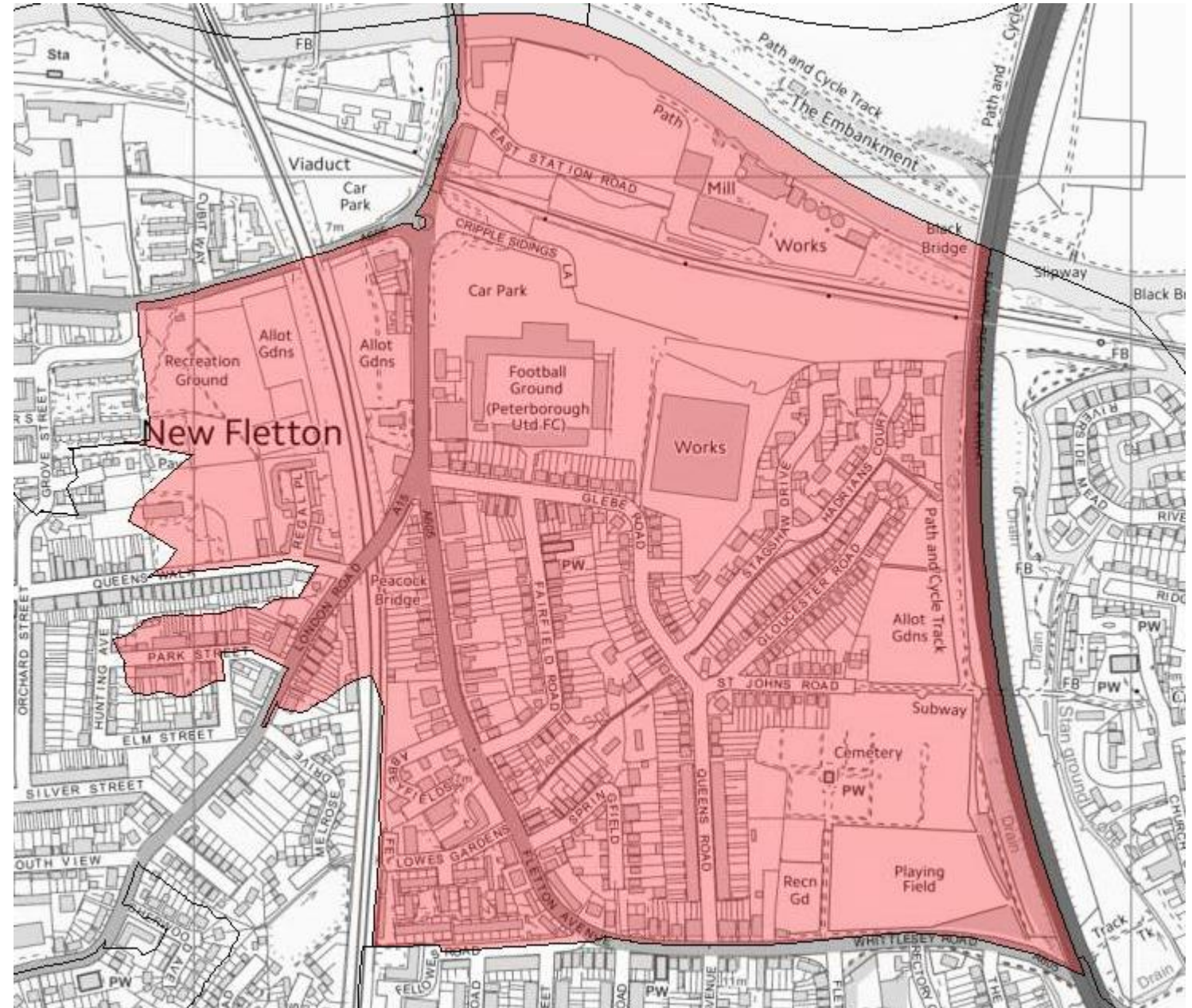
- BELGIC SQUARE
- CHALLENGER WAY
- CHESTER ROAD
- DURHAM ROAD
- EASTFIELD GROVE
- EASTLEIGH ROAD
- EMPSON ROAD
- FLAG FEN ROAD
- GREENGATE COURT
- HEXHAM COURT
- KINGSLEY ROAD
- LEOFRIC SQUARE
- MELLOWS CLOSE
- NEWARK ROAD
- NORMAN ROAD
- NORTH BANK ROAD
- PADHOLME ROAD
- PADHOLME ROAD EAST
- PARK LANE
- RASEN COURT
- ROYCE ROAD
- SABRE WAY
- SARACEN WAY
- SAXON ROAD
- STEVERN WAY
- STOREYS BAR ROAD
- VICARAGE FARM ROAD
- WETHERBY WAY

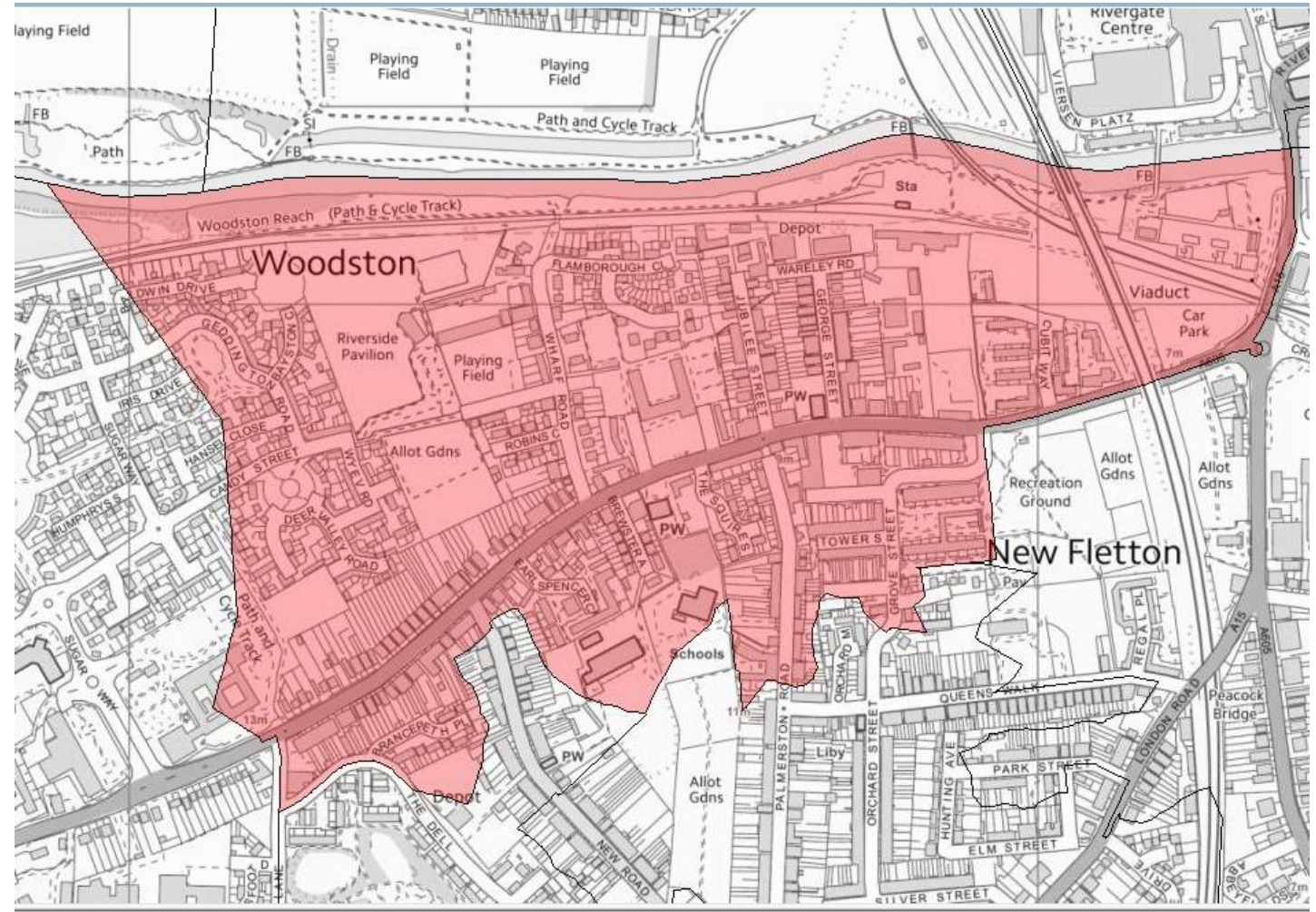




Including elements of

- ABBEYFIELDS
- CHARTWELL CLOSE
- FAIRFIELD ROAD
- FELLOWES GARDENS
- FLETTON AVENUE
- FLETTON AVENUE FLETTON
- GLEBE ROAD
- GLOUCESTER ROAD
- HADRIANS COURT
- HADRIANS COURT STREET
- HAWKSBILL WAY
- LONDON ROAD
- OUNDLE ROAD
- PARK STREET
- QUEENS ROAD
- QUEENS WALK
- REGAL PLACE
- SPRINGFIELD
- ST. JOHNS ROAD
- STAGSHAW DRIVE





Including elements of

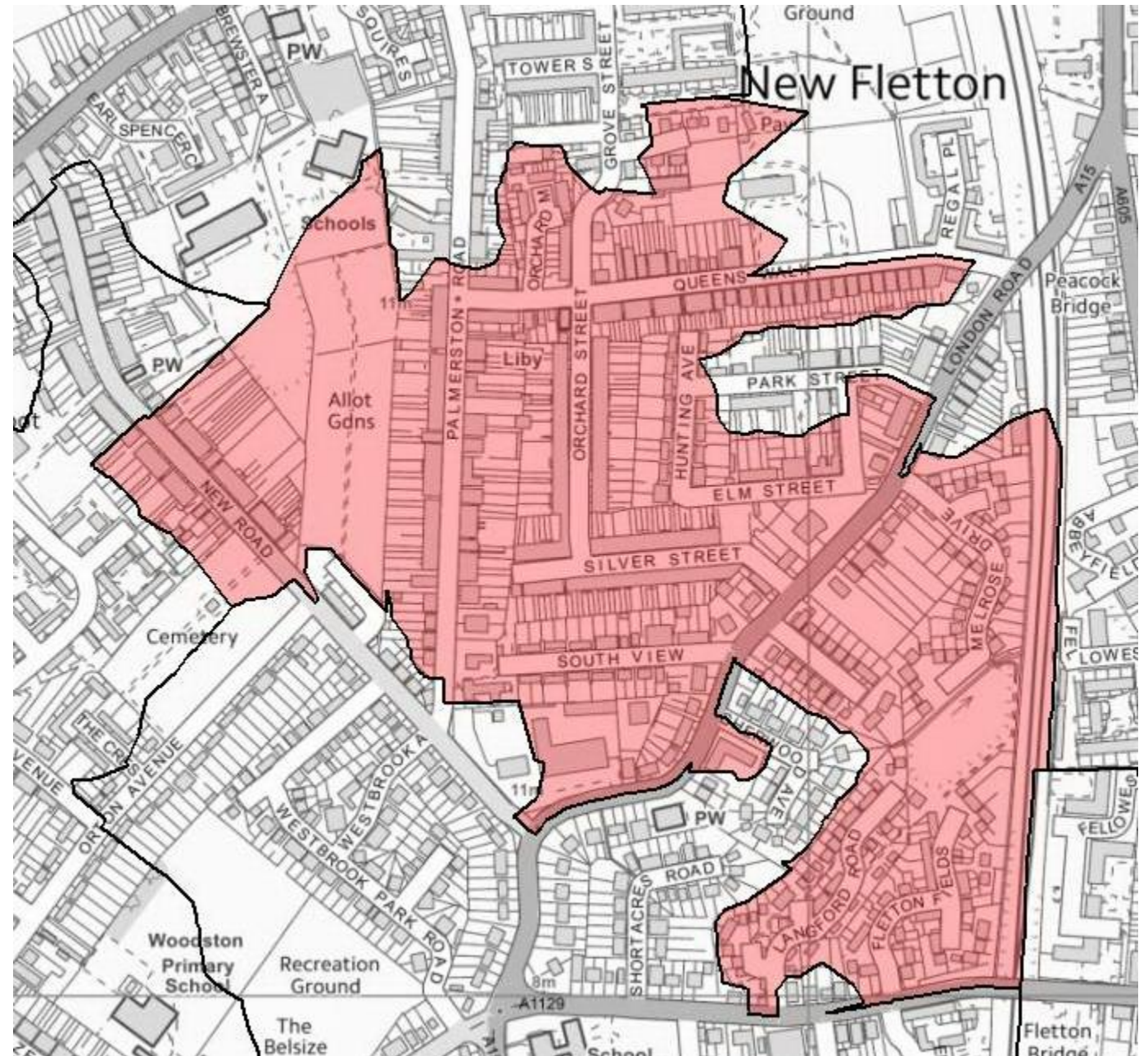
- 64 BALDWIN DRIVE
- SUGAR WAY
- BAYSTON COURT
- BRANCEPETH PLACE
- BREWSTER AVENUE
- CANDY STREET
- CARMEL AVENUE
- CUBITT WAY
- DEER VALLEY ROAD
- DOVE GARDENS
- EARL SPENCER COURT
- FLAMBOROUGH CLOSE
- GEDDINGTON ROAD
- GEORGE STREET
- GROVE COURT
- GROVE STREET
- JUBILEE STREET
- KARIBA COURT
- MOSEL WALK
- OUNDLE ROAD
- PALMERSTON ROAD
- RHINE AVENUE
- ROB DEN COURT
- ROBINS CLOSE
- SWAIN COURT
- THE DELL
- THE SQUIRES
- TOWER COURT
- TOWER STREET
- VAUGHAN WAY
- WARELEY ROAD
- WHARF ROAD
- WHARF ROAD RO
- WILLAN COURT
- WYE VALLEY ROAD

E01015624 – Peterborough 017C – Fletton & Woodston



Including elements of

- BARRY WALK
- CHARNWOOD CLOSE
- DAVID CHALMERS CLOSE
- ELM STREET
- FLETTON FIELDS
- HUNTING AVENUE
- LANGFORD ROAD
- LONDON ROAD
- MELROSE DRIVE
- NEW ROAD
- ORCHARD MEWS
- QUEENS WALK
- ORCHARD STREET
- PALMERSTON ROAD
- QUEENS WALK
- SHERWOOD AVENUE
- SILVER STREET
- SYMMINGTON CLOSE
- WOODBINE STREET



E01015632 – Peterborough 010C – North



Including elements of

- BELHAM ROAD
- BRASSEY CLOSE
- BURMER ROAD
- CECIL PACEY COURT
- CHAUCER ROAD
- COLERIDGE PLACE
- CROWN STREET
- DRYDEN ROAD
- GRAYS COURT
- KEATS WAY
- KEETON ROAD
- KIPLING COURT
- LINCOLN ROAD
- SCOTNEY STREET
- THISTLEMOOR ROAD

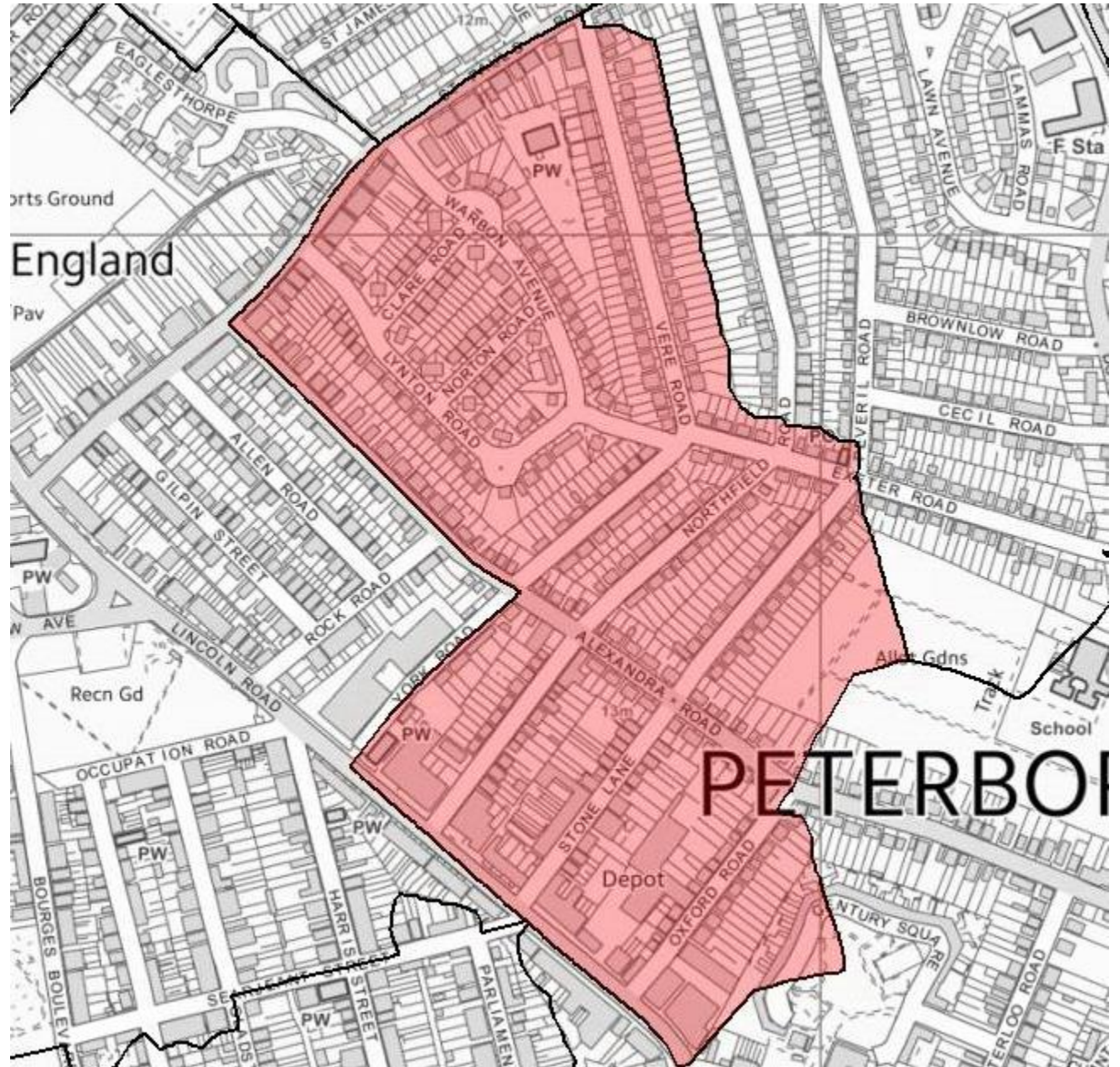


E01015652 – Peterborough 012C – Park



Including elements of

- STONE LANE
- ALEXANDRA ROAD
- CLARE ROAD
- EXETER ROAD
- LINCOLN ROAD
- LYNTON ROAD
- NORTHFIELD ROAD
- NORTON ROAD
- OXFORD ROAD
- PEVERIL ROAD
- ST. PAULS ROAD
- STONE LANE
- VERE ROAD
- WARBON AVENUE
- YORK ROAD

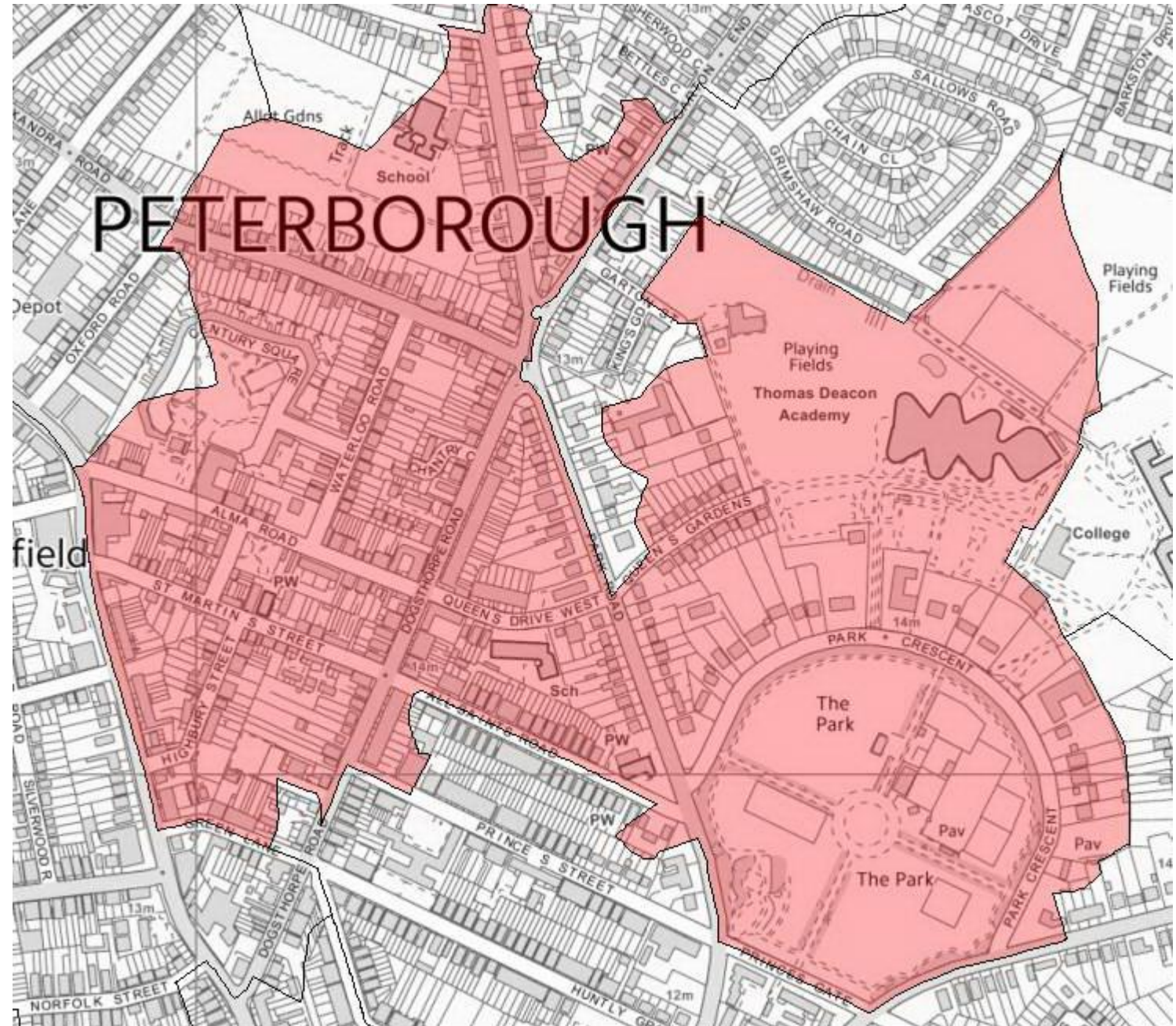


E01015654 – Peterborough 012E – Park



Including elements of

- DOGSTHORPE ROAD
- ALEXANDRA ROAD
- ALL SAINTS ROAD
- ALMA ROAD
- BURROWS COURT
- CENTURY SQUARE
- CHANTRY CLOSE
- DOGSTHORPE GROVE
- DOGSTHORPE ROAD
- ELIZABETH COURT
- GARTON END ROAD
- GREEN LANE
- Highbury Street
- INGLEBOROUGH
- JELLINGS PLACE
- LINCOLN ROAD
- PARK CRESCENT
- PARK ROAD
- QUEENS DRIVE WEST
- QUEENS GARDENS
- ST. MARTIN'S STREET
- VICTORIA STREET
- WATERLOO ROAD

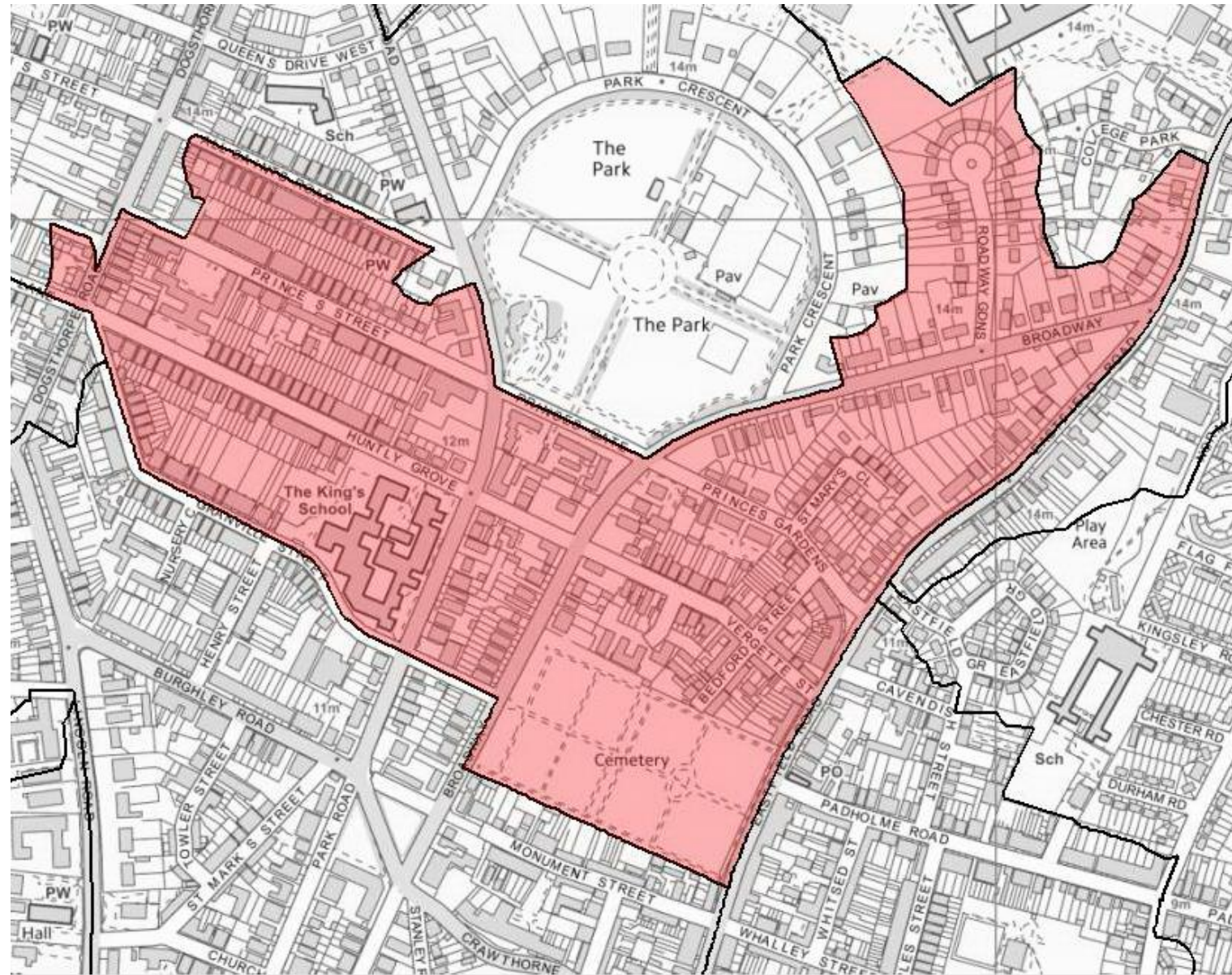


E01015655 – Peterborough 014E – Park



Including elements of

- ALL SAINTS ROAD
- BEDFORD STREET
- BRADFIELD WAY
- BROADWAY
- BROADWAY GARDENS
- DOGSTHORPE ROAD
- EASTFIELD ROAD
- GRANVILLE STREET
- HUNTLY GROVE
- OAKLANDS
- PARK ROAD
- PRINCES GARDENS
- PRINCES GATE
- PRINCES STREET
- ST. MARYS CLOSE
- STUART COURT
- VERGETTE STREET

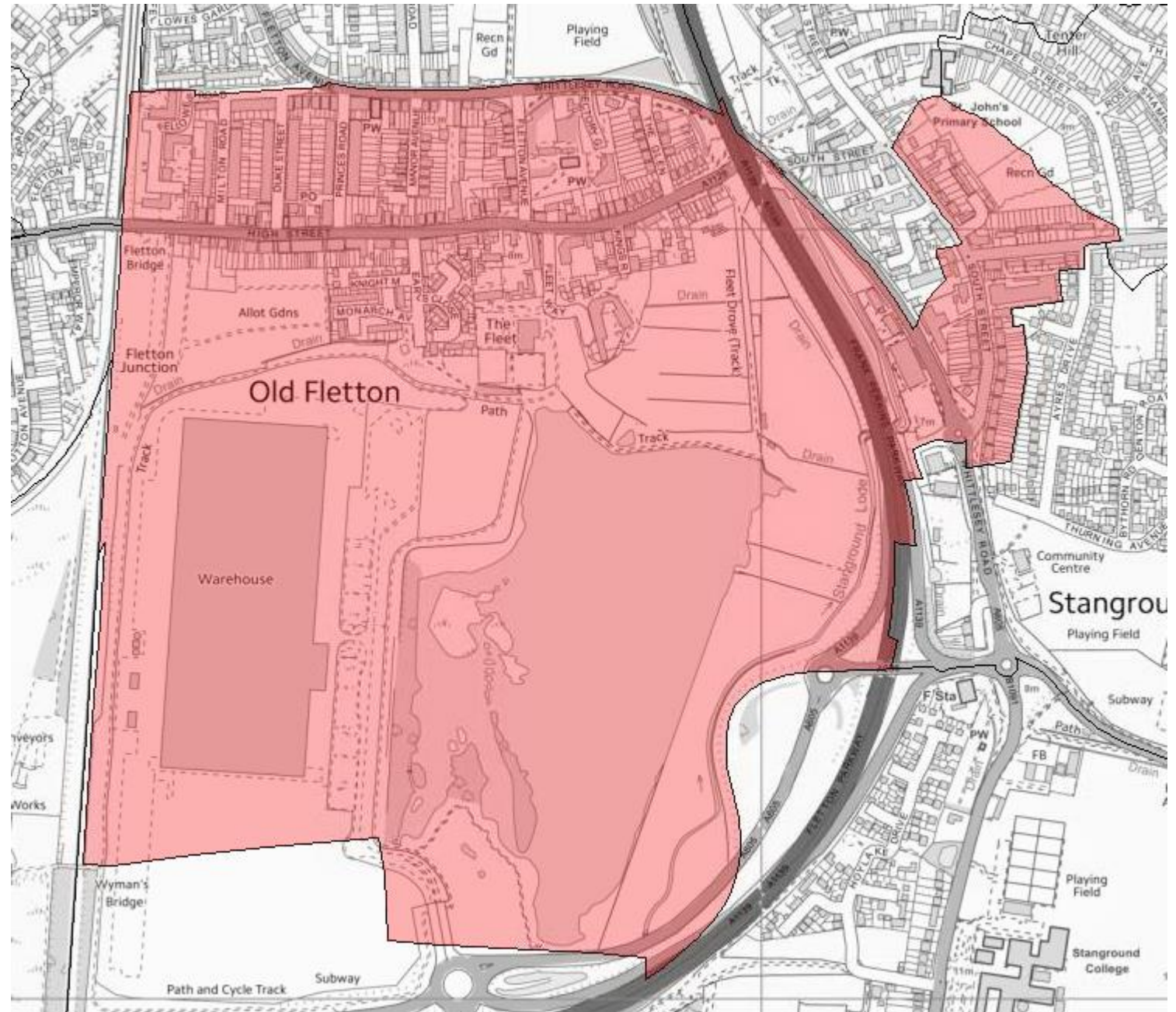


E01015668 – Peterborough 017E – Stanground Central



Including elements of

- CHURCH LANE
- CONEYGREE ROAD
- DUKE STREET
- EARLS CLOSE
- EARLS CLOSE COURT
- EDIS COURT
- FELLOWES ROAD
- FLEET WAY
- FLETTON AVENUE
- GARRICK WALK
- HIGH STREET
- HIGH STREET FLETTON
- KINGS ROAD
- KNIGHTS MEWS
- MANOR AVENUE
- MILTON ROAD
- MONARCH AVENUE
- PALACE GARDENS
- PHOENIX CLOSE
- PRINCES ROAD
- RECTORY GARDENS
- SOUTH STREET
- THE GLEN
- VISCOUNT ROAD
- WHITTLESEY ROAD

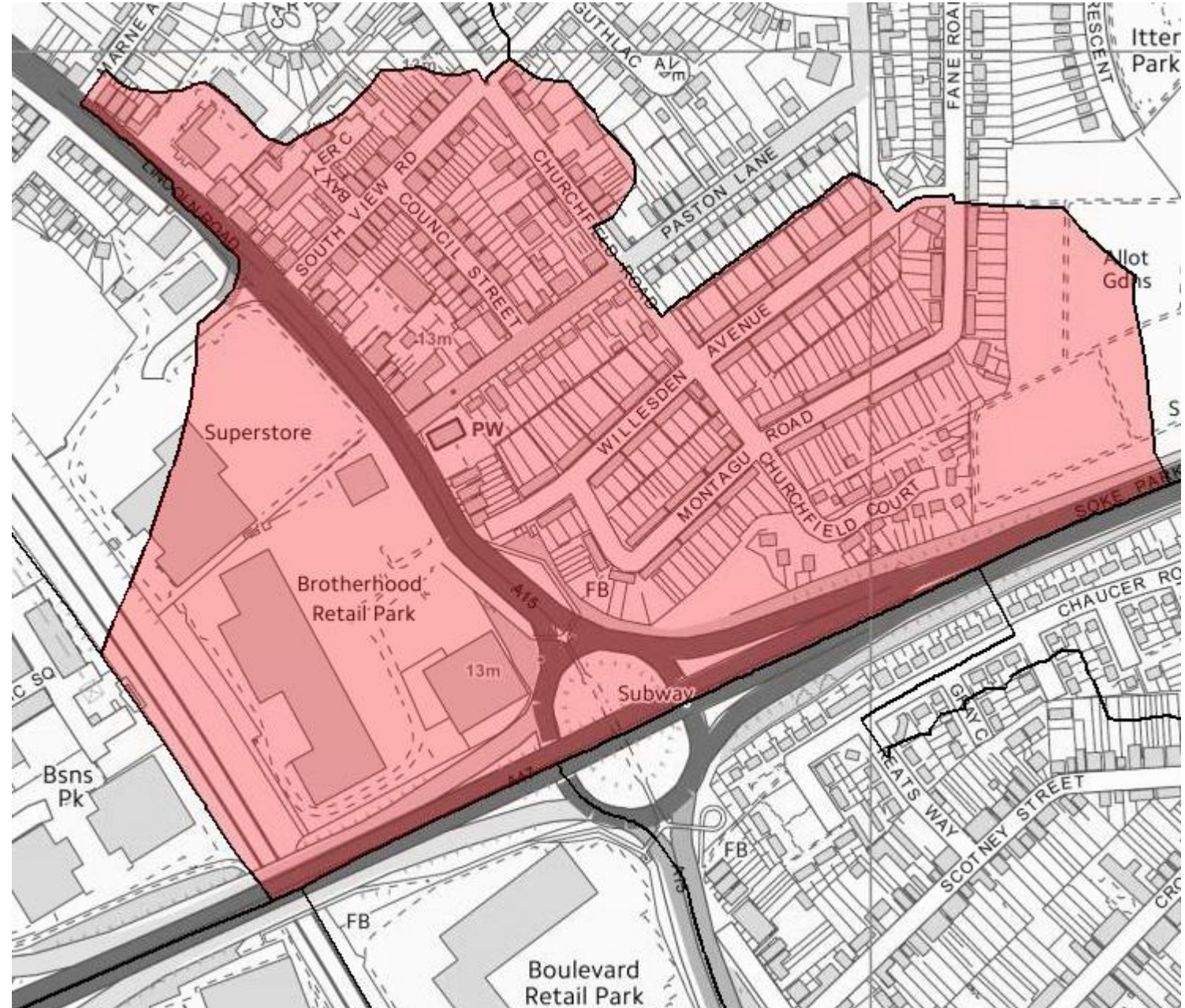


E01015677 – Peterborough 010E – Walton



Including elements of

- CHURCHFIELD COURT
- CHURCHFIELD ROAD
- COUNCIL STREET
- FANE ROAD
- LINCOLN ROAD
- MONTAGU ROAD
- PASTON LANE
- SOUTH VIEW ROAD
- WILLESDEN AVENUE



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Street Name	Summarised Street Numbers
ABBEYFIELDS	1-42
ALEXANDRA ROAD	2-9, 13-60, 62, 67-156, 159-166, 169-185, 187-199(odds only)
ALL SAINTS ROAD	1-73, 75-95(odds only)
ALLEN ROAD	1, 5, 6, 8-26, 31-61, 62-66(evens only)
ALMA ROAD	1, 3, 12-22(evens only), 23-43(odds only), 49, 50, 57-62, 64-74(evens only), 87-106, 108-118(evens only)
ATKINSON STREET	2-37, 39-51(odds only)
AUGUSTA CLOSE	1-23
BALDWIN DRIVE	1-27, 29-51(odds only)
BAMBER STREET	1, 3, 5-9, 11, 13-40, 42-62(evens only), Bamber Court
BARNSTOCK	1-170
BARRY WALK	1-14
BAYSTON COURT	1-16, 18-34(evens only)
BEDFORD STREET	1-40, 55-69(odds only)
BEECH AVENUE	1-6
BELGIC SQUARE	3, 5, 8, 14
BELHAM ROAD	2-25, 27-35(odds only), 36, 38A, 38B, 38C
BENLAND	1-139
BERRY COURT	1-22
BISHOPS ROAD	19-117(odds only)
BODESWAY	1-48
BOURGES BOULEVARD	786-796(evens only), 822-842(evens only), 896-974(evens only), 1034-1082(evens only), 1083-1131, 1205-1251(odds only)
BRADFIELD WAY	1-12
BRANCEPETH PLACE	1-27
BRASSEY CLOSE	11
BRETTON CENTRE	
BREWERNE	1-66
BREWSTER AVENUE	1-9, 19-22
BRIDGE STREET	25, 37, 94, 96
BRIGHT STREET	38-54(evens only)
BROADWAY	98-136(evens only), 143-153, 160-183, 185, 189, 191-220, 222-226(evens only), Broadleigh Residential Home, Lavender House
BROADWAY GARDENS	1-24
BROOK STREET	43, 45
BRYNMORE	1-108
BUCKLE STREET	2-28
BURGHLEY MANSIONS	1-12 Burghley Mansions
BURGHLEY ROAD	9-22, 24-36(evens only), 37-48, 55, 57, 66-104(evens only)
BURMER ROAD	1-76, 95-103(odds only)
BURROWS COURT	1-10, 12-16(evens only)
BURTON COURT	1-39
BURTON STREET	2, 3, 5, 6, 8-11, 14-18, 21-27(odds only), 41-47(odds only), 1-4 Mehdi Court, Friary Court
CAMBRIDGE AVENUE	3-45, 47-53(odds only)
CANDY STREET	1-16, 18-22(evens only), 25-27, 29-41(odds only)
CARMEL AVENUE	1-3
CATTLE MARKET ROAD	3
CATTLE MARKET WAY	3
CAVENDISH COURT	All
CAVENDISH STREET	1-29, 31A, 31B, 33, 35, 35A, 38-52(evens only)
CECIL PACEY COURT	1-16
CENTURY SQUARE	1-12, 34-100
CHALLENGER WAY	16
CHANTRY CLOSE	1-16
CHARLES STREET	1-9(odds only), 10, 11-19(odds only), 21-62, 64-72(evens only)
CHARNWOOD CLOSE	1-20
CHARTWELL CLOSE	1-10
CHAUCER ROAD	96-112(evens only), 113-160, 162-186(evens only)
CHESTER ROAD	1-21
CHEYNEY COURT	1-33
CHURCH LANE	21-25(odds only)
CHURCH STREET	6
CHURCH WALK	1-13
CHURCHFIELD COURT	1-43
CHURCHFIELD ROAD	2-6, 8, 10-17, 19, 21, 27, 28-38(evens only)
CLARE ROAD	1-20, 22-26(evens only)
CLARENCE ROAD	1-46, 57-68, 69-103(odds only), 104-124(evens only), 125-336
CLEATHAM	1-98
COBBET PLACE	1-12
COBDEN AVENUE	1-12, 47-95(odds only), 104-158(evens only)
COBDEN STREET	1-40, 42-66(evens only), 82-98(evens only), 1-13 Walpole Court
COLERIDGE PLACE	1-6
COLWYN AVENUE	1-30, 32-36(evens only)
CONYGREE ROAD	2-39, 1-10 Bellamy Court
COUNCIL STREET	1-20
COWGATE	2, 19, 21, 36A, 36B, 50, 50A
CRAIG STREET	1-21, 24-52, Parkodi Court
CRAWTHORNE ROAD	1-8, 10-44(evens only), 84-88(evens only), 1-45 Cathedral Green Court
CRAWTHORNE STREET	1-30, 34-38(evens only)
CROMWELL ROAD	9-295, 297-323(odds only), 1-3 Cromwell Court
CROSS STREET	3, 9, 15, 19, 23
CROWN STREET	1-21(odds only), 22-51, 54-60(evens only), 61-66, 69-79(odds only), 80-82, 84-96(evens only), 98-108, 117-150, 152-162(evens only)
CUBITT WAY	1-55, 57-119(odds only), 120-134
DAVID CHALMERS CLOSE	1-6
DEER VALLEY ROAD	1-56
DEERLEAP	51-152
DICKENS STREET	1-99(odds only)
DOGSTHORPE GROVE	1-7, 9, 11
DOGSTHORPE ROAD	8-18(evens only), 19-63, 68-78(evens only), 79-94, 104-127, 134-185, 186-208(evens only), 209-239, 241-313(odds only), Millfield Court
DOVE GARDENS	1-7
DRYDEN ROAD	1-24, 26-40(evens only)
DUKE STREET	2-50, 52
DURHAM ROAD	1-19
DYSON CLOSE	1-7

EAGLESTHORPE	1-151
EARL SPENCER COURT	1-9(odds only), 10-55, 57-75(odds only)
EARLS CLOSE	1-45
EASTFIELD GROVE	1-30, 31-77(odds only)
EASTFIELD ROAD	2-12(evens only), 3, 15-100, 101-109(odds only), 117, 119, 133-143(odds only), 198-240(evens only), 260-278(evens only)
EASTGATE	1-15, 17-27(odds only)
EASTHOLM CLOSE	1-11(odds only)
EASTLEIGH ROAD	1-54
EDGERLEY DRAIN ROAD	2-5, Red Brick Farm Cottage
EDIS COURT	1-5
ELBORNE WAY	1-11
ELDERN	3-76
ELIZABETH COURT	1-53
ELM STREET	2-40(evens only)
EMPSON ROAD	1
ENGLISH STREET	1, Marcus House
EXETER ROAD	49-76
EYEBURY ROAD	1-11 & 21-23 Oxner Grange
EYRESCROFT	147-205
FAIRFIELD ROAD	1-3, 6, 8, 10, 13-45, 47-59(odds only)
FANE ROAD	1-7(odds only), 8-25, 27-35(odds only)
FELLOWES GARDENS	1-81
FELLOWES ROAD	1-64, 65-175(odds only)
FENGATE	37-61(odds only), 82-108(evens only), 113-129, 131, 133, 135-145, 147-169(odds only)
FENGATE CLOSE	1-34
FENGATE MOBILE HOME PARK	1, 3, 4, 6-9, 11, 14-101
FENLAKE BUSINESS CENTRE	19
FIELD WALK	1-33, 35-39(odds only)
FITZWILLIAM STREET	9, 20, 22, 28, 28A, 30, 30A
FLAG FEN ROAD	1-6, 7-29(odds only)
FLAMBOROUGH CLOSE	1-93
FLEET WAY	1-44 Maud Swift Court, Farnsworth Court
FLETTON AVENUE FLETTON	1-61, 68-78(evens only), 79-155, 163-221(odds only), Gabriel Court?
FLETTON FIELDS	1-54
FRANKLYN CRESCENT	1-50, 51-63(odds only)
GARRICK WALK	1-6
GARTON END ROAD	1, 5, 15-57(odds only)
GEDDINGTON ROAD	1-10, 12-46(evens only), 47-58
GEORGE STREET	1-40, 42, 44
GILPIN STREET	1-60, 62-84(evens only)
GLADSTONE STREET	1-400, 401-429(odds only), 431-522, 523-541(odds only), 560-632(evens only), 1-14 Rosehall Court
GLEBE ROAD	1-20, 22-77, 79-85(odds only)
GLENTON STREET	12-83, 85, 87
GLOUCESTER ROAD	1-65
GRANBY STREET	2, 4
GRANVILLE STREET	1, 11-99, 101-123(odds only)
GRAYS COURT	1-9, 11, 15, 17
GREEN LANE	1-7(odds only), 8, 9, 11-20, 22-24, 26
GREENGATE COURT	1-27
GROVE COURT	1-39
GROVE STREET	3-15
GURNARD LEYS	175-189(odds only)
HADRIANS COURT	1-93
HAMMONDS DRIVE	1-25, 26-304(evens only)
HANKEY STREET	2-30, 32-38(evens only), 39-49, 51-65(odds only)
HARRIS STREET	2-90, 92-96(evens only), 97, 98, 100-105, 107, 113-135(odds only)
HARVESTER WAY	2, 4, 7, 9, 14
HAWKSBILL WAY	146-204(evens only)
HENRY STREET	1-32, Henry Court?
HEREWARD CLOSE	1-6
HEREWARD CROSS	19
HEREWARD ROAD	1-21, 22-34(evens only)
HERLINGTON	2-19, 32-72
HERON PARK	1-64
HEXHAM COURT	1-12
HIGH STREET FLETTON	2-10(evens only), 11-49, 51-61(odds only), 62-68, 70, 72, 75-79(odds only), 81-109, 111, 117, 119, 120-152, 153-217(odds only), Brewster Cottage, Hope House
HIGHBURY STREET MILLFIELD	2-10(evens only), 11-23, 26-29, 31, 33, 36, 38, 39-53(odds only)
HUNTING AVENUE	7-37(odds only), 38-58(evens only)
HUNTLY GROVE	1-120, 122-140(evens only), 141-147, 149-153(odds only), 1-24 William Nichols Court
INGLEBOROUGH	1-18
JAMES AVENUE	1-11(odds only)
JELLINGS PLACE	1-5
JORDAN MEWS	1-7
JUBILEE STREET	1-49
KARIBA COURT	A-D Kariba Court
KEATS WAY	1-12
KEETON ROAD	8-14(evens only), 23-37(odds only)
KESTEVEN WALK	1-112, 113-161(odds only)
KIMBOLTON COURT	1-30
KING HENRY CHASE	1-36, 38-64(evens only)
KINGS ROAD	1-8
KINGSLEY ROAD	2-20, 22-30(evens only)
KIPLING COURT	1-8
KNIGHTS MEWS	1-14
LANGDYKE	1-25
LANGFORD ROAD	1-21, 23-33(odds only)
LAVINGTON GRANGE	1-77
LEIGHTON	1-66, 120-156
LEOFRIC SQUARE	10, 12, 13, 16, 20
LIMETREE AVENUE	1-42
LINCOLN ROAD	21-1051, Lincoln Gate, New England Complex, Fairfields, The Lindens, Cavell Court, University Court
LOIRE COURT	1-14

LONDON ROAD	1-27, 29, 31, 33, 34, 47-79, 84-86, 88-128(evens only)
LONG CAUSEWAY	32, 34
LYNTON ROAD	1-40, 42-76(evens only)
LYVELLY GARDENS	2-26(evens only), 27-65, 67-87(odds only)
MANOR AVENUE	1-24
MANOR HOUSE STREET	1-12, 17-21(odds only)
MEADENVALE	1-198
MELLOWS CLOSE	1-8, 10-72(evens only)
MELROSE DRIVE	1-33
MEWBURN	1-73
MIDGATE	6, 9
MILLER WAY	2-23, 24-72(evens only)
MILTON ROAD	1-45
MINSTER PRECINCTS	2-9, 11-16, 18, 22, 25-28, Ashton House, Deanery, Gardeners Cottage, Mandell House, The Garden House, The Palace, The Vineyard, William Robinson House
MIRAL COURT	1-15
MITCHELL CLOSE	1-26
MONARCH AVENUE	1-25
MONKSFIELD MEWS	2-42(evens only)
MONTAGU ROAD	1-105, 107-135(odds only)
MONUMENT STREET	1-59, 61, 61A, 68-76(evens only), Leicester House
MORRIS STREET	1-17, 19-53(odds only), Westbourne House
MOSEL WALK	1-8
MUNTIJAC CLOSE	1-15
MYRTLE HOUSE CARAVAN PARK	1-36
NENE STREET	1-6
NEW ROAD	34, 36, 73-79(odds only), 85-117, 119-149(odds only)
NEWARK ROAD	2, 4-7, 9-39(odds only), Adam Court
NORFOLK STREET	1-41
NORMAN ROAD	1-25(odds only), 27-36, 58-66(evens only), 67-95, 97-105(odds only)
NORTH BANK ROAD	1-9, 11, 13
NORTH STREET	7, 11, 13, 15, 28, 30B, 34B
NORTHFIELD ROAD	9, 11-37, 42-77
NORTON ROAD	2-23
NURSERY CLOSE	1-28
OAKLANDS	1-44
OCCUPATION ROAD	1-5
OLDBROOK	1-89
ORCHARD MEWS	1-20
ORCHARD STREET	1-71, 80-94(evens only)
OUNDLE ROAD	1, 2, 8-20(evens only), 21-83, 84-104(evens only), 131, 144-268, 270-294(evens only), The Apex, The Rectory
OUTFIELD	42-85
OXCLOSE	1-85, 119-164
OXFORD ROAD	2-12(evens only), 15-21(odds only), 22-45
OXNEY ROAD	79, 85-105(odds only), 112-156(evens only), Marriot Court, Amblewood Lodge, America Farm, America Farm Cottage
OXNEY ROAD CARAVAN PARK	1-24
PADHOLME ROAD	1-129, 131-135(odds only), 149-161(odds only), 162-185, 187-209(odds only), 210-222, 224-254(evens only)
PADHOLME ROAD EAST	318-324(evens only), 354, Low Cross House
PALACE GARDENS	1-15
PALMERS ROAD	3-4, 33-39(odds only), Ashbourne, Flag Fen View, Lyndale, Shamrock, Westonia, Windy Ridge
PALMERSTON ROAD	1-75, 77-95A(odds only), 84, 84A, 84B, 105-109(odds only), 110-191, 192-222(evens only), De Montfort Court
PARK CRESCENT	1, 3-9, 11, 17, 19, 21, 29, 31-33, 35, 37, 43
PARK LANE	1-106, 108-120(evens only)
PARK ROAD	40, 51-57(odds only), 61-62, 65, 73, 77, 79, 85, 93-99, 101-124, 125-135(odds only), 152-186(evens only), 194-195, 201-226, 227-235(odds only), 243-263(odds only), Caroline Court, Zuleika House
PARK STREET	1-4, 6, 8, 10, 14, 16-40, 42-48(evens only)
PARLIAMENT STREET	1-71
PASTON LANE	1-36
PEPPER CORN CLOSE	4 Blenheim Court
PEVERIL ROAD	2-37, 39-51(odds only)
PHOENIX CLOSE	1-10, 11-17(odds only)
PIPE LANE	1-29
POTTERS WAY	1-7(odds only), The Fengate Toll House
PRIESTGATE	25A, 28B, St James House
PRINCES GARDENS	1-11, 13-33(odds only), 36, 40-44(evens only), 53-57(odds only)
PRINCES GATE	30, Parkview Flats, Regency House
PRINCES ROAD	1-45
PRINCES STREET	1-40, 42-62(evens only), 63-86, 88-92(evens only), 91A-B, 93-103(odds only)
QUEEN STREET	Queen Street Chambers
QUEENS DRIVE WEST	1-7, 9-27(odds only), 28, 30
QUEENS GARDENS	2, 4-29
QUEENS ROAD	1-89
QUEENS WALK	2-16(evens only), 100-121, 123-127, 129-133(odds only), 147-155(odds only), 156-172, Fletton Tower
QUEENSGATE CENTRE	2, 6, 24, 27, 65, 67, 76, 97, The Almshouses
RAEDWALD COURT	1-16
RASEN COURT	1-14
RECTORY GARDENS	2, The Old Coach House
REGAL PLACE	1-73
RHINE AVENUE	1-3, 5
RIGHTWELL	1, 5, 6
ROBDEN COURT	1-6
ROBINS CLOSE	1-15
ROCK ROAD	1-17, 22-23
ROYCE ROAD	8, 11, 15, 20
RUDD CLOSE	1-10, 11-41(odds only)
RUSSELL MEWS	1-10
RUSSELL STREET	6-26(evens only), 27-33, 35-41(odds only), 48, 50-99, 100-112(evens only)
RUTLAND COURT	1-20, 22-32(evens only)
SABRE WAY	9-10

SALTMARSH	1-30, 41-77, 102-143
SARACEN WAY	6, 14
SAXON ROAD	1-54, 56-78(evens only)
SCHOOL CLOSE	1-44, 46-60(evens only)
SCOTNEY STREET	1-5, 7-11(odds only), 12-18(evens only), 19, 20, 24-51, 58, 60-89, 91, 93, 99-105 (odds only), 111-127(odds only), 131-159(odds only)
SEARJEANT STREET	1, 2, 6, 7, 9, 14-26, 28-34(evens only)
SECOND DROVE	2, 11, 20, 23, 26, 33, Bridge House
SHERWOOD AVENUE	Beech Court
SHORTFEN	1-61
SHROPSHIRE PLACE	1-19(odds only)
SILVER STREET	1-5(odds only), 6-70, 72-84(evens only)
SILVERWOOD ROAD	1-50
SOUTH STREET	1-16, 18-24(evens only), 25-40, 41-89(odds only), 88A, 91-119, 121-135(odds only)
SOUTH VIEW ROAD	1-7, 8-14(evens only), 15-65
SPRINGFIELD	All
SPRINGFIELD ROAD	5-42
ST. DAVIDS SQUARE	3, 24, 26
ST. JOHNS ROAD	1-28
ST. JOHNS STREET	36, 60, 64
ST. MARKS STREET	1-15, 40, 42, Claridge Court, Tarragon Court, St Marks Apartments
ST. MARTINS STREET	1-10, 12, 14-18, 20-56, 57-71(odds only), 72-78, 80-94(evens only), Popley Court
ST. MARYS CLOSE	1-19, 21-35(odds only)
ST. MARYS COURT	1-116 Cumberland House, Creighton House, Davys House, Dove House, Kennett House, Leeson House
ST. PAULS ROAD	1-62, 63-85(odds only), 86-108, 109-123(odds only), 124-142, 149-197(odds only)
STAGSHAW DRIVE	1-71, 73-129(odds only)
STANLEY ROAD	1-3, 5-9(odds only)
STAR CLOSE	1-4
STAR MEWS	1-42, Ivory Court
STAR ROAD	1-17(odds only), 18-20, 22-26(evens only), 27-29, 32-48(evens only), 49-57, 66-98(evens only), 106-134(evens only), 135-192, 202-210(evens only), 213-227(odds only)
STEPHENSON COURT	All
STEVERN WAY	9
STIRLING WAY	1-3 Venture Park
STONE LANE	1-12, 15-19, 20A-B 21-37, 33A-B, 39-59(odds only), Hamilton Court
STOREYS BAR ROAD	1 & 3 BRAMHALL PLACE
STRAWBERRY AVENUE	1-12
STUART COURT	1-27
STUMPACRE	103-149
SUMMERFIELD ROAD	1-9(odds only), 10-36, 38-42(evens only)
SWAIN COURT	1-16
SYMMINGTON CLOSE	1-15
TAVERNERS ROAD	1-11 (odds only), 13-17, 21-29(odds only), 35-38, 40, 42, 44-102
THE DELL	130-131
THE GLEN	1-15, 17-23(odds only)
THE MAPLES	1-24
THE SQUIRES	1-25
THISTLEMOOR ROAD	1-11(odds only), 12-55, 57-61(odds only) 62-68, 70-74(evens only), 80-122(evens only)
TITAN DRIVE	8-16
TOFTLAND	1-77
TOLLGATE	1-110
TOM LOCK COURT	1-4
TOWER COURT	1-34
TOWER STREET	28-38(evens only), 39-63, 65-75(odds only)
TOWLER STREET	2-22(evens only), 25-35(odds only), 36-40, 42, 44
TOWNSEND CLOSE	1-26
VAUGHAN WAY	1-15
VERE ROAD	3-101, 102-114(evens only)
VERGETTE STREET	1-26, 29, 30-40(evens only)
VICARAGE FARM ROAD	1, 3, 6, 7, 10, 13, 15, 16, 24, Bishopsgate House, Hytek House
VICTORIA PLACE	1-5
VICTORIA STREET	1-3, 5, 10-20(evens only)
VIERSEN PLATZ	9, 13, 16, 20, 27, Admiral House, Burlington House, Churchill House, Riverview House
VISCOUNT ROAD	2-12(evens only)
WAKE ROAD	1-26, 28, 30
WARBON AVENUE	1-25, 27-53(odds only)
WARD CLOSE	1-15
WARELEY ROAD	2
WATERGALL	66-114, 127-156
WATERLOO ROAD	1-13, 25, 27, 29-41, 48-54(evens only), 56-62
WELLINGTON STREET	109-175 (odds only), 156
WESTGATE	1, 7, 13, 18-23, 25, 33A, 62A, 62B, De Vecti House
WESTMORELAND GARDENS	1-56, 70-80(evens only)
WETHERBY WAY	1-14, 16-36(evens only)
WHALLEY STREET	1-12, 14, 16, 18, 20, 22, 24-29, 31-33, 35-46, 1-12 Welland House
WHARF ROAD	1-19, 33, 35, 37-67, 71, 73, 77, 79, 81, 83, 85, 87, 100
WHEEL YARD	27A
WHITACRE	1-68
WHITSED STREET	1-11 (odds only), 15-16, 17-21(odds only), 22-42, 44-64(evens only)
WHITTLESEY ROAD	Overland Mews, The Meadows
WILDLAKE	1-98
WILLAN COURT	1-8
WILLESDEN AVENUE	1-117
WINDMILL STREET	1, 3, 9-14, 18, 20-24, 26, 30-102(evens only), 101A-B, 102A 103-104, 106
WOODBINE STREET	1-3
WYE VALLEY ROAD	1 - 22
YORK ROAD	5, 19-31 (odds only)

Annex A – Evidence

For a council to introduce a selective licensing scheme within the city a number of criteria must be met as set down in the Housing Act 2004 and subsequent guidance documents issued by the Department of Communities and Local Government (DCLG).

“Selective Licensing in the Private Rented Sector - A Guide for Local Authorities”, published by the DCLG in March 2015 sets out the criteria for making a selective licensing scheme and suggests the type of evidence needed to support a designation.

A new general approval came into force with effect from 1 April 2015. Local authorities are now required to obtain confirmation from the Secretary of State for any selective licensing scheme which would cover more than 20% of their geographical area or that would affect more than 20% of privately rented homes in the local authority area.

Methodology

A wide range of data has been analysed to provide an objective geographical appraisal of those areas across the city which may benefit from the implementation of a Selective Licensing scheme. The criteria used to assess areas for selective licensing are set out below together with the data sources.

Low Housing Demand

- Lack of Mixed Communities – Proportion of tenure mix*
- Average House Sale Price
- Count of Empty Properties
- Count of Total Crimes
- Count of Criminal Damage
- Count of Burglary
- Count of Robbery
- Count of Theft
- Count of Vehicle Crime
- Proportion of families on Low Income.

Anti-Social Behaviour

- Lack of Mixed Communities – Proportion of tenure mix*
- Count of Total ASB
- Count of Nuisance ASB
- Count of Personal ASB
- Count of Environmental ASB
- Count of Flytipping
- Count of Rubbish Accumulations
- Count of Graffiti cleared

Housing Conditions

- Lack of Mixed Communities – Proportion of tenure mix*
- Proportion of Private Rented Sector Stock with a Category 1 hazard

- Proportion of Private Rented Sector Stock with a Category 2 hazard
- Count of Housing Complaints

Migration

- Lack of Mixed Communities – Proportion of tenure mix*
- Count of Population change between 2011 to 2013
- Count of New build Completions

Deprivation – 2015 Indices of Multiple Deprivation

- Lack of Mixed Communities – Proportion of tenure mix*
- Overall Deprivation score
- Employment Deprivation score
- Income Deprivation score
- Health Deprivation score
- Access to Education, Training and Other Services score
- Indoors Sub Domain score
- Living Environment score
- Levels of Crime score

Crime

- Lack of Mixed Communities – Proportion of tenure mix*
- Count of Total crime
- Count of Criminal Damage
- Count of Burglary
- Count of Robbery
- Count of Theft
- Count of Vehicle Crime
- Rate of Crime per 1000 population
- % Comparison to National Average

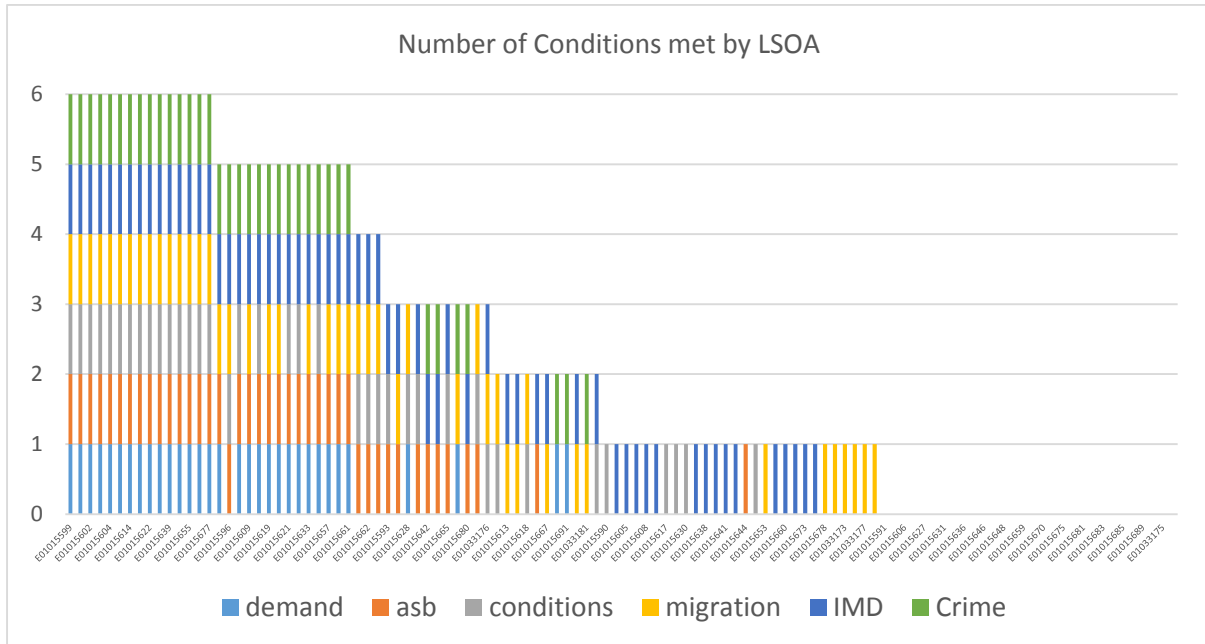
Areas proposed for Selective Licensing must also have a high level of private rented housing. The criteria used to demonstrate a ‘high level’ is for an area to have above average levels. Average levels are 19% thus any area above 19% can be considered.

Data has been analysed to Lower Super Output Areas (LSOAs) geographies, which average approximately 1,500 residents and are defined by the Office of National Statistics. Peterborough has 112 Lower Super Output Areas.

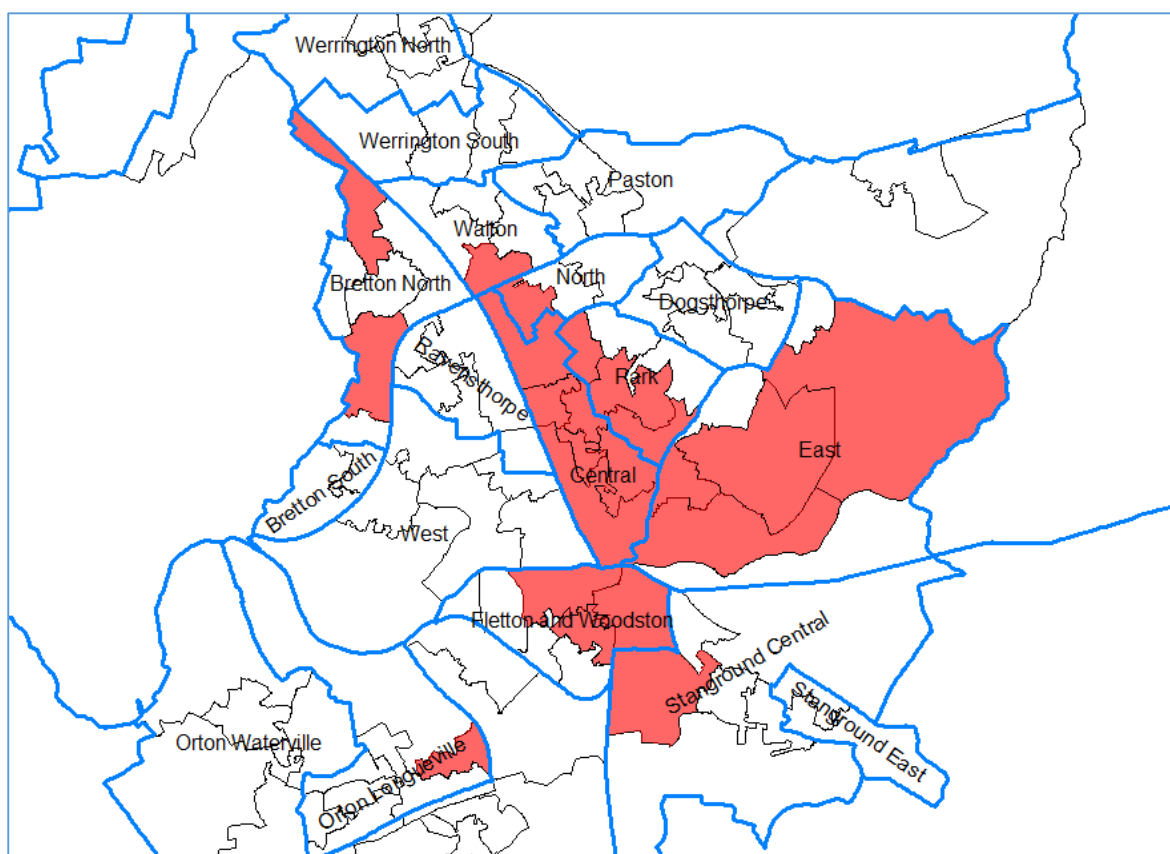
Peterborough currently has 24 electoral wards which are further divided into LSOAs, with the larger urban wards in Peterborough containing up to seven LSOAs.

The average across all LSOAs for each condition was calculated and acts as the benchmark value around which all other values are indexed. An index score was established for each LSOA across each component within all six conditions. Analysis was then conducted to identify those LSOAs which were

above the Peterborough average for each condition. A total of 22 LSOA's across the city met 5 or more of the conditions to be considered for a selective licensing scheme and were above the 19% threshold of private rented stock within the area.



As the map below clearly demonstrates, there are four potential schemes, one consisting of 19 adjoining LSOAs, mainly centred around the wards of Central, North, Park, East and Fletton & Woodston, including an element of Stanground Central; three others, two of which are in Bretton North and one in Orton Longueville.



The proposed areas cover 1637 hectares which is 4.8% of the city's geographical area (34,343 hectares).

A total of 37.9% of the Citywide Private Rented Stock is contained within the areas shaded red. The total number of privately rented properties across the 22 LSOA's being considered for selective licensing is 6205.

The city of Peterborough has 188,373 residents¹ and 82,401 dwellings², which is an increase from the 2011 Census data which recorded 183,631 residents and 74,023 dwellings³.

¹ ONS 2013 Mid term population estimates

² BRE House Condition Report data 2015

³ Census 2011

Low housing demand

When deciding if an area is suffering from, or likely to become, an area of low housing demand, the local housing authority should consider the value of residential properties in comparison to the value of similar properties in other areas which the authority considers to be comparable.

The Land Registry sold house prices between September 2012 and July 2015 showed that the average sold prices in Peterborough was £157,211. The average selling price across the 22 super lower output areas being considered for selective licensing was £130,021, the lowest being in the central area at £92,051. In comparison the average house sold price in west ward was £206,429 and in Hampton £178,847. In Stanground Central the proposed area showed that houses sold for an average of £120,584 compared with the rest of Stanground Central with an average selling price of £142,970. The two proposed areas of Bretton showed average sold prices of £112,555 and £127,634 compared to an average for the rest of Bretton north £126,377.

When there is a lack of mixed communities and/or a high turnover of occupants within an area it is difficult to build strong and supportive communities and people are more likely to have less pride and interest in their neighbourhoods. A lack of mixed communities in terms of tenure is an indication of an area suffering or likely to suffer from low demand.

The table below shows the number of dwellings in each LSOA as well as the number of those dwellings which are privately rented (PRS). Where the % of privately rented properties is higher than the city average this indicates a lack of mixed communities. The remaining dwellings in the areas are made up of owner occupied and social housing.

LSOA	WARD	TOTAL DWELLING COUNT	Number Private Rented Properties (PRS)	% PRS
E01015594	Bretton North	818	170	20.8%
E01015596	Bretton North	646	163	25.2%
E01015599	Central	782	324	41.4%
E01015600	Central	612	202	33.0%
E01015601	Central	608	190	31.3%
E01015602	Central	1045	593	56.7%
E01015603	Central	890	401	45.1%
E01015604	Central	549	161	29.3%
E01015611	East	1073	241	22.5%
E01015612	East	1027	411	40.0%
E01015614	East	922	351	38.1%
E01015616	East	726	149	20.5%
E01015621	Fletton and Woodston	1078	409	37.9%
E01015622	Fletton and Woodston	1187	388	32.7%
E01015624	Fletton and Woodston	850	244	28.7%

E01015632	North	774	258	33.3%
E01015639	Orton Longueville	730	155	21.2%
E01015652	Park	624	218	34.9%
E01015654	Park	1051	324	30.8%
E01015655	Park	962	434	45.1%
E01015668	Stanground Central	986	264	26.8%
E01015677	Walton	541	155	28.7%

The city's total housing stock is 82,401, of which 60.4% are owner occupied, 19.7% are social housing and 19.8% are privately rented.

Within the 22 LSOA's considered for selective licensing 32.9% of the housing stock is privately rented. The highest LSOA being in Central at 56.7%, the average of Central ward being 39.5% privately rented. The second highest area being in Park ward with 45.1%. In comparison Hampton's private rented properties total 25.4% of the area, and the West ward with 15.5%.

Across the city there are currently 540 long term empty properties. Within the 22 LSOAs proposed for selective licensing 43.5% (235) of the city's empty properties can be found. The highest number can be found in Park ward with 38 empty properties followed by Stanground Central ward with 24. Central ward has 64 empty properties.

Empty homes are often magnets for ASB, arson, squatting and have a knock on effect to surrounding properties, lowering house prices and generally making the area a less desirable place to live. They can be a visual reminder of the need for social, economic and environmental regeneration of an area.

The council should also consider the impact of the rented sector in the local community, for example poor property conditions, anti-social behaviour and criminal activity.

Within the last 12 months, across Peterborough there was a total of 15,074 recorded crimes (13,213 excluding the city centre). Of the citywide count 6,883 (45.7%) were within the 22 LSOA's which make up the proposed licensing areas (5,022 totalling 38% excluding the city centre), the highest being record in Central ward which contributed 1,710 of the total crimes recorded which is 12.9% of the citywide total, 41.7% of the dwellings in Central ward are privately rented. The proposed LSOA's in the East ward contributed 948 crimes which is 7.14% of the city total.

Ten separate criteria were used to demonstrate low housing demand and applied to all of the 112 lower super output areas across the city. Of the 22 LSOA's identified as meeting the overall criteria for Selective Licensing 21 met the low housing demand threshold. Each of the LSOA's was ranked within the low housing demand condition. Across the city the 22 LSOA's are shown with their index rank below

Isoa	ward	LOW HOUSING DEMAND INDEX RANK
E01015599	Central	1
E01015602	Central	2
E01015654	Park	3
E01015603	Central	4
E01015611	East	5
E01015612	East	6
E01015655	Park	7
E01015622	Fletton and Woodston	8
E01015594	Bretton North	9
E01015652	Park	10
E01015621	Fletton and Woodston	11
E01015668	Stanground Central	12
E01015601	Central	13
E01015632	North	14
E01015616	East	15
E01015604	Central	16
E01015677	Walton	17
E01015624	Fletton and Woodston	18
E01015600	Central	20
E01015639	Orton Longueville	24
E01015614	East	28
E01015596	Bretton North	34

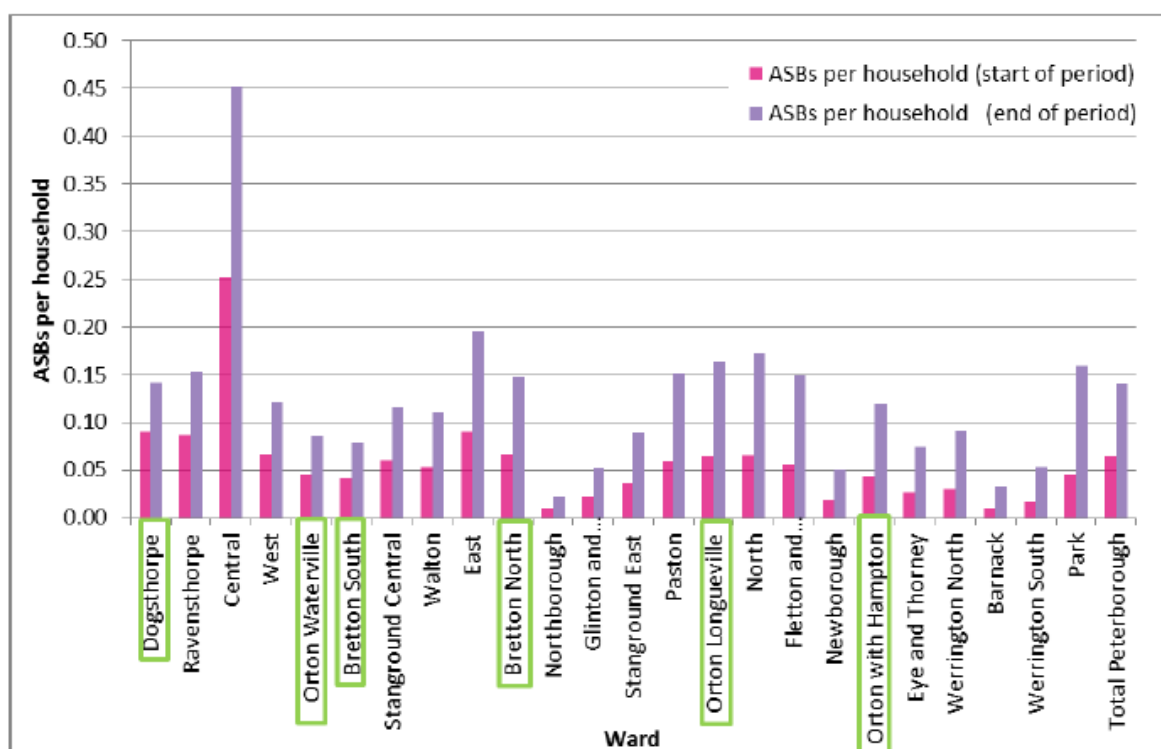
Anti-social Behaviour

When deciding whether areas are suffering from anti-social behaviour which a landlord should address, regard must be given as to whether the behaviour is being conducted within the curtilage of the rented property or in its immediate vicinity and include acts of: intimidation and harassment of tenants or neighbours; noise, rowdy and nuisance behaviour affecting persons living in or visiting the vicinity; animal related problems; vehicle related nuisance; illegal drug taking or dealing; graffiti and fly posting; litter and waste within the curtilage of the property.

The BRE Stock Modelling report 2015⁴ showed the change in rates of ASB per household (regardless of tenure) between 2001 and 2004 as the start period and 2011 to 2014 as the end period. All of the wards containing the 22 LSOAS being considered for selective licensing have ASB higher than the Peterborough average and large percentage changes. The wards with the highest percentage changes are Central and Park.

⁴ BRE House Condition Report data 2015

Figure 19: All households – change in ASBs per household over time (ordered by % change)



Within the last 12 months to end August 2015 there were 8330 anti-social behaviour incidents recorded by Cambridgeshire Police within the city. Of those 3218 occurred within the 22 LSOA's which is 38.6% of the overall total.

The average reported number of ASB incidents across each of the city's 112 LSOA's is 74. Within the 22 proposed LSOA's the average increases to 146 per LSOA. This highest being in the Central ward LSOA's, with 333 incidents and where 41.7% of the dwellings are privately rented, followed by an LSOA in East ward with 191 incidents reported, where 30.8% of the dwellings are privately rented.

Anti-social behaviour can be broken down into three key components: nuisance, personal and environmental. Higher proportions of both personal and environmental ASB occurred within the proposed areas.

- Personal - ASB that is targeted at an individual or group rather than the wider community. The LSOA of Orton Malborne which is in the Orton Longueville ward in which 21.2% of the dwellings are privately rented suffers from the highest level of personal ASB with 75 incidents recorded within the year. The citywide LSOA average for this criteria is 20 incidents – 17 of the identified LSOAs are in excess of this rate.
- Environmental – ASB that targets the wider environment such as fly tipping, noise, criminal damage. 36% of all the city's environmental ASB falls within the proposed licensing areas. For the 22 LSOA's considered for selective licensing the average number of reported incidents is 12 per LSOA. Areas within the Central and East wards are significantly higher than the city average contributing 44 incidents per LSOA.

Within the last 12 months there have been 2913 reported incidents of fly tipping reported through the 'My Peterborough' app of which 35.3% (1028) is from within the proposed areas, the highest

number being reported in East ward. Similarly there were 976 rubbish accumulations reported to the council citywide with 46% (449) coming from the proposed areas, with the worst levels being reported in Central ward which had over 20% of the total city's reported rubbish accumulations. The private rented properties across the LSOAs in East equate to 30.8% and across the LSOA's in Central equate to 41.7% of all dwellings. Geographically Central ward covers less than 1% of the City's area.

Ten separate criteria were used to demonstrate crime and ASB and applied to all of the 112 lower super output areas across the city. All of the 22 LSOA's were identified as meeting the overall criteria for the Selective licensing ASB threshold. Each of the LSOA's was ranked within the ASB condition. Across the city the 22 LSOA's are shown with their index rank below

Isa	ward	CRIME & ASB INDEX RANK
E01015599	Central	1
E01015602	Central	2
E01015654	Park	3
E01015611	East	4
E01015603	Central	5
E01015612	East	6
E01015639	Orton Longueville	7
E01015594	Bretton North	8
E01015616	East	9
E01015622	Fletton and Woodston	10
E01015655	Park	12
E01015621	Fletton and Woodston	15
E01015601	Central	17
E01015632	North	22
E01015652	Park	24
E01015600	Central	26
E01015596	Bretton North	27
E01015624	Fletton and Woodston	29
E01015668	Stanground Central	31
E01015614	East	33
E01015604	Central	37
E01015677	Walton	42

Poor Property Conditions

The local authority should consider poor property conditions including the age and visual appearance of the properties.

In 2014 Peterborough City Council commissioned BRE to undertake a series of modelling exercises on their housing stock. This report describes the modelling work and provides details of the results obtained from the dwelling level model and database. The database is also provided to the council to enable them to obtain specific information whenever required.

This current report covers the BRE Integrated Dwelling Level Stock Models and Database. Peterborough City Council provided Energy Performance Certificate (EPC), Local Land and Property Gazetteer (LLPG) and vacant properties data and as a result 34,259 addresses have had their inputted energy characteristics replaced with observed characteristics from the EPC data for the purposes of the energy model.

The stock models and database provide the council with dwelling level information on various key housing indicators, focussing on private sector housing. The key indicators provide Peterborough with detailed information on the likely condition of the stock and the geographical distribution of properties of interest. These properties are likely to be suitable targets for energy efficiency improvements or other forms of intervention, such as mitigating Housing Health and Safety Rating System (HHSRS) hazards.

The key indicators and other information are derived from the Housing Stock Database which is made up of a series of Dwelling Level Stock Models. The BRE dwelling level stock models have been used for many years to provide key housing indicators to local authorities. The most recent 2014 models have been updated to make use of the results of the 2011 English Housing Survey (EHS) and additionally now incorporate a technique known as geomodelling which makes use of Ordnance Survey (OS) data. The models also make significant use of the Experian UK Consumer Dynamics Database of dwelling and household indicators as inputs to the models.

The main aims of the BRE report were to provide estimates of:

- The percentage of dwellings meeting each of the key indicators for Peterborough overall and broken down by tenure and then mapped by COA (private sector stock only)
- Information relating to LAHS reporting for the private sector stock - category 1 hazards and HMOs, plus information on EPC ratings
- The basic Green Deal variables for the private sector stock (wall and loft insulation)
- Energy efficiency variables
Potential energy/carbon savings through improvement scenarios
- Changes in tenure of the private housing stock and incidents of anti-social behaviour (ASB)
- Overcrowding
- Vacant properties
- Demand for handyperson services⁵

⁵ BRE Housing Condition Report 2015

Estimates of the percentage of dwellings meeting the key indicator criteria assessed by the housing stock models and database for all stock and private sector stock – Peterborough compared to East of England and England (EHS 2011)



Poor property conditions are assessed under the Housing Act 2004 using the Housing Health and Safety Rating System to carry out statistical based risk assessments on dwellings. It focuses on identifying and tackling the hazards that are most likely to be present in housing and most likely to impact on the health and wellbeing of the occupants. Its intention is to make homes healthier and safer to live in.

The system considers 29 separate hazards relating to:

- Dampness, excess cold/heat
- Pollutants e.g. asbestos, carbon monoxide, lead
- Lack of space, security or lighting, or excessive noise
- Poor hygiene, sanitation, water supply
- Accidents - falls, electric shocks, fires, burns, scalds
- Collisions, explosions, structural collapse

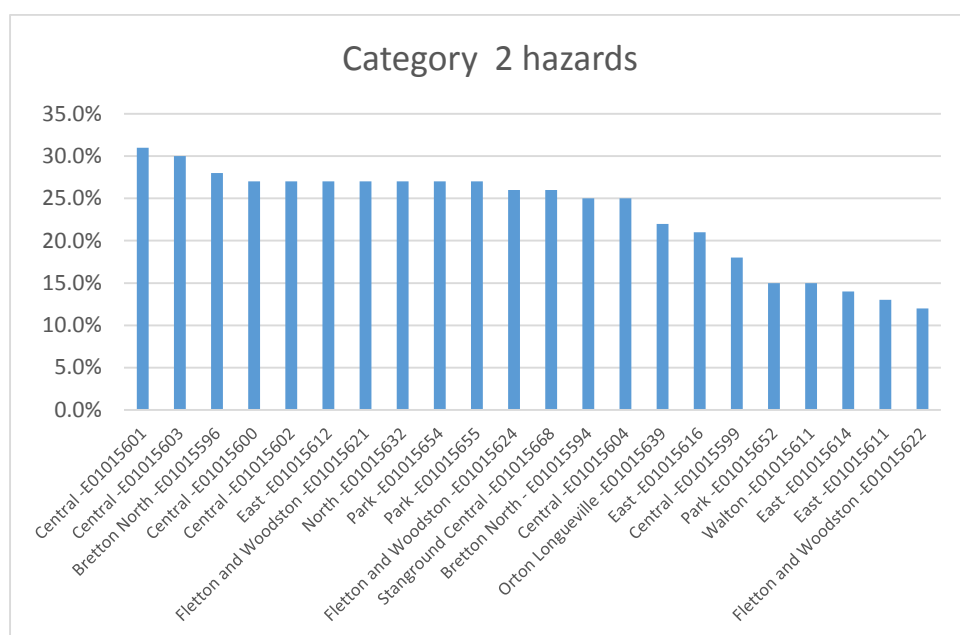
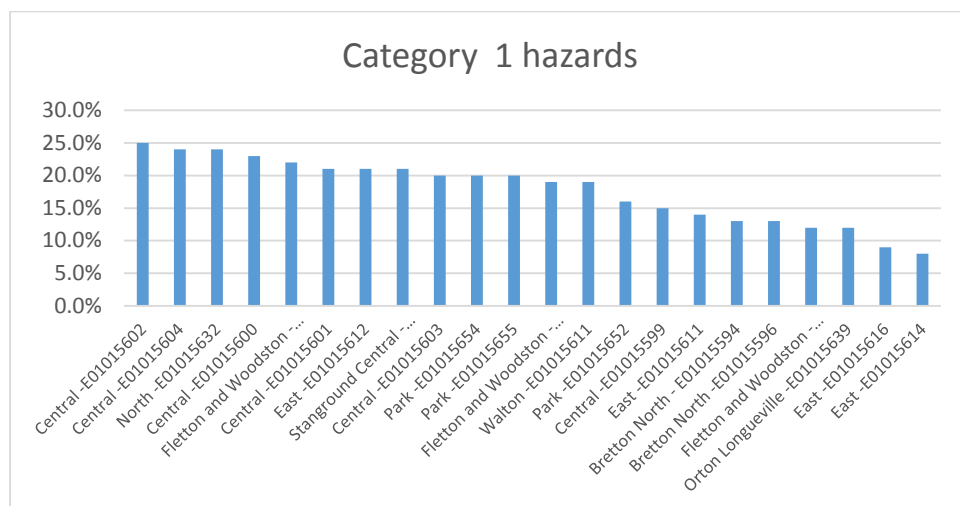
Each hazard is assessed separately, and if judged to be 'serious', with a 'high score', is deemed to be a **category 1 hazard**. All other hazards are called **category 2 hazards**.

A risk assessment looks at the likelihood of an incident arising from the condition of the property and the likely harmful outcome. If a local authority discovers category 1 hazards in a home, it has a duty to take the most appropriate action.

Within the proposed licensing areas just under 1 in 5 of all private rented properties has at least one category one hazard and just under 1 in 4 privately rented properties has one or more category two hazards.

In the proposed selective licensing areas there are approximately 6205 privately rented properties, therefore 1,104 privately renting households are living in a property with at least 1 category one hazard and 1430 privately renting households are living in a property with at least 1 category two hazard.

The graphs below show the percentage of privately rented properties in each of the LSOA's being considered for selective licensing that have category one and category two hazards.



Consideration should also be given to where, following a review of housing conditions under section 3(1) of the Housing Act 2004, the authority considers a significant number of properties in the private rented sector need to be inspected in order to determine whether any of those properties contain category 1 or 2 hazards.

Within the last 12 months 987 complaints have been received by the city council relating to conditions within the privately rented properties citywide. Of those complaints 485 were about properties within the 22 LSOA's proposed for selective licensing equating to 49%. Across the area this equates to an average of 22 per LSOA compared with a city wide average of 8 complaints per LSOA. Of the 485 complaints 202 were about properties within the Central ward, where there are approximately 1871 properties which are privately rented followed by LSOAs in East with 79 complaints and where 1152 properties are privately rented. The LSOAs in Park ward totalled 88 complaints, where 976 properties are privately rented, and the LSOAs in Fletton and Woodston totalled 42 complaints and 1041 of the properties are privately rented.

It is a requirement under the Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regulations 2012 for all properties that are rented to have a valid energy performance certificate to be made available to tenants prior to entering into a contract to rent the property, so that tenants are able to make informed choices about the likely costs of heating their homes and the affordability before they are tied into a contract. Since August 2013 there have been 180 notices served on landlords across the city for renting out properties without a valid certificate. 118 of these notices were served for properties within the LSOAs in the Central and East wards of the city.

Since August 2013 the council has served 117 notices on landlords who have failed to address poor housing conditions voluntarily with advice and support from the housing enforcement team. These notices were served to address a whole range of issues from a single hazard relating to reducing overcrowding or lack of heating and hot water to prohibiting whole properties due to the level of hazards and amount of work required to make them suitable being unreasonable or unable to be carried out.

The table below shows the details of landlords and letting agents who have been prosecuted by the local authority for failure to comply with housing legislation. All have been within the 22 LSOA's that are being considered for selective licensing.

Property	Defendant	Offence	Outcome	Fine
63 Brighthurst, Orton Goldhay	Matthew CANHAM	Fail to comply with Notice S235 of Housing Act 2004	Guilty	£500.00
		Fail to comply with Housing Improvement Notice S11 Housing Act 2004	Guilty	£500.00
The Lindens, 10/10A Limetree Avenue, PE1 2NS	Shahnawaz LAL	Fail to licence HMO & Breach of Regulations S234	Guilty	£7,000.00
95 Bishops Road, PE7 8JG	Katie AMPS	Breach of Management Regulations	Guilty	£300.00
66 Russell Street, PE1 2BJ	Smart Move (Peterborough) Limited	Fail to comply with Notice S235 of Housing Act 2004	Guilty	£500.00
204 Cromwell Road, PE1 2HG	Mohammed KHUBAIB & Maroof HUSSAIN	Fail to licence HMO	Guilty	£2,250.00
	Maroof HUSSAIN	Fail to comply with S235 Notice	Guilty	£1,250.00
44 Silverwood, PE1 2JF	Zaffer BASHIR	Fail to comply S235 Notice & Provide false or misleading information	Guilty	£300.00
53 Stone Lane, PE1 3BN	Kevin LARGE	Fail to comply with Notice S235 of Housing Act 2004	Guilty	£200.00

		Breach of Management Regulations	Guilty	£250.00
		Fail to Licence HMO	Guilty	£500.00
145 Lincoln Road, PE1 2JB	Haris Properties Ltd & Shahnawaz LAL & Mohammed YAQOOB	Fail to licence HMO	Guilty	£2,000.00
	Haris Properties Ltd & Shahnawaz LAL	FTC S235 Notice	Guilty	Incl above
196 Dogsthorpe Rd	Mohammed Mahboob YOUSAF	S80 (FTC S79(1))	Guilty	£850.00
		Fail to comply with Improvement Notices S11 Housing Act 2004	Guilty	£1,500.00
		Fail to comply with Improvement Notices S11 & S12 Housing Act 2004	Guilty	Incl above

Four separate criteria were used to demonstrate housing conditions and applied to all of the 112 lower super output areas across the city. Of the 22 LSOA's identified as meeting the overall criteria for Selective licensing 21 met the housing conditions demand threshold. Each of the LSOA's was ranked within the low housing demand condition. Across the city the 22 LSOA's are shown with their index rank below:

Isa	ward	HOUSING CONDITIONS INDEX RANK
E01015602	Central	1
E01015603	Central	2
E01015612	East	3
E01015655	Park	4
E01015654	Park	5
E01015599	Central	6
E01015600	Central	8
E01015601	Central	9
E01015632	North	10
E01015621	Fletton and Woodston	11
E01015622	Fletton and Woodston	13
E01015652	Park	14
E01015624	Fletton and Woodston	16
E01015668	Stanground Central	17
E01015614	East	21
E01015604	Central	22
E01015611	East	29
E01015677	Walton	30
E01015596	Bretton North	31
E01015616	East	37
E01015639	Orton Longueville	38
E01015594	Bretton North	44

High Levels of Migration

A designation can be made to preserve or improve the economic conditions of areas to which migrants have moved and ensure people (including migrants) occupying private rented properties do not live in poorly managed housing or unacceptable conditions.

Robustly establishing the impact of migration on an area is challenging. There are limited sources of accurate data that can be utilised, however, there are certain sources that can provide indicative information. The 2011 census provided population counts across all LSOAs in the city, this information, coupled with the recently released 2013 mid-term population estimates allowed for analysis to be conducted to identify those areas that had a numerical change.

Planned population growth could be deemed as where housing development has occurred and population numbers understandably increase. Unplanned population growth is where population increases have been noticed, though without dwellings being built to accommodate this growth. With this in mind, the population change across each LSOA was compared against the number of new build completions spanning the same time period.

It could be assumed that if an area has had an increase in population, and little to no housing being built, these new residents are either taking up existing empty properties or the housing composition dynamics have change to accommodate them.

Over the 10 years between the 2001 and 2011 census the proposed areas have experienced a relatively large increase in the size of the population. 2001 Census showed a combined population of 33,202, this increased by over 9000 people to 42,233. These increases have been assisted by the increased population of White Other ethnic groups – evidence from the 2011 census shows that across the selected 22 LSOAs, 70% of White Other Ethnicities live in Private Rented accommodation. This increases to almost 80% across the Central ward.

Three separate criteria were used to assess the impact of migration and applied to all of the 112 LSOAs across the city. Of the 22 LSOA’s identified as meeting the overall criteria for Selective licensing 17 met the migration threshold. Each of the LSOAs was ranked within the migration condition. Across the city the 22 LSOA’s are shown with their index rank below:

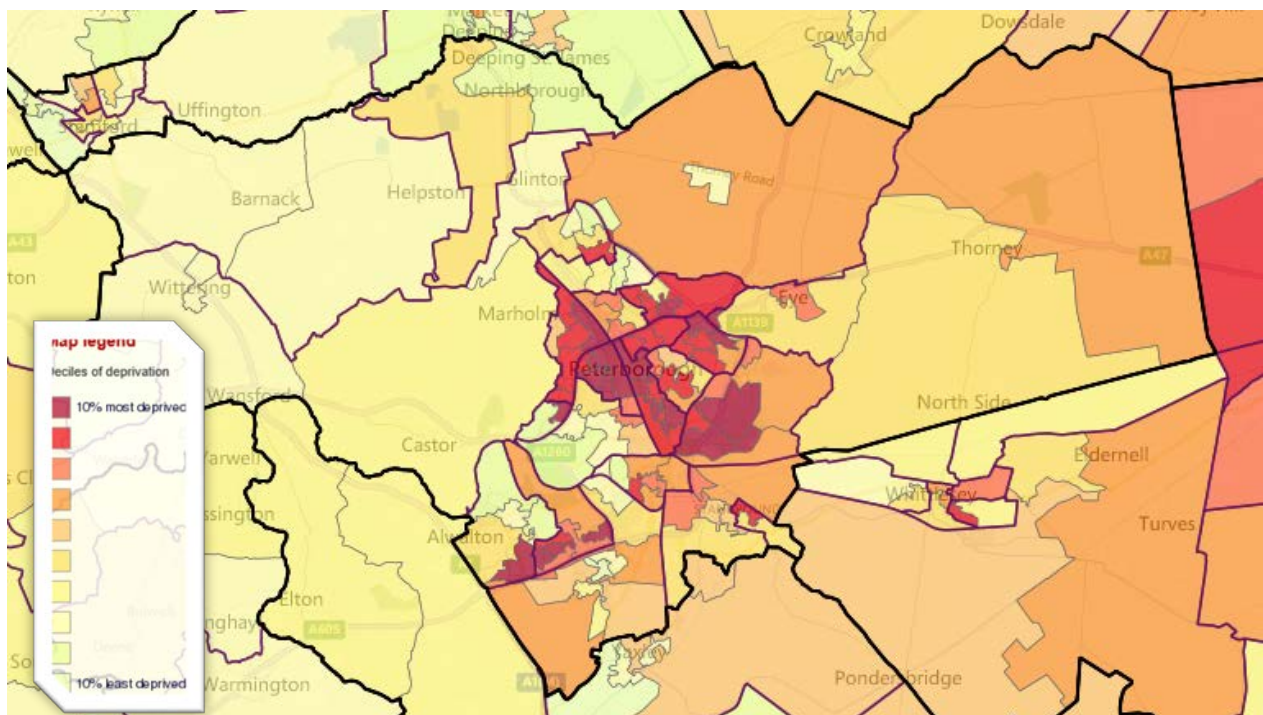
lsoa	ward	MIGRATION CONDITIONS INDEX RANK
E01015603	Central	4
E01015612	East	5
E01015652	Park	7
E01015602	Central	11
E01015594	Bretton North	12
E01015622	Fletton and Woodston	13
E01015616	East	15
E01015599	Central	18
E01015614	East	25
E01015596	Bretton North	27
E01015600	Central	28
E01015668	Stanground Central	30
E01015639	Orton Longueville	31
E01015632	North	38
E01015604	Central	39
E01015655	Park	41
E01015677	Walton	43
E01015624	Fletton and Woodston	50

E01015654	Park	52
E01015621	Fletton and Woodston	90
E01015611	East	107
E01015601	Central	109

High Levels of Deprivation

In deciding whether the authority considers the areas to be suffering from high levels of deprivation the authority should consider the English Indices of Deprivation 2015, provided by the Department for Communities and Local Government in comparison to other similar neighbourhoods in the area or within the region.

This data measures overall multiple deprivation experienced by persons living in geographical areas at LSOA levels. Each LSOA in England is ranked according to its level of deprivation relative to that of other areas. There are multiple domains and sub-domains that make up the overall deprivation level. Peterborough ranks 58th most deprived out of the 327 local authority areas in England.



<http://dclgapps.communities.gov.uk/imd/idmap.html>

There are clearly areas within the city that rank in the top 10% most deprived LSOAs nationally and others that rank in the bottom 10%. The table below shows the national ranking of each LSOA within the proposed licensing areas. (1 = top 10% - 10 = bottom 10%) for each criteria.

LSOA code (2011)		Index of Multiple Deprivation (IMD) Decile ↓ here 1 is most deprived 10% of LSOAs	Income Decile (where 1 is most deprived ↓ % of LSOAs)	Employment Decile (where 1 is most ↓ deprived 10% of LSOAs)	Education, Skills and Training Decile (where ↓ 5 most deprived 10% of LSOAs)	Health Deprivation and Disability Decile ↓ here 1 is most deprived 10% of LSOAs	Crime Decile (where 1 is most deprived 10% ↓ LSOAs)	Barriers to Housing and Services Decile ↓ here 1 is most deprived 10% of LSOAs)	Living Environment Decile (where 1 is most ↓ deprived 10% of LSOAs)	Income Deprivation Affecting Children Index (IDACI) Decile (where 1 is most ↓ deprived 10% of LSOAs)	Income Deprivation Affecting Older People (IDAOPI) Decile (where 1 is most deprived ↓ % of LSOAs)	Children and Young People Sub-domain Decile (where 1 is most deprived 10% of ↓ LSOAs)	Adult Skills Sub-domain Decile (where 1 is ↓ 5st deprived 10% of LSOAs)	Geographical Barriers Sub-domain Decile ↓ here 1 is most deprived 10% of LSOAs)	Wider Barriers Sub-domain Decile (where 1 ↓ most deprived 10% of LSOAs)	Indoors Sub-domain Decile (where 1 is most ↓ deprived 10% of LSOAs)	Outdoors Sub-domain Decile (where 1 is ↓ 5st deprived 10% of LSOAs)		
E01015594	Bretton North	2	3	2	2	2	1	4	8	3	4	1	3	5	3	9	4		
E01015596	Bretton North	2	2	2	1	3	6	1	9	2	3	1	1	2	2	2	6		
E01015599	Central	2	2	3	1	2	1	3	2	3	1	2	1	9	1	3	2		
E01015600	Central	1	2	2	1	2	2	3	2	3	1	1	1	10	1	3	1		
E01015601	Central	2	2	3	1	3	2	3	2	3	1	2	1	10	1	3	1		
E01015602	Central	1	2	2	1	2	1	4	1	2	4	1	2	9	2	1	1		
E01015603	Central	1	2	2	1	2	1	3	1	2	2	1	1	8	2	2	1		
E01015604	Central	1	2	2	1	2	2	3	3	3	1	1	1	10	1	4	2		
E01015611	East	1	1	2	1	2	2	3	4	1	1	1	1	5	2	4	3		
E01015612	East	2	2	2	1	2	1	3	2	2	1	1	2	7	2	2	2		
E01015614	East	4	3	4	3	4	5	3	5	3	3	3	3	4	3	5	4		
E01015616	East	1	1	2	1	2	6	3	8	1	1	1	1	9	1	8	5		
E01015621	Orton and Woods	4	4	5	4	5	2	4	2	4	6	4	5	5	3	3	1		
E01015622	Orton and Woods	4	4	4	5	4	2	5	5	4	3	5	6	5	4	6	2		
E01015624	Orton and Woods	3	4	4	4	3	2	6	2	4	5	3	5	5	4	2	2		
E01015632	North	2	2	2	1	4	1	5	2	2	2	1	1	9	2	3	2		
E01015639	Orton Longueville	1	1	1	1	1	2	1	7	1	2	1	1	3	2	9	3		
E01015652	Park	3	4	4	1	4	2	6	2	4	3	2	1	9	2	3	1		
E01015654	Park	2	2	3	3	2	1	5	2	3	3	3	2	10	2	2	2		
E01015655	Park	4	5	5	5	4	2	7	2	5	5	6	5	9	3	3	1		
E01015668	Stanground Central	3	2	3	2	2	5	7	3	2	2	1	4	10	3	2	4		
E01015677	Walton	3	3	3	2	3	2	8	1	2	5	1	3	10	4	1	2		
						1	2	3	4	5	6	7	8	9	10				
						1-10% most deprived Nationally						90-100% least deprived Nationally							

The average income of households - The Income Deprivation Domain measures the proportion of the population in an area experiencing deprivation relating to low income. The definition of low income used includes both those people that are out-of-work, and those that are in work but who have low earnings. Within the proposed areas 2 of the LSOAs in East ward and Orton Malborne within the Orton Longueville ward fall within the top 10% nationally and all of Central ward, North ward and part of East ward fall within the top 20% nationally.

The employment status of adults - The employment deprivation of adults is calculated by looking at claimants of benefit including Job Seekers Allowance, Employment Support Allowance, Invalidity Benefit, Severe Disablement Allowance, and Carer’s Allowance. Within the proposed areas Orton Malborne (within the Orton Longueville ward) falls within the top 10% nationally and Bretton, most of Central, East, North, Stanground and Walton all fall within the top 20%.

The health of households - The Health Deprivation and Disability Domain measures the risk of premature death and the impairment of quality of life through poor physical or mental health. The domain measures morbidity, disability and premature mortality but not aspects of behaviour or environment that may be predictive of future health deprivation. Within the proposed areas Orton Malborne falls within the top 10% nationally, Stanground, part of Park and most of Central and East areas fall within the top 20% nationally.

The availability and ease of access to education, training and other services for households - The Education, Skills and Training Domain measures the lack of attainment and skills in the local population. The indicators fall into two sub-domains: one relating to children and young people and one relating to adult skills. These two sub-domains are designed to reflect the ‘flow’ and ‘stock’ of educational disadvantage within an area respectively. That is, the ‘children and young people’ sub-

domain measures the attainment of qualifications and associated measures ('flow'), while the 'skills' sub-domain measures the lack of qualifications in the resident working-age adult population ('stock'). Of the proposed areas 11 LSOAs fall within the top 10% nationally, predominantly within Central and East areas with Bretton, Stanground and Walton falling within the top 20% nationally.

The Living Environment Deprivation Domain measures the quality of the local environment. The indicators fall into two sub-domains. The 'indoors' living environment measures the quality of housing; i.e the proportion of houses that do not have central heating and the proportion of social and private homes that fail to meet the Decent Homes standard. Within our proposed areas the Central and East areas fall within the top 30% nationally, as do Orton Malborne, Park and the Bretton North areas. The BRE Housing Stock condition report 2015 showed the housing stock by tenure with the percentage of properties and the related hazards, fuel poverty, and disrepair along with information regarding low income households.

Indicator		Private Sector Stock				Social Stock	
		Owner occupied		Private Rented			
		No.	%	No.	%	No.	%
Number of Dwellings		49,804	~	16,353	~	16,244	~
HHSRS category 1 hazards	All hazards	5435	11%	2430	15%	1015	6%
	Excess Cold	1761	4%	710	4%	287	2%
	Fall Hazards	4718	9%	2225	14%	730	4%
Disrepair		1159	2%	841	5%	148	1%
Fuel Poverty (10%)		5302	11%	2856	17%	1330	8%
Fuel Poverty (Low income/High Cost)		2776	6%	4486	27%	994	6%
Low income households		10559	21%	6664	41%	12374	76%
HHSRS category 2 hazards		7583	15%	3515	21%	1680	10%

Ten separate criteria were used to demonstrate deprivation and applied to all of the 112 lower super output areas across the city. Of the 22 LSOAs identified as meeting the overall criteria for Selective licensing all 22 met the deprivation threshold. Each of the LSOAs was ranked within the low housing demand condition. Across the city the 22 LSOAs are shown with their index rank below

Isa	ward	IMD INDEX RANK
E01015602	Central	1
E01015603	Central	2
E01015612	East	4
E01015639	Orton Longueville	6
E01015599	Central	9
E01015654	Park	12
E01015594	Bretton North	14
E01015632	North	15
E01015600	Central	17
E01015604	Central	18

E01015611	East	21
E01015601	Central	25
E01015655	Park	32
E01015622	Fletton and Woodston	33
E01015616	East	36
E01015652	Park	41
E01015621	Fletton and Woodston	42
E01015624	Fletton and Woodston	45
E01015677	Walton	48
E01015596	Bretton North	49
E01015668	Stanground Central	51
E01015614	East	61

High Levels of Crime

When considering whether areas suffer from high levels of crime a local authority may wish to have regard to whether the area has displayed a noticeable increase in crime over a relatively short period, whether the crime rate in the area is significantly higher than in other parts of the local authority area or that the crime rate is higher than the national average. In particular the local authority may want to consider whether the impact of crime in the areas affects the local community and the extent to which a selective licensing scheme can address the problems.

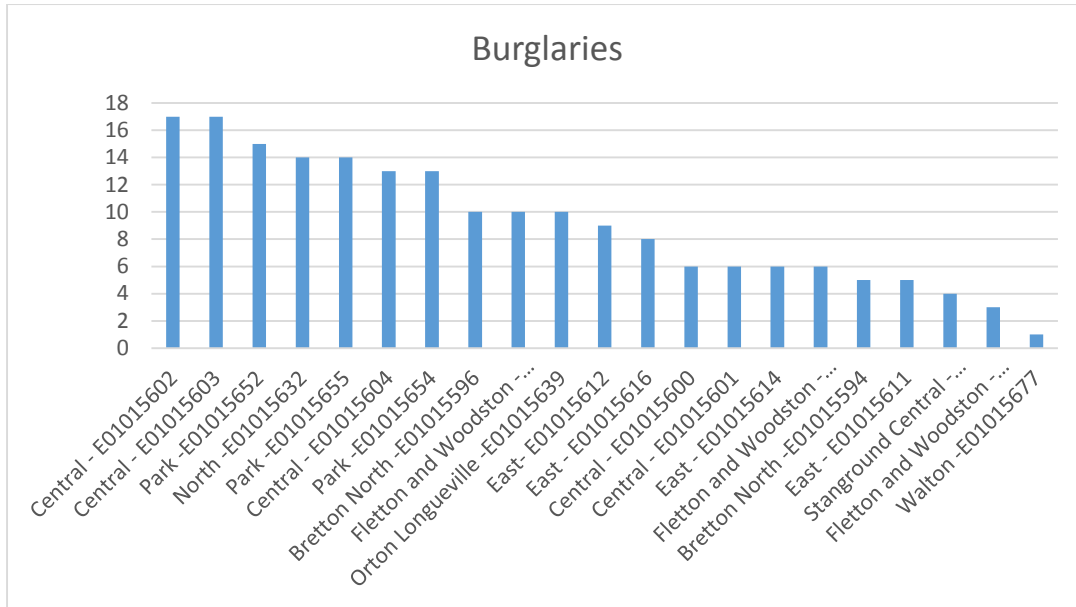
Licensing must be part of a wider strategy to address crime in the designated areas and can only be made if a high proportion of properties in that area are privately rented. The authority should consider:

- Whether the criminal activities impact on some people living in privately rented accommodation as well as others living in the areas and businesses
- The nature of the criminal activity, eg theft, burglary, arson, criminal damage, graffiti
- Whether some of the criminal activity is the responsibility of some people living in privately rented accommodation

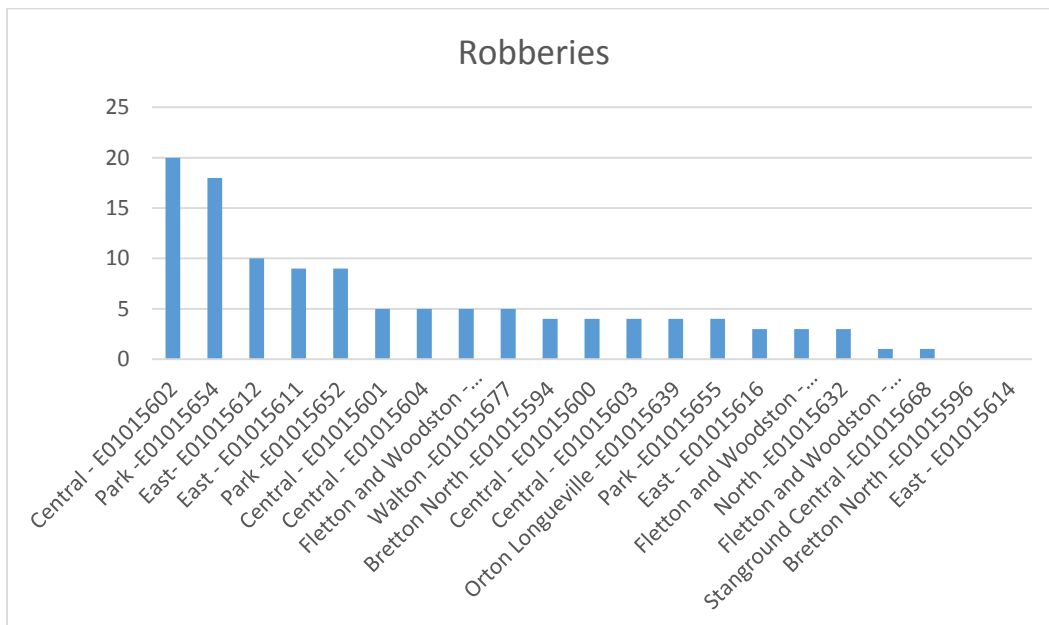
Nationally the rate of crime per 1,000 population is 63.8, Peterborough's overall rate of crime per 1,000 population is significantly higher at 80.2 crimes per 1,000 population.

Within the last 12 months, across Peterborough (excluding the city centre) there was a total of 13,213 recorded crimes. Of those 6,883 (52.1%) were within 22 LSOAs which make up the proposed licensing areas. The highest being recorded in the LSOAs within Central ward which contributed 1,710 of the total crimes recorded which is 12.9% of the citywide total. The proposed LSOAs in the East ward contributed 948 crimes which is 7.14% of the city total.

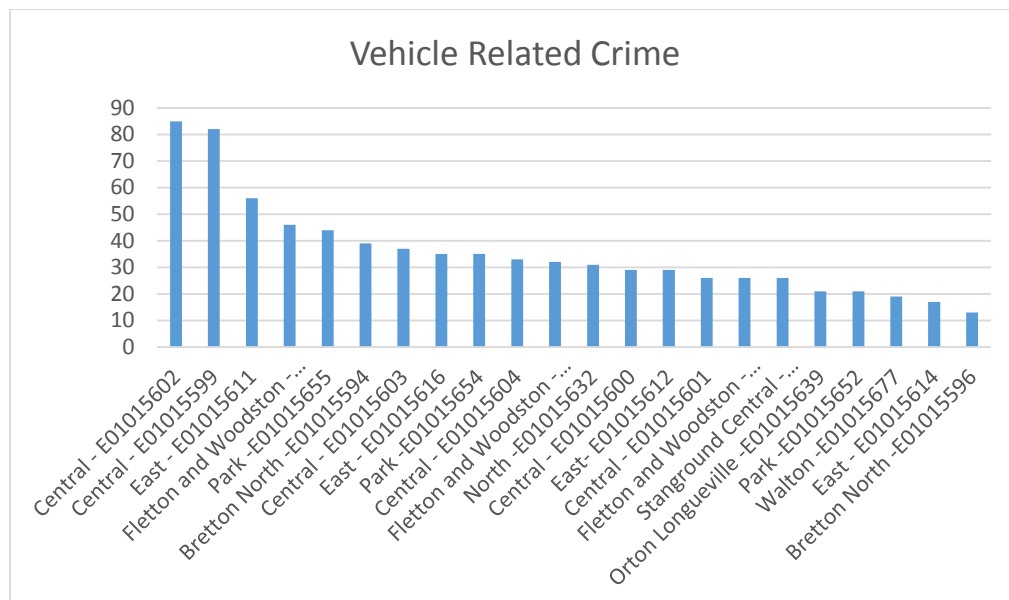
Within the last 12 months there have been 577 recorded burglaries across the city with 200 occurring within the proposed areas which equates to 35% of all burglaries. The average number of burglaries in each LSOA across the whole of Peterborough is 5, however in the proposed LSOAs this increases to 9. The highest recorded burglaries were within the Central LSOA – E010105602, within that LSOA 56.7% of the dwellings are privately rented, in LSOA – E01015603 45% are privately rented. Within the LSOA – E01015652 in Park ward 35% of all dwellings are privately rented and in the North ward LSOA – E01015632 33.3% of all dwellings are privately rented.



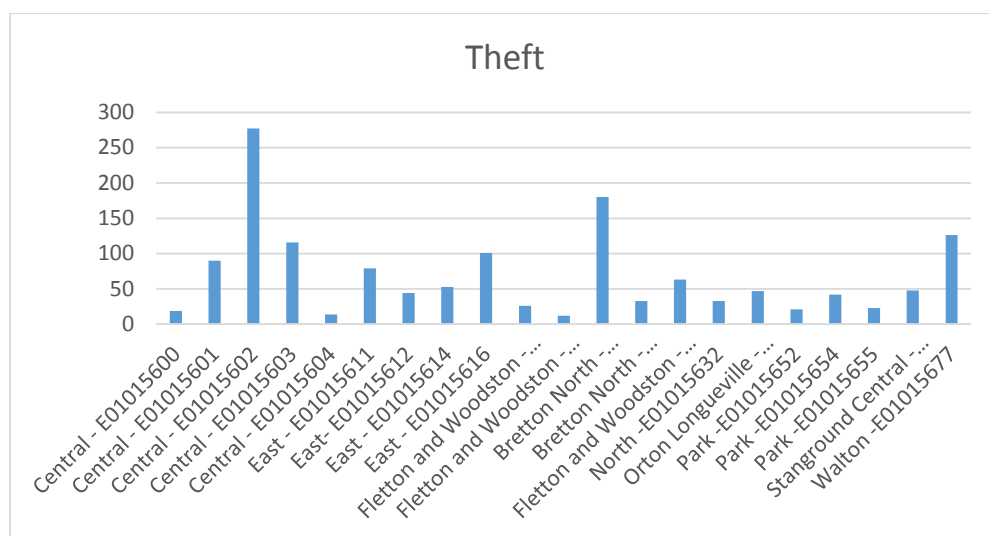
Within the last 12 months there were 229 reported robberies within the city with 142 being within the proposed areas, this equates to 62% of all robberies. The average number of robberies in each LSOA across the whole of Peterborough is 2, however in the proposed LSOAs this increases to 6. The highest recorded number of robberies were recorded in the Central LSOA – E01015602 where 56.7% of the dwellings are privately rented. Followed by LSOA E01015654 in Park ward where 31% of the dwellings are privately rented and in LSOA E01015612 in East ward where 40% of the dwellings are privately rented.



Within the last 12 months there were 2120 reported vehicle related crimes within the city with 782 being within the selected areas, this equates to 37% of all robberies. The average number of vehicle related crime in each LSOA across the whole of Peterborough is 19, however in the proposed LSOAs this increases to 35. The highest recorded number of vehicle related crimes were recorded in the Central LSOA – E010105602 where 56.7% of the dwellings are privately rented. Followed by LSOA E01015599 also in Central ward where 41% of the dwellings are privately rented and in LSOA E01015611 in East ward where 22.5% of the dwellings are privately rented.

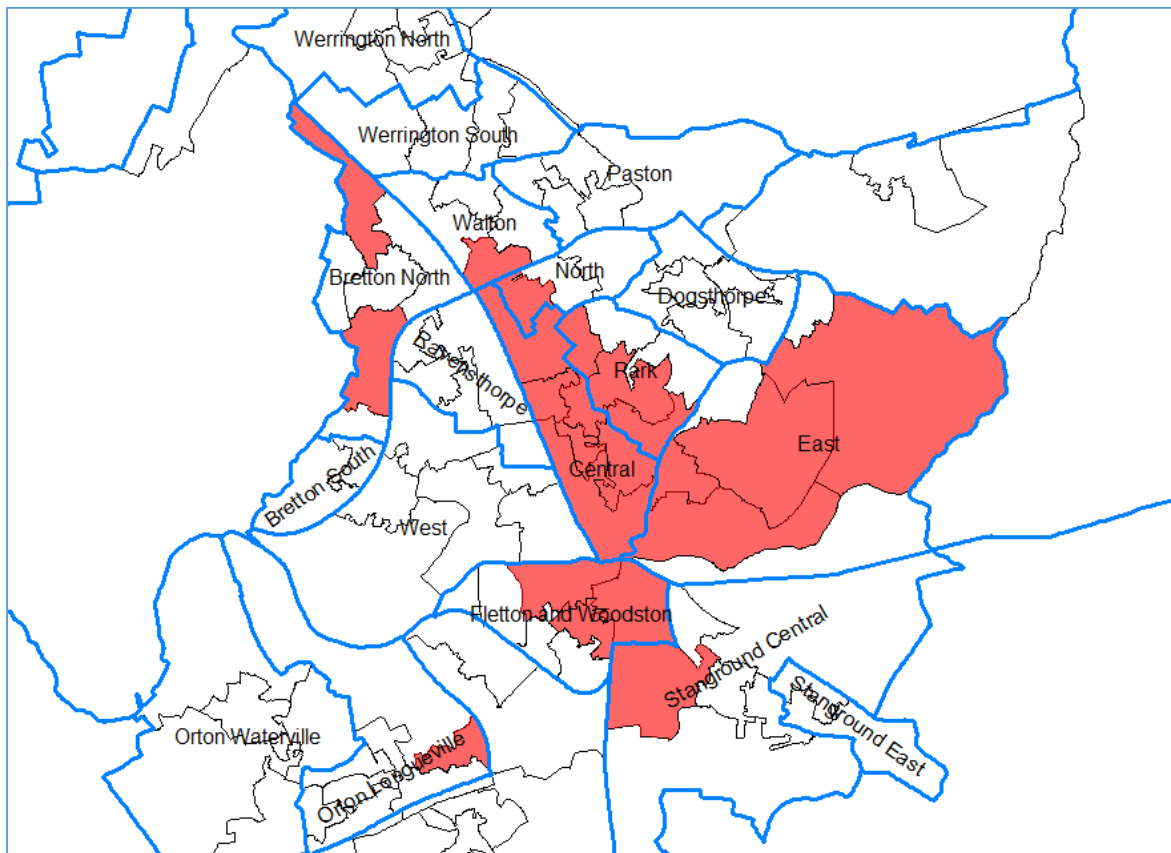


Within the last 12 months there were 4465 thefts reported across Peterborough with 2454 being within the proposed areas, which is 55% of the total thefts within the city. The average number of thefts in each LSOA across the whole of Peterborough is 39, however across the proposed LSOAs this increases to 111* (including city centre data). The highest recorded number of thefts were recorded in the Central LSOA – E010105602 where 56.7% of the dwellings are privately rented. Followed by LSOA E01015594 in Bretton North where 21% of the dwellings are privately rented and in LSOA E01015677 in Walton where 29% of the dwellings are privately rented.



*Graph excludes city centre data

The proposed areas contain 37.9% of the citywide private rented accommodation. The proposed areas cover 1637 hectares which is 4.8% of the city's geographical area (34,343 hectares).



Ten separate criteria were used to demonstrate crime and applied to all of the 112 lower super output areas across the city. Of the 22 LSOAs identified as meeting the overall criteria for selective licensing 22 met the crime threshold. Each of the LSOAs was ranked within the crime condition. Across the city the 22 LSOA's are shown with their index rank below

Isoa	ward	CRIME INDEX RANK
E01015599	Central	1
E01015602	Central	2
E01015594	Bretton North	3
E01015654	Park	4
E01015603	Central	5
E01015677	Walton	6
E01015611	East	7
E01015612	East	9
E01015616	East	10
E01015601	Central	12
E01015639	Orton Longueville	13
E01015655	Park	14
E01015622	Fletton and Woodston	15
E01015652	Park	17
E01015632	North	18
E01015621	Fletton and Woodston	21
E01015604	Central	23

E01015624	Fletton and Woodston	25
E01015668	Stanground Central	26
E01015600	Central	28
E01015614	East	30
E01015596	Bretton North	34

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Selective Licensing Scheme Conditions Schedule 4 - Housing Act 2004

These conditions are set out in sections no 1 to 20

The licence holder must ensure that the premises fully comply with each of the conditions in sections 1 to 20 below unless specific alternatives are notified and agreed with the case officer.

Failure to comply with any condition may result in legal proceedings including fines up to £5,000 and loss of the licence

Licence holder includes any agent or representative acting on behalf of the licence holder

1. Tenancy Management

The Licence Holder must give the occupiers a written statement of the terms on which they occupy the house (tenancy agreement) and details of the arrangements in place to deal with repairs and emergencies. Copies of the written statement of terms must be provided to the Council for inspection within 7 days upon demand

The licence holder must act lawfully and reasonably in requiring any deposits from occupiers, in handling rents, in returning deposits and in making deductions from deposits. The licence holder will provide occupiers/prospective occupier with the following information:

- The amount of rent payable
- The details of any deposit required
- Details of what the deposit covers and arrangements for its return
- The frequency of payments
- The details of any utilities (gas, electric, water) or other charges included in the rent
- The responsibility for payment of Council Tax
- The responsibility for payment of utilities and arranging provision of such
- Provide tenants with written details of how to dispose of rubbish properly, including appropriate use of the bulky waste collection service and information on the recycling centre provided by Peterborough City Council.
- It must also include a prohibition regarding the illegal burning of waste and warn residents not to fly-tip from the property.

The licence holder shall ensure that each tenant is made aware, in written format, that they are responsible for their own behaviour and the behaviour of other occupiers and visitors. Tenants must be made aware that if they, other occupiers, or their visitors: Cause nuisance or annoyance to neighbours; or fail to dispose of refuse properly; or cause damage to fixtures, fittings, fire prevention or alarm equipment or installations, or to the fabric of the premises; or fail to give access to inspection of works undertaken within their accommodation. They may be liable to enforcement action which may include possession proceedings under the terms of their tenancy, pursuant to Grounds 13 or 14 of Schedule 2 of the Housing Act 1988.

In addition to giving the prescribed information to the tenants, you, or your agent must keep a record of having given this information i.e. a signed disclaimer, to demonstrate this information was received by the tenants.

During the fixed term of the tenancy agreement, you must not make any attempt to increase the rent or make extra charges other than what is allowed for in the tenancy agreement. If the tenancy becomes periodic (there is no fixed term and the tenancy is continuing after the fixed term) any rent increases will be proposed through the appropriate legal procedure (currently Housing Act 1988 s.13)

You must make a copy of the tenancy agreement available before you let the property so that tenants can read it before being asked to sign. It also gives the tenants the opportunity to get independent advice before signing. Additional copies of the tenancy agreement should be made available if the tenants ask for it.

2. References

You must obtain references for prospective tenants. These references must provide testimony as to the tenants past record of adhering to tenancy conditions and not committing anti-social behaviour at, or in connection with, the property.

It is understood that in certain circumstances it may not be possible to obtain a reference i.e. where it is a first tenancy, newcomer to the UK, tenant was previously homeless. In these circumstances you must provide evidence that you have explained, and the tenant understands the implications of them not adhering to tenancy conditions or committing anti-social behaviour as outlined above.

This can be achieved by obtaining a declaration signed by the tenant stating that they agree to abide to the licence and tenancy conditions and outlining the specific conditions relating to anti-social behaviour, waste management and overcrowding. This signed declaration must be kept by the landlord/agent for the period of the licence and provided to the council within 14 days on demand.

If the tenant does not speak English well enough to understand this information, you are required to make sure that someone is present who can act as an interpreter and explain these points well enough for the tenant to understand. This person must also sign the declaration.

3. General

Gas and electric meters, fuse boards, gas and water stop taps should be accessible to all occupants at all times without having to pass through other accommodation or through a shop/business premises. Where this is not possible due to security issues, tenants must be able to shut off gas and electrics from within their accommodation.

The licence holder must ensure that the appropriate consents are obtained from Peterborough City Councils planning and building control departments prior to any relevant improvement or repair works commencing

The licence holder must not unreasonably cause or permit the water supply or drainage used by the occupants of the house to be interrupted.

The licence holder must not unreasonably cause or permit the gas or electric supplies used by the occupants to be interrupted.

4. Gas

If gas is supplied to the property, the licence holder must obtain a gas safety check, carried out by a GAS SAFE registered engineer. A copy of the current gas safe certificate must be provided to Peterborough City Council at the time of licence application and annually thereafter or within 7 days of being requested by the Council.

A Carbon Monoxide alarm is required for any property with a gas or solid fuel appliance, such as a boiler, gas fire or gas oven/hob. This will conform to BS EN50291:2001. It should be fitted to a suitable location, following the manufacturer's specific instructions, usually at least 3m away from

the gas appliance. Where there are multiple gas appliances additional detectors should be positioned in accordance with manufacturer's instructions. The whole detector (not just the battery) must be tested as part of the regular tenancy inspection regime, (at least annually), in accordance with the manufacturer's instructions.

5. Electrics

The fixed electrical wiring and installations must be certified as safe by an electrician qualified to undertake the test at least every 5 years, unless otherwise indicated on the previous inspection to be sooner, and must be to a 'Satisfactory' standard. This will usually be a domestic electrical installation condition report. The landlord must supply a copy of the electrical condition report with the application for licensing. Where there is no existing report then one shall be provided within 1 year of the commencement of the licence.

Should the Electrical Report specifies that the installation is unsatisfactory, the licence holder must ensure that such works are completed no later than 28 days following the date of the report and must inform the licensing team upon completion of the works.

Any works highlighted by the report must be completed as required by the report; and the Council advised once works are complete.

The licence holder must ensure, throughout the period of the licence, that the premises are covered by a valid domestic electrical installation condition report. Where a report expires during the term of the licence, an up to date report must be provided to the Council within 28 days of the expiry date.

6. Smoke and Carbon Monoxide Alarms

The licence holder must ensure that smoke alarms are installed in the property and kept in proper working order and provide a declaration as to their condition and position to Peterborough City Council upon request. Smoke alarms must be tested at each property inspection, details of the test recorded by the licence holder and supplied to the Council within 7 days of written request.

The licence holder will inform the local authority of any changes to the positioning of smoke alarms.

* note - It is a legal requirement for all landlords to fit smoke alarms in rented homes. Under the new laws smoke alarms must be fitted on every floor of the property as well as carbon monoxide alarms in properties which burn solid fuels. Landlords must check the alarms are working at the start of every new tenancy with potential penalties of up to £5,000 if they don't comply.

7. Furniture and Furnishings

The licence holder must ensure that furniture and furnishings supplied by them are compliant with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended 1989 and 1993) and must provide a declaration as to their safety at the time of application and thereafter on demand.

8. Numbers of Occupants

The licence holder and/or his agent must ensure that rooms other than bedrooms are not used for sleeping purposes. The number of persons residing in the house shall not exceed the maximum number stated on the licence.

9. Space Standards

Houses occupied as single family dwellings that are of up to 3 bedrooms shall have a minimum of one living room – minimum 13m² - that is not used for sleeping. This will increase by 1m² for each extra bedroom.

Bedrooms of 10.2 sqm or above can be occupied by a maximum of 2 adults or children over 10 years old, 1 adult and 2 children or 4 children

Bedrooms 8.35sqm to 10.2 sqm can be occupied by no more than 1 adult and 2 children or 3 children

Bedrooms 6.5 sqm to 8.35 sqm can be occupied by no more than 1 adult or 2 children

Bedrooms 4.65 sqm and 6.5 sqm can be occupied by no more than 1 child

Rooms of less than 4.65 sqm are not acceptable as bedrooms

(An adult is deemed to be anyone over the age of 10 and a child anyone between the ages of 1 and 9)

Multi Occupied Houses shall adhere to the following minimum room sizes:

Bedrooms - 10 sqm if occupied by a single person or 15 sqm if occupied by two persons

These sizes can be reduced to 7 sqm and 11 sqm if there is a separate communal lounge that is not used as a kitchen/dining room.

(Space standards for kitchens, living rooms and dining rooms vary in accordance with the number of occupants and layout and need to be assessed individually)

10. Energy Efficiency

The licence holder must provide the tenant with a copy of the Energy Performance Certificate (where applicable). The licence holder must supply a copy of the Energy Performance Certificate to the Council within 7 days of request.

11. Overcrowding

You must not allow anyone to live or stay in your property if it is going to make it overcrowded. Your licence will state how many people can live in your property.

If you suspect that your house has become overcrowded, you must make the tenant immediately aware that it is an offence. The Council can prosecute landlords and tenants who cause overcrowding.

Where there is evidence that the tenants have caused overcrowding, you must make it clear to the tenants, in writing, that you will take reasonable steps to end the overcrowding including taking possession action through the courts for breach of the tenancy agreement.

Tenants must be informed that they must not allow guests to sleep in their homes, except on an occasional short term basis, if it will exceed the permitted numbers shown on your licence.

*short term occasional basis – i.e. over a holiday period, or a 2 week period for visiting friends and family.

12. Property Management

The licence holder must ensure that:

- a) the occupiers of the house, with details of the following:
 - Name and address of the licence holder or managing agent
 - A contact address, daytime telephone number
 - An emergency contact telephone number

This information must be clearly displayed within the house. An emergency contact telephone number for the licence holder/agent or representative shall also be made available and notified to the Council

Competent and reputable persons carry out all repairs to the house or any installations, facilities or equipment within it or its boundary, and that, repairs are completed to a reasonable standard. All tradespersons must remove all debris and redundant components from the property and exterior after completing works.

All occupants of the house receive written confirmation detailing arrangements in place to deal with repairs and emergencies and report nuisance and anti-social behaviour

- a) If accommodation is provided on a furnished basis and includes electrical appliances, the licence holder must provide the occupier copies of user manuals or equipment provided as part of the agreement of occupation (tenancy agreement)
- b) All occupiers are made aware of the licence and conditions and be given a copy of the licence as part of their agreement of occupation (tenancy agreement)

The licence holder/management agents must make regular inspections of the property to ensure that the property is in a decent state of repair and that the occupiers are not in breach of tenancy terms and conditions. Regular means at least every 3 months during the first 12 months of a tenancy and then as appropriate thereafter but at least annually.

The licence holder must ensure that any persons involved with the management of the house are to the best of their knowledge 'fit and proper persons' for the purposes of the Act.

13. Security

The licence holder must ensure that:

- a) The security provisions for the access to the building (including but not limited to locks, latches, deadbolts and entry systems) must feature all the security features of an equivalent lock complying with BS3621:2004 and be maintained in good working order at all times
- b) Where window locks are fitted, the licence holder will ensure that keys are provided to the relevant occupant
- c) Where a burglar alarm is fitted to the house the licence holder will inform the occupant in writing the circumstances under which the code for the alarm can be changed, and provide details when required on how this can be arranged
- d) Where alley gates are installed to the rear of the licensed property, the licence holder must take responsibility for holding a key and making satisfactory arrangements for the occupier access

14. External Refuse and Waste

The licence holder must ensure that: -

- a) The exterior of the property is maintained in a reasonable decorative order, and in a good state of repair
- b) The exterior of the property and all boundary walls, fences and gates must be kept free from graffiti
- c) At all times any gardens, yards and other external areas within the curtilage of the house are kept in reasonably clean and tidy condition and free from rodent infestation. The tenancy agreement must set out who is responsible for maintaining the gardens and other external areas within the curtilage of the property.
- d) The licence holder must ensure the gardens, yards and other external areas are cleared of rubbish, debris and accumulations and are cleaned between tenancies.
- e) Suitable and adequate provision is made available, at the start of a tenancy, for storage of refuse generated in the property and that occupants are provided with information on the correct storage and disposal of waste prior to collection.
- f) The licence holder must inform the tenants in writing that receptacles are put out for collection as appropriate in accordance with their collection date and times and that bins are removed from the street as soon after collection as possible. .
- g) Access must be available to adequate, external, refuse storage

The licence holder must inform occupants on the correct disposal arrangements for rubbish and bulky waste and the penalties of fly-tipping and storing accumulations within the front and rear gardens and any outbuilding of the house.

The licence holder must ensure that the water supply and drainage system serving the house is maintained in good, clean and working order.

The licence holder must take reasonable steps to protect occupants from injury especially in relation to:

- a) Any roof or balcony that is unsafe – ensuring that it is either made safe or access to it restricted.
- b) Any windowsill that is at floor level – ensuring that bars or other such safeguards are fitted as necessary to protect occupants from falling

The licence holder must ensure that all common parts and fixtures are maintained in a safe condition including handrails, windows, stair coverings, fixtures, fittings and appliances.

15. Training

The Licence holder and/or Manager shall undertake property management training courses where required to do so by the authority.

16. Anti-Social Behaviour

Anti-social behaviour is defined as being ‘behaviour that causes nuisance, annoyance, harassment, alarm or distress to one or more people living nearby’. This can include (but is not limited to), leaving rubbish and litter, vandalism, noise nuisance, harassment and intimidation, abusive behaviour, and drug and alcohol abuse.

The licence holder must take reasonable and practical steps to reduce or prevent ASB by persons occupying or visiting the house and the use of the premises for illegal purposes.

The licence holder must: -

- a) Obtain tenant references prior to granting a tenancy as to previous tenancy conduct, including behaviour of that of the proposed occupier and household (see condition 2 above)
- b) If a licence holder receives a reference request for a current or former tenant from another landlord he must respond to the request in writing within a reasonable period and either i) decline the request for a reference; or ii) when giving a reference state whether or not he is aware of any allegations of ASB made against their tenant and if such allegations have been made give details of the same including details of whether (to his knowledge) the allegations have been admitted or have been found proven in any court or tribunal.
- c) The licence holder and/or the manager are required to provide information regarding the full names and dates of birth of each occupant, when asked by the Council
- d) Co-operate with Peterborough City Council, Cambridgeshire Constabulary and other agencies in resolving complaints of anti-social behaviour. The licence holder and/or their nominated managing agent are required to undertake an investigation of any complaints regarding their tenants. Written records of these will be required.
- e) The licence holder will ensure occupants of the house are aware of the services available to them and how they can report nuisance and ASB to the authority

- f) The licence holder must not ignore or fail to take action, if he has received complaints of ASB that concern the visitors to or occupiers of the property or result from their actions.
- g) Any letters relating to ASB sent or received by the licence holder or managing agent must be kept for 3 years by the licence holder, and provided to the Council on demand.
- h) The licence holder must ensure that written notes are kept of any meetings or telephone conversations or investigations regarding ASB for 3 years.
- i) If a complaint regarding ASB is received or discovered by the licence holder or manager then the tenant must be contacted within 14 days and informed of the allegations of ASB in writing and of the consequences of its continuation.
- j) The licence holder shall from the date of receipt of a complaint monitor any allegations of ASB and whether it is continuing.
- k) Where ASB continues for 28 days from receipt of the complaint the licence holder or his manager/agent must, within 7 days, visit the premises and serve the tenant with a warning letter advising them of the possibility of eviction.
- l) Where the licence holder or manager has reason to believe that the ASB involves criminal activity the licence holder shall ensure that the appropriate authorities are informed.
- m) If after 14 days of giving a warning letter the tenant has taken no steps to address the ASB and the ASB is continuing the licence holder shall take formal steps under the written statement of terms of occupation (tenancy agreement) which shall include promptly taking legal proceedings to address the ASB
- n) Where the licence holder is specifically invited they shall attend any case conferences or multi agency meetings arranged by the Council or the police.

17. Notification of Changes

The Licence Holder and managing agents must consult with Peterborough City Council before making any material changes to the layout, amenity provision, fire precautions or occupation of the house and must inform the Council of:

- a) Details of any unspent convictions not previously disclosed to the Local Authority that may be relevant to the licence holder and/or property manager and their fit and proper person status and in particular any such conviction in respect of any offence involving fraud or dishonesty, or violence or any offence listed in Schedule 3 of the Sexual Offences Act 2003;
- b) Details of any findings by a court or tribunal against the licence holder and/or the manager that he/she has practiced unlawful discrimination on grounds of sex, colour, race, ethnic or national origin or disability in, or in connection with, the carrying on of any business;
- c) Details of any contravention on the part of the licence holder or manager of any provision of any enactment relating to housing, public health, environmental health or landlord and tenant law which lead to civil or criminal proceedings resulting in a judgment or finding being made against him/her;
- d) Information about any property the licence holder or manager owns or manages or has owned or managed for which a local housing authority has refused to grant a licence under Part 2 or 3 of the Act, or has revoked a licence in consequence of the licence holder breaching the conditions of his/her licence;
- e) Information about any property the licence holder or manager owns or manages or has owned or managed that has been the subject of an interim or final management order under the Housing Act 2004;
- f) Changes to liability insurance;
- g) Notification of foreclosure or repossession;
- h) Successful claims against the licence holder for default of tenancy deposits;

- i) Change in managing agent or the instruction of a managing agent;

Any major works to be undertaken to the property, including conversions and modernisations or emergency problems relating to fire, flood or disaster and the tenants are made temporarily homeless.

18. Absence

The licence holder is required to have in place suitable emergency and other management arrangements in their absence. The name and contact details of the licence holder and/or manager must be given to each occupier and must also be displayed in a prominent place within the property.

19. Compliance Inspections

The licence holder must allow officers of the Council (upon production by of their ID) access to the house for the purpose of carrying out inspections of the house at all reasonable times.

20. Accreditation

The licence holder must maintain their national organisation accreditation each year. If accreditation lapses then the licence holder will be liable to pay £550 (difference between £50 accredited landlord/letting agent fee and £600 non accredited fee. The licence holder will be required to provide proof of continuing membership on an annual basis.

Contact details

Further information about the Selective Licensing Scheme can be found at www.peterborough.gov.uk/selectivelicensing

APPENDIX 7:**SELECTIVE LICENSING
FEES AND CHARGES (January 2016)**

All fees are non-refundable

FEE STRUCTURE	Fee per property
Accredited Fee Available to accredited members of a nationally accredited landlord/letting agent association. NLA, RLA, ARLA, UKALA for the first 3 months of the scheme. The licence holder must maintain their accreditation each year. If accreditation lapses the licence holder will be liable to pay £550 (the difference between £50 and £600) If an accredited licence holder buys a property within the 5 year licence period the fee will be £50 for that property	50.00
Standard Fee	600.00
House in Multiple Occupation	750.00
Late Application Any landlord who is found to be renting a property without having made a valid application 3 months after the start of the scheme.	900.00

ADMINISTRATION CHARGES	Fee per property
Incomplete Application	30.00
Variation Fee	50.00
Application for Temporary Exemption Notice	50.00
Re-inspection Fee - Properties found to be not compliant after inspection	100.00

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Equality Impact Assessment:

Initial Assessment

Name: Selective Licensing for the areas of Central, North, Park, East, Fletton, Woodston, Stanground Central, Walton (part); Bretton North; Orton Longueville (part)

1). What is the aim of your policy, project or strategy/purpose of activity?

Part 3 of the Housing Act 2004 sets out the scheme for licensing private rented properties in a local housing authority area. Under section 80 of the Act a local housing authority can designate the whole or any part or parts of its area as subject to selective licensing. Where a selective licensing designation is made it applies to privately rented property in the area. Proposals for selective licensing schemes for the areas of Central, North, Park, East, Fletton, Woodston, Walton (part) Stanground Central; Bretton North; and Orton Longueville (Part).

2). Will your policy/project/strategy have a disproportionate effect on members of the equality groups below? (See Appendix A for further information):

Equality Group	(✓)	Is the effect Positive, Negative, Neutral or Unclear? Please comment where applicable
Particular age groups		Neutral
Disabled people		Neutral
Married couples or those entered into a civil partnership		Neutral
Pregnant women or women on maternity leave		Neutral
Particular ethnic groups, including Gypsy and Travellers and new arrivals		The private rented sector in Peterborough is made up of all ethnic groups. we have been informed that there is a higher proportion of landlords of Asian descent in central, north, Park and East areas but have no data supporting this to confirm with accuracy
Those of a particular religion or who hold a particular belief		neutral
Male/Female		Neutral
Those proposing to undergo, currently undergoing or who have undergone gender reassignment		Neutral
Sexual orientation		Neutral

If there are any negative or unclear affects, you are required to do a full EqIA.

Need for a full EqIA? Please circle: **Yes**

Date Initial EqIA completed:	October 2015
Assessment completed by:	Belinda Child
Policy Review Date:	14 January 2016
Signed by Head of Service:	Adrian Chapman

Equality Impact Assessment:

Full Assessment

1). Name of the policy area or programme with which this assessment is concerned:

Public consultation on the proposals for selective licensing schemes for the areas of Central, North, Park, East, Fletton, Woodston, Stanground Central; Bretton North; and Orton Longueville (Part).

Lead officer:

Belinda Child

2). Provide a summary of your policy area/programme in no more than 350 words (see Appendix A for further guidance):

To consult on the proposed areas identified to improve the housing conditions and management standards through a proactive approach in the proposed areas, rather than reacting to individual complaints. This allows Officers of the Council to work proactively in the private rented sector rather than just in reaction to a complaint.


In the proposed selective licensing schemes for the areas of Central, North, Park, East, Fletton, Woodston, Stanground Central; Bretton North; and Orton Longueville (Part), to bring in mandatory licensing of all privately rented properties.

Selective licensing will form a part of a wider set of measures that seek to address issues within the private rented sector associated with anti- social behaviour, low demand, poor property conditions, high levels of migration, high levels of deprivation and high levels of crime.

3). Why do you feel your policy area/programme will impact the groups identified in the initial assessment? What information/data do you have to support this? (See Appendix A for further guidance):

The private rented sector in Peterborough is made up of all ethnic groups. However some of the areas identified have higher numbers of some ethnic groups.

Evidence from the 2011 census shows that across the selected 22 LSOAs in the proposed selective licensing areas, 70% of White Other Ethnicities live in Private Rented accommodation. This increases to almost 80% across the Central ward. We have been informed that there is a higher proportion of landlords of Asian descent in central, north, Park and East areas but have no data supporting this to confirm with accuracy



EQiA selective
licensing ethnic bre.

4). What does your evidence show? (See Appendix A for further guidance):

See 3 above

5a). Who have you consulted with?

5b). If you haven't consulted yet, please list who you are going to consult with and when by:

A full 12 week public consultation will start on 22nd October 2015

6). Please give examples of how you have or are going to consult with specific groups or communities (e.g. meetings, surveys):

The Council is required to consult with local residents, including tenants, landlords, managing agents and other members of the community who live or operate businesses or provide services within the proposed designation and those in the surrounding area. Everyone who responds to this consultation will have their view fully considered. Our comprehensive engagement and consultation process with partners, stakeholders and customers will include:

- Private landlords
- Accredited private landlords
- Private tenants
- Local communities
- Tenant and resident associations
- Landlord associations
- Citizens Advice Bureau
- Registered Social Landlords
- Local community committees
- Locally elected members
- Local businesses
- Police
- Other Peterborough City Council teams including Adult Social Care, Children's Services, Safer Peterborough Partnership, Strategic Housing Teams and Councillors.
- National Bodies – e.g. Shelter, BME, Equality Commission.

Methods of consultation:

- Peterborough City Council website: www.peterborough.gov.uk
- Direct mail (consultation pack) to all landlords and their managing agents, and Landlord, Tenant and Resident Associations who operate in and around the proposed area.
- Direct mail (consultation pack) to all residents and business or services within the proposed area of Selective Licensing and surrounding area;
- Press release to local media.
- Questionnaire to landlords, residents and businesses who operate within the proposed areas
- Community meetings
- Articles in local community newsletters
- Drop in sessions and information at locations such as libraries

7). What will your policy do to mitigate existing inequalities?

The introduction of selective licensing will improve the health and wellbeing of tenants and provide interventions to combat the exploitation of tenants in the proposed areas. It will encourage landlords to become accredited and provide good quality, well managed homes in the private rented sector.

8). Tick which one of the following best summarises your Equality Impact Assessment:

A	A positive impact is explicitly intended and very likely.	
B	There is a clear <i>potential</i> to have a positive impact by reducing and removing barriers and inequalities that currently exist.	
C	An adverse impact is unlikely. However, there is insufficient evidence to confirm this statement	x
D	There will be a neutral effect, neither positive nor negative	
E	Adverse impact is probable, since certain groups are likely to be disadvantaged, either proportionately or absolutely, or both. Remedial action is therefore necessary.	
F	Adverse impact is certain for certain groups but the policy as a whole can nevertheless be justified.	

PLEASE NOTE:
If you select “E” or “F” from the above list, it will be necessary to obtain legal advice.

Legal advice obtained Yes Legal Officer: Alison Stuart

9). Expand and explain why that summary best describes your assessment:

What will be done	What expected outcomes as a result:	By whom:	By when:
<ul style="list-style-type: none"> Landlords will be required to submit an application for a licence with the fee If the landlord meets all the requirements a licence will be issued for a five year period The property will be inspected during the 5 year period If a private rented property is not licensed the landlord will be prosecuted 	<ul style="list-style-type: none"> Landlords may pass on fee costs to the tenant Landlords may evict tenants to avoid licence Improved health and wellbeing of the tenants Landlords are accredited Reduction in crime, ASB, poor housing conditions, deprivation and low housing demand 	<ul style="list-style-type: none"> Housing Enforcement Officers 	Schemes would start June 2016

11). How are you going to review the policy, project or strategy, and who will be responsible?

The selective licensing schemes will be reviewed during the 5 year period

When EqIA will be reviewed:

14 January 2016

Date EqIA completed:	October 2015
Assessment completed by:	Belinda Child
Policy Review Date:	14 January 2016
Signed by Head of Service:	Adrian Chapman
Signed by Legal Officer	Alison Stuart

Appendix A

Protected Characteristics

Age

Where this is mentioned, it refers to a person belonging to a particular age (i.e. 32 years old) or a range of ages (e.g. 18-30 year olds)

Disability

A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Marriage and civil partnership

Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples on a wide range of legal matters.

Pregnancy and maternity

Pregnancy is the condition of being pregnant. Maternity refers to the period of 26 weeks after the birth, which reflects the period of a woman's ordinary maternity leave entitlement in the employment context.

Race

Refers to the protected characteristics of Race. It denotes a group of people defined by their race, colour and nationality (including citizenship), ethnic or national origins. The following categories are currently used on recruitment application forms:

Group	Type	Group	Type
White	British/English/Scottish/Welsh Irish Italian Portuguese Other European Traveller Other White background	Asian or Asian British	Bangladeshi Indian Kashmiri Pakistani Other Asian background
Black or Black British	African Caribbean Other Black background	Other ethnic group	Chinese Other background
Mixed	White and Asian White and Black African White and Black Caribbean Other Mixed background		

Religion and belief

Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Religious groups:

Christian	Muslim
Hindu	Sikh
Jewish	Other

Sex

A man or a woman.

Gender reassignment

Gender reassignment refers to those proposing to undergo, are undergoing, or have undergone a process (or part of a process) to reassign their sex by changing physiological or other attributes of sex.

Sexual orientation

Where a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

Gay man	Bisexual
Gay woman/lesbian	Heterosexual

Appendix C

“Provide a summary of your policy area/programme”

350 words (3 or 4 paragraphs) should be enough to summarise what the policy is.

Bear in mind that what you write is a public document, so spell out any acronyms and abbreviations in full the first time they are used.

The people reading the description may well have specialist knowledge relating to equality issues. Your purpose, in these paragraphs about your policy, is to provide such people with sufficient preliminary information for them to comprehend the discussion that will follow.

Other things being equal, it will be appropriate to outline the following:

- The policy's rationale/basis and purposes
- How it operates or will operate in practice
- When it began/will begin
 - Have there been any pilots or trials done?
- How the policy fits in with other policies (e.g. is it a strand within a larger policy area?)
- An indication of the size of the budget

“Why do you feel your policy area/programme will impact the identified groups? What evidence do you have to support this?”

Explain what information you have obtained that has enabled you to come to the decision that these groups will be affected.

Provide the sources of relevant evidence with full biographical details (e.g. paragraph/page references, URLs for documents that can be accessed online). The word “evidence” here is used in the broad sense.

This can include:

- Administrative data (local authority returns, census data etc)
- Results of opinion surveys
- Interviews and focus groups
- Responses to draft equality impact assessments
- Feedback from groups as a result of consultation
- Case studies and project evaluations
- Literature reviews
- Responses to Green and White Papers
- Inspection reports

“What does your evidence show?”

Here you should detail:

- Which diverse groups have been identified as being disadvantaged by the proposals together
- A summary of the negative impacts
- The proposed changes as a result of the research
- Whether the changes to the policy lower the negative impact
- Whether the changes provide opportunities to promote equality of opportunity and improve relations between diverse groups?

“Next steps”

Here you should indicate the ways in which the EqIA will be followed up and kept under review, by showing progress detailed in a project plan, objectives set in an employees PDR/appraisal etc.

Make sure that, where appropriate, the statements about next steps reflect the “SMART” principles:

- **S**pecific
- **M**easurable
- **A**chievable
- **R**elevant
- **T**ime-bound

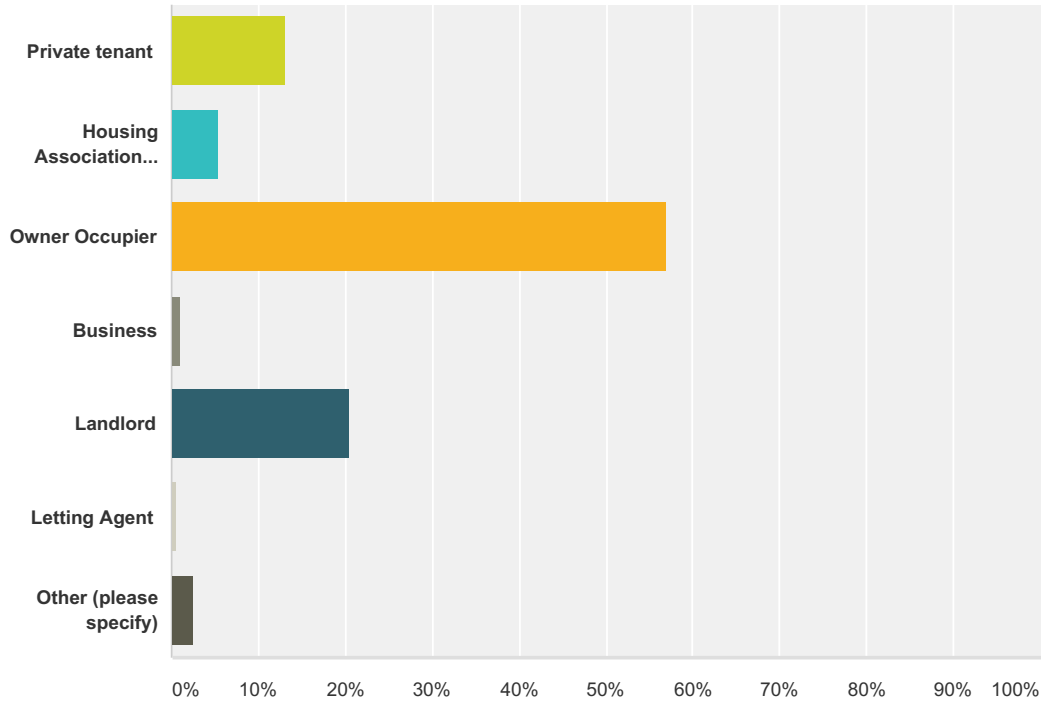
Also use the “next steps” section to emphasise the EqIA as a whole as a living document. Therefore, be sure to revise and update it when appropriate, in the light of further evidence, discussion and representations.

As a guide, here is some of what you could mention:

- Plans that are already underway or under active consideration to address challenges and priorities you have highlighted
- Arrangements for monitoring, and for periodic reports to certain groups.
- Arrangements for ensuring that monitoring systems are in place to guarantee regular checks are undertaken on the effects of the policy.
- Arrangements for ensuring that evaluations of any pilot projects take account of the concerns and discussions outlined in your assessment.
- Arrangements for discussing with other agencies and regulatory bodies the scope for taking account of the concerns and discussions in your assessment
- Arrangements for making sure that your assessment is brought to the attention of all relevant colleagues, and in this contributing to reviews of the Department’s single equality scheme.
- Arrangements for disseminating information about your assessment to local authorities and other stakeholders
- Arrangements for improving the information base
- Intentions for drawing up a detailed action plan.

Q1 Are you a:

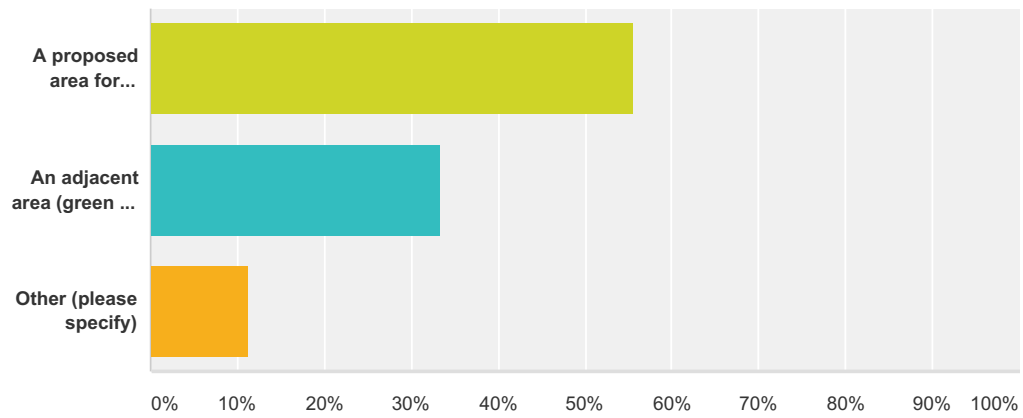
Answered: 1,362 Skipped: 6



Answer Choices	Responses	Count
Private tenant	13.07%	178
Housing Association tenant	5.43%	74
Owner Occupier	57.05%	777
Business	0.95%	13
Landlord	20.48%	279
Letting Agent	0.59%	8
Other (please specify)	2.42%	33
Total		1,362

Q2 Do you live in, or as a landlord own a property in (see map below):

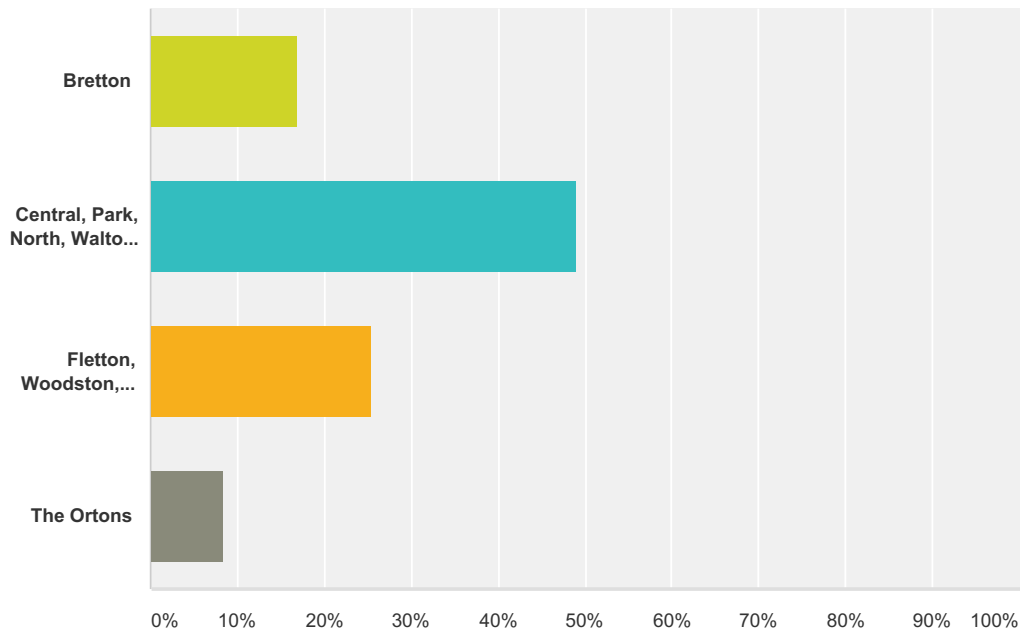
Answered: 1,334 Skipped: 34



Answer Choices	Responses
A proposed area for Selective Licensing (red on map)	55.47% 740
An adjacent area (green on map)	33.36% 445
Other (please specify)	11.17% 149
Total	1,334

Q3 Do you live in, or as a landlord own a property in:

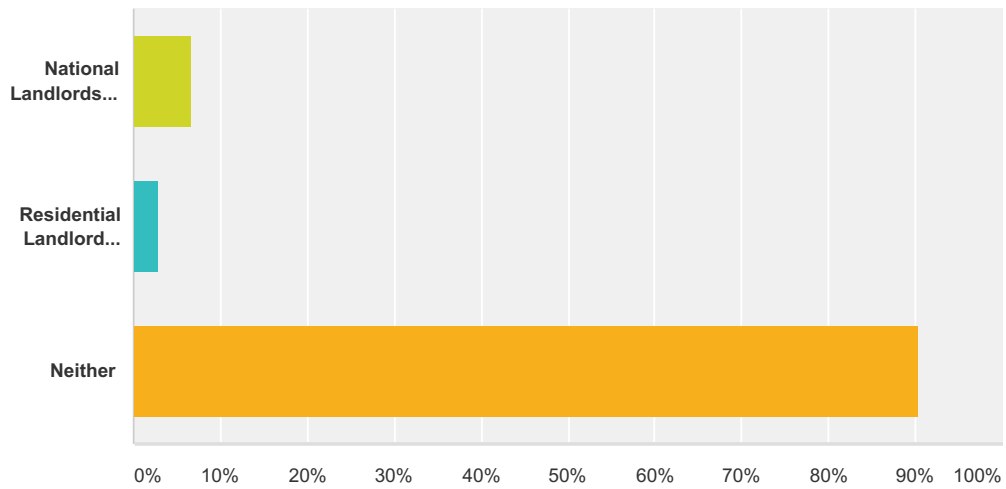
Answered: 806 Skipped: 562



Answer Choices	Responses	
Bretton	17.00%	137
Central, Park, North, Walton, East	49.01%	395
Fletton, Woodston, Stanground	25.56%	206
The Ortons	8.44%	68
Total		806

Q4 If you are a landlord, are you a member of an accredited landlords organisation?

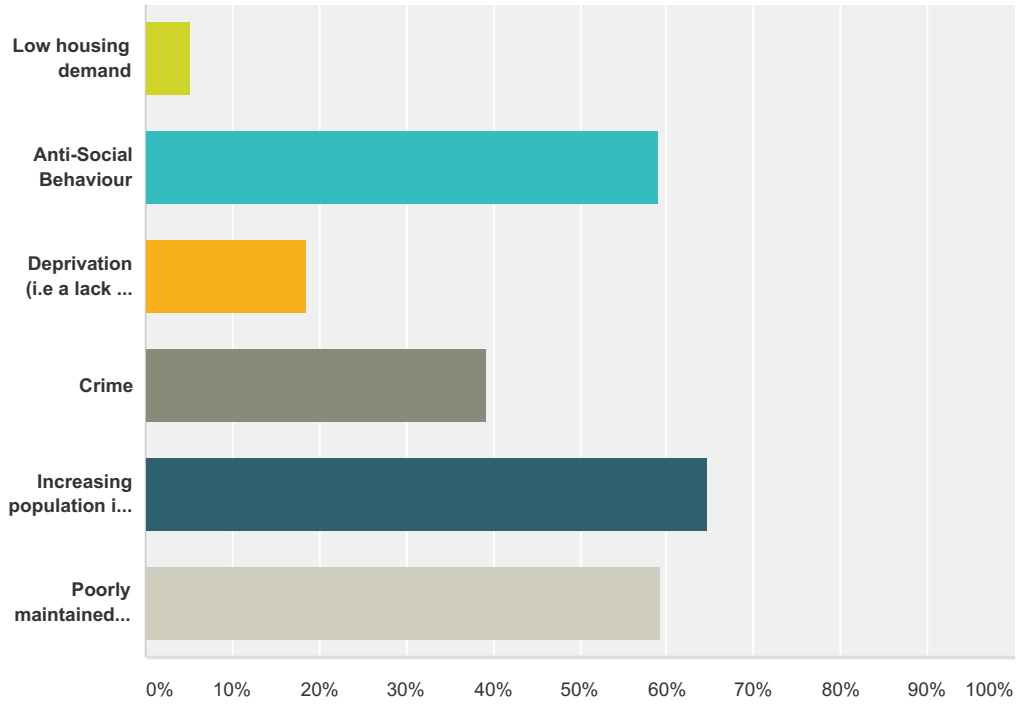
Answered: 610 Skipped: 758



Answer Choices	Responses
National Landlords Association	6.72% 41
Residential Landlord Association	2.95% 18
Neither	90.33% 551
Total	610

Q5 Do you think your area has problems with any of the following? (tick any that apply)

Answered: 936 Skipped: 432

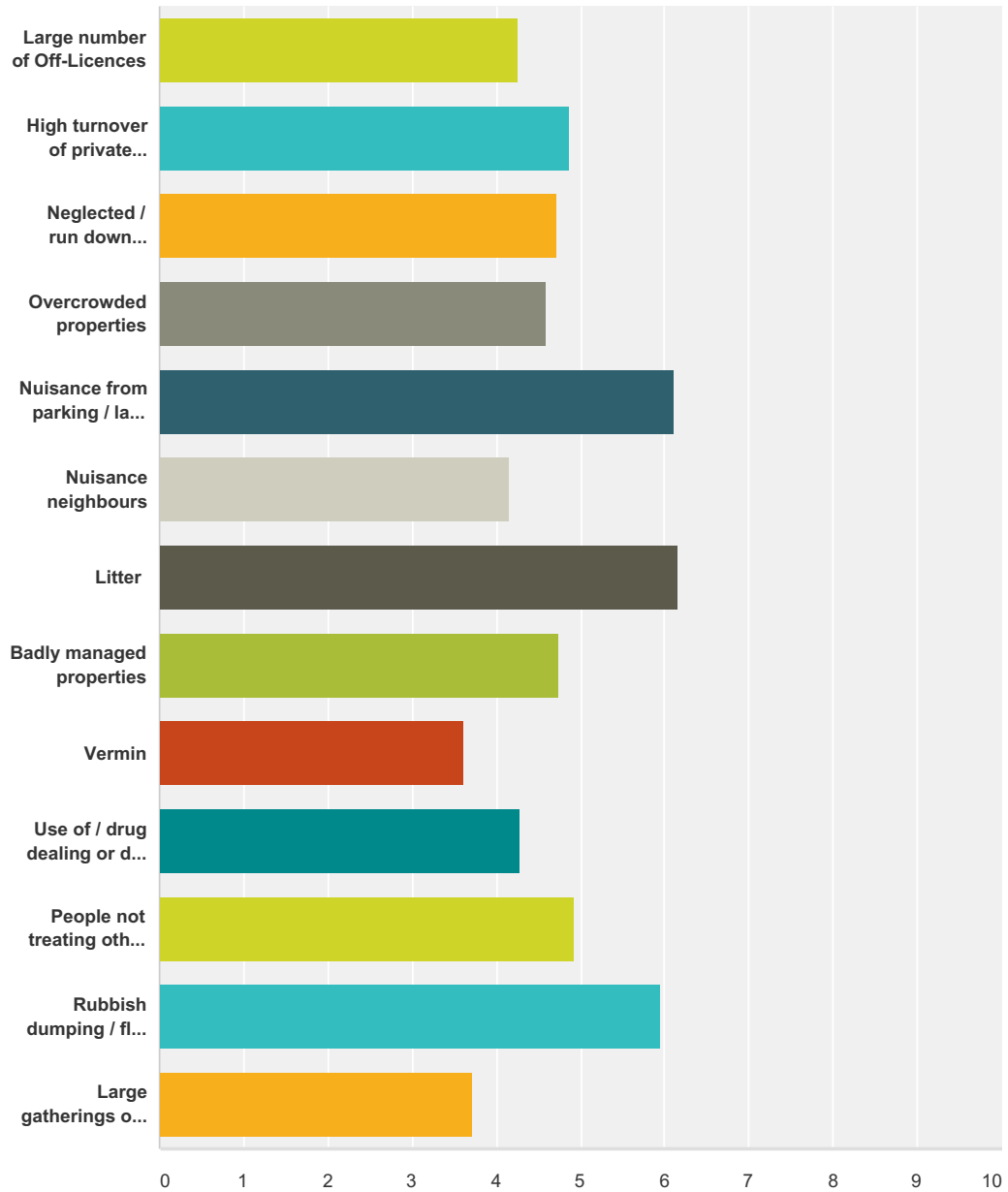


Answer Choices	Responses
Low housing demand	5.24% 49
Anti-Social Behaviour	59.08% 553
Deprivation (i.e a lack of access to basic facilities)	18.48% 173
Crime	39.32% 368
Increasing population in the selected area	64.64% 605
Poorly maintained properties	59.19% 554
Total Respondents: 936	

Selective Licensing Consultation

Q6 Thinking about the area, how much of a problem are the following on a scale of 1-10, with 10 being the highest problem and 1 being the lowest (please tick)

Answered: 1,329 Skipped: 39



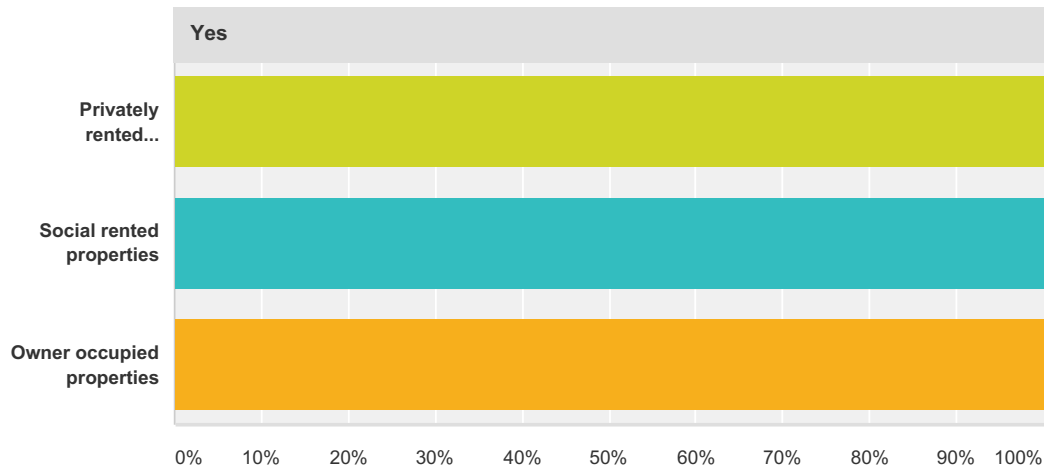
	1	2	3	4	5	6	7	8	9	10	Total	Weighted Average
Large number of Off-Licences	36.39% 460	8.70% 110	11.00% 139	3.80% 48	7.83% 99	3.09% 39	3.96% 50	5.38% 68	4.43% 56	15.43% 195	1,264	4.25
High turnover of private rented tenants	23.18% 289	9.62% 120	9.62% 120	6.26% 78	10.99% 137	5.13% 64	7.30% 91	9.54% 119	5.85% 73	12.51% 156	1,247	4.87

Selective Licensing Consultation

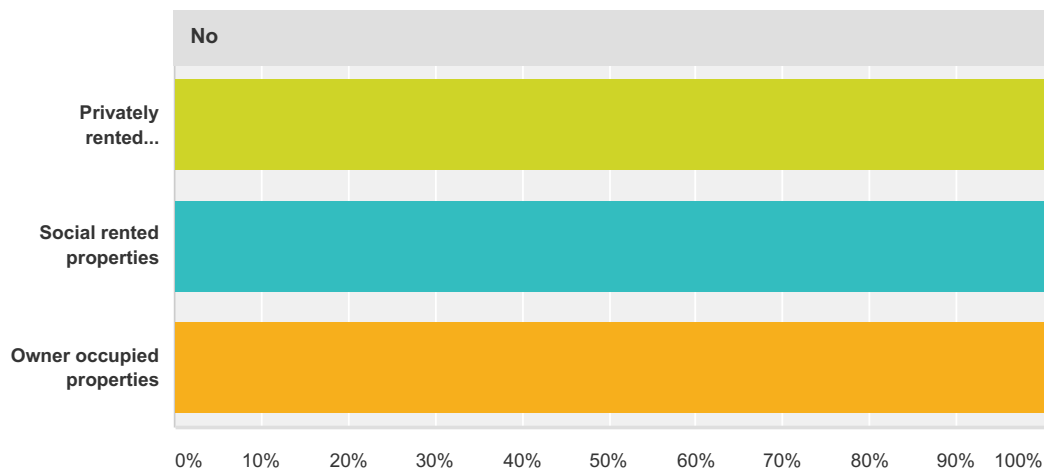
Neglected / run down properties	24.61% 313	11.32% 144	8.65% 110	5.74% 73	10.22% 130	5.66% 72	7.39% 94	9.98% 127	4.95% 63	11.48% 146	1,272	4.72
Overcrowded properties	27.61% 338	10.95% 134	8.66% 106	5.96% 73	7.92% 97	5.56% 68	7.68% 94	8.66% 106	5.39% 66	11.60% 142	1,224	4.60
Nuisance from parking / lack of street parking	15.00% 192	6.33% 81	7.58% 97	5.78% 74	7.81% 100	5.00% 64	8.52% 109	10.78% 138	9.45% 121	23.75% 304	1,280	6.11
Nuisance neighbours	28.61% 353	13.94% 172	10.13% 125	6.32% 78	9.89% 122	5.59% 69	5.83% 72	6.73% 83	4.13% 51	8.83% 109	1,234	4.15
Litter	13.70% 176	7.47% 96	7.63% 98	6.15% 79	6.77% 87	6.30% 81	7.94% 102	9.73% 125	9.34% 120	24.98% 321	1,285	6.15
Badly managed properties	26.53% 329	10.08% 125	8.95% 111	5.32% 66	10.00% 124	5.16% 64	6.69% 83	8.31% 103	5.97% 74	12.98% 161	1,240	4.73
Vermin	33.75% 405	16.25% 195	10.58% 127	5.42% 65	10.42% 125	5.58% 67	4.08% 49	4.25% 51	2.83% 34	6.83% 82	1,200	3.62
Use of / drug dealing or drug related crime	28.72% 351	12.36% 151	9.74% 119	7.12% 87	10.47% 128	4.83% 59	4.99% 61	5.89% 72	5.16% 63	10.72% 131	1,222	4.28
People not treating others with consideration	20.86% 262	11.70% 147	9.79% 123	7.01% 88	9.08% 114	6.53% 82	6.53% 82	9.00% 113	6.93% 87	12.58% 158	1,256	4.92
Rubbish dumping / fly and street tipping	17.46% 223	8.93% 114	7.05% 90	5.01% 64	6.81% 87	4.31% 55	6.66% 85	8.77% 112	9.40% 120	25.61% 327	1,277	5.94
Large gatherings on the street	33.87% 421	13.76% 171	10.78% 134	6.19% 77	9.65% 120	5.95% 74	4.59% 57	5.71% 71	3.62% 45	5.87% 73	1,243	3.72

Q7 Have you had any problems in your area in the past five years with any of the following:

Answered: 1,283 Skipped: 85



Yes



No

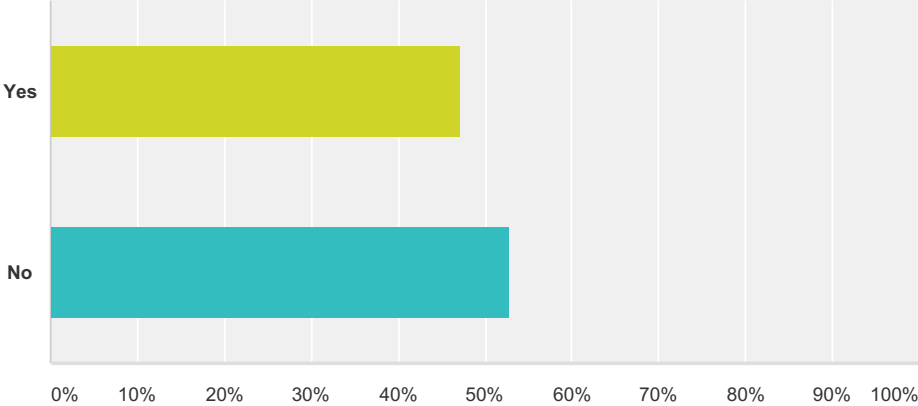
Yes		
	Yes	Total
Privately rented properties	100.00% 483	483
Social rented properties	100.00% 295	295
Owner occupied properties	100.00% 125	125
No		
	No	Total

Selective Licensing Consultation

Privately rented properties	100.00% 785	785
Social rented properties	100.00% 866	866
Owner occupied properties	100.00% 1,022	1,022

Q8 Have you ever been a victim or witness of any anti-social behaviour in the proposed areas?

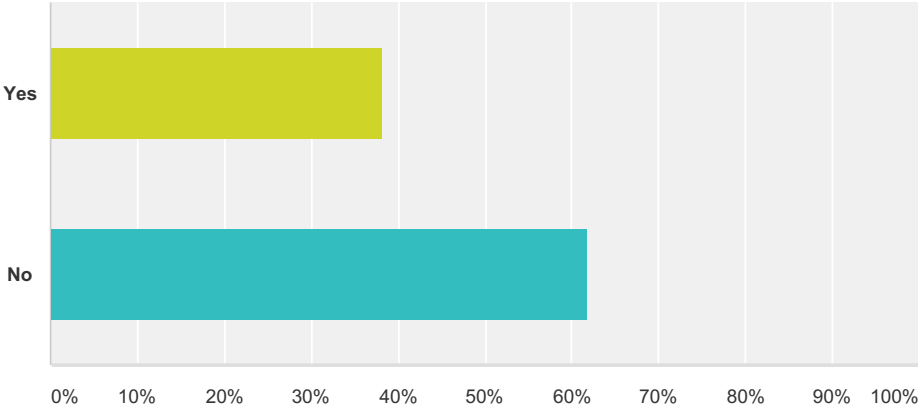
Answered: 1,339 Skipped: 29



Answer Choices	Responses	
Yes	47.27%	633
No	52.73%	706
Total		1,339

Q9 Thinking about properties in your area that are owned by private landlords, have you experienced or witnessed anti-social behaviour from tenants of those properties?

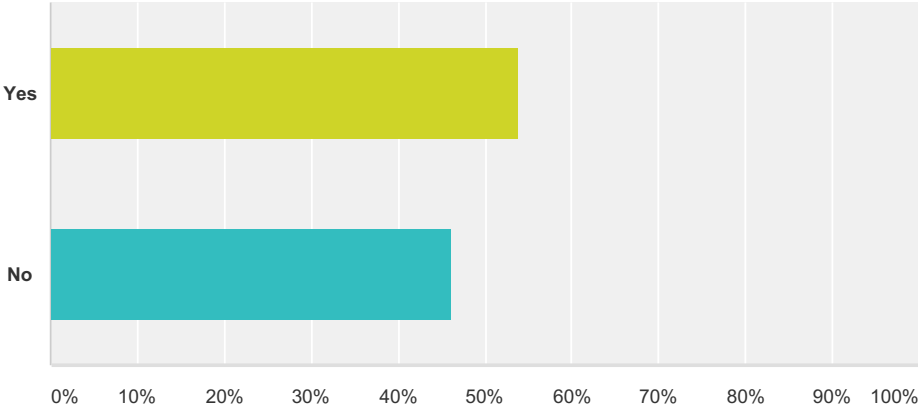
Answered: 1,326 Skipped: 42



Answer Choices	Responses
Yes	38.24% 507
No	61.76% 819
Total	1,326

Q10 Thinking about the properties in your area that are owned by private landlords, do you think the owners maintain the properties to a good standard?

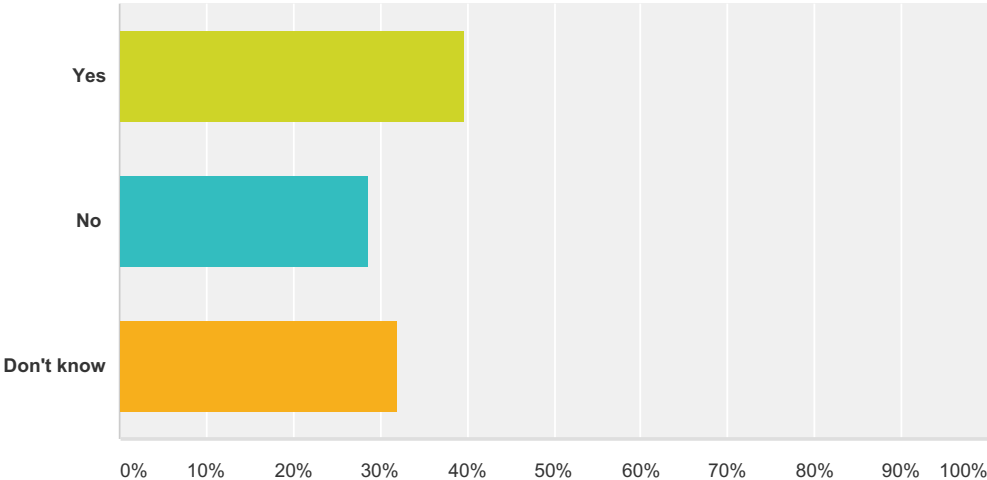
Answered: 1,291 Skipped: 77



Answer Choices	Responses
Yes	53.83% 695
No	46.17% 596
Total	1,291

Q11 Do you think some private landlords make a positive contribution to your area?

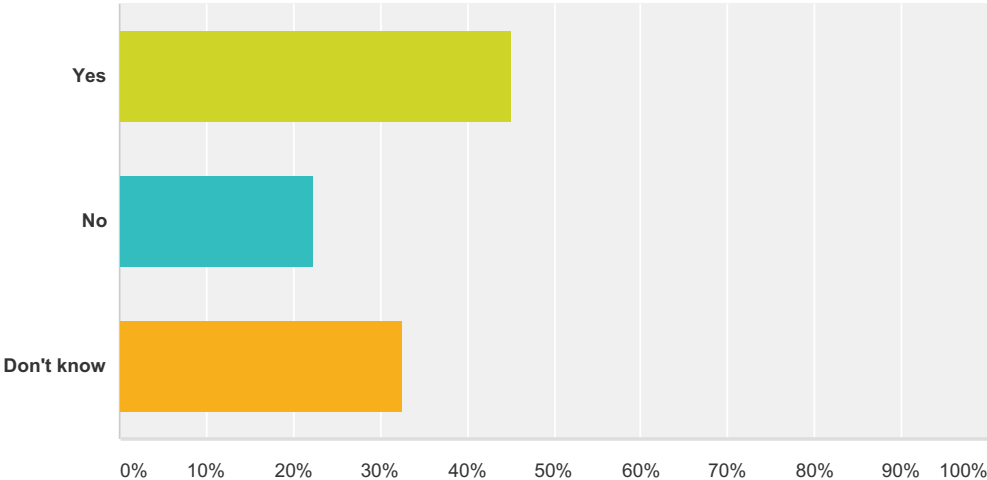
Answered: 1,347 Skipped: 21



Answer Choices	Responses
Yes	39.57% 533
No	28.58% 385
Don't know	31.85% 429
Total	1,347

Q12 Do you think some private landlords make a negative contribution to your area?

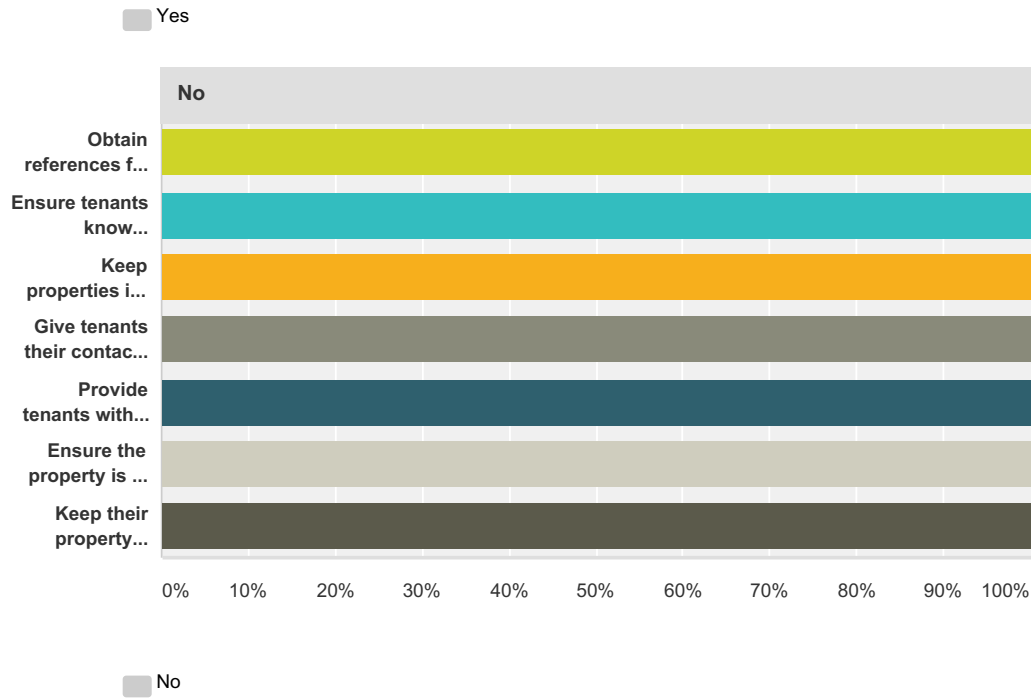
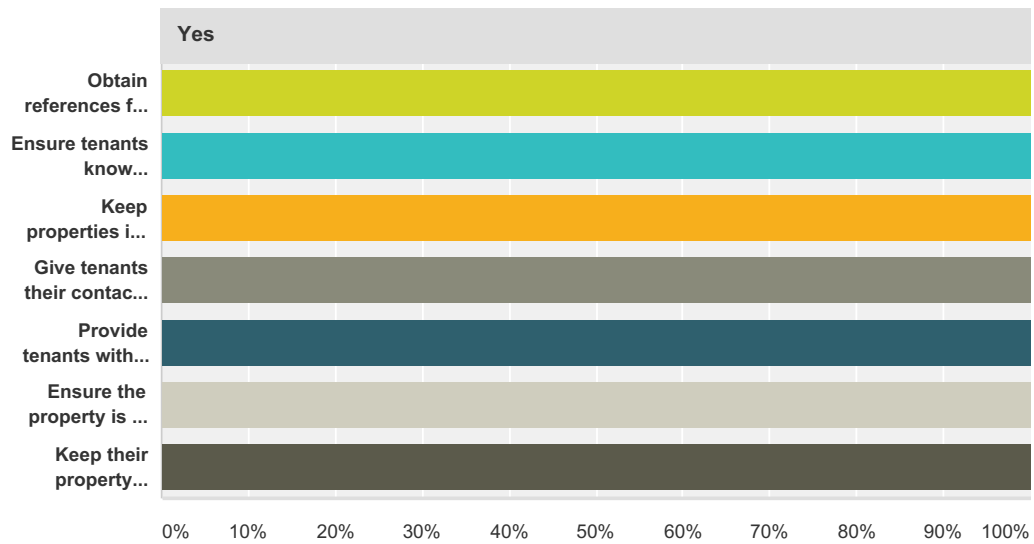
Answered: 1,341 Skipped: 27



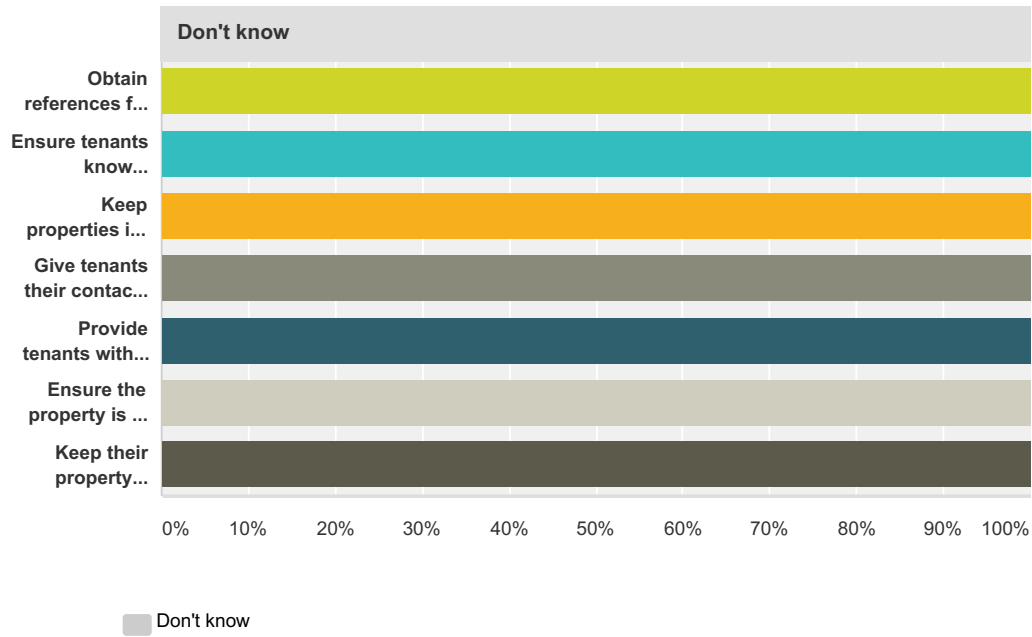
Answer Choices	Responses
Yes	45.19% 606
No	22.30% 299
Don't know	32.51% 436
Total	1,341

Q13 Do you agree that private landlords should take the following actions:

Answered: 1,348 Skipped: 20



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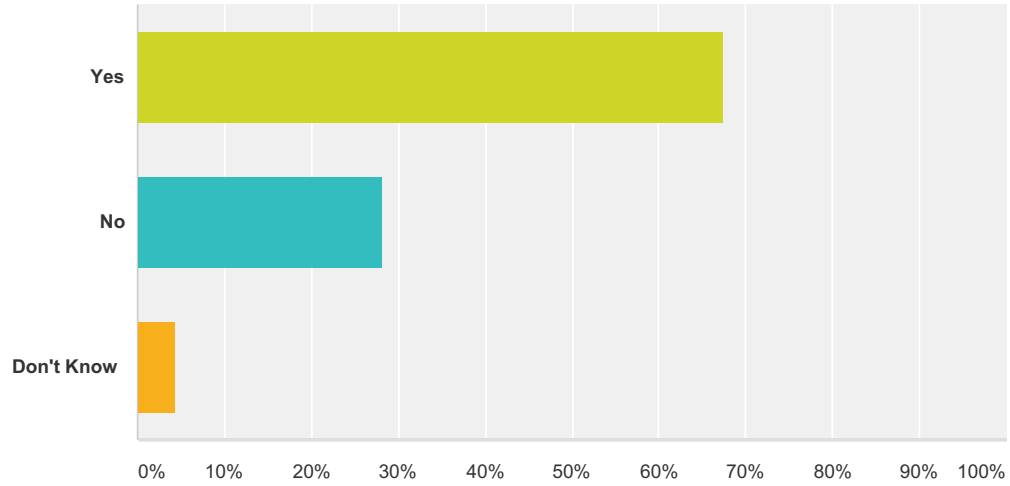
Yes		
	Yes	Total
Obtain references for tenants	100.00% 1,220	1,220
Ensure tenants know anti-social behaviour is unacceptable	100.00% 1,265	1,265
Keep properties in good condition	100.00% 1,308	1,308
Give tenants their contact details	100.00% 1,248	1,248
Provide tenants with a tenancy agreement	100.00% 1,298	1,298
Ensure the property is not overcrowded	100.00% 1,281	1,281
Keep their property maintained and secure and the garden free from any waste	100.00% 1,198	1,198
No		
	No	Total
Obtain references for tenants	100.00% 70	70
Ensure tenants know anti-social behaviour is unacceptable	100.00% 60	60
Keep properties in good condition	100.00% 16	16
Give tenants their contact details	100.00% 52	52
Provide tenants with a tenancy agreement	100.00% 27	27
Ensure the property is not overcrowded	100.00% 31	31

Selective Licensing Consultation

Keep their property maintained and secure and the garden free from any waste	100.00% 50	50
Don't know		
	Don't know	Total
Obtain references for tenants	100.00% 46	46
Ensure tenants know anti-social behaviour is unacceptable	100.00% 16	16
Keep properties in good condition	100.00% 17	17
Give tenants their contact details	100.00% 42	42
Provide tenants with a tenancy agreement	100.00% 16	16
Ensure the property is not overcrowded	100.00% 28	28
Keep their property maintained and secure and the garden free from any waste	100.00% 45	45

Q14 Do you think the council should have more control over the way that private landlords manage their properties?

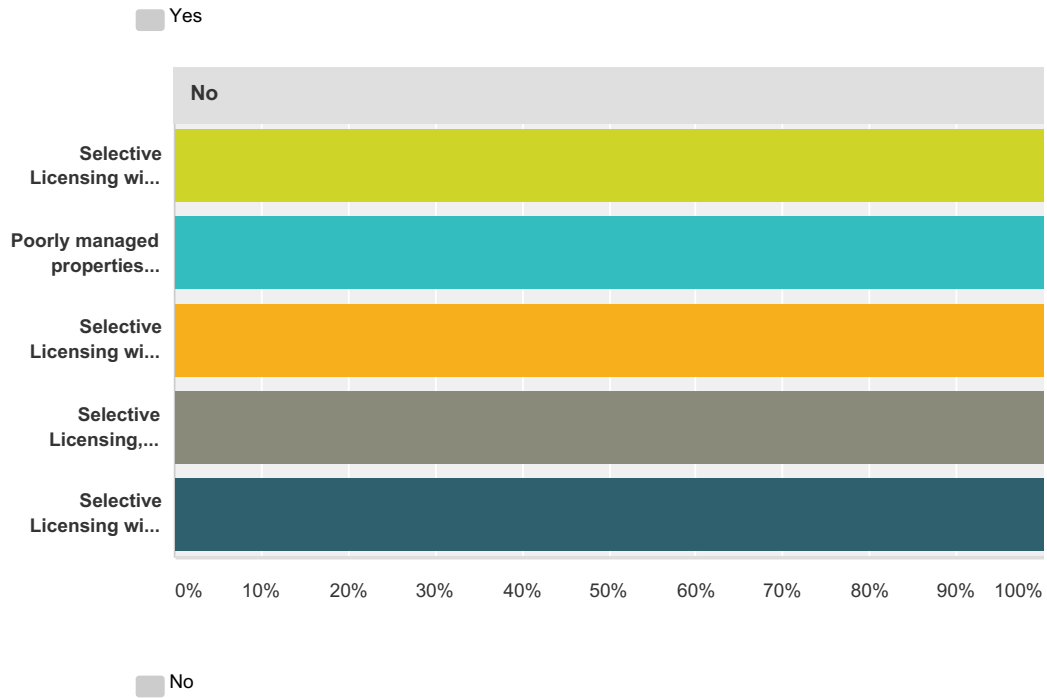
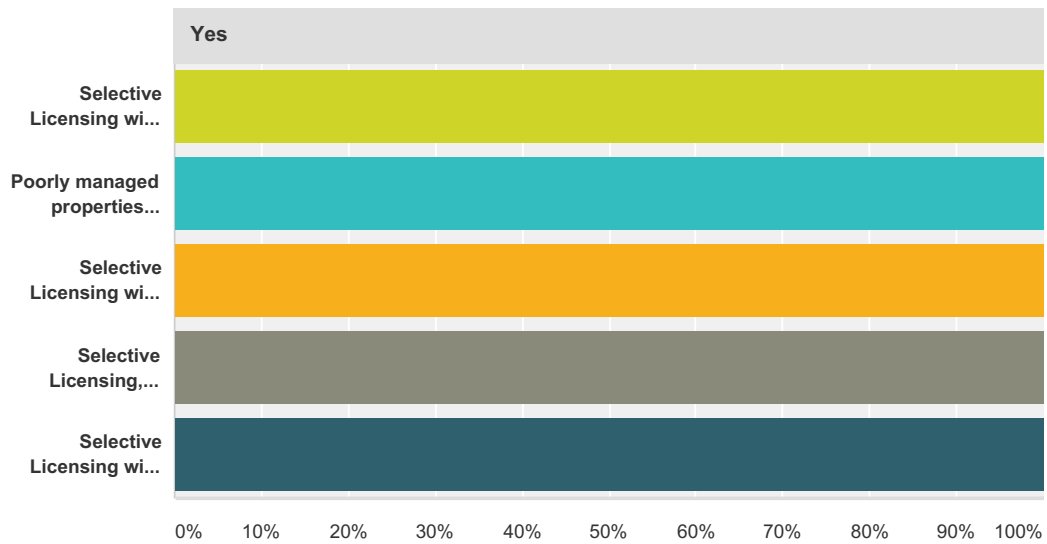
Answered: 1,341 Skipped: 27



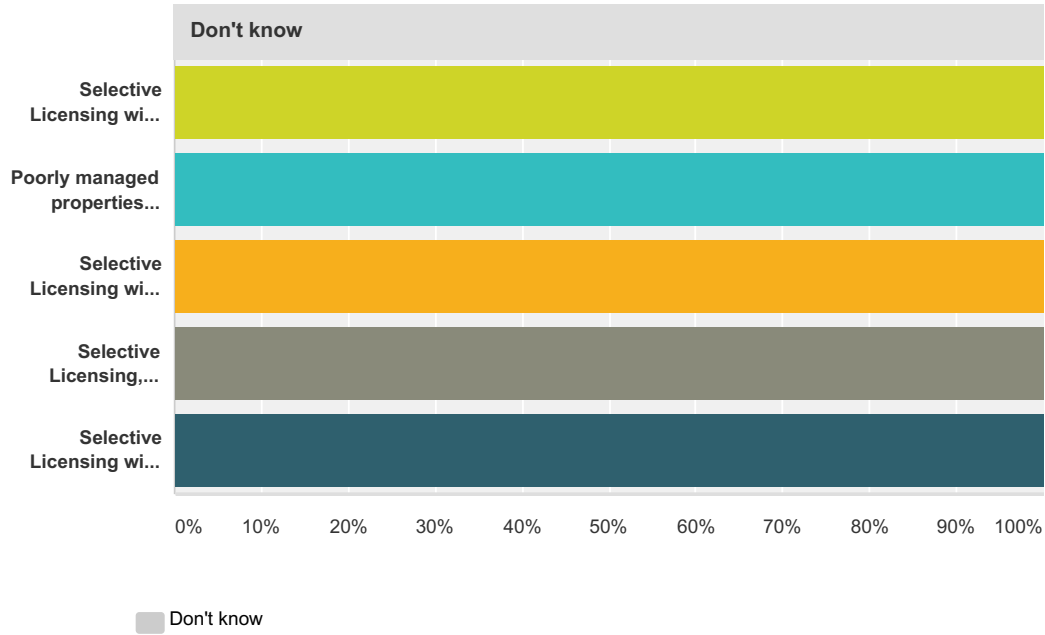
Answer Choices	Responses
Yes	67.41% 904
No	28.11% 377
Don't Know	4.47% 60
Total	1,341

Q15 Please state whether you agree with the following statements?

Answered: 1,352 Skipped: 16



Selective Licensing Consultation



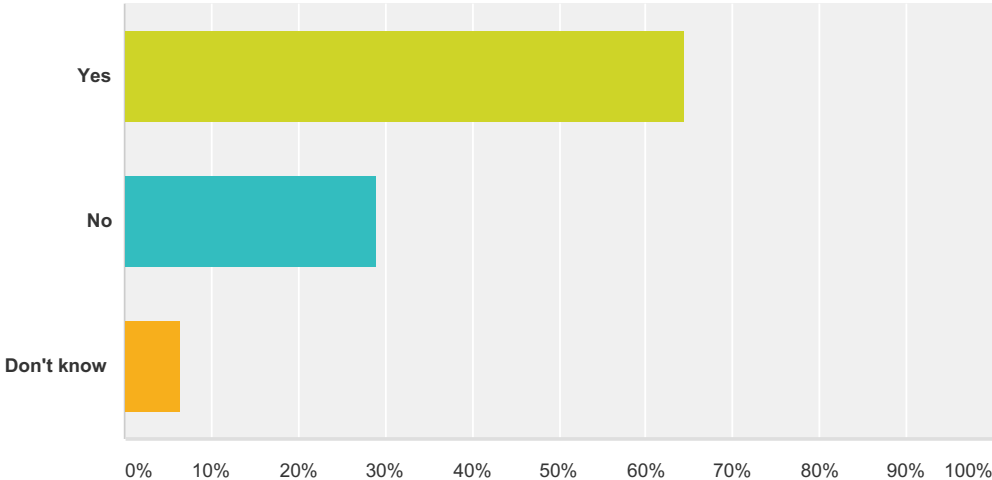
Yes		
	Yes	Total
Selective Licensing will help Landlords understand the legal requirements they must follow	100.00% 893	893
Poorly managed properties contribute to the decline of an area	100.00% 1,165	1,165
Selective Licensing will ensure that all privately rented properties are well maintained and managed	100.00% 756	756
Selective Licensing, together with the council's other actions, will help reduce anti-social behaviour	100.00% 721	721
Selective Licensing will help make an area more attractive to potential residents	100.00% 756	756
No		
	No	Total
Selective Licensing will help Landlords understand the legal requirements they must follow	100.00% 356	356
Poorly managed properties contribute to the decline of an area	100.00% 142	142
Selective Licensing will ensure that all privately rented properties are well maintained and managed	100.00% 394	394
Selective Licensing, together with the council's other actions, will help reduce anti-social behaviour	100.00% 399	399
Selective Licensing will help make an area more attractive to potential residents	100.00% 375	375
Don't know		
	Don't know	Total
Selective Licensing will help Landlords understand the legal requirements they must follow	100.00% 98	98
Poorly managed properties contribute to the decline of an area	100.00% 37	37

Selective Licensing Consultation

Selective Licensing will ensure that all privately rented properties are well maintained and managed	100.00% 198	198
Selective Licensing, together with the council's other actions, will help reduce anti-social behaviour	100.00% 225	225
Selective Licensing will help make an area more attractive to potential residents	100.00% 209	209

Q16 Do you support the council's proposed to introduce Selective Licensing?

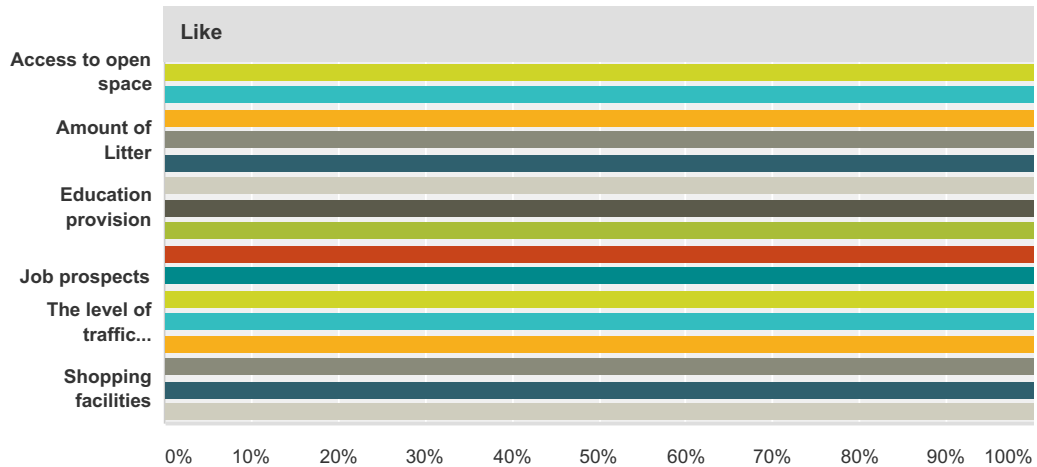
Answered: 1,351 Skipped: 17



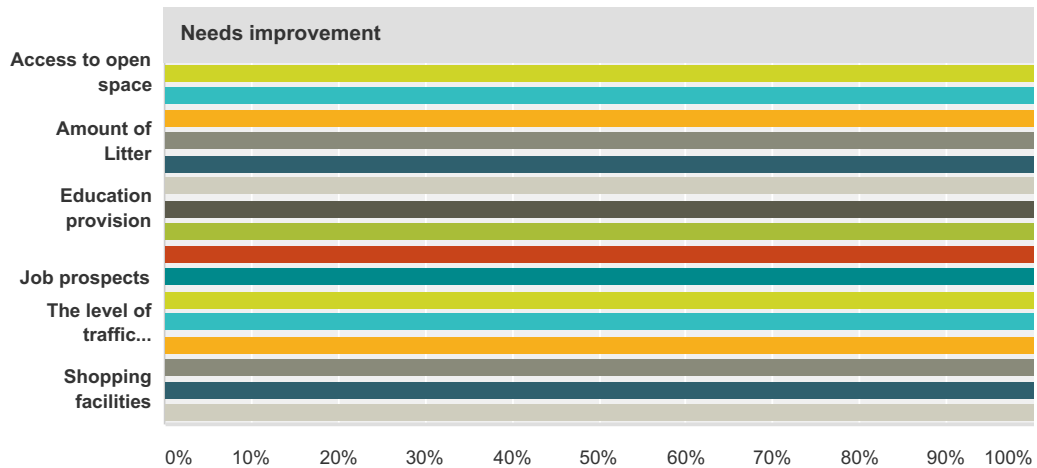
Answer Choices	Responses
Yes	64.54% 872
No	28.94% 391
Don't know	6.51% 88
Total	1,351

Q17 Thinking about your area, please select up to five options that you most like and five options that you think most need improvement

Answered: 1,321 Skipped: 47



Like



needs improvement

Like		
	Like	Total
Access to open space	100.00% 761	761
Activities for teenagers	100.00% 177	177
Affordable decent housing	100.00% 403	403

Selective Licensing Consultation

Amount of Litter	100.00% 183	183
Community activities	100.00% 234	234
Cultural facilities i.e. Libraries, museums etc	100.00% 337	337
Education provision	100.00% 442	442
Facilities for young children	100.00% 296	296
Health services	100.00% 532	532
Job prospects	100.00% 182	182
The level of crime	100.00% 199	199
The level of traffic congestion	100.00% 217	217
Public transport	100.00% 583	583
Road and pavement repairs	100.00% 197	197
Shopping facilities	100.00% 689	689
Sports and leisure facilities	100.00% 333	333

Needs improvement		
	needs improvement	Total
Access to open space	100.00% 173	173
Activities for teenagers	100.00% 578	578
Affordable decent housing	100.00% 356	356
Amount of Litter	100.00% 849	849
Community activities	100.00% 344	344
Cultural facilities i.e. Libraries, museums etc	100.00% 284	284
Education provision	100.00% 195	195
Facilities for young children	100.00% 300	300
Health services	100.00% 288	288
Job prospects	100.00% 318	318

Selective Licensing Consultation

The level of crime	100.00% 553	553
The level of traffic congestion	100.00% 575	575
Public transport	100.00% 224	224
Road and pavement repairs	100.00% 734	734
Shopping facilities	100.00% 123	123
Sports and leisure facilities	100.00% 239	239

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Response / Comment Tracker for Selective Licensing

Version: 1

Date: January 2016

A: High fees
 B: staged payments
 C: Unfair targeting of good landlords and/or good agents
 D: Question choice of areas
 E: funds diverted to council budget
 F: effective enforcement and prosecution

Comments	Action / Response (if necessary)	Date response sent	Category
<p>Dear Adrian,</p> <p>Speaking personally I am fully supportive of the proposals.</p> <p>My only other comment would be subject to administration considerations why stop at the selected areas. Unscrupulous landlords can exist anywhere. Much of the recently publicised exploitation has even been in rural areas. That said if administrative resources are limited it make sense to limit the scheme to the most likely and most dense area of private rented sector.</p> <p>Kindest regards</p> <p>PS these are personal views, I have circulated your letter to Parish councillors and if the Parish Council forms any views I will relay those to you</p>	<p>PCC recognises that unscrupulous landlords can and do operate across the city. However, DCLG guidance prevents a blanket city-wide approach being taken and requires us to identify those areas where we think the need is greatest.</p>	19/11/15	D
<p>Sorry, but the Dogsthorpe Ward should be included in the "Selective Licensing" area.</p> <p>We are a densely populated area, with many social issues...with many recognised social landlords and many individuals renting properties out to one or more tenants....some of the properties are of poor exterior and interior condition.</p> <p>So my contribution to the debate is...</p> <p>"Please include the Dogsthorpe Ward, do not exclude Dogsthorpe Ward".</p> <p>Still do not understand why this area of the city has not been included?</p> <p>Best wishes</p>	<p>Under the Housing Act 2004 the first threshold that must be applied before an area can be considered for Selective Licensing is that more than 19% of the housing stock must be in the private rented sector. The average for Dogsthorpe is just over 11% and therefore it cannot be considered.</p>	19/11/15	D
<p>Against the principle of just licensing certain areas, should be all areas or NONE at all.</p> <p>If current laws ENFORCED no need for additional ones!</p> <p>Good landlords shouldn't be penalised by paying fees. This will inevitably increase rents which are already very high in relation to earnings.</p> <p>One way of reducing problem would be for council to employ workers to VISIT and CHECK all accommodation that receives HOUSING BENEFIT. No housing benefit should be paid for tenants living in substandard properties.</p> <p>Better computer systems that can easily check how many tenants on housing benefit live at same property. There will always be rogue landlords and council should just focus on these. It's not difficult to see which houses are</p>	<p>In their 2014 guidance note "Review of Property Conditions in the Private Sector", DCLG states that, "The Government does not support the use of licensing across an entire local authority area". It adds, "Such an approach is disproportionate and unfairly penalises good landlords". Any Licensing scheme should therefore be, as the name suggests, selective. It should identify those areas where there is greatest need using the six criteria listed in the changes to the 2004 Housing act in April 2015. These are: Crime, deprivation, anti-social behaviour, poor housing conditions, migration, and low</p>	19/11/15	D,F,C

<p>substandard just by walking down the roads!!!!!! PCC should spend their time and effort on concentrating on these landlords and closing properties down if landlord does not improve situation. However what are the consequences of this as PCC is short of housing and can't offer any alternatives at present. Do they turn a blind eye because of this? Bringing out licensing will highlight problem but not address it, just cause more ineffective legislation, control and power to an already overstretched council with ever diminishing resources. It may pay for the running of the system but not address the problem.</p>	<p>housing demand.</p> <p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents. The fee has been modelled to allow the council to administer the scheme effectively and to increase its investigative powers both for back office and "feet on the ground").</p> <p>Unscrupulous landlords will not, in most cases, accept housing benefit tenants as this creates a paper trail by which they can be identified for tax purposes. The Council works with a number of partners to identify privately rented, substandard accommodation and the scheme is designed to enable officers to focus resources on these landlords and properties, whilst adopting a light touch approach to professional landlords.</p>		
<p>Dear Sir,</p> <p>My house is located at 56 xxxxxxxx. I am not sure if it falls in the proposed area of the selective licensing or adjacent to it.</p> <p>I do not understand the map properly.</p> <p>Please can you let me know the category I fall in.</p> <p>Thank you very much</p>	<p>Thank you for your email.</p> <p>I can confirm that properties 2-23, 24-72 (evens only) fall within the designated proposed area for Selective Licensing.</p> <p>We have since uploaded a list of all street names onto the website for ease of reference.</p> <p>Thank you once again</p>	<p>19/11/15 Returned as undeliverable to email address</p>	
<p>Afternoon,</p> <p>Just had the letter about Selective Licensing. I believe it's a positive thing.</p> <p>I'm just after clarification tho that tenants wouldn't be put at risk of losing their rented properties by all of this would they? I rent a flat and our landlord is brilliant but with some landlords potentially against this, all I'm saying is would this have an impact on people losing their homes? Or would you guys jump in and manage these properties?</p> <p>Just after clarification,</p> <p>Thanks</p>	<p>PCC does not believe this will increase the likelihood of tenants losing their property. In fact we believe that through SL the proportion of tenants with proper tenancy agreements will increase and this should reduce the chance of people being unfairly or illegally evicted.</p>	<p>19/11/15</p>	
<p>To whom it may concern</p> <p>can you please send a copy of a selective licensing letter and consultation questionnaire to the following address thank you.</p>	<p>Contact added to the database requesting questionnaire and sent out direct</p>	<p>28.10.15</p>	

<p>The concept of selective licensing, whilst it sounds great on paper, will inevitably lead to an increase in rent for tenants and further evasion of accountability on the part of existing rogue landlords.</p> <p>Nine times out of ten the dilapidated properties are owned by landlords that live abroad or live outside the area whom have passed on their duties to unethical independent agencies.... Primarily along the Lincoln road area.</p> <p>It's best to address the issue directly and put the funds into individual investigation of complaints raised on an ad hoc basis. This will deter people from potentially investing in the area, as this will be an unwelcome hassle and expense for reputable landlords such as myself. This, to reiterate will most unlikely affect rogue landlords..... It will take more than an additional tax to prevent them from treating private and housing benefit tenants the way they do....it would be more effective to petition to a review of statutory law to address breaches of housing legislation, ensuring that breaches are punishable with sentencing through the magistrates court as opposed to fines. Rogue landlords ironically have more liquid assets and are likely to pay the fine and carry on as normal. Hiding behind the name of an agent, family member or friends. Rogue Landlords should be fearful that they will be pursued to the full extent of the law As opposed to fines and additional costs which inevitably are passed on to tenants anyway.</p> <p>I keep my ears to the ground and hear some scandalous tales of goings on in the local area and have even overheard a rogue landlord scoffing at the idea which leads me to believe that this will be far from an effective approach to dealing with the issue..... If you would like to hear more or speak with me regarding this you are welcome to contact me via email, I feel I can offer insight into the situation from a landlords point of view but also as a conscientious individual that cares about the area, and knows intimate details about those who don't</p>	<p>The licence fee has been calculated to allow for an increase in the powers of investigation, both in terms of data analysis and physical inspection. SL allows the council to bring disparate pieces of legislation, ranging from Health & Safety to Housing, into one place and allows easier enforcement.</p>	<p>19/11/15</p>	<p>F</p>
<p>Hi,</p> <p>Many thanks for the email, would it be possible to arrange a meeting with Adrian to discuss the selective licensing proposal</p> <p>Many thanks</p>	<p>Currently in liaison direct to set up briefing session</p>		
<p>I have tried to contact you by telephone but been unable to get through as I have various questions concerning the proposed Selective Licensing but the most important is to find out if my property is covered by the proposal. It appears to be within the indicated areas but I note that not all properties are included. The relevant address is xxx. If it is not included then the following</p>	<p>Numbers 1 -65 are included so yes it is inside the proposed area.</p> <p>As you are inside the proposed areas you will need a licence if the scheme is implemented.</p>	<p>19/11/15</p>	<p>A</p>

<p>questions are irrelevant so please ignore them.</p> <p>Secondly, I am an absentee landlord and spend most of my time abroad so have managing agents to look after the property, arrange lettings and deal with tenants. I visit every year or two to check up on the flat and make any improvements necessary. Do I need a licence and make the various proposed checks and record keeping personally or can I leave it to my estate agents? Will they have to have some kind of licence from you?</p> <p>I have many more questions concerning the detail of the proposal but will leave these until I have your answers to the above.</p> <p>As a further comment I know that quite a few flat owners of the Forli Place blocks are not local and let the apartments like I do. I am considering the burden of all these proposals, as I suspect other owners will be, and whether to continue to let if they are made law. Certainly the cost, not just of the licence but of all the other requirements will probably mean an increase in the rent I shall ask as it is inevitable my estate agent will increase charges.</p> <p>I await your reply, I hope before the first public exhibition next week as I shall be leaving for home the following day.</p> <p>Regards,</p>	<p>The licence holder should be the person for whom it is most appropriate to hold the licence. In the situation where you live abroad and have no day to day control over the running of your property then it could be that your agent is the most appropriate person.</p> <p>The licence application consists of 3 sections the applicant, the licence holder and the manager. All 3 could be the same person but equally it could be 3 different persons depending on the individual circumstances relating to the property.</p> <p>However, if your managing agents are registered with ARLA (Association of Residential letting Agents) then you will pay only £50 per property over the whole five year period that the scheme is intended to run for.</p> <p>Equally, if you as a landlord gain accreditation with either the National Landlords Association or the Residential Landlords' Association you are liable for a £50 licence fee per property over the five year period.</p> <p>If the agents are not ARLA registered and you are not NLA or RLA accredited, you will be liable for a £600 licence fee.</p> <p>This pricing is specifically intended to encourage landlords to be aware of their obligations.</p> <p>Selective Licensing imposes no additional obligations on landlords. It merely brings various existing but disparate pieces of legislation together so that the local council can more easily enforce them. For responsible landlords the only additional expense is the £50</p>		
<p>Hi, £600 for single let property is annualy or for 5 years, please? Thank you,</p>	<p>Dear xxx,</p> <p>The fee for a single let property is for the whole five years, not annually. A licence runs for up to 5 years so if a landlord decides to let a property at any time during the five years the same fee applies.</p> <p>The fee covers the costs of administering the licence and inspecting the property during the term of the scheme, these costs are static so the fee structure is static.</p>	<p>19/11/15</p>	
<p>Hello I have been trying to establish if my road/address is on the proposed list - I live at xxxxxxxx, it was not on the street name list but appeared to be in the red</p>	<p>Dear xxx</p> <p>Yes, your street is included. It is missed off the street list as it's</p>	<p>19/11/15</p>	

area on the map. Please clarify. Regards	classified as a subsidiary street. However, we have now updated our information to include these types of streets.		
I am NOT a landlord or tenant but this proposal is discriminatory to both landlord and tenant. If one landlord should be licensed then all should be, if one tenant has this extra protection, then they all should have it. The council should be enforcing the powers they already have across the whole city.	SL's purpose is to bring together the disparate branches of legislation – some of which the city council are not able to pursue, like gas safety – and allow them to enforce far more easily than we can at present. Government guidance prevents us from licensing all landlords. We need to select those areas that are most in need of extra control.	19/11/15	C,F
I have tried to answer your questionnaire but I can't find it on the website.	Please go to https://www.peterborough.gov.uk/residents/housing/selective-licensing/public-consultation/ and click on the link to "complete an online questionnaire"	19/11/15	
Can you please tell me if xxxxxxxx falls into the proposed licensing areas? Many thanks,	Vintner's Close does <u>not</u> fall within one of the areas proposed for SL at this stage but you are an important consultee as you live in an area adjacent to one of the core areas.	19/11/15	
Dear contact, can you confirm whether the Sugar Way development is to be included in the selective licensing initiative? Kind regards	Parts of the Sugar Way estate fall within the proposed areas, but not all. Please see the map online at: https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/housing/SelectiveLicensingConsultation-MapOfProposedAreas-October2015.pdf	19/11/15	
Who on earth came up with this mad scheme? What gives you the right to arbitrarily decide to label decent people in with the bad apples in Peterborough. Who picked out these areas and how many city councillors actually live in the red areas? And please don't reply "It's not arbitrary we are having a public consultation" No matter what happens with any council consultation is a farce, you will just do whatever you want anyway. Are the public going to have any sway about the divvying up of Peterborough in good and bad areas? Who decided that? These are among the many questions you will be asked at the public meetings. You will only end up creating a downward spiral of house prices in the red areas as people will use it to drive prices down in the red and even the green which will lead to areas going downhill as landlords will take advantage and let them out cheaper and cheaper in those areas leading to less caring tenants which you are trying to avoid, but will create. Everybody in Peterborough knows that a lot of the problems you are pointing out occur in the the Ortons and Paston, yet they are not red or green? Did you check with the police crime figures before these lines were drawn? There surely has to be	We would encourage you to attend one of the public meetings to discuss the scheme. There is a great deal of evidence to support the scheme's introduction, to deal with housing that is sub-standard. In contrast to your comments, we believe that SL is the best way to enhance the areas proposed. Without action, the current poor quality of housing, anti-social behaviour and deprivation will cause increasingly acute problems. Please visit the website where you'll find detailed supporting documentation. We are of course in close contact with the relevant city councillors ourselves.	19/11/15	D

<p>a human rights issue somewhere in this, you are about to divide the city up according to some amazing and stupid premises. I want to know who it was that came up with these decisions it surely must be the result of one mans' insanity, cot everybody in the council can be insane? I and my neighbours will have much more than this to say about this at the public meetings (if we are ALLOWED TO SPEAK THAT IS). And no is the answer to your unspoken question, I am not a landlord and don't live in a red area, but a green one. But in the meantime I will conducting my own survey of city councillors to see who supports this.</p>			
<p>Hi</p> <p>As our map is not interactive I cannot find out which area I am in. I live in Muskham which I think is red but it is really not clear. Can you confirm and I suggest you change your on-line map so that it can be expanded to see street names otherwise you are going to get guessing on the part of people not familiar with the wards</p>	<p>The website does include a list of street names and numbers. Muskham is not within one of the core proposed areas, but is in an adjacent area for consultation purposes.</p>	<p>19/11/15</p>	
<p>After consultations with my family, our family's comments on selective licensing are attached.</p> <p>We agreed that your policy remains flawed, since there the exclusion of Ravensthorpe Ward is illogical. We feel that the information you have is out-dated or too old, since Ravensthorpe has a lot of private tenancies and do not understand how or why our ward and, say, North Bretton have not been included. We have friends and community contacts there and your conclusions are not supported by them.</p> <p>Similarly, we have friends and family in Paston and Dogsthorpe and your conclusions there are not supported by our contacts and information either.</p> <p>Your questionnaire is designed to support the direction of travel the Council has previously been advocating and is not only enough but can be said to be selecting areas where Asian landlords are thought to predominate. Your previous EIA was unconvincing</p> <p>We support licensing of landlords but your current views are inadequate and a regurgitation of the previous policy that was rejected. It will be seen by BME people and communities as unequal. May be even racist.</p> <p>It seems a nonsense to exclude much of North Ward bearing in mind what the 2 word councillors have said on many occasions - that the character of the, ward has been changed out of all recognition</p> <p>We do not understand why the Council is so reluctant to implement a city-wide policy; indeed, it would make sense to implement a pilot in one of the wards such as Ravensthorpe, Paston, Dogsthorpe and learn lessons, as well as a ward such as East, Central or Park.</p>	<p>Many thanks for your feedback, which is appreciated.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p> <p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p> <p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are:</p> <ul style="list-style-type: none"> Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were above the Peterborough average in at least five of these six criteria. The areas were selected on the data only. It cannot be said that we are targeting Asian</p>	<p>19/11/15</p>	<p>D</p>

<p>Regurgitating old, tired and frankly seemingly divisive policies is no way forward. Your "new and revised" policies will not help in making all landlords having a consistent, fair and equitable approach.</p> <p>We feel a Council-wide policy is best, once more a pilot has been tried and tested as we propose.</p> <p>Your sincerely</p>	<p>landlords and we are committed to an impartial consultation.</p> <p>The need to address criminal landlords and anti-social behaviour is clear.</p>		
<p>Dear Sir/Madam,</p> <p>I am a responsible landlord with a property in xxxx, Orton Longueville. Please could you advise me if my property falls within your proposed core area for your proposed selective licensing scheme.</p> <p>Many thanks,</p>	<p>Farriers Court is not included in the core areas but it is in an area adjacent to a core area for consultation purposes.</p>	19/11/15	
<p>Hi</p> <p>Please call customer back.</p> <p>Re letter sent to address from selective licencing.</p> <p>Customer is 75 years old and is an ex-employee of PCC.</p>	<p>Called 3.45pm 9/11 and left answerphone message</p>	9/11/15	
<p>--- The following addresses had delivery problems ---</p> <p>xxxxxxxxxxxxx (Unable to deliver message within specified time.)</p>	<p>Alternative email address has been updated and sent out to</p>	28/10/15	
<p>Customer requires a paper copy of the selective Licencing letter and a consultation questionnaire. He has no access to a computer.</p> <p>Please can you arrange for this to be sent.</p>	<p>This was added to the spreadsheet requesting a questionnaire. No response is felt necessary.</p>	29.10.15	
<p>Afternoon,</p> <p>Just had the letter about Selective Licensing. I believe its a positive thing.</p> <p>I'm just after clarification tho that tenants wouldn't be put at risk of losing their rented properties by all of this would they? I rent a flat and our landlord is brilliant but with some landlords potentially against this, all I'm saying is would this have an impact on people losing their homes? Or would you guys jump in and manage these properties?</p> <p>Just after clarification,</p>	<p>We feel that tenants are actually less likely to lose their properties as SL will encourage the use of formal.</p>		F

<p>Dear Sir</p> <p>We are Charity and Religious organisation. Do we still need the Selective Licensing</p> <p>Kind regards</p>	<p>Charity and Religious organisations are not exempt from Selective Licensing.</p>	<p>19/11/15</p>	
<p>Good morning.</p> <p>I have received the consultation form as requested. It is not clear enough on the map whether my property is in the red or green area. Can you confirm please into which area, Francis Gardens falls.</p> <p>Thank you.</p>	<p>There is information on the PCC website which elaborates on which areas the Selective Licensing scheme would affect. There is a link attached below</p> <p>Proposed areas - Selective licensing of privately rented properties</p> <p>From this information I can say that Francis Gardens is not listed as one of the streets that will be affected; however we value your feedback all the same.</p>	<p>19/11/15</p>	
<p>I was relieved to find that I live in Green area, not in Red area. Your selection gives me an impression that you are labelling the Red areas as deprived and unsafe areas, not nice places to live in or buy a house.</p> <p>Your intention might be to improve the area, but It will prejudice the public opinion and can affect house price.</p> <p>You are going to deputise the landlords to control their tenants behaviour and charge the landlords large amount of fees for their work rather than paying to them. It seems very unfair.</p> <p>.</p> <p>Yours faithfully</p>	<p>Selective Licensing focuses on those areas that already show signs of problems related to poor quality housing, crime, anti-social behaviour and deprivation. Without action these issues will do far more to damage an area than Selective Licensing, which is designed to address these problems, and so raise the quality of the housing and improve the community.</p> <p>If tenants do need control, then a well-informed landlord operating within a formal tenancy agreement is better able to take the necessary action. If a landlord is a member of an recognised organisation it does not impose “ a large amount of fees”</p>	<p>19/11/15</p>	<p>D,A</p>
<p>I have received a letter regarding selective licensing. Does it apply to an owner of a house with a lodger in a spare room?</p>	<p>No, if a landlord lives in the house Selective Licensing does not apply.</p>	<p>19/11/15</p>	
<p>RE: Selective Licensing</p> <p>After consultations with my family, friends and neighbours I write to raise our concerns on the proposed selective licensing.</p> <p>As a Ravensthorpe resident surrounded by private tenants we do not understand why Ravensthorpe has been excluded amongst other areas within Peterborough?</p> <p>We strongly support licensing of landlords but your current views are</p>	<p>Many thanks for your feedback, which is appreciated.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p>		<p>D,C</p>

<p>inadequate and a regurgitation of the previous policy that was rejected.</p> <p>We also believe you are targeting mainly landlords from ethnic backgrounds which could be seen as racist.</p> <p>I do not understand why this Council is so reluctant to implement a city-wide policy; indeed, it would make sense to implement a pilot in a few key areas around Peterborough firstly.</p> <p>Regurgitating tired, old and frankly seemingly divisive policies is no way forward. Your "new and revised" policies will not help in making all landlords having a consistent, fair and equitable approach.</p> <p>I urge you to reconsider a city-wide policy!</p> <p>Yours Faithfully</p>	<p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p> <p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are:</p> <p>Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand</p> <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were below the Peterborough average in at least five of these six criteria. The areas were selected on the data only. It cannot be said that we are targeting Asian landlords and we are committed to an impartial consultation.</p> <p>The need to address criminal landlords and anti-social behaviour is clear.</p>		
<p>Did not receive any consultation letter/paper work, he would like to be sent a copy.</p>	<p>Consultation letter and questionnaire sent to xxx from Athene on 11/11/15.</p>	<p>11/11/15</p>	
<p>I have filled in questionnaire, it's seems like I am contradicting myself so I would like to add that i agree to disagree the license for landlord as I think it's wrong to select certain areas it should be on landlord and properties in Peterborough as a whole as I have been in my property for 4yrs and previous 11yrs and it would be wrong if my landlord had to pay a fee when the property is highly maintained by myself and landlord and she would be penalised just because of area . Selective licensing should be on property only and not where you live as I use to live in gunthorpe which is not on your area for selective licensing to which I had neighbours who never cared of property or private landlords but because of postcode its classed as good area you do need to reconsider this licensing as being selective.</p>	<p>In their 2014 guidance note "Review of Property Conditions in the Private Sector", DCLG states that, "The Government does not support the use of licensing across an entire local authority area". It adds, "Such an approach is disproportionate and unfairly penalises good landlords". Any Licensing scheme should therefore be, as the name suggests, selective. It should identify those areas where there is greatest using the six criteria listed in the changes to the 2004 Housing act in April 2015. These are: Crime, deprivation, anti-social behaviour, poor housing conditions, migration, and low housing demand.</p> <p>If your landlord is a member of an accredited organisation (like NLA or RLA) the fee will only be £50 over the whole five years that the scheme is intended to run for.</p> <p>Some areas have not been chosen because they do not have the minimum threshold of 19% of their housing stock in the private rented sector.</p>	<p>19/11/15</p>	<p>C,D</p>

<p>Good afternoon</p> <p>I wonder if you could kindly let me know whether Minster Precincts is likely to be included in your potential scheme for selective licensing. We would also appreciate some details about the potential cost of each licence, as this will be a very serious concern for us if we are to be included.</p> <p>Kind regards,</p>	<p>There is information on the PCC website that details which areas and streets are to be included. A link is attached below for your reference.</p> <p>Selective licensing of privately rented properties - Housing</p> <p>From the information on this site I can tell you that Minister Precincts is included among the streets that will be affected. However only numbers 2-9, 11-16, 18, 22, 25-28 are affected, as well as Ashton House, Deanery, Gardeners Cottage, Mandell House, The Garden House, The Palace, The Vineyard and William Robinson House.</p> <p>There should be no cost to tenants living in privately rented accommodation. The cost will vary depending on whether you are the landlord and whether you use agents to manage your property as it is always Landlords that need to gain a licence, not agents.</p> <p>However, if your managing agents are registered with ARLA (Association of Residential letting Agents) then you will pay only £50 per property over the whole five year period that the scheme is intended to run for.</p> <p>Equally, if you as a landlord gain accreditation with either the National Landlords Association or the Residential Landlords' Association (RLA) you are liable for a £50 licence fee per property over the five year period.</p> <p>If the agents are not ARLA registered and you are not NLA or RLA accredited, you will be liable for a £600 licence fee. This pricing is specifically intended to encourage landlords to be aware of their obligations.</p> <p>Selective Licensing imposes no additional obligations on landlords. It merely brings various existing but disparate pieces of legislation together so that the local council can more easily enforce them. For responsible landlords the only additional expense is the £50</p> <p>I hope this information is helpful and please refer to website for any further information you may need.</p>	<p>19/11/15</p>	
<p>Good morning</p> <p>My name is xxxxxxxx. I am full time employee in a factory since 2003. I have some properties on rent in Peterborough. I heard about to get licence from council , I am not educated and can not use computer very much. I have my accountant and i am paying my income tax regularly. as i told you that i am working full time. I need help from you how to get the application form</p>	<p>The proposed Selective Licensing scheme is not yet active so there is no need to apply for a license as yet. We are in a public consultation period to gauge how the people living in and around the affected areas feel about the scheme.</p> <p>A link to our website is attached below. This should hopefully answer any questions you have about the scheme.</p>	<p>19/11/15</p>	

<p>and how to fill it please make appointment for me with somebody who can help me about this matter</p> <p>hope you will help me</p> <p>many thanks</p> <p>with regards</p>	<p>Selective licensing of privately rented properties - Housing</p> <p>You can check the maps and the list of street names provided to see if your properties are within the affected areas. I hope this information is helpful, please contact us again if you have further questions or issues to discuss.</p>		
<p>Hi,</p> <p>Please can you advise if the proposed fees would apply if the house is let and managed through a letting agency?</p> <p>I own a house in Fletton and maintain it to a very high standard. It is let through brookdale property management who ensure that the required standards are met and maintained.</p> <p>To propose that I need to pay £600 to be allowed to continue to let out my house seems totally unjustified and I would appreciate clarification on whether this fee applies.</p> <p>Regards</p>	<p>Brookdale’s website appears to state that they are registered with the National Landlords’ Association, which is one of the organisations that governs Landlords. The industry organisation for letting agents is the Association of Residential letting Agents (ARLA).</p> <p>If you (as a landlord) have accreditation from NLA or the Residential Landlords’ Association (RLA) your fee will be £50 per property for the entire five year period. Likewise if the property is managed by an ARLA accredited agent the fee is also £50.</p> <p>It is proposed to charge landlords without accreditation (or without accredited managing agents) a fee of £600.</p>	19/11/15	A,C
<p>(Request for questionnaire)</p> <p>Hello,</p> <p>has received a letter about selective licensing.</p> <p>His address is</p> <p>Kind regards,</p>	<p>Consultation questionnaire sent from Athene on 11/11/15.</p>	11/11/15	
<p>As requested I have just completed the questionnaire about the council's proposals for Selective Licensing. I am a landlord of a one bedroomed house. I do not live in the area so I have the following comments to make about the consultation:</p> <ul style="list-style-type: none"> The questionnaire is aimed at solely at tenants and local residents. There is no scope for private landlords to give their views. This suggests that the exercise assumes that most landlords are not responsible or employ letting agents to ensure that correct standards are maintained. 	<p>Many thanks for taking the time to respond to the consultation.</p> <p>The questionnaire is not aimed solely at residents and tenants. The views of landlords are vital to the consultation and the questionnaire asks respondents to indicate whether they are landlords, owner occupiers or tenants.</p> <p>Many landlords also experience problems with other less reputable landlords in their area and we aim to capture this response. Equally, the questionnaire asks for indications of anti-social behaviour and crime, which a landlord may have strong views on.</p> <p>The proposed pricing of the scheme encourages landlords to be accredited by a national organisation like the NLA or RLA. If you</p>	19/11/15	A,B,C

<ul style="list-style-type: none"> • The views of landlords should be obtained if the consultation exercise is to be considered valid. • The likely cost for the landlords of single property I consider to be unreasonable. In my case this would at least 2 months' income over and above the fees paid to the managing agent. • If the requirement for licences is introduced I consider that many landlords such as I will sell their properties, the buy-to-let market will dry up and thus reduce the availability quality rented accommodation in the areas where this is most needed. • If the scheme goes ahead I will certainly be giving my tenant notice to quit and will sell the property. 	<p>are accredited, or use an ARLA accredited managing agent to manage your property, the fee over the five year period is only £50 per property. Accreditation provides proof that you are acting responsibly as a landlord and are aware of your obligations. If you or your agents are not accredited the fee is £600.</p>		
<p>Dear Sir/Madam,</p> <p>I have received a letter regarding Selective Licensing from your office.</p> <p>I haven't yet filled in the questionnaire but I have seen that xxxxxx has not been selected and besides, the property is managed by a comprehensive package with Brookdale Property Management, 1144 Lincoln Road, PE4 6BP, which requires gas, electricity and other regular checks.</p> <p>Before I do anything else, I would like to know whether the house is included in this proposal?</p> <p>Thank you in advance,</p> <p>Best regards from,</p>	<p>There is information on the PCC website which elaborates on which areas the Selective Licensing scheme would affect. There is a link attached below</p> <p><u>Proposed areas - Selective licensing of privately rented properties</u></p> <p>I can say that xx Fane Road is not listed as one of the properties in the street that will be affected; however we value your feedback all the same.</p>	<p>19/11/15</p>	
<p>I would like to point out that your information regarding the areas of selective licensing have an error.</p> <p>The area you describe as Orton Longueville is actually Orton Malborne and needs to be amended accordingly.</p> <p>Regards</p>	<p>Thank you for bringing this to our attention. As you have stated the area is in Orton Malborne and we will look at varying the maps</p>	<p>19/11/15</p>	

<p>Dear Sirs</p> <p>I have completed your on-line questionnaire, but I feel that it did not give me the opportunity to express any really opinions on the proposed scheme.</p> <p>As a landlord of one terrace property in Woodston, which I have managed by Brookdale Property Management. I feel that your proposal is unfair and penalises good landlords like myself.</p> <p>I also feel that if the proposed scheme goes ahead, then it should cover the whole area of Peterborough and not just selective areas. A bad or rouge landlord could have a property in any part of Peterborough and not just in the areas covered by your proposal.</p> <p>Yours faithfully,</p>	<p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords’ organisation (such as the National Landlords’ Association or the Residential Landlords’ Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents. If you or Brookdale has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600</p> <p>In their 2014 guidance note “Review of Property Conditions in the Private Sector”, DCLG states that, “The Government does not support the use of licensing across an entire local authority area”. It adds, “Such an approach is disproportionate and unfairly penalises good landlords”. Any Licensing scheme should therefore be, as the name suggests, selective. It should identify those areas where there is greatest using the six criteria listed in the changes to the 2004 Housing act in April 2015. These are: Crime, deprivation, anti-social behaviour, poor housing conditions, migration, and low housing demand.</p>	<p>19/11/15</p>	<p>C,D</p>
<p>Dear Sirs,</p> <p>Having just read all the information regarding this proposal, I must say I am appalled! Myself and wife have owned and rented out a 1 bed property at xxxxxx for over 3 years now without any ‘help’ from Peterborough City Council.</p> <p>Unless I’m reading things wrong, it looks like you intend to charge me <u>£600</u> to say I am a ‘fit’ landlord. You have got to be joking ! I would rather sell the property that pay one tenth of my income to a party who have no input into my property. We as responsible private landlords are not the problem here, but as usual, it’s easier to target everyone than those causing the issues. Our property has, and will always, be managed by a letting agent of our choice. All regulations are fully complied with and tenants are correctly checked before an AST is offered to them. I do not need ‘guidance’ from you or anyone else.</p> <p>All I see here is more ways for the cash strapped council to make money at others expense. I for one will not put up with this and should this be put</p>	<p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords’ organisation (such as the National Landlords’ Association or the Residential Landlords’ Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents. If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. The fee is a business expense and is therefore tax deductible.</p> <p>We would encourage you to attend one of the drop in sessions that are taking place around the city and meet with the Selective Licensing team.</p>	<p>19/11/15</p>	<p>A,B,C</p>

<p>through the property will be sold and I will put my money into another town or city.</p> <p>I do hope that my, and I guess, many others views will be looked at and the 'correct' decision made. I'm not holding my breath though.</p> <p>Regards</p>			
<p>I have received a letter regarding selective licensing and would like to confirm if my property would be in a designated area for this Could you please confirm by email if this is the case.</p> <p>My view for what it's worth is that Landlords will view it as a tax and a business cost and will pass it on to tenants by increasing rents so the tenants will bear the cost which is unfair as most tenants are not that well off hence the reason they are renting and not owner occupiers. The poorer people end up paying more rent and have even less money to spend on essentials like heating and food What an ill thought out bad policy I hope it does not happen.</p>	<p>The scheme has been designed to help PCC expose criminal landlords who do not take their obligations seriously.</p> <p>The licence fee structure will encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents. If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. The fee is a business expense and is therefore tax deductible.</p>	19/11/15	A
<p>Dear Sir/Madam,</p> <p>Please could you let me know where you obtained your information from for the recent letter sent out about Selective Licensing - Your Opinion counts (November 2015).</p> <p>It is just it was redirected to me (as I have moved) and I want to ensure I update the relevant database to reflect my new address.</p> <p>Also please could you let me know if the proposed £600 fee for single property is per year or covers 5 years please?</p> <p>Thank you</p>	<p>The licence fee structure will encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents. If you or your managing agent has appropriate accreditation then the fee for the five year period (not annually) is £50 per property (payable no matter when in the five year period it is sought). If there is no accreditation the fee is proposed at £600 for a five year period.</p> <p>The Council tax data was used to identify landlords within the proposed areas. You would need to contact them directly on 01733 747474 in order to update your information.</p>	19/11/15	
<p>Mr Adrian Chapman Service Director Adult Services and Communities Peterborough City Council</p>	<p>The council has sent out over 40,000 letters as part of the selective licensing consultation. They have been sent to residents and businesses in the proposed areas, and those areas adjacent to the proposed areas.</p>	19/11/15	

<p>7 November 2015</p> <p>Dear Mr Chapman</p> <p>Re: Selective Licensing - Your Opinion Counts</p> <p>Thank you for your letter dated November 2015.</p> <p>I am writing to let you know that I have NEVER been (either in the past or presently) a landlord of a residential property in the city.</p> <p>I would therefore be grateful if you would please remove my details from your 'Landlord database'.</p> <p>I am however a private resident of Peterborough and as such I would be interested to receive information regarding the proposals.</p> <p>If you have any further questions, please contact me.</p> <p><u>Please confirm receipt of this e-mail.</u></p> <p>Thank you for your help.</p> <p>Yours sincerely</p>	<p>We have also written to landlords who have properties in the proposed areas. Without knowing your actual address I cannot confirm which data base your information came from.</p> <p>All data was via the council tax records and not from a locally held landlord database so I can assure you that you are not noted as a landlord.</p> <p>If you would like to provide me with your address I am happy to check in what capacity we have written to you and then confirm whether you should contact the council tax department to amend your records.</p> <p>There is information on the PCC website that details which areas and streets are to be included. A link is attached below for your reference.</p> <p>Selective licensing of privately rented properties - Housing</p>		
<p>Please explain how to respond to the Selective Licensing questions where there are up and down arrows in the answer boxes. When I click an arrow a "yes" or "no" appears but then disappears when I proceed to the next question. Thus I can't review my answers before submitting the form. Please help.</p> <p>Regards</p>	<p>This query was resolved via telephone as the correspondent called last week</p>	<p>11/11/15</p>	
<p>Hi</p> <p>I am so sorry but this morning I received a call from xxxx concerning the online form apparently there seems to be an issue with it in as much as when people put information they then move onto the next section but when the do all the</p>	<p>See above</p>	<p>11/11/15</p>	

<p>information they have previous put in disappears.</p> <p>Would it be possible to task ICT to look into this and for xxxx to be contacted on ..</p> <p>Thank you</p> <p>Kind regards</p>			
<p>Hi Team,</p> <p>Please see the details below from a resident who has received some correspondence in the post regarding SL. She has pointed out that it was sent to an old address and wants to confirm which database was used so she can get her details updated;</p> <p>Name:</p> <p>Tel:</p>	<p>Data cleanse as above</p>		
<p>Attn Mr Adrian Chapman</p> <p>Dear Mr Chapman.</p> <p>It was approx 18 month since you tried to introduce the same selective licensing. This was withdrawn. As a responsible private landlord I contend that this piece of proposed legislation is slanted towards making money for the council coffers. I note that you purposely do not make any mention of the cost to the private rented sector. No doubt this will come later .!</p> <p>HAS THE COUNCIL ALL THE POWERS IT NEEDS TO TAKE ACTION AGAINST BAD LANDLORDS AND BAD TENANTS.?? YES</p> <p>HAS THE COUNCIL ALL THE POWERS IT NEEDS FOR ENFORCING SATISFACTORY CONDITIONS OF HOUSES IN THE RENTED SECTOR. ?? YES</p> <p>THE PRIVATE RENTED SECTOR PROVIDES A VITAL SERVICE TO THE</p>	<p>Selective Licensing brings together different aspects of legislation (some enforced by different agencies such as the Health and Safety Executive and Gas Safety) and enables PCC to proactively ensure all privately rented housing meets the legal requirements that all private rented property is of the same housing standard, not overcrowded and that anti social behaviour is appropriately addressed.</p> <p>It does not impose higher obligations on the landlord but it does allow for easier scrutiny by the local authority.</p> <p>The licence fee structure will encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period (not annually) is £50 per property (payable no matter when in the five year period it is sought). If there is no accreditation the fee is proposed at £600 for a five</p>	<p>19/11/15</p>	<p>A,C,F</p>

<p>PETERBOROUGH COMMUNITY.</p> <p>BY PLACING ADDITIONAL FINANCIAL BURDENS ON ALREADY HARD PRESSED LANDLORDS, PRIVATE RENTED PROPERTIES WILL BE SOLD OFF. THE COUNCIL WILL THEN BE OVER WHELMED WITH DEMAND FOR HOUSING WHICH THEY WILL NOT BE ABLE TO MEET.</p> <p>I ask that you let me have your response</p>	<p>year period.</p> <p>We reject entirely your statement that this scheme is designed to make money for council coffers. The legislation prohibits Selective Licensing schemes from making a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers (both in the office and on the street) we need to actively pursue the criminal landlords.</p>		
<p>Good afternoon,</p> <p>You mention that one of the benefits of licensing is the 'Greater ability of landlords to deal with rogue tenants'.</p> <p>Can you please explain how landlords will have a greater ability to deal with rogue tenants? Also, what is the definition of rogue tenants?</p> <p>Regards,</p>	<p>The council wants to sustain long-term improvements in the quality of private rented sector accommodation within the proposed Selective Licensing scheme's boundaries, and understands the need to ensure a balance between the rights and responsibilities of landlords and their tenants. As a result, the council and its partners have either introduced or are exploring the following, additional measures:</p> <ul style="list-style-type: none"> • The introduction of a Public Space Protection Order (in accordance with Part 4 of the Anti-Social Behaviour Crime and Policing Act 2014) within the designated areas. This will focus enforcement and education activity on such things as street drinking, litter and waste management, and other aspects of anti-social behaviour that are largely the responsibility of tenants • The re-structuring of policing and partner and enforcement teams to ensure those areas with the biggest challenges receive the most appropriate targeted resource. These teams will work within the regulatory framework to support landlords who seek their assistance with tenants who commit damage, anti-social behaviour and engage in problematic behaviour • Improved education and effective support for landlords in the management of tenants who cause anti-social behaviour including supporting landlords through the eviction process should it become necessary to seek possession • A review of the current Cumulative Impact Policy introduced under The Licensing Act 2003 that addresses the growth of licensed premises in the Millfield, New England area of the city 	<p>19/11/15</p>	
<p>Hi</p> <p>I have just spoken to xxxx letting agents, they have received letters regarding selective licensing that were not for them and she is unsure what to do with the</p>	<p>This query was resolved via telephone</p>	<p>10/11/15</p>	

<p>letters. I believe some are for landlords that she has no dealings with.</p> <p>Their details are:</p> <p>XXXXX</p>			
<p>Good afternoon</p> <p>xxxx called regarding the above. Please can you call her back on 01733 ...</p> <p>Thanks</p> <p>Edwina</p>	<p>Not a landlord Data to be cleansed</p>		
<p>Following a recent communication from you about selective licensing it has come to my attention that you are using my old address which is xxxxx We have moved recently and our new address is:</p> <p>x</p> <p>We are landlords responsible for xxxx in Eye. I was interested to read that you propose to licence landlords and feel that it is a really good idea. However, I do not own a property in the proposed area as mine is in the Eye and Thorney ward.</p> <p>With kind regards,</p>	<p>Dear</p> <p>The address data for landlords was taken from the council tax records at the end of October 2015.</p> <p>At that time the records showed your xxx address Unfortunately we are unable to update your council tax records on your behalf but if you telephone 01733 747474 the council tax department can do this for you.</p>	<p>19/11/15</p>	
<p>Hello</p> <p>I'm letting out a property in central Peterborough and have some questions I'd like to ask over the phone regarding selective licensing for landlords please. As there is no number to call, I've been advised by PCC that someone will call back. My number is ...</p> <p>Regards</p>	<p>Left message on mobile 12/11/15 13:25</p> <p>Officer spoke to xxx on 16/11/15 – no further response required.</p>	<p>16/11/15</p>	

<p>Good Afternoon,</p> <p>With reference to your letter dated November 2015. I do not understand why you have sent this to me as I am not and never have been a landlord. I am a joint owner/occupier with my wife of xxxx. We own this property outright.</p> <p>Please amend your records.</p>	<p>The council has sent out over 40,000 letters as part of the selective licensing consultation. They have been sent to residents and businesses in the proposed areas, and those areas adjacent to the proposed areas, (which is where your address falls in).</p> <p>All data was via the council tax records and not from a locally held landlord database so I can assure you that you are not noted as a landlord.</p> <p>There is information on the PCC website that details which areas and streets are to be included. A link is attached below for your reference.</p> <p>Selective licensing of privately rented properties - Housing</p>	<p>19/11/15</p>	
<p>Dear Sirs</p> <p>I have received information regarding Selective Licensing in Peterborough.</p> <p>I own a two-bedroom house at xxx, Peterborough. I cannot identify from your map if my property is in a proposed area.</p> <p>If I am affected I do not see where there is any questionnaire regarding people who own one property and let it out through a professional agency - in my case Dakins. The questionnaire on the internet is only aimed at residents who live in the areas on the map. I am afraid the map is a very poor way of showing possible affected areas; there is no definitive detail of the areas subject to the proposal.</p> <p>I would like to know why the proposals would mean me having to pay £600 extra for a property that is well managed through a well-known agency and is not subject to any of the problems you suggest in certain areas.</p> <p>Also, I can see many people in my position who will need to evict the tenants in order to sell the property. It all seems another way to take money from responsible people because the Council are not using the powers available to resolve any problems outlined.</p> <p>I wish to receive your comments asap.</p>	<p>Many thanks for taking the time to respond to the consultation on 10th November, and for your second chasing email on 13th November. Over 40,000 residents and businesses were written to: you will therefore appreciate that we are dealing with a large number of responses.</p> <p>Both the detailed maps and the list of street names on our website show that Langdyke is included in the proposed area – we would point out though that these areas have been chosen purely on the evidence base for the six criteria set out in the amendments to the Housing Act, which are listed on our website, and may change once the consultation has been concluded.</p> <p>The licence fee proposals make it clear that if a landlord is an accredited member of either the National Landlords’ Association or the Residential Landlords’ Association, or if the managing agent is registered with ARLA, the fee for the five year period is £50 per property. Without these accreditations the fee would be £600. This will allow the council to be confident that the property is being managed in a responsible way.</p> <p>The questionnaire is aimed at landlords (and their experiences with tenants and anti-social behaviour), tenants and other residents.</p> <p>We would encourage you to attend one of the many drop-in sessions being held around the city and to chat with the council</p>	<p>19/11/15</p>	<p>A,D</p>

	team about the proposals.		
<p>Dear Sir/Madam,</p> <p>Please see below original email sent on Saturday 7th Nov 15.</p> <p>'Please could you let me know where you obtained your information from for the recent letter sent out about Selective Licensing - Your Opinion counts (November 2015).</p> <p>It is just it was redirected to me (as I have moved) and I want to ensure I update the relevant database to reflect my new address.</p> <p>Also please could you let me know if the proposed £600 fee for single property is per year or covers 5 years please?'</p> <p>On Tuesday (10th Nov 15) I did call xxxxxx and they took a message for somebody to call me back (after being passed around to the wrong departments) they said I would receive a call yesterday but I did not receive a call back. I also sent this email on Saturday to which I have only had an automated message saying we do not response to queries (why even have an email address then?)</p> <p>Poor service! Please could somebody respond to my email answering my queries above.</p> <p>Thank you for your assistance.</p>	PCC data cleanse plus earlier email response		
<p>Dear Sir</p> <p>I object most strongly to the penal imposition of a substantial fee for no other reason but to FILL THE COUNCIL COFFERS.</p>	<p>Double entry See above response</p>		A,D,E

<p>THE COUNCIL HAS ALL POWERS TO DEAL WITH BAD LANDLORDS !!!</p> <p>THE COUNCIL HAS ALL POWERS TO DEAL WITH BAD TENANTS !!!</p> <p>THERE IS NO JUSTIFIABLE REASON TO IMPOSE THESE DRACONIAN FINANCIAL PENALTIES .</p> <p>PRIVATE LANDLORDS PROVIDE A VITAL SERVICE TO THE PETERBOROUGH COMMUNITY AND THE COUNCIL , AND MANY WILL NO DOUBT DECIDE TO SELL UP LEAVING THE COUNCIL UNABLE TO PROVIDE HOUSING FOR ITS CITIZENS.</p> <p>YOU DROPPED A SIMILAR SCHEME TWO YEARS AGO !!</p> <p>YOUR SURVEY ASKS FOR DETAILS ABOUT THE AREA WHERE THE PROPERTY OWNER LIVES WHICH IS PROBABLY NOT THE AREA TO WHICH YOUR QUESTIONS ARE DIRECTED. AND IS TOTALLY ILL CONCEIVED .</p>			
<p>Dear Peterborough council, following up on your recent letter regarding your consultations with regards to selective licensing i have the following comments to make. The survey did not give me any scope to state a proper opinion.</p> <p>I am landlord with 19 Peterborough based properties, . I use an ARLA and NAAEE affiliated letting agent to fully manage these properties. The proposed licensing system makes a mockery out of my use of a professional , qualified lettings agency. ARLA already has exacting professional standards, Tenants are treated as clients ,all landlord responsibilities and safety checks are adhered to , maintenance and problems dealt with in a timely and professional manner. The majority of landlords who use these accredited professional services should be exempted from this type of licensing which is aimed, and quite rightly, at rogue landlords who give us all a bad name. I have had property in Toftland Deerleap , Brynmore, Queens walk for a number of years , these areas are not bad areas , i have had no reports of nuisance neighbours, flytipping , anti social behaviour and in some of these cases have long term tenants who have been very happy in these streets. I am struggling to see how these streets have been selected for this scheme. I feel it will indicate to future tenants that the selected areas are not nice places to live, driving down property prices and rental demand , in fact almost a self fulfilling prophecy which will only attract problem tenants from other areas of the city to create a super bad area. If selective licensing is introduced , i will most certainly pass on the costs to the tenants, . The lettings industry is becoming more regulated</p>	<p>Many thanks for your response. We are glad that you are taking your responsibilities as a landlord seriously. However, many are not.</p> <p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords like yourself, and this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>The legislation prohibits Selective Licensing schemes from making a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers (both in the office and on the street) we need to actively pursue the criminal landlords.</p>	<p>19/11/15</p>	<p>C,D</p>

<p>and a target for government and local government money making. Recent costs have included more regulatory checks , smoke alarms , increased gas and electrical safety checks Pat tests, removal of mortgage interest relief, effectively taxing us on our turnover rather than our profit, increase tax on buildings insurance, increased costs from contractors for gas safety certificates. As these costs increase it is becoming harder to make a financial case for carrying on. If licensing is introduced i would certainly seriously consider a program of property disposal, some long term tenants and socially housed tenants would be evicted and their homes sold. Please think this through very carefully and ensure that professional and responsible Landlords using professional and responsible accredited agents are not financially penalised for the few rogue landlords.</p> <p>Kind regards</p>	<p>Contrary to your assertion that the proposals will be a “self-fulfilling prophecy”, we are of the opinion that doing nothing will see the areas decline further, perhaps irretrievably, and that SL will in fact give us the tools to ensure that we lift the quality of both the properties and the communities through the proactive pursuit of criminal landlords and anti-social behaviour.</p>		
<p>Dear Sir,</p> <p>I am a landlord in Peterborough and intend to undertake the necessary steps to acquire accreditation with a nationally recognised organisation. I have been a member of the Residential Landlords Association for 6 years and before I undertake to comply with their scheme requirements for accreditation I need to know that this is scheme is acceptable to you.</p> <p>I should be grateful if I you could confirm that the Residential Landlords Association's scheme is recognised by Peterborough Council as a nationally recognised scheme.</p> <p>Yours faithfully</p>	<p>Being an accredited member of the RLA qualifies a landlord for the discounted £50 fee.</p>	21.12.15	
<p>Please can you advise customer if the selective licensing covers Glebe Road or not.</p> <p>Please can you telephone customer to advise.</p>	<p>Telephoned 13/11/15 and confirmed yes, and asked her to notify her landlord</p>	13/11/15	
<p>I emailed you on 10 November 2015 listing comments and questions about the selective licensing consultation. In your acknowledgement reply you did not address the questions I asked. How can you consult upon a subject if you do not communicate information when questions are asked. As I have received no information from you I fail to see how the City Council can consider my feedback on information I have not been given.</p> <p>I trust you will now send the necessary information in order that I may raise further questions if necessary. Also it will save me having to make a strong complaint to the City Council about the way this consultation is being handled.</p>	<p>See above email</p>		
<p>xxxx (landlord) would like a call back today regarding a questionnaire that he is currently filling out and have questions about. Contact number is 01733</p>	<p>Called and discussed.</p>	13.11.15	

<p>Please see the details below from a resident who has received some correspondence in the post regarding SL. He has pointed out that it has the incorrect name as he is the landlord of the property;</p> <p>...</p>	<p>No response needed. It is the tenant who has called to tell us who his landlord is. The landlord has had a letter in his own right as has the tenants.</p>		
<p>Owner of 12 rented properties throughout the UK - 6 in Peterborough.</p> <p>Xxx have received you letter regarding Selective Licensing and read your questionnaire.</p> <p>Your website states that: "Your views are important to us and we would like to hear what you think about the proposed Selected Licensing scheme. We are, therefore, consulting about our proposals".</p> <p>and your letter states: "To do this we need to ensure we consider your views on the proposals".</p> <p>Having read the questionnaire and looked at the website, there is NO provision for feedback in the questionnaire and your 'exhibitions' are for the Council to put their point of view. This is not a consultation process in any form!</p> <p>The questionnaire does not approach the subject from a neutral point of view, it approaches all questions putting a view that the Selective Licensing will/may solve any issues - this is an appallingly written and biased questionnaire - it's like asking "when did you last beat your wife".</p> <p>Questionnaires should be balanced and not lead or promote a certain point of view.</p> <p>Questions like: 6. Thinking about the area, how much of a problem are the following on a scale of 1-10, with 10 being the highest problem and 1 being the lowest (please tick) You are telling the reader that there is a problem, not asking if there is a problem. There is no option to say "none of the above".</p> <p>12. Do you think some private landlords make a negative contribution to your area? This leads the reader. This question should ask if Landlords make a negative or positive contribution in your area?</p> <p>13. Do you agree that private landlords should take the following actions: You are asking the reader to agree with your point of view, not if they think there is an issue!</p> <p>General: It is not the Landlords responsibility to 'police' their tenants from an Anti</p>	<p>The questionnaire seeks to balance feedback from landlords, owner occupiers and tenants. This email address is provided specifically for the response you have now provided. In addition, the exhibitions are forums specifically designed for you to attend and provide feedback – please do come along.</p> <p>Under DCLG guidance the council needs to be able to explain their rationale and the exhibitions provide a face to face method for doing that.</p> <p>For Q6 we will assume that 1 will indicate no real problem For Q12, please see Q11, which asks if landlords make a positive contribution. For Q13, we are asking residents if they think these issues are important. If they do not, and the population believes actions like these are not required, it will inform the need for Selective Licensing being introduced in the first place.</p> <p>With regards to Anti-social behaviour, DCLG guidance states that Selective Licensing must not be introduced unless it is complemented by other actions undertaken by the council, and we recognise that anti-social behaviour in itself is often nothing to do with the landlord.</p> <p>Two of the complementary council actions are an extension of the Cumulative Impact Policy (which will seek to limit the number of off-licences, which can fuel street drinking and anti-social behaviour) and the introduction of a Public Space Protection order in certain areas, which is aimed at reducing the large and often intimidating groups that can gather on the street.</p> <p>In addition, Selective Licensing will increase the number of landlords using formal tenancy agreements (usually Assured Shorthold Tenancies), and these agreements set out the obligations of the tenants in terms of overcrowding, quiet enjoyment by them and the neighbours, and waste disposal. Landlords can then take action if required.</p> <p>We recognise that anti-social behaviour in itself is often nothing to do with the landlord</p>	<p>21.12.15</p>	<p>C,F</p>

<p>Social Behaviour perspective - Landlords are not the police and have no authority to decide what Anti Social Behaviour may or may not be. The council and Police are absolving themselves of their responsibilities if they move this responsibility to the Landlord. Many Landlords do not live in the area of their properties, like me, they may not even live in the country - how are they to control tenants. What exactly do you expect the Landlord to do - ask them nicely to stop?</p> <p>The vast majority of Landlords are excellent, the few that are bad do not enter in to 'schemes' and never will.</p> <p>Much of the over crowding of rented properties (HIMO) is due to tenants wanting to keep individual costs down, this is why they seek out unregistered Landlords - what makes you think Selective Licensing will change this?</p> <p>The vast majority of Landlords use registered Agencies to run their properties, these agencies make sure that all legal responsibilities are undertaken - why penalise these Landlords? I see nothing in your proposals NOT to charge Landlords that have their properties managed by registered agencies - why not?</p> <p>Any Selective Licensing costs will have to be passed on to the Tenant.</p> <p>It is the responsibility of the Council to deal with poor Landlords and Anti Social behaviour, there is sufficient existing legislation in place to deal with it. It requires the council to do their elected job. It is not the responsibility of the Council to levy a tax on Landlords because the Council is failing in its elected duty.</p> <p>Additional Selective Licensing fees will not add any additional 'weapons', it is only a tool to move the blame for the issues from the Council to other areas.</p>	<p>Overcrowding is a serious issue, leading to increased damage to the property fabric and also exacerbating public health problems (the incidence of TB in Peterborough has been growing, and overcrowding is thought to be partly to blame).</p> <p>We would like to reiterate that, unlike many such schemes across the UK, Peterborough's proposed charging regime for SL reflects a significantly discounted fee of £50 over the five year period for those landlords accredited with national bodies (NLA, RLA) or using an ARLA accredited managing agent, versus £600 if the landlord or agent are not so accredited.</p>		
<p>Dear Sir/Madam</p> <p>I have looked at your website about the proposed selective licensing scheme following receipt of your letter. However, it is not clear from the diagram or the street list if our property is within the proposed area, please could your let us know, the property is:</p> <p>xxxxxx</p> <p>Look forward to hearing from you soon.</p> <p>Kind Regards</p>	<p>xx The Dell does not fall within the Selective Licensing, at this stage, 130-131 falls within the selected area, however, you are an important consultee as you live within a core area that has been selected.</p> <p>Thank you once again for your email.</p>	<p>21.12.15</p>	
<p>Dear Sirs</p> <p>I have completed your questionnaire but it is not fit for purpose for a landlord of properties in the selected area. It gives no opportunity for landlords to state their views.</p>	<p>The questionnaire is designed to capture views of landlords, owner-occupiers and tenants. The email address (which you are using) is there for you to use to state your views.</p>	<p>21.12.15</p>	<p>A,F</p>

<p>I am an old aged pensioner and have 2 properties in your proposed licencing area, which I rent out to provide additional income, both through a responsible management company. The properties are maintained in excellent condition at all times. I resent having to pay, because obviously there will be a fee, for a licence which you think will enable you to manage poor landlords. I will need to charge tenants more rent to cover the cost and the scheme will make no difference to those landlords that presently fail to maintain their properties to a reasonable standard.</p> <p>You should have enough powers under the Housing Act and other legislation to manage poor landlords without penalising landlords that ensure high standards are met. Licencing is not the answer and will simply raise rents in the area. The scheme is flawed and I suggest you reconsider.</p> <p>Yours faithfully</p>	<p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords like yourself, and this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p>		
<p>To Whom It May Concern,</p> <p>I am a private landlord and am appalled at the selective licensing proposal for many reasons.</p> <p>Whilst I am a private landlord, I let my property through a reputable agency who ensure that standards are met by both the tenants and the landlord. They ensure gas certificates, smoke alarms and (something the council have not mentioned) carbon monoxide monitors are in place and working, as well as many other things such as regular inspections etc... Therefore why should I be paying for a selective license, when my property is already managed to a very high standard?</p> <p>This proposal appears to advocate for the introduction of extorting money out of responsible landlords, in a bid to solve problems caused by a few bad eggs, rather than identify and deal with these individuals in isolation, all under the pretense of tackling larger issues of anti-social behaviour, crime and a low standard of living. What you would actually be doing in many cases is making landlords pay for something that they don't need and pushing rental prices for those on low incomes up.</p> <p>I'm also concerned that the questionnaire does not openly request specific feedback at any point, only asks you to answer the councils questions, some of which are irrelevant - for example, my address is no longer within Peterborough, however I lived on the street in question for almost 12 years prior to moving in 2014. So I do not live in any of the areas specified as options given. Mistakes like this make the questionnaire not look credible and like it's just been thrown together for appearances sake.</p> <p>Another point I'd like to raise concern with is that I do not see how tenants having their landlords contact details is appropriate when they are renting through an agency, and quite frankly this should not be any of the councils business. Yes, they should have contact details in relation to the property they are renting, but not necessarily of the landlord - another oversight on the</p>	<p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords like yourself, and this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>We do not feel that, for responsible landlords, this fee will result in increased rents.</p> <p>The questionnaire is designed to deal with landlords, owner-occupiers and tenants, and is aimed at seeking their views on the area in which they live.</p> <p>You are correct in quoting that the council has only selected those areas that are also above the Peterborough average in at least five of the six criteria set out in the Housing Act.</p> <p>The data to back up our analysis is clearly shown on the website under the Supporting Documents tab. Please take some time to review this and by all means come back to us if you are unsure or unsatisfied. We would also add that the areas chosen – although entirely and solely on the evidence of the data – are part of the consultation and we may well change the boundaries as a result of feedback.</p>	<p>21.12.15</p>	<p>A,C,D</p>

<p>questionnaires wording or a genuine point the council believes relevant?</p> <p>The FAQ section about selective licensing states:</p> <p>The council has, however, only selected those areas that are also above the Peterborough average in at least five of the six criteria set out in the Housing Act.</p> <p>These are:</p> <ul style="list-style-type: none"> o Low housing demand o A significant and persistent problem caused by anti-social behaviour o Poor property conditions o High levels of migration o High levels of deprivation o High levels of crime <p>However, no data to support this statement is provided and as a previous resident in one of these areas, I would strongly disagree with it. It is also worth mentioning at this point that during my 12 year residence on the street in question, the only anti-social behaviour witnesses was a result of council tenants (for which the properties appeared never to be inspected by the council with one in-particular always having refuse dumped outside it) and that from the football supporters making their way home through the streets (probably because the police presence for matches does not extend further than the Posh grounds).</p> <p>There is no mention of a refund in the FAQs if you cease being a landlord within the 5 year period paid for or discounts should you own multiple properties, or manage multiple properties. I believe the latter has been done in other cities where this license has been introduced, to make it more affordable for private landlords when using an agency as they pass some or all of the multiple discount on.</p> <p>Please confirm receipt of this email and details of how my feedback will be used in the assessment of this proposal at your nearest convenience or within five working days.</p> <p>Yours sincerely,</p>	<p>I confirm that it would be appropriate and acceptable for a managing agents details to be provided to the tenants where a property is managed as such. The point being that tenants know who is managing a property and have appropriate contact details so they can report problems and have access to a responsible person in the event of an emergency.</p> <p>The fee is a one off payment for a licence that would last up to 5 years. The council can only use the fees charged for the administration of the scheme which includes the processing of the licence application, inspection and carrying out the relevant fit and proper person and compliance checks. All these costs are incurred as part of the licence application process and as such no refund is offered should a landlord sell the property or cease to rent it during the licensing scheme period.</p>		
<p>I have not had a reply to my email. Please could you respond thank you.</p> <p>Dear Sir/Madam,</p> <p>Please see below original email sent on Saturday 7th Nov 15.</p> <p>'Please could you let me know where you obtained your information from for the recent letter sent out about Selective Licensing - Your Opinion counts</p>	<p>Apologies for the delay in responding to your email. I confirm that they data used for sending out the consultation documents was obtained from the council tax records. If you need to update your information you can telephone 01733 747474 and it can be arranged for your.</p>	<p>21.12.15</p>	

<p>(November 2015).</p> <p>It is just it was redirected to me (as I have moved) and I want to ensure I update the relevant database to reflect my new address.</p> <p>Also please could you let me know if the proposed £600 fee for single property is per year or covers 5 years please?'</p> <p>On Tuesday (10th Nov 15) I did call 01733 747474 and they took a message for somebody to call me back (after being passed around to the wrong departments) they said I would receive a call yesterday but I did not receive a call back. I also sent this email on Saturday to which I have only had an automated message saying we do not response to queries (why even have an email address then?)</p> <p>Poor service! Please could somebody respond to my email answering my queries above.</p> <p>Thank you for your assistance.</p>	<p>With regards to the fee, it is a one off payment for a licence that would last up to 5 years. The council can only use the fees charged for the administration of the scheme which includes the processing of the licence application, inspection and carrying out the relevant fit and proper person and compliance checks. All these costs are incurred as part of the licence application process and as such no refund is offered should a landlord sell the property or cease to rent it during the licensing scheme period.</p>		
<p>Dear Sirs,</p> <p>I have pleasure in returning questionnaire regarding Selective Licensing which seems to have been cleverly worded in such a way that the desired response is received.</p> <p>I fully understand the Council's wish to monitor private housing in Peterborough but I cannot understand why they are unable to do this with the information they already hold without imposing a charge on the landlord.</p> <p>Any charge will undoubtedly be passed on to the tenant, thereby increasing rents. I suspect that tenants are probably unaware of this; it has of course been omitted from the questionnaire.</p> <p>Unscrupulous Landlords will inevitably not register if they do not already inform city council that they rent property for council tax purpose or indeed HMRC for tax purposes.</p> <p>Whilst I am in favour of steps taken to improve standard of housing in Peterborough and prevention of crime and anti-social behaviour I am not convinced that the proposed Selective Licensing will have much affect, other than to impose a rent increase on tenants.</p> <p>Finally I think the proposed charges are unnecessary and excessive and the cost of collection from all landlords will probably exceed the amount collected. I therefore wish to record my strong objection to the charge.</p> <p>Yours Faithfully</p>	<p>No Response needed. Call returned on 13.11.15</p>		

<p>Hi Adrian,</p> <p>I have copied you into an E mail I have sent in response to the proposed scheme. I am fully aware that you will have a team working on this but did want you to know we have strong views about it .I understand that individual concerns raised are not respond to by the council which is a pity. I believe local government should be fully transparent and if points are raised they should be answered in the course of time.</p> <p>I hope that someone can explain why this road is not listed with a property known to be let out. There may be others. A full and detailed check has to be made of every single property in all the roads included to verify if they are owner occupied or let out. Council tax records will give many answers although dodgy landlords may register a property in their own or family members name and pay council tax as if they live in the property. You will be fully aware that cash is collected for many let properties in order to bypass authority.</p>	<p>The consultation website and supporting documents shows how we have chosen the core areas for this consultation. There are of course rogue and criminal landlords in every area but we are keen to have a strong evidence base to support why certain areas have been chosen. Please take some time to review the evidence base (under Supporting Documents on the website) and please also come along to one of the exhibitions to share your views with the team.</p> <p>We are aware of “cash-in-hand” activity across the city – if you have specific information please do share it with us so we can inform our enforcement officers.</p>	<p>19/11/15</p>	
<p>Subject: Selective Licensing - rented property in Meadenvale, Parnwell</p> <p>Hi,</p> <p>As a landlord I am totally against selective licensing, probably because I am, as many others are, a decent landlord.</p> <p>I also do not believe that licensing landlords will alleviate any of the issues you mention as councils already have the powers to deal with rogue landlords and poor quality housing, so if you are having problems then maybe you should look at yourselves first.</p> <p>I also own properties in Milton Keynes which went through the same process and it was decided in the end that they wouldn’t adopt selective licensing for precisely these reasons, in addition to the amount of admin that would be caused by implenting it.</p> <p>Not that it will bother you but I for one will be selling my house if it comes in and I can also see a few other landlords selling, not only because of things like selective licensing but more recently the governments plan to reduce interest tax relief on mortgages. It seems like landlords have become a target to extract money.</p>	<p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords’ organisation (such as the National Landlords’ Association or the Residential Landlords’ Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords like yourself, and as mentioned this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>We do not think that a £50 fee is unduly onerous to a good landlord over a five year period and will not impact – on its own – on the investment decision.</p> <p>Selective Licensing brings together different aspects of legislation (some enforced by different agencies such as the</p>	<p>19/11/15</p>	<p>A</p>

<p>of course if landlords decide to sell it then causes problems for councils as the amount of available rented accommodation goes down and I for one believe that private landlords play a large part in housing people in this country. Yes, things need to be done properly but like I have already said you have those powers already.</p> <p>Regards,</p>	<p>Health and Safety Executive and Gas Safety) and enables PCC to proactively ensure all privately rented housing meets the legal requirements that all private rented property is of the same housing standard. At present the council must wait for a problem (like a gas explosion!) before it can act.</p>		
<p>Dear sirs</p> <p>I am a private landlord in one of the areas ear marked for selective licensing. I have just filled out your useless on line questionnaire which does not really give people the option to view their opinion on the proposed scheme but steers them into answering questions about high levels of crime and anti-social behaviours in the areas ear marked for the licensing scheme which of course will be your argument to introduce the scheme. I previously lived in the house I rented out and was the victim of a burglary and no one seemed very interested about crime levels at that time, now it seems you are suggesting landlords are in some way responsible for this? More like unemployment, drug/ alcohol addiction and poverty is the cause.</p> <p>The police and local government to manage the level of crime and anti-social behaviour in the area it's ludicrous to think landlords alone are responsible for the decline in these areas. Yet another 'money making' scheme when we already pay more in taxes. I did not become a landlord by choice it was just that I was not in a position to sell when I bought my new house, but as soon as I can sell I will. I have a very reputable agency manage the property and it's kept to a very high standard.</p> <p>They manage any new regulations that are introduced such as gas checks, smoke detectors etc. They ensure there properties are kept to a high standard for both Tennant and landlord so I already pay an agency to do all the things your proposed scheme will do. This all seems rather one sided to me what about the tenants? I have been lucky to have 2 good sets of long term tenants but not everyone is so lucky.</p> <p>If tenants are not happy then maybe there should be a way of reporting rogue landlords rather than penalising the goods ones or even spot checks on rental accommodation to see which ones are up to scratch. You will push private landlords out of town into rural areas where you will have even less control of property standards. Maybe the government need to do more to make housing affordable that will reduce the high demand for rental properties. Either way I</p>	<p>Thank you for your email.</p> <p>We recognise that anti-social behaviour in itself is often nothing to do with the landlord.</p> <p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>The legislation prohibits Selective Licensing scheme from make a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>If you are your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure, the city council has tried to favour good landlords like yourself.</p> <p>The Selective Licensing consultation allows feedback from both landlords and tenants – which we are always keen to receive tenants feedback on their landlords.</p> <p>Thank you once again for your email.</p>	<p>18.12.2015</p>	<p>C,E,F</p>

<p>think your plans need careful consideration.</p> <p>Kind regards</p>			
<p>Thanks for the invitation to complete a questionnaire concerning the proposal to introduce selective licensing for privately rented properties.</p> <p>I own my parents' house in Oxclose from where I went to school but after my parents' deaths my sister and I now let the property through Brookdale Property Management.</p> <p>I have completed the questionnaire but it doesn't look like a questionnaire that asks for landlords' opinions it looks like it is biased towards asking residents whether landlords should meet their obligations and whether it would improve the area. Of course all residents are going to say yes giving the council carte blanche to start charging £600 per rented property. That would be a nice windfall for the council.</p> <p>The questionnaire has no area where I can give my full opinion, it is only a multiple choice form.</p> <p>I am not a member of a landlord's association. I don't know anybody who is and don't see the point. I own 2 properties in Wellingborough as well and for all 3 properties I use reputable letting agents. It is either a legal requirement or good practice to adhere to all of the conditions attached to the proposed licence.</p> <ul style="list-style-type: none"> • A gas safety certificate must be obtained annually and produced to the council (if there is a gas supply to the house) • Electrical appliances and furniture supplied by the landlord must be kept in a safe condition • Smoke alarms must be installed in the house and should be well maintained • The licence holder must supply the occupiers with a tenancy agreement • The licence holder must demand references from prospective tenants <p>Any reputable letting agent and certainly the ones I use make it compulsory to meet these conditions already along with the new CO2 detector regulations and even legionnaires disease checks combined with the annual gas safety check and any other requirements that are introduced. They will not allow overcrowding and are the point of contact for any complaints by the tenants or even about the tenants that would be dealt with either by the letting agent or the landlord.</p> <p>I can see that selective licensing would be a good thing to either weed out or</p>	<p>Thank you for your email.</p> <p>The licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' association such as the National Landlords' Association or the Residential Landlords' Association, to have their properties managed by an agency accredited by the Association of Residential Letting Agents - in which we are in liaison with along with.</p> <p>If you or your agent has appropriate accreditation, then the fee for the five year period is £50 per property. If there is no accreditation, the fee is proposed at £600. With this structure, the city council has tried to favour good landlords like yourself.</p> <p>Thank you once again for your email. All feedback is important as part of our consultation.</p>	<p>18.12.2015</p>	<p>C</p>

<p>force compliance on rogue landlords but for those of us who use a good letting agent and therefore automatically meet our responsibilities then a £600 licence would be charging money for nothing. That might be a benefit for the council but it would be very unfair on your good landlords.</p> <p>When looking for tenants I constantly refused offers to let the house to companies who wanted to make it a HMO, primarily because this was our family home and we know and like our neighbours so gave instructions that we would only consider letting it to a family but also due to the cost of an HMO licence.</p> <p>The proposed fee for a HMO is only £150 more than for a single let. HMOs appear to be much easier to find tenants for and generate a higher rent so the small difference between licence fees could increase the number of shared houses in the area instead of family homes. This would naturally make an area less desirable.</p> <p>Additionally the introduction of an expensive licence could drive up the rent of houses in these area or worse deter landlords from letting houses in these areas which would mean a reduction in available affordable housing, a reduction in house prices in the area and therefore the start of decay in an area with cheap but poorly maintained privately owned properties and HMOs.</p> <p>In summary I think selective licensing could be beneficial where landlords do not use a letting agent and do not meet the basic conditions above.</p> <p>Selective licensing should not apply to landlords who let through a reputable letting agent where legal requirements and good practices are already met.</p>			
<p>Dear Peterborough City Council</p> <p>Thank you for your letter of November 2015 regarding Selective Licensing.</p> <p>I am a perfectly decent landlord of a tidy 2-bedroom flat in xxxx.</p> <p>The flat is rented through a reputable local agent to one tenant. The tenancy agreement requires the tenant to keep the place clean and tidy and not to make a nuisance of himself. The neighbours have my agent's contact details if there is any problem. The flat is inspected quarterly and maintained as required.</p> <p>I am a perfectly decent landlord.</p> <p>Decent landlords already subscribe to and implement the values outlined in your Selective Licensing proposal. After all, these are already requirements of law.</p> <p>There may be a group of 'rogue' landlords who do not subscribe to those values outlined in the licensing proposal or the requirements of law.</p>	<p>Dear xxxx</p> <p>Thank you for your email.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords like yourself. The structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>We do not think that a £50 fee is unduly onerous to a good landlord over a five year period and will not impact – on its own – on the investment decision.</p> <p>We recognise that anti-social behaviour in itself is often nothing to do with the landlord.</p> <p>The council acknowledges that many landlords provide decent</p>	<p>18.12.2015</p>	<p>C,F</p>

<p>I do not agree that rogue landlords are the direct cause of the following problems observed in your proposal:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Antisocial behaviour, <input type="checkbox"/> Crime, <input type="checkbox"/> Poor and dangerous property condition, <input type="checkbox"/> Overcrowding, <input type="checkbox"/> More waste, <input type="checkbox"/> The poor health of occupants. <p>I do not agree that I should be selected, by virtue of my status as a private landlord, to pay an additional sum of money for enforcing existing or new law. I can state with relative confidence that, in my capacity as landlord, I have not caused any:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Antisocial behaviour, <input type="checkbox"/> Crime, <input type="checkbox"/> Poor and dangerous property condition, <input type="checkbox"/> Overcrowding, <input type="checkbox"/> More waste, <input type="checkbox"/> The poor health of occupants. <p>I do agree, where such problems are identified and they are in breach of law, then enforcement should follow through some appropriate local authority.</p> <p>I do not agree that funding law enforcement should be limited to private landlords. Surely the same obligations fall upon council, housing association and corporate landlords too. Why stop at landlords. Tenants have obligations too. And so do agents. In fact, we all have obligations to uphold the law.</p> <p>Without selection, preference or discrimination; everyone pays for law enforcement through local and national taxation.</p> <p>Selecting me and tenuously blaming me for Peterborough’s problems in order to extort additional funding for law enforcement amounts to discrimination.</p> <p>There seems to be some inability or failure on the part of local authorities to enforce the current requirements of law in relation to rogue landlords.</p> <p>Due to the failure of the existing enforcement regime, your proposal demands decent landlords fund a new enforcement regime.</p> <p>In the case of decent landlords, it is misleading to assert that your new enforcement regime shall lead to the following benefits:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A higher standard of management, 	<p>well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>The legislation prohibits Selective Licensing scheme from making a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>Thank you once again for your email – all feedback is an important process as part of the consultation.</p>		
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<p> <input type="checkbox"/> Better housing, <input type="checkbox"/> An improved image and perception of the area, <input type="checkbox"/> Greater ability of landlords to deal with rogue tenants, <input type="checkbox"/> A reduction in crime and anti-social behaviour, <input type="checkbox"/> Better waste management, <input type="checkbox"/> More settled communities, <input type="checkbox"/> A mixed and vibrant community that people enjoy living in. </p> <p>In as much as they can be understood, none of these follow directly from your Selective Licensing proposal.</p> <p>Your proposal penalises decent landlords, offering them no benefit in return for their funding.</p> <p>Your proposal reduces the capacity of rogue landlords to improve.</p> <p>Your proposal offers no guarantees that enforcement shall be any more rigorous than before.</p> <p>In a single sentence (albeit a long one), your proposals expect decent landlords to pay for the past failings of local authorities in enforcing existing law upon a minority of rogues in return for no benefit nor any guarantee of improvements in enforcement.</p> <p>Your problem is enforcing current law upon a few rogues. When you cannot cope even with this, I do not understand how you would cope applying yet more law against even more people.</p> <p>I admire your motives. However:</p> <p> <input type="checkbox"/> You offer no evidence that landlords are the direct cause the problems above, <input type="checkbox"/> You offer no evidence that your Selective Licensing scheme improves the enforcement of law, <input type="checkbox"/> And, uppermost in my mind, why should I be selected pay extra to fund the enforcement of existing law? I've not done anything wrong. </p> <p>(Rant over.)</p> <p>Yours sincerely</p>			
<p>Dear Sirs</p> <p>I write in connection with the proposal for selective licensing within some areas of Peterborough.</p> <p>Whilst I do agree there are certainly some issues in respect of anti-social</p>	<p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by</p>	<p>18.12.2015</p>	<p>C,E</p>

<p>behaviour, too many off licences and fly-tipping in some of the areas highlighted for the scheme, I do not feel the selective licensing is a fair solution to the problems at hand.</p> <p>I personally own some properties within these areas and do my utmost to ensure they are clean, not overcrowded and regularly inspected and checked by professionals to ensure they are safe. I also have many clients within the city who also have properties within these areas and they also very professional.</p> <p>I understand there are some "rogue" landlords and the majority of the issues being raised are a direct result of their properties. However, I do not agree that decent compliant landlords should pay for the council to be able to carry out its function of finding these rogue landlords and penalising them. Why is the issue an issue for decent landlords anymore than others affected by the issues above. I also feel that the only landlords who would register with the council for selective licensing would only be the decent compliant landlords in any case and would not bring the council any closer to finding the "rogue" landlords.</p> <p>The issue needs to be dealt with by a more targeted approach by the council working closing with the PCSO's to indentify the properties and fine the landlords heavily enough to a) deter them from non compliant properties/tenants and b) pay for the cost of the compliance activities.</p> <p>We all feel the council is now looking to benefit financially from a situation which it needs to deal with as part of its function. We do not agree with the proposals and the councils attempt to effectively introduce a further tax for landlords.</p> <p>Kind regards</p>	<p>an agency accredited by the Association of Residential Letting Agents.</p> <p>If you or your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords like yourself, and as mentioned this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>We do not think that a £50 fee is unduly onerous to a good landlord over a five year period and will not impact – on its own – on the investment decision.</p> <p>Selective Licensing brings together different aspects of legislation (some enforced by different agencies such as the Health and Safety Executive and Gas Safety) and enables PCC to proactively ensure all privately rented housing meets the legal requirements that all private rented property is of the same housing standard. At present the council must wait for a problem (like a gas explosion!) before it can act in relation to some of the legislations.</p> <p>The legislation prohibits Selective Licensing scheme from making a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>Thank you once again for your email – all feedback is an important process as part of the consultation.</p>		
<p>Thank you for your response.</p> <p>The xxxx is indeed the landlord for most (but not quite all) of these properties. As we are already fulfilling all our obligations as landlords (and are aware of the legislation that is already in place to deal with non-compliance) perhaps you could explain what we will gain from paying even £50 per property (plus the additional costs of joining an association)? We have no anti-social caused by tenants on this site, and we are not clear how charging good landlords to deal with rogue landlords is likely to work in practice.</p> <p>We will of course have to factor any additional costs into our tenants' rent, particularly as we have charitable status and much of our accommodation is xxxxx and staff housing.</p> <p>If the legislation is already in place and you have landlords in these areas who are not compliant, then this needs to be tackled. If rogue landlords are not willing to comply with existing standards of property management, neither are</p>	<p>ATHENE TO CHECK LSOA's Boundaries</p>		

<p>they are likely to comply with new licensing obligations.</p> <p>Could you forward to us the data upon which the proposal to include Minster Precincts in the Selective Licensing area has been based. I do not believe this is available on the website.</p> <p>Kind regards,</p>			
<p>As a Private Landlord I pride myself on having good property to Let. My belief is that good property (generally) attracts good tenants. I let through a bona fide agent – Jolliffe Dakings who do regular checks on the tenants and notify me of any issues during the tenancy</p> <p>The concept you are proposing might sound fine in principle but in reality will only drive ‘Bad Landlords’ underground. You will therefore only be Licensing good landlords – who will once again bear the brunt of the costs and legislation. How will you find landlords who have not registered and let privately ? You simply do not have the resources to police this</p> <p>Either the private landlord has a role in society or he does not. If yes then in recent years he has had to deal with an increasing amount of legislation to keep property up to spec - electricity, legionnaires, Deposit Scheme being 3 that spring to mind. Show me any Landlord who has been to an arbitration dispute with a tenant and won – it just doesn’t happen – but we are not xxxx but people who want a fair return for the job. Now the Chancellor is taking away mortgage relief and you are mooting yet another charge. Soon mortgages will rise and there will simply be nothing left in the job.</p> <p>These are all factors that will lead to the decline of private landlords in the system; is that what you wish for? BEWARE!</p>	<p>Thank you for email.</p> <p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>The legislation prohibits Selective Licensing scheme from make a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>If you are your agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure, the city council has tried to favour good landlords like yourself.</p> <p>Thank you once again for your feedback – all of which is important as part of the public consultation.</p>	<p>18.12.2015</p>	<p>C,F</p>
<p>Are you saying all landlords in these identified areas are unscrupulous? I am sure there are many who are not just in these areas. Especially in relation to overcrowding. In these specific areas especially with overcrowding. Maybe you should actually inspect properties that can easily be identified as substandard without spending money on more red tape and bureaucracy which to me will not solve the problem as the unscrupulous landlords will just continue to defy the law. Landlords will pass on the cost to tenants making renting even more costly. Surely there are powers that can be used to deter landlords from being unscrupulous now. You are obviously aware there are many tenants living in poor conditions so why can't you deal with these now. You don't need this registration scheme in my opinion. It's just a costly ill thought through idea that isn't needed but no doubt will go ahead despite objections. The type of tenants living in these conditions are hardly likely to be able to go into rented accommodation with accredited landlords because there is a shortage of housing and they will be forced to live in these substandard conditions</p>	<p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords’ organisation (such as the National Landlords’ Association or the Residential Landlords’ Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then</p>	<p>18.12.2015</p>	<p>A,F</p>

<p>because there is nowhere else for them to go.</p> <p>Why can't the council focus and deal with these landlords now. They don't have to look very far to find them!!!</p>	<p>the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>Thank you once again for your email – all comments are important as part of the public consultation.</p>		
<p>Thank you for taking the time to reply.</p> <p>I would say that I do employ the services of an agent so all checks are carried out as required by law. Whether they are accredited is another thing, I don't know if they are and to be honest I'm not that bothered as they provide me with excellent service, better than an agent I used previously who actually was a member of NALS I believe., but from what you say if they are not you assume they are no good and want to charge £450 more for that? I think that's pretty outrageous.</p> <p>I also own a letting company in Milton Keynes, I'm not accredited I don't want to be, why? Because they charge a lot for basically doing nothing. Does that mean im a bad agent, no it doesn't.</p> <p>Like I said in my initial correspondence, PCC already have the powers to control the rogue landlords and properties. Also by implementing selective licensing you are basically saying that the area isn't good, which in turn will have an adverse effect on insurance premiums and house prices.</p> <p>I'm afraid you won't convince me that it's a good idea, apart from HMO's which I have strong views on anyway. It has failed all over the country, is a waste of time and money when, and I'll say it once more, you already have the powers to sort out the rogue landlords and properties.</p> <p>Apologies if I come across a bit blunt but everyone is anti-landlord at the moment and I think we will soon see a big change with some landlords bowing out which ultimately will lead to less private rented properties about.</p> <p>Anyway, the choice is down to PCC, my decision has already been made should you go ahead with it.</p> <p>Regards</p>	<p>Thank you once again for your email – all comments are important as part of the public consultation.</p> <p>The consultation will end on 14th January 2016. A report, including that from the public consultation will be submitted to The Secretary of State, whom will make the decision.</p>	18.12.15	
<p>Thank you for your answer to my comments.</p> <p>I went to the consultation meeting yesterday which I found most interesting. I felt rather sorry for the representatives of Peterborough City Council since many of the irate landlords there were airing grievances that had little to do with selective licensing. However, I did support the general view that the good landlords appeared to be carrying the can for the poor landlords.</p>	<p>Thank you once again for your email – all comments are important as part of the public consultation.</p> <p>The consultation will end on 14th January 2016. A report, including that from the public consultation will be submitted to The Secretary of State, whom will make the decision.</p>	18.12.2015	

<p>I have re-read the questionnaire in the light of your advice. I can see where there is scope for the views of the landlords, but the way that the questions are phrased does not easily suggest this.</p> <p>I'll have another go.</p> <p>I note your advice about accreditation. The references in the handout and the comments of the PCC personel at the meeting were rather contradictory. Advice that landlords who have an accredited letting agent pay a lower licence fee v the landlord needs to be accredited. The team need to ensure that they are all singing from the same hymnsheet.</p>			
<p>Thank you - however I fail to understand why any government legislation would allow you to discriminate against some tenants.</p> <p>They all deserve the same support and protection.</p> <p>May I also mention, if you do not know a persons title you should not assume what it is.</p> <p>Lord, Lady, Dr, Rev. To name a few</p>	<p>NO RESPONSE REQUIRED</p>		
<p>I attended a session at the Fleet last week as regards Selective Licensing. I had a few questions that your representatives could not answer, they advised I should email this address instead.</p> <ol style="list-style-type: none"> 1) Reduced fee of £50 if member of association etc – can you confirm if this applies for Single Lets & HMOs? 2) Your definition of an HMO on the display material:- “£750 for a house in Multiple occupation. This is a house let to 3 or more persons forming 2 or more households. Note that HMOs already require a licence” <p>I believe that to be factually incorrect, only houses with 5 or more occupants and 3 storeys currently need an HMO license. Please confirm what the definition of an HMO will be under the new scheme and for example, how a house let to 4 separate individuals will be treated?</p>	<p>Thank you for your email.</p> <p>Below is some factually correct information regarding HMO’s for your information:</p> <ul style="list-style-type: none"> • An entire house or flat which is let to 3 or more tenants who form 2 or more households and who share a kitchen, bathroom or toilet. • A house which has been converted entirely into bedsits or other non-self-contained accommodation and which is let to 3 or more tenants who form two or more households and who share kitchen, bathroom or toilet facilities. • A converted house which contains one or more flats which are not wholly self-contained (ie the flat does not contain within it a kitchen, bathroom and toilet) and which is occupied by 3 or more tenants who form two or more households. • A building which is converted entirely into self-contained 	<p>18.12.2015</p>	<p>B</p>

<p>3) Is there any provision for a pro-rata arrangement, ie, if a house is purchased and rented out midway through the scheme's life, is the full fee or a pro-rate rate applicable? Similarly, are refunds available if a house is sold during the scheme's operation?</p> <p>Please advise so that I can prepare my detailed response for submission/consideration.</p> <p>Regards</p>	<p>flats if the conversion did not meet the standards of the 1991 Building Regulations and more than one-third of the flats are let on short-term tenancies.</p> <ul style="list-style-type: none"> In order to be an HMO the property must be used as the tenants' only or main residence and it should be used solely or mainly to house tenants. Properties let to students and migrant workers will be treated as their only or main residence and the same will apply to properties which are used as domestic refuges. <p>With regards to your question with regards to whether there is a pro-rata arrangement - at present the scheme propose for landlords to pay the full fee. The legislation provides very limited circumstances in which a refund is given and the sale of the property is not within those circumstances.</p> <p>Thank you once again for your email.</p>		
<p>Dear Mr Chapman,</p> <p>I have completed your survey, but found that it did not address my concerns nor did it ask the questions I was interested in answering. I am not quite sure whether the survey was for tenants or landlords as we do not live in the areas where our rental properties are. Have you attempted to answer the questions?</p> <p>I wish to put some points to you:</p> <ol style="list-style-type: none"> Why should landlords who, like ourselves, employ Agents to manage the property in accordance with legislation, be penalised by 'rogue' landlords. We have several properties in the town which we let through estate agents who charge a hefty fee for their work. Their obligations are not only to ourselves to collect the rent, but to see that the property is in a fit and safe condition to be let. None of our properties is in a poor or dangerous condition. We do not contribute to overcrowding or poor quality housing. We object to being 'lumped' in with a description of 'rogue' landlords, when in fact we are able to offer good quality housing at a fair rent. This is a service to those people who need to rent properties. We do not know how such a scheme will improve the management of our properties when they are already being managed for us. Perhaps you should consider licensing the estate agents themselves and ensuring that they are carrying out their obligations. If this scheme goes ahead, and there is a cost, it will be the tenants who suffer when landlords are obliged to raise their rents. 	<p>Thank you for your email.</p> <p>We recognise that anti-social behaviour in itself is often nothing to do with the landlord.</p> <p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>The legislation prohibits Selective Licensing scheme from making a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure</p>	<p>18.12.2015</p>	<p>A,C,F</p>

<p>I look forward to your comments,</p>	<p>is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>Thank you once again for your email – all comments are important as part of the public consultation.</p>		
<p>Dear Adrian,</p> <p>I understand that public exhibitions are being held for the above proposed scheme at various locations but not one in the Central Ward.</p> <p>I would kindly request that one exhibitions would be held in a venue at Central Ward.</p> <p>Could you kindly advise?</p> <p>Regards</p>	<p>Thank you for email.</p> <p>As you may well be aware, we held an exhibition at Centre 68 that falls within Central Ward. We have however, taken on board your recent request and are currently looking into various locations and dates for holding an additional exhibition. This will be publicised in due course on the website and various locations should this go ahead.</p>	<p>18.12.15</p>	
<p>I have read your proposals and as a landlord who would be affected by them I feel I need to comment.</p> <p>Overall, I feel this is a bureaucratic and badly timed proposal with unjustifiable fee levels. It is quite likely that the aims of the proposals will not actually be met and that there is a very real danger of driving up the costs of renting properties in Peterborough. As responsible people you should have already considered the points I am raising so if you do proceed with the proposals as stated I can only surmise that the whole process is really only designed to raise revenues not protect tenants.</p> <p>My points are: Firstly, I agree that not all landlords offer properties that meet current requirements but a very large number do this and you will be penalising the good landlords, who are likely to adhere to any new proposals, for the minority who do not do so now and will no doubt find ways of not doing so in the future.</p> <p>(Why not allow tenants who have a genuine reason for complaint to contact you so you can carry out surprise spot checks. This would no doubt be a better use go your resources anyway.)</p> <p>The level of suggested fee is so high, this will be in excess of one month's rent for many landlords, that I believe many will simply give up renting and sell their properties. The latest Stamp Duty and Tax Relief changes announced by the Government are unlikely to encourage more buy to let landlords, quite the opposite. So this will also inevitably reduce the supply of such properties and the laws of demand and supply is likely to see rents increase. Your proposed fees will mean that landlords will have to pass on any new costs to the tenants thus increasing rents.</p>	<p>Thank you for your email.</p> <p>The legislation prohibits Selective Licensing scheme from make a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>Thank you once again for your email – all comments are important as part of the public consultation.</p>	<p>18.12.2015</p>	<p>A</p>

<p>Thus it is quite likely that Peterborough will experience a "double whammy" of reduced numbers of rental properties available at increased cost. This is not sensible or desirable so your proposals need to be rethought.</p> <p>I look forward to receiving any responses you may wish to make.</p>			
<p>Dear Sir/Madam</p> <p>I am owner of the and it's rented out through the agency at the moment. I got letter yesterday from Peterborough City Council about selective licensing. I don't have any idea what to do, how to start, where I have to go and how to apply selective licence. I checked online on www.peterborough.gov.uk/SelectiveLicensing but was so confusing so it would be much appreciate if you can guide me in right direction. Thank you very much in advance for your help.</p> <p>Kind Regards</p>	<p>Thank you for your email.</p> <p>The proposed Selective Licensing scheme is at public consultation stage, where we are obtaining feedback from the public on the proposals – the closing date is 14th January.</p> <p>Should The Secretary of State agree to put the scheme into place, relevant details on how to apply for a licence, should one be required, will be place on Peterborough City Council's website.</p>	<p>18.12.2015</p>	
<p>Dear sirs,</p> <p>I did attend the recent meeting at the Fleet, and before I say what my experience was of that. I would like to point out that I fully commend the aims of the scheme. I have no problem with it except for the way you have divided up the areas of the city. It should be the whole city as and when time and money allows, but start from either the middle or a side and work your way through. There is no way (and yes I have studied your data) that Stanground is more of a problem than even the 2 areas you have left alone, ie, the Ortons and Paston. As to the meeting, what a farce that was. Two men sitting at a table being harangued by a gaggle of landlords, the one interjection I managed to make was very rudely answered by the man at the side of the council chap. The whole rest of the meeting was just anyone and everyone talking at your council bloke with no set time or order, and my fears as to the schemes outcome were confirmed when I was buttonholed by a lady with a clipboard folder who gave the impression that she worked on the team, and it wasn't till she put her folder on the desk and asked me if I was a landlord or an owner and had any plans to rent out a property that I noticed it had BELVOIR on it and I asked her if she worked for the council and she said no, she worked for Belvoir and scurried off. It seemed like the buzzards are circling already by letting agents attending these meetings and giving false impressions, although she never said directly she worked for the council, I think any letting agents who attend these meetings should be required to wear a nametag with the firm that they work for if they are going to try and drum up business. yours</p>	<p>Thank you for your email.</p> <p>In the 2014 guidance note "Review of Property Conditions in the Private Sector", DCLG states that, "The Government does not support the use of licensing across an entire local authority area". It adds, "Such an approach is disproportionate and unfairly penalises good landlords". Any Licensing scheme should therefore be, as the name suggests, selective. It should identify those areas where there is greatest need using the six criteria listed in the changes to the 2004 Housing act in April 2015. These are: Crime, deprivation, anti-social behaviour, poor housing conditions, migration, and low housing demand.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p> <p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p>	<p>18.12.2015</p>	<p>C</p>

	<p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are:</p> <ul style="list-style-type: none"> Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were above the Peterborough average in at least five of these six criteria. The areas were selected on the data only.</p> <p>Thank you for your email – all feedback is important as part of the consultation process.</p>		
<p>Dear Adrian Chapman,</p> <p>You recently sent me a letter regarding selective licensing.</p> <p>I am the owner of xxxx, which is my former home. I am now married and living at Werrington Peterborough xxxx.</p> <p>I am selling ... Street. It is undergoing some minor repairs currently and I am finishing off emptying it before putting it up for sale. I have no intention of becoming a landlord and I have never been a landlord. Please adjust your records accordingly.</p> <p>Thank you.</p> <p>Yours sincerely,</p>	<p>No need for a response. Database to be updated</p>		
<p>Dear Sirs</p> <p>With reference to your recent correspondence regarding Selective Licensing, we wish to make you aware that we no longer own or rent out properties.</p> <p>We are in the process of closing our company due to retirement.</p>	<p>No need for a response. Database to be updated</p>		

<p>Kind regards</p>			
<p>Hello,</p> <p>Can you tell me if the 2 properties we are about to buy to let out need to be Licenced.</p> <p>Xxxxx xxxxx</p> <p>Many Thanks</p>	<p>Thank you for your email.</p> <p>The two properties that you have mentioned, are not at this stage included within the Selected Licensing Scheme.</p> <p>Kind regards</p>	<p>18.12.2015</p>	
<p>Dear Mr Chapman,</p> <p><u>Selective Licensing</u></p> <p>Thank you for your letter dated November 2015 which followed up an earlier letter dated 19 October 2013 which dealt with the same issues.</p> <p>I have already 'free-posted' the completed CONSULTATION QUESTIONNAIRE and I now attach a copy of my email dated 23 October 2013 14:52 together with the previous completed consultation form – my views remain unchanged.</p> <p>Kind Regards,</p>	<p>NEED TO REFER TO LETTER</p>		
<p>Dear Mr Chapman</p> <p>Please find attached a response to your letter of 23 October 2015 about the City Council's consultation on selective licensing.</p> <p>Yours sincerely</p>	<p>NEED TO REFER TO LETTER</p>		

<p>(Requests a call back)</p> <p>Hi</p> <p>Regulatory organisation, National Approved Letting Scheme(Chief Executive)</p> <p>Recognition of this organisation in the private sector.</p>	<p>ATHENE Returned call</p>		
<p>Hi,</p> <p>I attended the consultation in Bretton recently and was asked to email with my additional comments.</p> <p>I rent out a number of unfurnished properties in Peterborough and the surrounding areas and use an established letting agency in Peterborough to advertise and obtain suitable vetted tenant(s). I then manage the properties myself and deal with any concerns raised and ensure the properties are inspected every 3 months. We respond proactively to issues raised by tenants or observed by us during our regular inspections.</p> <p>I have a number of reliable contractors (plumbing, electrical, fencing etc.) who undertake gas safety checks, plumbing and electrical work and maintenance as required.</p> <p>I am not happy with the proposal to introduce selective licensing. It will increase landlord costs and goes beyond the national letting requirement. I set a high standard for my properties and e.g. exceed the national standards by having an electrical survey on purchase on the property.</p> <p>Tenants are given our mobile numbers and we encourage them to give us theirs as well.</p> <p>We are opposed to joining an external organisation just to evidence our standards and resent the high price the council intends to charge non-members. We should be able to self-certify.</p>	<p>Thank you for your email and coming along to the public exhibition in Bretton.</p> <p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p> <p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing</p>	<p>18.12.2015</p>	<p>C,D</p>

<p>Ultimately, any landlord costs are likely to be passed on to the tenants or drive high quality landlords out of the market. House prices could be affected in areas where selective licensing exists as it is considered to indicate a less desirable area.</p> <p>I think Peterborough city council should reconsider the areas and streets included and remove more modern properties (in better state of repair and less likely to be poorly done conversions). Not all streets should be covered even if the general area has concerns.</p> <p>Better to test the plan in the known problem streets first.</p> <p>Thank you.</p>	<p>Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p> <p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are: Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand</p> <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were above the Peterborough average in at least five of these six criteria. The areas were selected on the data only.</p> <p>Thank you for your email – all feedback is important as part of the consultation process.</p> <p>Kind regards</p>		
<p>Dear Sirs</p> <p>My wife and I own and rent out a single bedroom house in xxxx</p> <p>We have read the consultation form and do not find it is suitable for making the argument for:-</p> <p>1) The council not establishing a selective licensing scheme</p> <p>and if the scheme goes ahead</p> <p>2) A modification to the area In Parnwell so that the group of houses that ours is in is not included in the selected area.</p> <p>Could you tell us if we can set out our case in correspondence on this e-mail address our should we send it in hard copy. Also is there a preferred format you would like us to use so that our case can be easily incorporated into your consultation analysis and report.</p>	<p>Thank you for your email.</p> <p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords’ organisation (such as the National Landlords’ Association or the Residential Landlords’ Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government</p>	<p>18.12.2015</p>	<p>D</p>

	<p>guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p> <p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p> <p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are: Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand</p> <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were above the Peterborough average in at least five of these six criteria. The areas were selected on the data only.</p> <p>If you have any further feedback, please do send via this email address. All feedback is important as part of the consultation process.</p> <p>Kind regards</p>		
<p>As a landlord in Peterborough I am very disappointed with the above scheme. We have long term tenants in all our properties and they recommend us to their friends to rent our houses. We will be penalised because of some unruly landlords.</p> <p>We have the following points:</p> <p>The difference in your charges for a HMO and a family house home do not add up. HMO's get approximately at least £2000 a month, a family home £500-£600. This percentage difference in price should be taken into account with your charges.</p> <p>We cannot see how your plan will deal with anti social behaviour with tenants.</p> <p>Why don't you have a scheme that will reimburse the charges back to the landlords if everything is ok, that way you just charge the poorly ran accommodation.</p> <p>Landlords will only pass the charges onto the tenants, we have to make a living.</p>	<p>Thank you for email.</p> <p>The council acknowledges that many landlords provide decent well-managed and well maintained accommodation, which does not cause any problems for the local community. There are, however, also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure</p>	<p>18.12.2015</p>	<p>C,D</p>

	<p>is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p> <p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p> <p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are: Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand</p> <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were above the Peterborough average in at least five of these six criteria. The areas were selected on the data only.</p> <p>Below is some factually correct information regarding HMO's for your information:</p> <ul style="list-style-type: none"> • An entire house or flat which is let to 3 or more tenants who form 2 or more households and who share a kitchen, bathroom or toilet. • A house which has been converted entirely into bedsits or other non-self-contained accommodation and which is let to 3 or more tenants who form two or more households and who share kitchen, bathroom or toilet facilities. • A converted house which contains one or more flats which are not wholly self-contained (ie the flat does not contain within it a kitchen, bathroom and toilet) and which is occupied by 3 or more tenants who form two or more households. • A building which is converted entirely into self-contained flats if the conversion did not meet the standards of the 1991 Building Regulations and more than one-third of the flats are let on short-term tenancies. • In order to be an HMO the property must be used as the tenants' only or main residence and it should be used solely 		
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	<p>or mainly to house tenants. Properties let to students and migrant workers will be treated as their only or main residence and the same will apply to properties which are used as domestic refuges.</p> <p>Thank you once again for your email.</p> <p>Kind regards</p>		
<p>Hi all,</p> <p>I am a private landlord, I am not in favour with the plans as I feel that the costs would only cause rents to rise, and there would be so much red tape. I can't believe that you are not considering letting agencies, where there are lots of properties being managed by them. They already look after their properties to a high standard, so this would create an extra burden to them.</p> <p>I don't believe that the benefits outweighs the cost of catching the few landlords that do not look after their properties.</p> <p>I do not get much money left each month, after I have paid the ground rent, management fees, mortgage, the letting agency fees to save for maintenance costs. If the mortgage rates increase, then I would be running at a loss, and unable to sell as the property it is in negative equity, which I don't think selective licensing would increase property values. Last year a had several months where the tenant at the time was not paying rent, and therefore I went into debt, whilst I had to legally evict them, and get the property ready to rent to new tenants, and so wiped out all my savings. Therefore I am only now just managing to save £40 a month, to help cover any maintenance costs which might occur in the future. Therefore I am unable to pay the fee in full, which I am sure that I am not the only one, so as a suggestion could the fee be paid in instalments, like the council tax.</p> <p>This all feels like punishing the good landlords instead of the bad ones, as the bad ones will not be paying so the good ones will be bearing of the costs.</p>	<p>Thank you for your email.</p> <p>Just to confirm that Welland is not part of the proposed area for the Selective Licensing scheme.</p> <p>All feedback is an important part of the public consultation which ends on 14th January. As a result all feedback will be concluded in a report which will accompany various additional documents that will be submitted to the Secretary of State, who will then decide if the scheme will be put into place.</p> <p>Kind regards</p>	<p>18.12.2015</p>	<p>B,C</p>
<p>Thank you kindly.</p> <p>Pity really as some privately rented properties locally leave a lot to be desired!!</p> <p>Best wishes</p>	<p>NO response required.</p>		

<p>I need some clarity please. I do not rent my properties privately. I am on the framework agreement with Peterborough City Council's Children Services to provide Supported Accommodation for Looked After Young Persons. Access To Resources decided in which house to place these young persons who only stay on a short time basis until they move on at the age of 18 years. We are closely regulated and we attend the premises on a daily basis and the social workers also attend the properties on a regular basis. Our insurances for Public Liability and Professional Indemnity also requires strict adherence to Health and Safety issues. My houses are all small two and three bedroom properties and only one person is allowed per room. Tenants are normally unaccompanied minor asylum seekers. I have been conducting this business since 2005. Long time ago I had registered my properties with PCC as HMO's but was then told that it is not necessary to formally licence these premises as HMO's.</p> <p>Please advise where I fit into the big scheme of things.</p> <p>Properties:</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>Kind regards</p>	<p>Dear xxx</p> <p>Having looked at the list of properties provided I can see that some of them fell under the HMO registration scheme that ran until 2009. After that date, because most of them are 2 storey properties, they were no longer required to be licensed as they fell outside the area for the additional licensing scheme.</p> <p>However a number of your properties fall within the proposed area, namely:</p> <p>xxxxx</p> <p>There are certain criteria which, if met, would exempt your properties from the new scheme. I have attached the legislation which provides for exemptions so you are able to establish if your properties would qualify.</p> <p>SI370 Prescribed Exemptions attached to response</p>	<p>18.12.15</p>	
<p>The questionnaire which has been 'posted' online for completion/comment, I find totally irrelevant - as a Landlord who engages a Management Company to act on my behalf.</p> <p>I do not believe that my property meets the required number of criteria - as outlined in the City Council's proposal for selective licensing.</p> <p>A scheme to raise money which - as is so often the case - penalises honest, law abiding citizens!</p>	<p>Thank you for your email along with the completed questionnaire.</p> <p>This consultation began by assessing the whole of Peterborough. The city (like the rest of the UK) is broken down into small areas called Lower Super Output Areas. Government guidance states that we can, by law, select only those areas that have in excess of 19% of their housing stock in the private rented sector (PRS). The Government will not allow city-wide implementation of Licensing.</p> <p>Some areas that you might expect to be included in Selective Licensing have high numbers of properties owned by Housing Associations, who are subject to existing legislation, and the PRS is therefore below 19%.</p>	<p>21.12.15</p>	<p>C,E</p>

	<p>The next step in selecting areas was to consider the six criteria set out by the government in their revisions to the Housing Act. These are: Poor property condition Inward migration Crime Anti-social behaviour Deprivation Low housing demand</p> <p>PCC analysed the LSOAs that had 19% PRS, and chose only those areas that were above the Peterborough average in at least five of these six criteria. The areas were selected on the data only.</p> <p>The legislation prohibits Selective Licensing scheme from make a profit and the licence fee has been structured to fund the administration of the scheme and the increase in the investigative powers – both in the office and on the street – that we need to actively pursue the criminal landlords.</p> <p>Thank you once again for your feedback.</p> <p>Kind regards</p>		
<p>I attended the NLA meeting on December 9th when licensing was discussed. I thought the Officers attending provided all the information they could and dealt honestly and openly with all the issues arising.</p> <p>I have completed the online consultation document, but as with any survey of this sort it doesn't fully allow responses to cover all that needs to be said.</p> <p>As a self managing couple with a handful of multi-occupied, but non-HMO licensed properties, we're broadly in favour of selective licensing if it is the only way of dealing with the issues caused by some landlords in some areas.</p> <p>It's unfortunate that good landlords have to suffer for the</p>	<p>Dear xxx</p> <p>Thank you for your email.</p> <p>All feedback is an important part of the public consultation which ends on 14th January. As a result all feedback will be concluded in a report which will accompany various additional documents that will be submitted to the Secretary of State, who will then decide if the scheme will be put into place.</p> <p>Thank you once again for your feedback.</p> <p>Kind regards</p>	<p>18.12.2015</p>	

<p>problems caused by bad landlords, but if the cost of £50 to cover a 5 year period per property is what is necessary then that's acceptable.</p> <p>Fees</p> <p>£900 - landlords failing to register. This is far too little a differential between the £600 or £750 rate and needs significant increase if possible. It is the only way bad landlords may take the licensing seriously.</p> <p>At the NLA meeting Officers advised that enforcement & court action could be taken, but this costs time & money.</p> <p>References</p> <p>The requirement for references is one that's not been thought through. Agents will pass reference or credit check costs onto tenants as part of the high costs they have to pay with some agencies.</p> <p>Self-managing landlords check ID's, payslips and thoroughly interview prospective tenants for suitability. References can be falsified anyway and are an unreliable form of judging whether to rent a home to someone.</p> <p>It's in Landlords interests to match the right HMO tenants to the right households to create harmonious homes where tenants want to stay and form a household community and so a stable area community.</p> <p>How will first time tenants or those new to the UK be able to provide a reference from a former workplace or landlord from abroad and a landlord be able to check this? Even if possible the delays would be significant. I have mature students from abroad for MBA's at the college who pay independently so have no employer or former landlord. <u>The reference requirement is unnecessarily telling landlords how to manage their business.</u></p> <p>Suggestion - if the Council is insistent on some form of provable check regarding this then suitable wording should be agreed e.g. A Landlord should undertake and document what suitable checks on tenants have been undertaken prior to agreeing a tenancy.</p> <p>Tenancy Changes</p> <p>The requirement to always notify the Council when a tenancy</p>			
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<p>changes is unreasonable.</p> <p>The amount of work involved for a HMO landlord, especially self-managing, is unreasonable. I understand the desire to have information regarding people movements, but the load is passed to landlords. There is no clear view of how the significant information the officers receive will be managed and the information beneficially used.</p> <p>For non-HMO landlords the information can be acquired from Council Tax records with the correct requirements under the Data Protection Act registration being completed.</p> <p>Language</p> <p>A "common" language for documentation or communication is required under the proposals. The law governing us is English law so the language is English as the tenancy agreement will be. The government "How to Rent guide" is in English. If the tenant cannot communicate in English then most landlords would not rent to that person anyway, even if the prospective tenant brought an English-speaker with them for the Landlord interview. Having a non-English speaker in a HMO house would not work for forming a functioning household and dealing with routine matters. The vast majority of foreign nationals speak excellent English and unless they do they wouldn't be able to get employment.</p> <p>This licensing requirement should be dropped.</p> <p>Other</p> <p>1. Although the NLA will probably oppose licensing the need to resolve problems caused by bad landlords should be resolved as soon as possible. Licensing should help do this.</p> <p>If compromise is required in some areas by the council, such as those detailed above, then this should happen in the interests of progressing the approvals required to swiftly commence the scheme.</p> <p>2. I've recently provided rooms to two brothers who suffered bad accommodation that was managed, or not, by one rental agency. Good landlords regularly hear stories from some tenants concerning problems elsewhere. The Council <i>must</i> heavily advertise and promote where tenants, and landlords, can report failing agencies or landlords.</p>			
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<p>The promotion of tenants rights and where they can report problems is a major criteria for successfully resolving housing issues and improving housing stock & the community in Peterborough.</p>			
<p>Good Morning</p> <p>Please can someone contact xxxx ... questionnaire as she has some queries about the questions. She is a private landlord.</p> <p>Many thanks</p>	RETURNED CALL		
<p>To whom it may concern</p> <p>I represent the National Approved Letting Scheme (NALS) and we are a UK wide regulatory organisation for lettings and management agents operating in the Private Rented Sector. One our firms in the Peterborough area has brought to our attention your licensing consultation which refers to recognition of landlords who are part of the RLA or NLA and agents who are part of the Association of Residential Letting Agents (ARLA). Obviously our firm was concerned that we did not appear as a recognised body and therefore I would be grateful if you would advise what criteria we have to meet in order to gain this recognition. We are recognised under an arrangement with the GLA in London for the London Rental Standard and shortly to be recognised under the Liverpool Licensing Scheme.</p> <p>I would be grateful if someone could come back to me on this at an early opportunity.</p> <p>Thank you.</p>	Officer liaising direct		14..12.15
<p>The questionnaire which has been 'posted' online for completion/comment, I find totally irrelevant - as a Landlord who engages a Management Company to act on my behalf.</p> <p>I do not believe that my property meets the required number of criteria - as outlined in the City Council's proposal for selective licensing.</p> <p>A scheme to raise money which - as is so often the case - penalises honest, law abiding citizens!</p>	See response above		

<p>Please advise whether the council have introduced Additional HMO and/or Selective Licensing in xxx</p> <p>Regards</p>			
<p>Dear Sirs.</p> <p>I own and let a property on Oundle Road which would be affected by your proposals.</p> <p>I have just returned from 3 months travelling abroad and was therefore unable to attend your public exhibitions, which I would certainly have done had I been able to,</p> <p>Although I have completed the online questionnaire I would like to obtain further clarification from you and give my views in more detail.</p> <p>It would appear that you intend to charge a licensing fee Is this correct? If so how much do you intend to charge per property? I only own and let the one property.</p> <p>I would deeply resent having to apply and pay a fee for letting my own property.</p> <p>I do fully appreciate that action does need to be taken against bad landlords. However, I employ a good agent who regularly inspects the property and advises me of the condition and ensures that the property is in a good state of repair.</p> <p>The commission I pay the agent, plus the repairs I carry out when advised by them does in my view fulfil my responsibilities as a good landlord.</p> <p>Any further amount payable to you would be an unnecessary burden with no benefit for the tenant, and in effect a tax for the sake of it.</p> <p>I would have to consider having to increase the rent to cover it, or even possibly ceasing to let the property. Neither of which would benefit anybody.</p> <p>In my view the best way forward is for you to have a register of all landlords and you carry out inspections (at your own cost) and impose penalties on those bad landlords.</p> <p>Notwithstanding the fact that my agent does regular inspections I would have no problem with you carrying out your own inspections (at our own cost).</p>	<p>Thank you for your email.</p> <p>Unlike many other schemes across the UK, the Peterborough licence fee has been designed to encourage landlords to gain accreditation with a recognised landlords' organisation (such as the National Landlords' Association or the Residential Landlords' Association) or to have their properties managed by an agency accredited by the Association of Residential Letting Agents.</p> <p>If the landlord or their agent has appropriate accreditation then the fee for the five year period is £50 per property. If there is no accreditation the fee is proposed at £600. With this structure the city council has tried to favour good landlords, this structure is in marked contrast to many of the other cities in the UK that are introducing the scheme.</p> <p>These proposals are at consultation stage which will end on 14th January. All comments received will be taken into consideration. We have another public exhibition scheduled to take place on Thursday 7th January at Allama Iqbal Centre, 157 Cromwell Road, Peterborough, PE1 2EL – between 10am and 7pm, if you are able to attend – it is a drop in session so there is no need to book.</p>		

<p>Alternatively you should waive the licensing fee for landlords, like myself, who employ reputable agents.</p> <p>I look forward to hearing from you.</p> <p>Many thanks.</p>			
<p>Hi, thanks for your reply. It looks like xxxx, who I use, are members of the NLA. Will that keep me in the £50 bracket?</p>	<p>Yes this will keep you within the £50 bracket.</p> <p>Kind regards</p>		
<p>Dear Selective Licensing Project Team</p> <p>Many thanks for your note. It is helpful.</p> <p>However, I think you are shimmying past my central point. (Though, I realise now that my point was well hidden inside my November rant.)</p> <p>The amount of the fee is irrelevant to the principle. (Although you are probably right to assume that I wouldn't bother arguing for the sake of a tenner. But I have started now, so I'll finish.)</p> <p>Whether or not the scheme makes a profit is equally irrelevant. I cannot influence the performance of the scheme to make sure I get value for my money; or take my business to a different supplier if your service turns out to be poor. The fact is, if this scheme goes ahead then you take whatever amount of money you see fit and that is the end of it. I find this alarming.</p> <p>But lets not get bogged down on these points just yet. My key point is this:...</p> <p>I am sure Peterborough has many problems to address. And I am prepared to accept your assertion that one of those problems is:</p> <p><i>"...also properties that are poorly managed, suffer from overcrowding, or provide unsafe accommodation. These properties have a negative effect on their local area ..."</i></p>	<p>No response required as have already responded</p>		

<p>What I need clarification on is the reason why I have been selected in particular to fund a scheme to pay for policing this particular problem. I am not responsible for this problem. And I have not caused this problem.</p> <p>Please can you clarify why I have been selected above other flavours of landlords, above tenants and above the general population of Peterborough to fund this scheme?</p> <p>Kind regards once again.</p>			
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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM NO. 6
20 JANUARY 2016	PUBLIC REPORT

Report of the Communities Strategy Task and Finish Group

Report Author – Hayley Thornhill/Ian Phillips
Contact Details – 864112/863849

THE COMMUNITY STRATEGY TASK AND FINISH GROUP REPORT

1. PURPOSE

- 1.1 To provide the Committee with a report on the outcome of the Scrutiny Committee's Community Strategy Task and Finish Group, which has co-produced the Community Strategy.

2. RECOMMENDATIONS

- 2.1 Members are asked to review and scrutinise the report, together with the Strategy itself, and, subject to any further detail being incorporated, to approve the Strategy in order to recommend to Cabinet.

3. BACKGROUND

- 3.1 The Scrutiny Committee's Community Strategy Task and Finish Group first met in October 2015, with the purpose of developing a Community Strategy, which sets out the Council's commitment to communities, including supporting voluntary and community activity, consultation, co-production and volunteering.
- 3.2 The Task and Finish Group have now met on four occasions to develop and review the emerging strategy. The Task and Finish Group report details the approach taken to the production of the Strategy, together with a number of concluding recommendations for Scrutiny to consider.

4. KEY ISSUES

- 4.1 Attached at Appendix 1 is the report of the Task and Finish Group. Appendix 2 contains the final draft of the Community Strategy.

5. IMPLICATIONS

- 5.1 That the Community Strategy is approved and the work of the Task and Finish Group can be concluded.

6. CONSULTATION

- 6.1 Not applicable.

7. EXPECTED OUTCOMES

- 7.1 That the Scrutiny Committee review the Community Strategy and, if agreed, to recommend to Cabinet for approval soon after.

8. NEXT STEPS

- 8.1 That any agreed comments are incorporated into the Strategy and the Task and Finish Group concludes its work.
- 8.2 The Corporate Management Team have reviewed this document and asked whether further information could be included in each Building Block to detail how the actions in the Building Block will be delivered and by when. This is currently being developed by the leads for each Building Block and will be included in the final report. The Scrutiny Committee are asked to note and endorse this recommendation.

9. BACKGROUND DOCUMENTS

- 9.1 None

10. APPENDICES

- 10.1 Appendix 1: Report of the Task and Finish Group
Appendix 2: Final Draft of the People and Communities Strategy

Appendix 1 – REPORT OF THE SCRUTINY COMMITTEE’S ‘COMMUNITY STRATEGY’ TASK AND FINISH GROUP

1. Introduction

- 1.1 At the June 2015 meeting, the Strong and Supportive Communities Scrutiny Committee agreed to set up a Task and Finish Group to look at the development of the new Community Strategy which will set out the Council’s commitment to communities, including supporting voluntary and community activity, consultation, co-production and volunteering.

The Task and Finish Group consisted of the following Members:

Cllr Chris Ash (Chair)
Cllr Pedro Faustino
Cllr John Fox
Cllr Stuart Martin
Cllr Nick Sandford
Cllr John Whitby

The group were supported by Ian Phillips and Hayley Thornhill from the People and Communities Policy Unit and by officers from the Governance team.

- 1.2 The group met on four occasions between October and December 2015 to develop and review the emerging strategy. A number of key witnesses attended the meetings to support the group and provide subject matter expertise.

2. Summary of Recommendations

- 2.1 **Recommendation 1** that the Community Strategy should act as an overarching strategy framework that cuts across multiple services and business areas.
- 2.2 **Recommendation 2** that further more detailed strategies should be developed that underpin the individual building blocks.
- 2.3 **Recommendation 3** that the Stronger and Supportive Scrutiny Committee approve the strategy.
- 2.4 **Recommendation 4** that the Task and Finish group who supported this piece of work is concluded.
- 2.5 **Recommendation 5** that the Strong and Supportive Scrutiny Committee considers whether further consultation should take place.

3. Objectives and Scope of the Investigation

- 3.1 At its September 2015 meeting, the Strong and Supportive Scrutiny Committee agreed the following scope of the Task and Finish group:
- 3.2 To oversee the production of a new Council-wide Community Strategy that will set out a consistent and understandable commitment for supporting and working with communities. The Strategy will:
- Directly link to and support our core values.
 - Directly support and/or enable delivery of other key documents and plans (e.g. the Customer Strategy).
 - Support our objectives as a council, including focussing on ensuring the right outcomes for residents and communities delivered in the right way.

- Help us to manage increasing demand for services, ensuring those most in need can get to services when they need to.
 - Complement the work we do with our partners in the statutory and not-for-profit sectors, seeking ways to integrate our approaches wherever possible.
- 3.3 To ensure the Strategy is comprehensive, and includes but is not limited to providing details of the following building blocks:
- i. Communities understanding their needs and where to find help and information
 - ii. Communities taking responsibility for meeting their own needs
 - iii. Voluntary, community and faith sectors having funding, skills and capacity to support communities
 - iv. Developing a sense of place
 - v. Developing and supporting volunteers
 - vi. Community consultation and engagement
 - vii. Community Right to Bid and Challenge (Localism Act)
 - viii. Digital transformation
 - ix. Citizenship, especially amongst young people
 - x. Prevention and early intervention
- 3.4 To advise on and oversee any public consultation on the proposed strategy, along with any co-production work.

4. Process and methodology used for the investigation

- 4.1 Between October and December 2015, the Task and Finish group met on four occasions to develop the Community Strategy. The group were supported by the People and Communities Policy Unit who produced draft versions of the strategy for the group to consider.
- 4.2 The Task and Finish Group considered which expert witnesses it should call to provide subject matter expertise to support Councillors. These are:
- Caroline Rowan – Building blocks 1,2,4
 - Oliver Hayward – Building block 3
 - Ian Phillips/Hayley Thornhill – Building block 5
 - Jawaid Khan – Building block 6
 - Cate Harding – Building block 7
 - Matt Oliver – Building block 8
 - Karen Moody – Building block 9
 - Debbie McQuade – Building block 10

5. Background

- 5.1 Peterborough is one of the fastest growing cities in the country bringing new housing, jobs and opportunities for the people who live here and attracting new residents from across the UK and beyond. As our city flourishes and the needs and demands of our communities change and grow, the council needs to adapt and respond to these by providing high quality and cost effective services.
- 5.2 The Task and Finish Group recognised that demand for our services is increasing and the way we have previously delivered services is difficult to sustain. Historically, councils (and other public sector services) have delivered a universal service to all of our residents. Whilst this approach is effective to meet some of our residents' needs,

it can be expensive, inefficient and lack the flexibility to respond to the different requirements that diverse communities face.

- 5.3 In addition to rising demand for our services, since 2010 the size of the public sector has been shrinking both locally and nationally as funding provided by Government is reduced. The council remains within an extremely challenging financial climate which has seen funding to the council cut by £44m in the five years leading up to 2015/16. To continue to meet the council's high standards in service delivery, new methods of delivery are required such as promoting the use of technology, encouraging self-service and collaborative working with our partners and the community to both save money and develop joint solutions to multi-agency problems.
- 5.4 In order to meet the dual challenges of rising demands and reduced funding, the council has developed an ambitious transformation programme. This transformation will increasingly need to focus on enabling communities and individuals to better support themselves. This means moving away from models of service delivery that treat the public as passive recipients of services to a model based on reciprocal arrangements thereby supporting the best possible long term outcomes for individuals through:
- preventing or delaying access to high cost specialist services
 - building a strong community infrastructure
 - building more confident communities.
- 5.5 The Community Strategy sets out the framework of how the council will transform the way in which services are delivered and the role that community and other partner organisations will have in meeting the needs of residents. Further and more detailed strategies will be developed that will demonstrate how the building blocks of the framework will be delivered.

6. Findings and Conclusions

- 6.1 The Task and Finish group endorses the Community Strategy and the approach taken throughout to transform council services. The Building Blocks contained within the strategy demonstrate an innovative approach to delivering council services with the community at the heart of taking greater ownership and responsibility for meeting their own needs.
- 6.2 The Task and Finish Group conclude that the Community Strategy should provide the overarching framework which straddles services across the People and Communities Directorate. Further and more detailed work will be required to realise the direction outlined within the Building Blocks of the strategy and produce tangible outcomes.
- 6.3 The Strong and Supportive Scrutiny Committee should regularly review progress in delivering the Building Blocks within the strategy and identify areas where further work and engagement may be required.

People and Communities' Strategy
Placing communities at the heart of what we do

1. Introduction – Why do we need a People and Communities' Strategy?

Peterborough is one of the fastest growing cities in the country bringing new housing, jobs and opportunities for the people who live here and attracting new residents from across the UK and beyond. As our city flourishes and the needs and demands of our communities change and grow, we will adapt and respond to these by providing high quality and cost effective services.

The way we have previously delivered services, coupled with financial pressures, means that we can no longer meet the increasing demand placed upon the Council. Historically, councils (and other public sector services) have delivered a universal service to all of our residents. Whilst this approach is effective to meet some of our residents' needs, it can be expensive, inefficient and lack the flexibility to respond to the different requirements that diverse communities face. If we are to meet the present and future needs of our city, then we must explore ways of doing things differently.

The council has always worked with communities to understand their needs and jointly develop solutions. In many cases, individuals and communities play a vital role in helping to deliver local services.

How communities are already delivering services in Peterborough
CASE STUDY: HAMPTON PARISH COUNCIL'S LENGTHSMAN SERVICE
Hampton is an area of Peterborough that has undergone massive growth over the last ten years; over 4000 homes have now been built with more planned.
Residents of Hampton reported an increasing amount of litter in the area, the issue was raised at the Hampton Parish Council meeting. It was decided that the Parish Council would use funds raised through the precept to employ a Lengthsman to clear rubbish from the area. The Parish Council negotiated with the company that provide litter clearing services for the Local Authority and subsequently employed an additional worker to cover the Hampton area.
The service has been well received by local residents with people living in the area benefiting from a cleaner and tidier neighbourhood.
This is an example of how a programme of participatory budgeting is underway to understand how existing and established community groups can take on or enhance a service to improve their community.

What is a community?

We know that communities come in many different shapes and sizes and can be defined in multiple ways; by geography, ethnicity, gender, age, faith and so on. We use the word 'community' to mean a social group of any size that shares common values. As a result, Peterborough has multiple, complex and cross cutting communities, each with their own needs and issues that require different models of support. A key function of the council in the future will be to facilitate and enable organisations to deliver the right services and support to a diverse range of communities.

There is a great deal of expertise and knowledge within our communities and a willingness to help people through sharing learning and support in the city. We will build on this to ensure individuals and community organisations have the skills, information and support to deliver more services and help people in their local communities.

One of the key ways in which community organisations can help is in providing early help to individuals in need. By getting the right support early, it can help to prevent or delay problems from escalating. This could include preventing people from becoming homeless, stopping people getting into debt by providing basic money management, or delaying the onset of more serious health conditions.

This document sets out the framework of how the council will transform the way in which we deliver our services and the role that community and other partner organisations will have in meeting the needs of our residents. More detailed strategies will be developed that will demonstrate how the building blocks (see section 6) of the framework will be delivered.

This transformation will increasingly need to focus on enabling communities and individuals to better support themselves. This means moving away from models of service delivery that treat the public as passive recipients of services to a model based on reciprocal arrangements thereby supporting the best possible long term outcomes for individuals through:

- preventing or delaying access to high cost specialist services
- building a strong community infrastructure
- building more confident communities.

Early help and prevention

Our partners can help us to focus more on prevention and early intervention which can help to reduce the impact of problems escalating and reduces the cost to the council and public sector. We know that many people won't ask for help until a problem has become unmanageable. We need to make it easier for people to find the support they need earlier and encourage people to support themselves, so that more serious issues can be avoided.

As set out in the Council's Health and Wellbeing strategy, access to the right information at the right time can help people to better manage health conditions and prevent longer term health issues from developing. Better information, advice and support can help to reduce health inequalities and therefore manage demand on our health services.

Early Help and Prevention
CASE STUDY: CONNECTING FAMILIES
In Peterborough, we believe in working with families and communities to provide children and young people with firm foundations in life so they can be happy and healthy, build resilience, achieve their aspirations and simply 'be their best'.
We always aim to provide help for children and families early in life and early in the development of a problem.
The Connecting Families programme is directed at families with multiple and complex needs across at least two categories, which include, for example, involvement in crime or anti-social behaviour, domestic abuse and children who are not attending school regularly.
We are identifying families with these types of problems at an early stage, before the issues become

entrenched. The programme helps participants to find work, manage relationships and improve their parenting skills and money management. The programme aims to tackle the root causes of the problem, not just the symptoms, so families can be happy and healthy and thereby reducing the demand placed upon the Council.

2. Our Vision

Our vision is to ensure that people in Peterborough can live in a strong and vibrant community that works in partnership with the council to:

- protect the most vulnerable people and communities
- maximise the health and wellbeing opportunities for individuals
- provide the right level of information and support to individuals so they can make informed choices on the services they need
- redesign services with community organisations to be more responsive and better meet the needs of individuals.

We will deliver this vision through the following priorities:

- **Equipping people and communities with the information, tools and capacity to manage demand on public services** – Our aim is to enable communities to identify who might need support and where they can go locally to find help, for example through local networks and community organisations who can provide information and services. Through working with community organisations we can identify vulnerable people and ensure that they receive the right services at the right time.
- **Developing an effective and robust Voluntary, Community and Faith sector that can support people and communities to manage their needs** – we already work with a whole range of organisations such as housing providers, charities and faith groups to deliver services and provide essential support. We want to do more to support the sector by ensuring that local organisations have the skills, capacity and access to funding.
- **System leadership is central to our overall vision** - the Council, the Voluntary, Community and Faith sectors and other partners will take collective responsibility for leading, co-ordinating and delivering sustainable improvement.

If we are to be successful at delivering this strategy, then the Council needs to work with other organisations, including the police, health organisations, businesses and the civil sector. This will allow us to improve delivery of services and better support individuals and communities to help themselves.

3. Why things need to change.

- **Rising demand for services**

Peterborough is one of the fastest growing cities in the country with an estimated population of 188,000. By 2021, it is estimated that the population will have grown to 220,700 with higher numbers across all ages ranges but particularly in both school age residents and those over 55 years old leading to increasing demand for services.

We know that many people who need to use the council services, also need support from a range of different organisations often at the same time, for example between care settings, hospital and their own homes. We need to work more effectively between these different organisations to share

information and design joint outcomes that ensure collectively we deliver the right services, at the right time, in the right place.

- **Less money in the public sector**

Since 2010, the size of the public sector has been shrinking both locally and nationally as funding provided by Government is reduced. Much of the budget and control once held by Government has been devolved to local organisations such as schools and doctors. Local communities have formed social enterprises that are starting to deliver services that were once delivered by the local or national government. Across the country, communities are now running former public buildings that deliver services.

How communities are already delivering services in Peterborough
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CASE STUDY: PASTON FARM COMMUNITY CENTRE

The Paston Farm Centre was historically used for youth provision in the City, but fell out of use following a reduction in funding in 2013. The Local Authority worked with a group of local organisations and residents, called the Paston Community Foundation, which included The Voyager Academy, Age UK, Families First, Cross Keys Homes and Sustrans to secure the future of this community asset.

The community asset transfer took place in 2015 and Paston Farm Community Centre is now operating as a successful social enterprise and run entirely by the community. There are a number of services now on offer including a thriving community café, adventure playground, a boxing club, as well as offering a traditional community centre place to hire for social events.
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Community asset transfer encourages the involvement of local people in shaping and regenerating their communities and, as evidenced here, can promote economic regeneration through the development of community enterprise.
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We remain within an extremely challenging financial climate which has seen funding to the council cut by £44m in the five years leading up to 2015/16. To continue to meet our high standards we need to deliver our services in new ways such as promoting the use of technology, encouraging self-service and collaborative working with our partners and the community, to both save money and develop joint solutions to multi-agency problems.

- **New legal duties for Local Authorities**

Legislation changes such as the Care Act and the Special Education Needs and Disability (SEND) reforms have placed significant new duties on all local authorities.

The Care Act sets out a range of additional statutory duties relating to the prevention agenda. It is critical that the care and support system works proactively to promote wellbeing and independence, rather than simply waiting until people reach crisis point. The Care Act places a duty to provide or arrange services that can prevent or delay the need for care and/or support for adults and carers. Our approach will be focused in the following areas:

Prevent: Through providing services, facilities or resources that helps an individual avoid developing needs for care and support.

Reduce: Through more targeted interventions aimed at individuals who have an increased risk of developing needs. This might also include undertaking screening for triggers, for instance to identify individuals at risk of developing specific health conditions or experiencing certain events (such as strokes, or falls).

Delay: Through interventions aimed at minimising the effect of established or complex health conditions (including progressive conditions, such as dementia) and supporting people to regain skills. We will aim to maximise independence for those already with such needs, for example, interventions such as rehabilitation/re-ablement services, e.g. community equipment services.

- **Delivering targeted services not universal support through a commissioning council**

Our overriding objective remains that the most vulnerable people in our community are supported. In the past, we have achieved this by directly delivering services to a large number of people with varying needs, ensuring that everyone had an equal access to support and help. We will continue to ensure that we reach the people that need us most, whilst helping people with less serious needs to find the support they need via alternative means. This could be through our website, local charities or community organisations.

We are a commissioning led Council, which means that we will deliver better outcomes for our customers through identifying the most efficient, effective and economic models of service delivery. This may mean the Council continues to deliver services on its own or in partnership with other local councils. It may also mean that services in future are delivered directly through other agencies and organisations, or as a partnership between the Council and other organisations. There is no one size fits all approach and the right commissioning solution will be developed for each individual service. This will provide us with a range of different abilities, skills and knowledge to enable targeted services to be delivered in the right place at the right time to the right people.

This approach offers significant benefits to local residents and businesses alike. Services will be delivered in more efficient ways, stimulating local enterprise by creating new markets in the provision of local services, and an increased emphasis on the scrutiny of those services. Our strategy places people, families and communities at the heart of what we do, through developing resilience, taking personal responsibility and accessing help and support that is appropriate.

4. Rethinking our Services

These challenges mean we need to think differently about how we deliver our services. In future, the council will have fewer direct services available and these will be targeted at the people most in need. This means that we need to find different ways of reaching people with less urgent needs so that they can still receive support.

Our approach to service delivery will see the council undertake a comprehensive review of all of its functions and services. We will explore options for alternative models of delivery and commission the most cost effective and efficient provider for each service. This may mean that the council continues to deliver a service, or that it is delivered by a private organisation, charity/not for profit organisation, or by a community group.

Whilst the council will be doing less in terms of direct delivery, we will be doing more to ensure that communities are better equipped to help themselves. We will work with community organisations

(including Parish Councils) to build their capacity, skills and knowledge so that they can help support people earlier and prevent problems from getting worse.

- **Shared outcomes across the public sector**

The public sector both locally and nationally is undergoing rapid and radical change. Whilst public sector organisations have always sought to work in partnership, there have remained barriers between organisations that have inhibited the effectiveness of joint delivery. This might include sharing of data and intelligence, cultural, structural or resources implications. The result of this has meant that in many cases, public sector organisations are spending money on the same individuals or families to tackle problems. For example the council spends 60% of its funding on just 5-10% of the population with other organisations similarly spending a disproportionate amount.

The reduction of funding across all parts of the public sector has meant that organisations need to work more openly across boundaries having shared delivery, outcomes and funding. Over the last 18 months, the council has taken a proactive approach to this and has developed a stronger relationship with Cambridgeshire Constabulary, which has seen police and council staff share office space at Bayard Place. This has led to much closer working between the organisations with shared resources, intelligence and a joined up approach to tackling operational issues. Following the success of this approach, we are expanding this model to work across other partners in the city and county.

- **Managing demand through digital transformation**

We are embarking on an ambitious transformation programme that will ensure that customers have greater choice and control of how they engage with council services. We are redesigning the way we deliver our services to the people we serve to always put them first in everything we do.

Our vision is to deliver needs led, easy to access customer services however people choose to contact us. We will put them at the heart of what we do, to ensure that we continue to deliver the right services, by the right people, at the right time, in the right place and at the right cost.

This transformation programme will help us to deliver our core values to all of our customers whether they are residents, businesses or visitors to our city.

This involves undertaking a comprehensive redesign of the way in which we communicate. The emphasis will be on improving the way in which customers can access information about their needs and the way they can access support.

Investment in this approach will manage demand and reduce cost, whilst also providing an improved service. This will lead to easier to access services for our customers ensuring that they can find the information that they require, without the need to always speak to a Council officer.

5. The Role of Councillors

Our Councillors have a proactive role to play as community leaders within their communities creating better engagement between public sector, voluntary sector and community leaders. Councillors are intrinsically linked within their communities and are often the first point of contact for individuals, groups and local organisations.

Councillors facilitate the flow of information and intelligence between local communities and the Council, both in identifying issues and opportunities, and in providing the intelligence local communities need in order to have the right support and help to meet their needs.

Councillors have a critical role in identifying key people within communities that can identify creative solutions, build local partnerships and enhance community based provision.

6. Co-production of services

We believe that the voice and experience of service users, residents and business are essential in designing how our services should look in future. This isn't simply about consulting people affected by change, but involving people from the start of any review to jointly work towards service redesign. This is known as co-production. Whilst there are different models of co-production across the country, the principles we will follow are:

- Equal partners – all partners (including the council) are equal with no group or person being important than any other.
- Inclusive partners – we work with individuals and organisations to ensure that a diverse range of backgrounds and needs are represented for example, disability, ethnicity or older people.
- Trusting partners – we will be open and honest in all of our dealings and deliver on our promises.

Co-Production of Services
CASE STUDY: LOCAL OFFER
From September 2014, in accordance with the Children and Families Act, all local authorities must publish and review information about services available for children and young people with special educational needs and disabilities (SEND), who are aged from 0 to 25 years.
The aim is to improve the Special Educational Needs system, enhance the quality of life for families living in the local area and ensure the best outcome for children and young people.
It is essential for parents, children and young people to be involved in developing this local offer, so the Council has been working in close partnership with Family Voice (Peterborough's Parent Carer Forum) and with a wide range of parents and carers.
Families and young people have been involved in the development work. There are parent representatives on the Local Offer task and finish group and wider consultation with parents/carers has also taken place. Parents' involvement has ensured that the information we publish is as clear and as jargon free as possible, concise but with sufficient detail to be able to see what services are on offer and available in both web based and paper form.

7. How will we deliver our strategy – our building blocks

We recognise that our People and Communities' Strategy sets out a different way of working, one that some of our communities will not be used to. Whilst there is undoubtedly an abundance of skill and competence that exists within the communities of Peterborough, we recognise that the Council may need to offer support to communities in delivering the intentions of the Strategy. This will require a

changing role for the council as it moves from traditional service delivery to an enabling role in support communities groups and other organisations.

The building blocks outlined below, detail what needs to be in place to ensure our communities can support and deliver our vision. We have set out both the role for the Council and the role for communities in achieving some of these aims, these form the basis of the building blocks from which more detailed delivery plans will be developed.

Building Block 1: Communities understanding their needs and where to find help or information		
<p>We acknowledge that there is a great deal of expertise and knowledge within our communities. Our experience of working with established groups such as Parish Councils, Community and Resident Associations evidences this and we will build on these relations to deliver the vision of the People and Communities’ Strategy. To complement these relations, we hope also to build on the links and intelligence via our Community Connectors to reach communities that are not so well engaged.</p>		
Role of Communities	Role of the Council	Possible Actions
<p>Communities understand and are receptive to the new ways of working and understand the significance of their role.</p> <p>Community networks to undertake community needs assessments in line with their work focus.</p> <p>Community networks to adopt the appreciative enquiry approach to understanding positive pathways for individuals and navigate to appropriate places of support.</p>	<p>We will develop a single view database of citywide and localised resources.</p> <p>We will develop navigation processes for information and guidance to enable self-help.</p>	<p>Undertake assessment of social networks across all areas of the city.</p> <p>Have a single point of information to ensure community networks are aware of information and how to access.</p> <p>Establish static and mobile community hubs where self-serving information can be easily accessed, navigation support provided and support to self-serve.</p>
How will we deliver this building block and by when?		
Empty space for delivery details		

Building Block 2: Empowering our communities to meet their own needs

We are currently in the process of developing an operational plan that offers the opportunity of training to enable current service users, family members, parish councils, voluntary sector and the wider community to self-help and serve others.

We are already engaging with many existing and newly formed groups with the transfer of community assets to community management as well as working with local interest groups to form new community councils in the urban areas of the city.

Increasingly, and predominantly amongst community groups, we are collaboratively exploring how services could be delivered more effectively at a local level, including youth work, running of local amenities such as community centres and maintenance of local landscaping. The learning from our work with Parish Councils will be shared with other Parishes and interested groups to demonstrate ways in which this work can be taken forwards.

These initiatives must be driven by communities and supported by the Council to enable and support delivery.

Role of Communities	Role of Council	Possible Actions
<p>Create focused community led groups to work with the council and its partners.</p> <p>Develop business plans that demonstrate how community led groups can take on the running of a service if budgets are developed to a local level.</p>	<p>To encourage and support communities to work collaboratively with the Council and partners.</p> <p>We aim to have a better understanding of what PCC services can be delivered by the community and voluntary groups.</p> <p>We wish to determine the best vehicle for delivering these services or a combination of services.</p> <p>We aim to have a full understanding of the need, develop and enable any volunteering services required.</p> <p>We are committed to enabling access to digital technology to support and enable self-help.</p> <p>We aim to deliver training (including ICT) to the community to develop their capabilities.</p>	<p>Support local interest groups to develop Community Councils / Community Interest Companies.</p> <p>Create action plans with identified groups that will work in partnership with services to enable the community to take ownership of their own environment, to support themselves to create resilient communities</p> <ul style="list-style-type: none"> ○ Self- Serve ○ Devolved services ○ Community Asset Transfers ○ Time Banking.

	<ul style="list-style-type: none"> • We will determine clear pathways and models for devolving budgets, responsibilities and decision making to the community where a community wishes to take this on. • We will establish a transparent and equitable governance framework for the commissioning of initiatives with the voluntary and community sector 	
How will we deliver this building block and by when?		

Building Block 3: Voluntary, Community and Faith sectors have access to funding, skills and capacity to support communities

It is acknowledged that the existing funding arrangements with voluntary, community and faith sectors across the city are in part based on historic rolling arrangements, which may not continue to meet the needs of the communities within the city. Therefore it is proposed that a new approach to commissioning with these sectors will be undertaken with the intention of creating a single point of funding, which funds based on evidenced need and contributes to the visions of the voluntary, community and faith sectors as well as the local authority.

This approach, referred to as an innovation partnership, will be the first of its kind, yet to be undertaken by any other local authority. The premise of the approach is to create an equal footing on which funding decisions are made and to have an entirely transparent approach to the distribution of funding, based on evidenced need which contributes to the overarching vision of the partners.

Additionally, there will be work undertaken to establish some enterprise pathways for groups who want to become established organisations in the city. This will enable groups to access funding outside of the council to support their ongoing work and to identify new projects.

Role of Communities	Role of the Council	Possible Actions
<p>To act as sector representatives on the innovation partnership to help identify trends and problems within their areas and seek to offer innovative solutions to resolving the identified problems.</p> <p>There will also be a role for decision making, and that is to collectively decide the most appropriate areas for funding based on the options which are presented to the innovation partnership.</p> <p>Identify funding opportunities from alternative streams to support ongoing and new projects.</p>	<p>To establish and host an innovation partnership to support the appropriate commissioning/funding of services with the voluntary, community and faith sectors.</p> <p>To map existing services against demand to ensure provision meets needs and identify any gaps for development.</p> <p>To commission an enterprise pathway for new organisations to become established in the city.</p>	<p>To co-produce a service specification and scoping document for the innovation partnership and enterprise pathway.</p> <p>Appoint an independent chair of the innovation partnership.</p> <p>To invite representatives to sit on the board of the innovation partnership.</p>

How will we deliver this building block and by when?

Empty space for content

Building Block 4 : Developing a sense of ‘place’

A sense of place is a unique collection of qualities and characteristics – visual, cultural, social, and environmental – that provide meaning to a location. Sense of place is what makes one city or neighbourhood different from another, but sense of place is also what makes our physical and social surroundings worth caring about. Peterborough has a proud and long history and whilst the city has undergone rapid change in the last few decades, it is important to acknowledge the heritage that has played a vital role in shaping Peterborough today.

Not all areas of the city benefit from having recognised community led groups or social networks that could develop or co-ordinate activities or initiatives to benefit an area and so we are committed to supporting the development of such groups. Some areas across the city are currently developing Neighbourhood Plans and the Parish Liaison Forum have recently co-produced a Rural Vision for Peterborough.

Role of Communities	Role of the Council	Possible Actions
<p>Establish focus groups to plan, organise and run local celebration events.</p> <p>Mapping of the attributes that they feel reflect a model community.</p> <p>Identify problem solving activities that bring people together in a common cause leading to achievement of well-being.</p> <p>Identify community capacity in an area e.g. a retired carpenter who may be willing to train younger members of the community, some unused land that could be used for a communal facility, unemployed youth who can provide energy and enthusiasm, trustworthy community members willing to put in time and efforts to design a community project.</p>	<p>The council will support local groups to enable their ideas and signpost to where community groups can find further information and advice.</p> <p>Support Parish Councils and other groups (where requested) to develop neighbourhood plans.</p>	<p>Assess the customs, spiritual/religious beliefs, way of life, and social organisation of a particular neighbourhood or group.</p> <p>Understand how people interact with their environment.</p> <p>Establish networks are will enable regular:</p> <ul style="list-style-type: none"> ○ Community newsletters ○ Community projects (outside clean-up) ○ Annual celebrations ○ Special fun days

How will we deliver this building block and by when?

Building Block 5: Developing and supporting volunteers

Volunteering can be an incredibly rewarding experience for many people. It can help people to with their personal or social development, learn new skills either as a route to employment or just for their own fulfilment. Volunteering can make people feel a part of the community and helps to develop civic pride. Many other people undertake informal volunteering every day, such as helping a neighbour, friend or their community.

For organisations, volunteering can increase the skill levels amongst the work force and introduce new ideas, experiences and perspectives. Volunteers should be able to access flexible volunteering opportunities that consider individuals' diverse needs and overcome barriers to getting involved.

For people who are seeking work, volunteering can highly beneficial in developing a routine helping to deal with barriers to work such as anxiety or depression. Job seekers can gain new skills, confidence and experience through volunteering which can help lead to employment.

Peterborough has a rich history of volunteering in the city and has hundreds of organisations who rely of the skill, dedication and experience that volunteers bring. Volunteers play an essential role in helping to shape and improve the communities in which we all live. Many services in the city could not be delivered if not for the time, passion and dedication that volunteers bring.

The council provides funding support to the voluntary sector through a range of commissioned services and grants.

Role of Communities	Role of the Council	Possible Actions
<p>Volunteers come from a range of diverse communities and backgrounds and provide support, advice and assistance to individuals, families or community organisations.</p> <p>Communities understand and value the role that volunteers play. New volunteers find it easy to volunteer and feel supported in their roles.</p> <p>Vulnerable people are encouraged to volunteer to help foster their personal and social development.</p> <p>Voluntary, public and private organisations across the City are encouraged to develop their Corporate Social Responsibility</p>	<p>We want to promote more opportunities for people to volunteer, both within the council and across our partner organisations.</p> <p>We will recognise and celebrate the role that volunteers play in working with vulnerable people, looking after our parks and green spaces, supporting young people and schools or organising community events.</p> <p>We want volunteers to have a greater say and ownership to tackle the issues that matter most in their communities.</p>	<p>A citywide volunteering strategy is developed by the Council and our partners, to provide a joined-up approach to volunteering.</p> <p>Facilitate volunteering opportunities across partner organisations.</p> <p>Explore developing a Timebanking initiative that brings people together to help each other and 'deposit' their time.</p> <p>Explore ways of providing volunteer opportunities within the Council to help people gain new skills and get back into employment.</p> <p>Recognise the contribution that volunteers make.</p> <p>Explore ways of engaging new volunteers from diverse</p>

		<p>communities.</p> <p>Explore the use of 'crowd sourcing' where an online volunteer community is created to share expertise and learn new skills. Volunteering opportunities can be matched to potential volunteers</p>
<p>How will we deliver this building block and by when?</p>		

Building Block 6: Communities are involved in decision making through consultation and engagement

Community engagement and consultation are key elements of understanding communities which can lead to greater public involvement and solutions to local challenges faced by society. Often community based solutions are not only cost effective to delivery, but can lead to a greater understanding of the root causes of issues and identify longer term prevention strategies.

In order to have effective community engagement, key contacts within communities need to be identified. The council has established multiple community links within each community that can reflect the different and unique segments based on different protected characteristics and other groups. A strong rapport with each community must be established so that mutual relationships based on trust and frank dialogue can be established. We will ensure that we communicate with communities and that all messages are targeted in an appropriate medium to suit the audience.

It is absolutely essential to involve the community contact with wider developments taking place across the council and public sector. Providing the opportunity for all communities to have their say and engage with formal and informal consultations ensures that community voices are heard and local people have the chance to be involved in decision making. In order to maintain effective relationships, it is crucial that any hurdles encountered are discussed with a view to find solutions together.

The overall ethos of community engagement and consultation is there is no hard to reach group but it is our approach which needs to be critically re- examined to ensure that one size does not fit all.

Role of Communities	Role of the Council	Possible Actions
<p>To form community groups or support existing community networking with a view to reflect their needs.</p> <p>To work together with service providers and other partners to find solutions for the challenges faced by society.</p> <p>To take up an active role of acritical friend to advise the Council and other service providers in order to provide cost effective services to the community.</p>	<p>To establish effective links with key community contacts.</p> <p>To provide networking advice with the Voluntary and Community Sector organisations as well as other established community groups.</p> <p>To provide support and signposting to investment into infrastructure so community networks can be empowered to serve community needs effectively.</p> <p>To provide a framework and levelled platform to community groups to voice their opinions including both positive and negative feedback.</p>	<p>Developing contacts and relationships with community via Community Connectors and all available service providers.</p> <p>Identify funding sources, frameworks and support under which the right service can be provided by the right group at the right time.</p> <p>Enhance existing frameworks such as Cohesion and Diversity Forum, Disability Forum and other similar structures where multiple service providers and community groups can come together to discuss the best solutions for community needs and build community confidence that these networks are able to influence and shape policies.</p>

How will we deliver this building block and by when?

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Building Block 7: Empowering communities to challenge and bid to run services

The Local Authority alone cannot make an area a great place to live – the local people do. Until now, however, many people have found that their views and ideas have been overlooked. They have had limited opportunity to get involved and tackle problems in the way they want and yet volunteers and community groups can often carry out some of the most innovative and effective work in communities.

The Localism Act passes significant new rights direct to communities and individuals, making it easier for them to get things done and achieve their ambitions for the place where they live.

For example, localism allows community groups (including parish councils) to have the right to express an interest in taking over the running of a local authority service. The local authority must consider and respond to this challenge; and where it accepts it, run a procurement exercise for the service in which the challenging organisation can bid. This makes it easier for local groups with good ideas to get directly involved.

Role of Communities	Role of the Council	Possible Actions
<p>Community groups to register all asset of community value</p> <p>Community groups to explore the possibilities of taking on the management of community assets.</p> <p>Community groups to explore the possibilities of taking on the delivery of services in their area.</p> <p>Community groups to consider working together to maximise social enterprising opportunities.</p>	<p>We have a register of assets of community value available on our website together with instructions for how to nominate assets.</p> <p>We will provide technical support and advise to support community groups to develop their Neighbourhood Plans. Seven areas across Peterborough have been designated as neighbourhood areas.</p> <p>We adopted a Community Asset Transfer Strategy (CAT) in 2013 to ensure local groups have the opportunity to bid to manage local facilities</p> <p>We aim to use the CAT model to develop further pathways for how services can be devolved to community groups or parish councils.</p> <p>We adopted a new Parish Charter in November 2015 in recognition of the role parish councils play in their area and how relations can be strengthened.</p>	<p>Enhanced register reflecting all assets of value across the city.</p> <p>Neighbourhood plans are adopted.</p> <p>Principles of the CAT Strategy utilised throughout the review of community facilities and more buildings transferred to community led management</p> <p>Establishment of social enterprises across the city.</p> <p>Pathways in place to respond to local requests to enable quick and effective delivery of services at a local level.</p>

How will we deliver this building block and by when?

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Building Block 8: Developing young people

Supporting Young People to feel part of the place that they live, co-design their environment/services and understand their rights and responsibilities is crucial to the development of Peterborough's People and Communities Strategy. When young people feel disenfranchised, isolated and uninvolved there are clear examples of the consequences that can occur. In 2011 riots broke out in London and across the country which led the Prime Minister to blame a 'moral collapse' and 'broken society'. This was in part, due to the opportunistic nature of the actions of predominantly younger adults and the clear demonstration that they did not feel connected to their environment.

Although this is an extreme example, it is clear that a robust building block around young people and citizenship through the People and Communities' Strategy will help to create more cohesive, productive and happier lives for all concerned. It should be noted that the onus will also be on adults to think differently and challenge their own perceptions of young people and the way that their communities are shaped. Young people's citizenship cuts across many actions within the other building blocks.

Role of Communities	Role of the Council	Possible Actions
<p>Young People will be thought of positively as an asset to be invested in, not a problem to be solved. Young people will be empowered to participate in focus groups, consultation and mapping.</p> <p>Young People will be empowered to be involved in problem solving as active citizens and will be involved in higher level decision making.</p> <p>Volunteering opportunities will be created specifically for young people to enable social action to be undertaken for the good of communities.</p> <p>Young People will be encouraged to develop skills that will help them to develop and meet their full potential.</p> <p>Young People will be enabled to meet others from different</p>	<p>To support and empower communities to understand the contribution that young people can make to the places that they live.</p> <p>To support and empower communities to develop the skills and abilities to engage and interact with young people in a meaningful and proactive way</p> <p>To support and enable communities to develop suitable volunteering opportunities and social action projects.</p> <p>To advertise and communicate volunteering opportunities for young people across the City.</p> <p>To ensure that Peterborough can offer national and local programmes that support the development of young people's citizenship.</p> <p>The local authority will set the standards and tone for involvement and engagement</p>	<p>Develop youth work training and information on the website for community groups.</p> <p>Develop an enablement pathway for Youth Work and Citizenship which includes support, advice and guidance for community groups to deliver their own Youth Engagement.</p> <p>Create better links with Peterborough Council for Voluntary Services and investigate national volunteering schemes for young people that can be published on a volunteering hub for young people.</p> <p>Continue to expand the Duke of Edinburgh, National Citizens Service, Princes Trust and other Youth Work Opportunities for Young People.</p> <p>Continue to develop the Quality Assurance, Training Outcomes Framework for the</p>

<p>backgrounds, faiths, ages and abilities to build tolerance, respect and understanding.</p>	<p>of young people, leading the development and co-ordination of the sector to ensure that opportunities are provided across the City.</p> <p>We will empower young people to develop their place in society,</p>	<p>sector across the City and support community deliverers to be linked up through digital forums and social media.</p>
<p>How will we deliver this building block and by when?</p>		

Building Block 9: Prevention and Early Intervention

Prevention and Early Intervention is completely dependent upon having a clear understanding of need including the challenges and problems that individual families face, and once we understand that, ensuring that right support is provided. Our focus is:

- One assessment that gathers all the information about the family in one place
- One Lead Professional who is the first point of contact for the family
- One action plan that the family and partners co-produce to plot and measure progress and impact

Peterborough has for the last five years been developing a model of empowerment for Early Help which is based upon partner organisations across the city taking on the role of Lead Professional. These Lead Professionals are trained and supported by a small core team of council staff and this model provides us with a workforce of between 300-350 staff.

Role of Communities	Role of the Council	Possible Actions
<p>Families are supported to engage and use self-help options for accessing support and information.</p> <p>Partners, which includes charities and faith organisations actively engage in the Early Help Process and actively promote it to continue to embed the empowerment model.</p> <p>Community based support groups such as Parents United, Second Generation (grandparents as parents) and Family Voice engage in providing support to families and maintain an open dialogue with the authority in terms of demand management.</p> <p>Charitable organisations such as Adfam and Relate continue to work closely with all partner organisations to maintain and increase, where relevant, use of and promotion of their services to families.</p> <p>Families supported through Early help are encouraged and supported to engage with volunteering opportunities to help other families in similar situations.</p>	<p>Develop the concept of one front door from the perspective of the family / service user preventing recurring requests for support.</p> <p>Support Lead Professionals to support families through a solution-focussed approach.</p> <p>Gather information from the family and Lead Professional once and share this effectively.</p> <p>Work pro-actively with local charities and faith organisations to enhance provision and fill gaps.</p> <p>Ensure a differential support package is available to those families with greatest need through the continued use of multi-agency panel processes. To support professional and community groups and volunteers to have an awareness disabilities and make reasonable adjustments to services.</p>	<p>Contribute to the development of an enhanced self-help information service for families.</p> <p>Contribute to the development of a specialist advice and information service as part of the new front door to provide specialist support to partners.</p> <p>Commission services where evidence demonstrates there is a need for it and it has a positive impact.</p> <p>Invest the Payment by Results revenue in preventative work as far as possible.</p> <p>Continue to train partners in the use of assessment tools to help empower families to make positive changes to their lives e.g. Outcome Star.</p> <p>Pilot a volunteering programme of family support as a planned exit strategy to help remove the dependency of some families on continual packages of support.</p>

Communities continue to develop additional self-help groups as demand dictates.

Community groups make reasonable adjustments to accommodate the needs of children and adults with disabilities.

How will we deliver this building block and by when?

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Building Block 10: Health and Social Care Services

Peterborough has increasing numbers of people with one or more complex health condition often due to improvements in health care and increasing life expectancy. We want everyone to play an active part in their community, with those who require care and support able to receive this as close to home as possible.

Health and social care partners have agreed the following objectives to be achieved by 2019.

- Access to services will be less complex, with the provision of web based information and guidance allowing self-access;
- People will only tell their story once as assessment functions are joined up and Information is shared across health and social care;
- Citizens will have greater choice and control over their lives and greater support in self-care;
- People will have greater self-awareness of how to improve their own health and wellbeing through prevention of illness and healthy lifestyles;
- Local communities and individuals will be healthier, live longer and more independently;
- Hospitals and long term care will be last resorts and used only when there is an absolute need that cannot be met outside of these environments; and
- Organisations will be joined up and will work together to share resources and learning.
- Improved engagement with the Voluntary Sector and the Community to support prevention at every level.

The focus is to make an individual's journey through the health and social care systems as simple as possible and based on creating and/or maintaining independence.

The individual's perspective will become the key organising principle of our service delivery – they will receive the care that they need, at the right time and driven by their needs.

One of the key features of our community approach is the creation of multi-disciplinary neighbourhood teams aligned to GP practices and their local populations. The Integrated Neighbourhood Team approach would include an expectation of multidisciplinary working between individual staff or practitioners from a range of organisations, working on the model of the 'team around the person' which can be formally escalated to a multidisciplinary team linked to a GP practice if needed. High risk would result in frequent, regular proactive Integrated Neighbourhood Team approach whereas low risk would require a lower level intervention that would be taking place in the community and involve a range of partners in the voluntary and statutory sector

Role of Communities	Role of the Council	Possible Actions
Support for campaigns promoting health and wellbeing including falls prevention, promoting physical activity and mental health awareness and physical and emotional wellbeing.	Establishment of integrated health and social care Neighbourhood teams. Establishing a network of approved personal assistants to provide a local care and support offer over which	Creation of reliable and accessible information and self-service resources to include an E-marketplace, underpinned by quality criteria. To build upon the Personal

<p>Co-ordination of community activities to reduce the risk of social isolation for vulnerable people.</p> <p>The provision of accessible services within communities will support people to retain or regain the skills and confidence to remain living in their communities for as long as possible and maintain their independence.</p> <p>Ensuring clear and effective links are established with economic growth and development programmes to ensure that factors that have a positive impact on healthy ageing and prevention of acute need are integrated into long-term plans for new communities.</p>	<p>individuals have choice and control.</p> <p>Commissioning of appropriate and adequate care and support services to meet the needs of local populations.</p> <p>Developing the local market to deliver innovative and responsive solutions to care and support needs.</p>	<p>Assistant register to expand capacity and availability to all communities.</p> <p>Establishing of Neighbourhood Teams (MDT) of health and social care professionals</p> <p>Expansion of the availability of assistive technology, telecare and telehealth services to support independence within communities.</p> <p>Expansion of re-ablement services to support people to return to their communities following ill health.</p> <p>Expansion of community based support services for carers.</p> <p>Expansion of employment opportunities, including volunteering for adults with care and support needs.</p>
<p>How will we deliver this building block and by when?</p>		
<p></p>		

STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM NO. 7
WEDNESDAY 20 JANUARY 2016	PUBLIC REPORT

Joint Report of the Service Director for Adult Services and Communities and the Peterborough Area Commander for Cambridgeshire Constabulary

Contact Officer(s) – Adrian Chapman, Service Director for Adult Services and Communities
Contact Details – 01733 863887, adrian.chapman@peterborough.gov.uk

JOINT COMMUNITY ENFORCEMENT TEAM

1. PURPOSE

1.1 To present to the scrutiny committee the concept, rationale and proposed development of a city-wide multi-agency joint enforcement team.

2. RECOMMENDATIONS

2.1 That the committee scrutinise the content of this report, endorse the proposed direction of travel and make any additional recommendations they feel appropriate before recommending the approach to Cabinet for approval.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

3.1 The ambition of the Sustainable Community Strategy is to deliver a bigger and better Peterborough taking advantage of the inherent opportunities we have and at the same time tackling the challenges we face in order to deliver a higher quality of life for all. This proposal will contribute to this overall vision and contribute to the outcome of:

- ‘Making Peterborough more cohesive and safer’ – so that people of all ages and abilities can live, work and play in a prosperous and successful Peterborough without undue crime or fear of crime’.

4. BACKGROUND

4.1 The city’s statutory Community Safety Partnership is known as ‘The Safer Peterborough Partnership (SPP)’. The partnership is clear that its aim is to ‘bring long-term sustainable reductions in crime and disorder and lead in the creation of stronger, supportive and cohesive communities’. The SPP is a strong, vibrant and active body that benefits from close working relationships between partner agencies.

4.2 The delivery arm of the SPP is the Community and Safety service located within the Council, which was initially conceived in 2009 as a collaboration of senior management between police and Council but has since evolved to become a wider service comprising staff from the Council, police, fire and rescue service and the prison service.

4.3 Whilst the Community and Safety service has some joint investigative capacity, it has largely been responsible for the strategic co-ordination of action around a number of key themes where action in partnership is more effective and efficient than the traditional single agency approach. This has included, for example, tackling anti-social behaviour, an integrated approach to the management of offenders, and crime prevention and reduction. In particular it has sought to address the ‘broken window theory’ (a theory that if signs of urban decay from the norm go unchecked then rapid decline will follow).

- 4.4 The development of these collaborative arrangements, the strategies and plans adopted by the partnership to tackle crime and disorder and its performance have been subject to continuous oversight and scrutiny by the Council through the statutory Crime and Disorder Scrutiny Committee; in Peterborough the Strong and Supportive Communities Scrutiny Committee undertakes this role. In addition, the Cabinet Member for community safety is a full member of the Partnership Board.
- 4.5 As the model evolved, its success was evident in that Peterborough's rates of recorded crime fell ahead of national reductions during the same period.
- 4.6 The Community and Safety service has developed to a point where the close partnership that exists involves not only the SPP's statutory organisations such as Peterborough City Council, Cambridgeshire Fire and Rescue, and Cambridgeshire Constabulary but importantly private and voluntary ones such as Cross Keys Homes, Sodexo (HMP Peterborough) etc. The model is unique in that the agencies work from single partnership locations and have entwinement of management structures. Their priorities and working practices are all directed and coordinated by one hierarchy. A structure chart showing the current multi-agency team is shown at appendix A.
- 4.7 In November 2015 the police made the decision to completely restructure its approach to delivering its services to the people of Peterborough. With an increasing need to manage victims and crimes such as Child Sexual Exploitation, Domestic Abuse and Burglary combined with the need to ensure a comprehensive service to communities, the decision was made to review all positions and create a number of teams to support this changing demand. To that effect a new 'Hate and Harm' team was launched to give an enhanced service to vulnerable victims and a new Domestic Abuse Response Team (DART) was created. In addition to this the management of the Neighbourhood Policing Team was moved to the Chief Inspector who manages the Community and Safety service.
- 4.8 This decision transferred 1 Inspector, 3 Sergeants, 12 Police Officers and 12 PCSO's to the Community and Safety service. This change enabled three supervisor posts at the rank of Sergeant to be removed from the structure (two retirements and one acting up position ending). Further, this transfer into the Community and Safety service enables police officers to be deployed using an evidence-based approach to wherever there is a demand, rather than the previous locality-focussed approach.
- 4.9 Due to the number of officers and PCSO's remaining the same we are able to reassure the committee that these changes have had no direct or negative impact on council or police enforcement; rather, they further enhance the joined up response to challenging issues.
- 4.10 Separate to this, the Council has been looking for some time at the way in which it challenges and changes behaviour relating to fly tipping, littering, graffiti, unlawful parking and other highly visible issues which are rightly of constant concern to our communities. A proposal was approved by Cabinet in December 2015 (although this decision is now subject to Call-in) to bring together a number of enforcement teams and functions that sat in different departments within the Council in order to deliver better and more joined-up solutions. This new enforcement team will form part of the Community and Safety service.
- 4.11 This report now seeks to create greater effectiveness in tackling community and safety issues and sets out proposals for greater integration between police, Council and other enforcement services which the Committee is asked to consider.
- 4.12 It is proposed that the Community and Safety service develops its focus on community enforcement activity through a collection of multi-agency enforcement officers led by managers from a range of different agencies but who will be directed and governed by one collective leadership arrangement. The team will work to a single set of jointly agreed priorities which are evidence-based, meaning that the service will respond to issues wherever there is an identified need.

4.13 The team will be responsible for bringing together prevention, education and enforcement across a range of community issues by adopting the right approach, at the right time with the right people. Its staffing structure will allow the investigation of complex and protracted cases through to immediate remedy and sanction. The staffing mix will range from highly trained professionals through to general staff trained in community safety issues and related areas. Officers will have the legal powers to carry out multiple functions through the Community Safety Accreditation Scheme which enables the delegation of certain powers between different agencies.

4.14 A similar scheme was adopted by Glasgow City several years ago with significant successes in tackling crime and disorder. The 'Glasgow Model' has now been rolled out across Scotland and has been the subject of much local work to shape our thinking around evolving our model further. In addition the London Borough of Newham have developed a collaborated model which is providing some impressive results. Officers have visited Newham to learn from their development.

5. HOW THE COMMUNITY AND SAFETY SERVICE WILL OPERATE

5.1 As described above, the proposed development of the Community and Safety service provides the opportunity for officers traditionally focussed on specific legislation and enforcement powers to become multi-disciplined and therefore enforce across a range of issues. It also enables officers to be tasked using evidence of demand for service, regardless of where in Peterborough that demand comes from.

5.2 The Joint Community Enforcement Team

The proposed team will comprise the existing Community and Safety service staff described above in section 4 with the Neighbourhood Policing team, and the Council's Civil (parking) Enforcement team, CCTV service and Housing Enforcement team.

Police and non-specialist enforcement staff will wear high visibility uniforms. Case studies where this approach has been taken in different areas of the UK show that this increases compliance and increases the feeling of safety from the community. Uniforms will also be equipped with body-worn cameras which helps with officer protection, compliance and evidence gathering.

Additionally, the team will use the same type of radio that is used by the emergency services so that in a major incident scenario they will be able to co-ordinate with other agencies. This also allows them to communicate directly with the police if and when arrest powers are needed.

A full training package will be provided to give the officers the skills that they do not currently possess e.g. communication, conflict resolution, radio procedure techniques etc. This will be obtained from partner agencies such as Cambridgeshire Constabulary and HMP Peterborough (Sodexo). The vision is to develop a nationally recognised compliant course so that it may be able to generate an income through other local authorities sending their officers on it.

5.3 Tasking Approach and Enforcement Delivery

In order to ensure that officers are tasked and deployed to the most important issues as quickly as possible, we will implement a control room model with a computer system that allows incidents to be allocated to staff in real time. This will mean greater efficiency as the nearest appropriate resource will be allocated to the incident. Currently calls for service are received in a variety of ways, and often 'bounce' between departments and organisations. The nature of the incidents that fall within the intended remit of this team will be reported into one central point and that information will be collated and acted upon with consistency and timeliness. This also enables us to build up a more joined-up intelligence picture, helping us to prevent issues from happening in the first place.

To allow the team to be multi-functional we are proposing to give certain appropriate powers to officers across the team that might ordinarily be the domain of a single enforcement agency. The Council is able to delegate certain powers to police officers for example and, through the Community Safety Accreditation Scheme (CSAS), the Chief Constable has the power to delegate certain powers to staff other than police officers.

The table below illustrates *some* of the range of powers and functions that would be considered:

Example of police powers and functions that could be delegated to the council	Example of council powers and functions that could be delegated to the police
Issuing penalty notices for disorder	Housing inspections on complaint
Issuing penalty notices for truancy	Investigation of fly tipping
Issuing penalty notices for cycling on a footpath	Issuing Penalty Charge Notices for parking offences
Issuing penalty notices for dog fouling	Investigation and issuing penalty notices for graffiti
Power to deal with begging	Issuing penalty notices for littering and fly-posting
Power to require persons drinking in designated places to surrender alcohol	Process for dealing with abandoned vehicles
Power to require persons aged under 18 to surrender alcohol	HMO and Selective Licensing conditions (if introduced)
Issuing penalty notices for possession of cannabis	Enforcement of Public Space Protection Orders

Enabling other authority staff a limited range of powers does not replace the police but rather extends the scope of enforcement across different agencies. CSAS does not allow an extension of the power of arrest and staff would not be dealing with incidents that society would reasonably expect to be the domain solely of the police (such as assaults, thefts, burglaries etc). Conversely, whilst cases currently falling within the enforcement domain of the local authority such as fly-tipping, poor housing conditions etc. will continue to be prosecuted by the local authority, all staff within the team, including police officers, PCSOs, fire officers, and staff from registered social landlords will be able to enforce and provide evidence in relation to them.

Other opportunities may arise where staff could be trained and obtain a SIA (Security Industry Authority) qualification to allow the team to provide services at organised events and therefore bring in additional revenue.

5.4 **Managing Performance**

Linking into the command and control system, we also recognise the need to be able to measure the team's performance. This will not be in regards to how many enforcement fines are issued but with regards to how quickly the team reacted to issues that were raised, community satisfaction levels and perception of dealing with community issues.

We are confident that the proposed Joint Community Enforcement Team will provide a quicker, more visible and more robust response to issues adversely affecting the quality of life of those people living and working in Peterborough, as well as providing clear ownership of problems.

5.5 **Key Dates**

If the proposals are approved, it is hoped that the Joint Community Enforcement Team will be operational from the 1 April 2016.

6. **IMPLICATIONS**

- 6.1 There are some financial implications relating to this proposal in that new high visibility uniforms will need to be purchased for the officers. Additional radios and body cameras will need to be purchased as other enforcement teams join the JCET team. Currently it is only the 12 Civil Enforcement Officers that use this type of equipment. However, the costs in improved efficiencies, reduction in repeat calls and repeat offending, and the social benefits of the scheme far outweigh the cost of implementation.
- 6.2 The ICT implications are that whilst the costs for the computer systems will be limited, if we are able to use existing programmes, there will be a need for ICT officers to adapt it. Similarly the performance programme will need to be developed by ICT officers.
- 6.3 There could be Human Resources implications if the proposal to create a new multi-functional officer role is created.
- 6.4 There are no implications for individual wards as the service will be evidence based and intelligence led.

7. CONSULTATION

- 7.1 The public have told us in consultations such as 'facing the people' that they get frustrated when officers are unable to deal with more than one issue when in an area e.g. flytipping and parking; this would indicate the public would be in favour of this approach. Partners involved in the SPP have all been involved in the development of this proposal and staff affected will be formally consulted should Cabinet agree the proposal.

8. NEXT STEPS

- 8.1 That the proposals are presented to Cabinet for approval, with any additions/amendments agreed at Scrutiny Committee.
- 8.2 That the Committee is kept updated with the progress of this project and future opportunities to scrutinise the Joint Community Enforcement Team.

9. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- 9.1 'An Inspection of the London Borough of Newham Law Enforcement Division', by Kevin Hurley, Police and Crime Commissioner for Surrey.

10. APPENDICES

- 10.1 Appendix A - Current structure of the Community and Safety Team

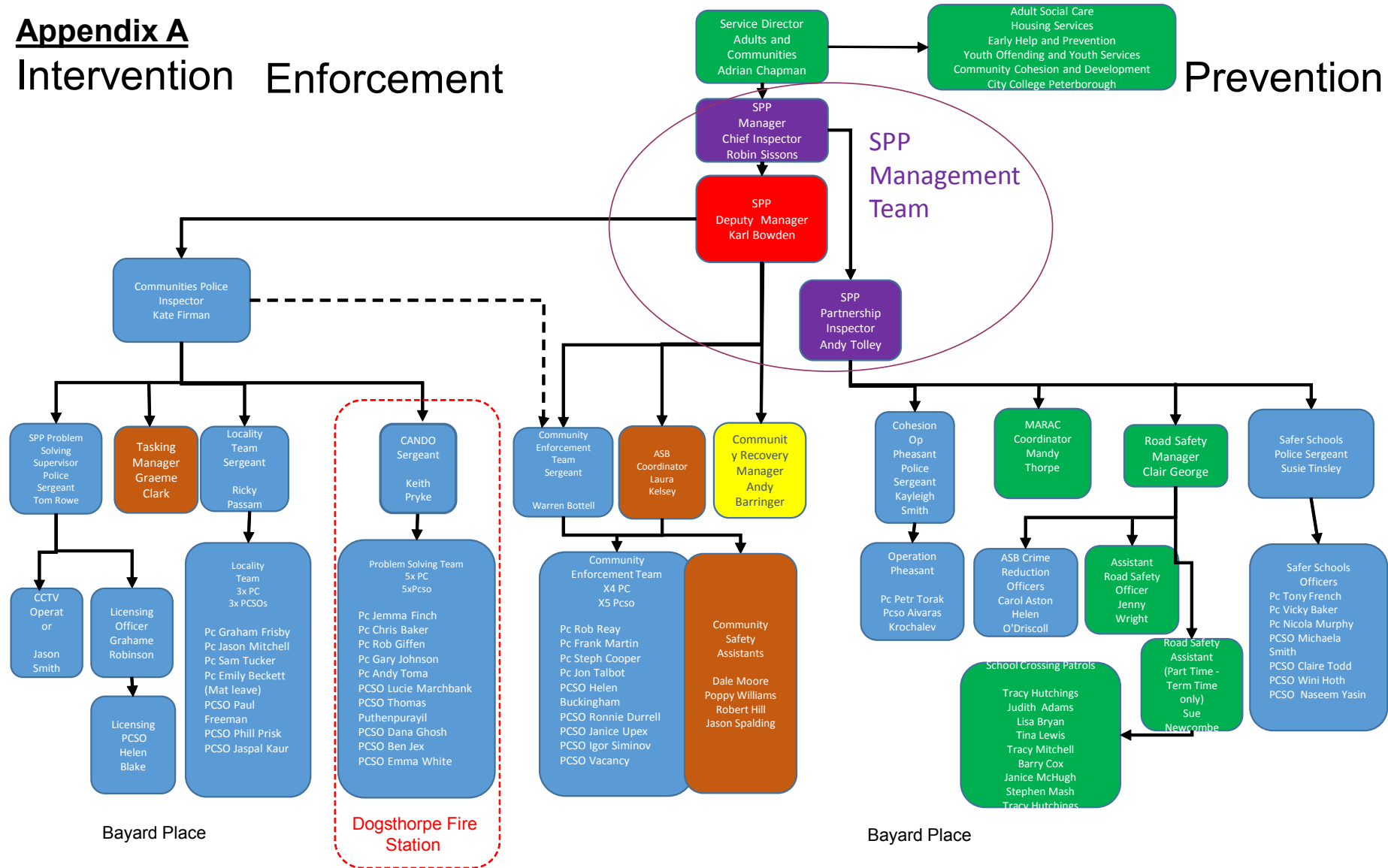
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Appendix A

Intervention Enforcement

Prevention

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STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	AGENDA ITEM NO. 8
20 JANUARY 2016	PUBLIC REPORT

Report of the Director of Governance

Report Author – Paulina Ford, Senior Democratic Services Officer

Contact Details – 01733 452508 or email Paulina.ford@peterborough.gov.uk

FORWARD PLAN OF EXECUTIVE DECISIONS

1. PURPOSE

- 1.1 This is a regular report to the Strong and Supportive Communities Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2. RECOMMENDATIONS

- 2.1 That the Committee identifies any relevant items for inclusion within their work programme.

3. BACKGROUND

- 3.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Plan contains those Executive decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new Executive decisions to be taken after 8 February 2016.
- 3.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the Executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

4. CONSULTATION

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

6. APPENDICES

Appendix 1 – Forward Plan of Executive Decisions

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PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 8 JANUARY 2016

FORWARD PLAN

PART 1 – KEY DECISIONS

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below in **Part 1**. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:

Cllr Holdich (Leader); Cllr Coles; Cllr Elsey; Cllr Fitzgerald (Deputy Leader); Cllr Hiller, Cllr Lamb; Cllr North; Cllr Seaton; Cllr Serluca.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis to reflect new key-decisions. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Gemma George, Democratic Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268. For each decision a public report will be available from the Governance Team one week before the decision is taken.

PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

Whilst the majority of the Executive's business at the Cabinet meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Gemma George, Democratic Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268.

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedeisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 8 FEBRUARY 2016

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>Savings and Investment: Children’s Social Care - KEY/08FEB16/01 For Cabinet to agree the transformation plan for Children’s Social Care.</p>	Cabinet	8 February 2016	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Lou Williams Service Director Children’s Services and Safeguarding Tel: 01733 864139 Lou.williams@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Community Based Supported Living Service – KEY/08FEB16/02 To award a 1 year contract for the period 1 April 2016 to 31 March 2017 to Turning Point Ltd to provide the Community Based Supported Living Service.</p>	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	March 2016	Scrutiny Commission for Health	Relevant internal and external stakeholders.	Mubarak Darbar Interim Head of Learning Disability Commissioning Tel: 01733 452509 Mubarak.darbar@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
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PREVIOUSLY ADVERTISED DECISIONS

<p>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Dickens Street Car Park.</p> <p>For Cabinet to consider future options for service delivery.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Consultation will take place with the Cabinet Member, Ward Councillors, relevant internal departments & external stakeholders as appropriate.</p>	<p>Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
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KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
Sale of the Herlington Centre - KEY/21MAR14/03 Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.	Councillor David Seaton Cabinet Member for Resources	January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Simon Webber Capital Projects Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Formalise Integrated Community Equipment Service Funding and Commissioning Arrangements - KEY/18APR14/01 To formalise integrated community equipment service joint funding arrangements.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	January 2016	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Nick Blake Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment Tel: 01733 452406 nick.blake@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Award of Contract for Build of a Waste Transfer Station - KEY/18APR14/02 To award a contract for the build of a waste transfer station.	Councillor Gavin Eley Cabinet Member for Digital, Waste and Street Scene	January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
Print Managed Services - KEY/13JUN14/01 To enable Council officers to be able to print, copy and scan.	Councillor David Seaton Cabinet Member for Resources	January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Vicki Palazon Financial Services Manager – Planning and Reporting Tel: 01733 864104 Vicki.palazon@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Selective Licensing - KEY/17OCT14/01 To improve standards and management of properties in the private rented sector.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing & Economic Development	January 2016	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Classroom Extension and Associated Works Heltwater School - KEY/06MAR15/01 To authorise the construction of an extension at Heltwater School and give authority to the Executive Director of Resources to award the construction contract within the approved budget.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University	January 2016	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Alison Chambers Assets and School Place Planning Officer Tel: 01733 863975 Alison.chambers@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
Wirrina Car Park – KEY/06MAR15/10 Disposal of Wirrina Car Park to Peterborough Investment Partnership.	Councillor David Seaton Cabinet Member for Resources	January 2016	Sustainable Growth and Environment Capital Scrutiny Committee	Relevant internal and external stakeholders.	Richard Hodgson, Head of Strategic Projects 01733 384535 Richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Real Time Passenger Information – KEY/10JUL15/02 To approve the expansion and maintenance contract.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing & Economic Development	January 2016	Sustainable Growth and Environment Capital	Relevant internal and External stakeholders.	Amy Pickstone Senior ITS Officer Tel: 01733 317481 Amy.pickstone@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Delivery of the Council’s Capital Receipt Programme through the sale of Welland House, Dogsthorpe – KEY/24JUL15/01 To authorise the sale of Welland House, Dogsthorpe.	Councillor David Seaton Cabinet Member for Resources	January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Simon Webber Strategic Projects Officer Tel: 01733 384545 Simon.webber@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Delivery of the Council's Capital Receipt Programme through the sale of Pyramid Centre, Bretton North – KEY/24JUL15/02</p> <p>To authorise the sale of the Pyramid Centre, Bretton North.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Gareth Dawkins Capital Projects Officer Tel: 01733 384618 Gareth.dawkins@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>Sale of Land at Rear of Braybrook School, Orton Longueville – KEY/24JUL15/03</p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Land.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Sale of the Lindens, Lincoln Road – KEY/24JUL15/04 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Sale of Bretton Court, Bretton North – KEY/24JUL15/05 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Davies Sales and Acquisitions Tel: 01733 384547 Brian.davies@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>Expansion by One Form of Entry to Jack Hunt Secondary School – KEY/07AUG15/02 To approve expansion by 1 form of entry of Jack Hunt Secondary School to include award of building contracts for the required enhancement of facilities and any legal changes to the schools PFI contract.</p>	<p>Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University</p>	<p>January 2016</p>	<p>Strong and Supportive Communities Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Changes to the Council's Adult Social Care Charging Policy – KEY/21AUG15/03 Consultation around proposed changes to the Council's charging policy in recognition of the statutory obligations and powers introduced by the Care Act 2014.</p>	<p>Cabinet</p>	<p>18 January 2016</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders</p>	<p>Mark Gedney Financial Systems Manager Tel: 01733 452335 Mark.gedney@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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Draft Housing Strategy – KEY/21SEPT15/03 For Cabinet to approve the Strategy for public consultation.	Cabinet	March / April 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Anne Keogh Housing and Strategic Planning Manager Anne.keogh1@peterborough.gov.uk Tel: 01733 863815	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Council Tax and NNDR – KEY/13NOV15/01 To agree the calculation of the Council Tax base for 2016/17 and the NNDR1 return.	Cabinet	18 January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Service Director Financial Services Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Passenger Transport Services AMEY – KEY/27NOV15/01 To approve the award of six routes to Amey under the existing contract arrangements.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University	January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Sara Thompson Team Manager, Passenger Transport Operations Tel: 01733 317452 Sara.thompson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>

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<p>Intelligent Transport Systems Infrastructure – KEY/11DEC15/01 To introduce the use of Variable Message Signs (VMS) on the road network to provide real-time driver information.</p>	<p>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>December 2015 to Mar 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Tebb Network and Traffic Manager Tel: 01733 453519 Peter.tebb@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>Direct Payment Support Service – KEY/11DEC15/02 To approve the direct payment support service.</p>	<p>Councillor Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>May 2016</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Jenny Beasley Commissioning Manager Tel: 01733 452482 Jenny.beasley@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>

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<p>Offtake Arrangements for Power from the Energy Recovery Facility – KEY/25DEC15/01 To approve putting into place arrangements for the sale of heat and/or electricity from the Energy Recovery Facility.</p>	<p>Councillor Gavin Elsey Cabinet Member for Digital, Waste and Street Scene</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p>
<p>Delegation of Authority under the ASB, Crime and Policing Act 2014 to Registered Social Landlords – KEY/25DEC15/02 To authorise Peterborough City Council to designate authority to registered social landlords to enforce Part 4 Sections 43-48 of the Anti-social Behaviour, Crime and Policing Act 2014.</p>	<p>Councillor Nigel North Cabinet Member for Communities and Environment Capital</p>	<p>January 2016</p>	<p>Strong and Supportive Communities</p>	<p>Relevant internal and external stakeholders including social landlords through the Peterborough Registered Social Landlord Forum</p>	<p>Laura Kelsey Anti-Social Behaviour Co-ordinator Tel: 01733 453563 Laura.kelsey@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>Extension of Expenditure with Providers on the Homecare Framework – KEY/11JAN16/01 To authorise the extension of expenditure with providers on the homecare framework agreement, in line with current terms and conditions.</p>	<p>Councillor Wayne Fitzgerald Cabinet Member for Integrated Adult Social Care and Health</p>	<p>January 2016</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Jenny Beasley, Commissioning Manager, Tel: 01733 452482 jenny.beasley@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Peterborough Highway Services Contract – KEY/11JAN16/02 To award major transport schemes to Skanska to deliver via the Peterborough Highways Services Contract.</p>	<p>Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development</p>	<p>January 2016</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Amy Petrie Principal Programme and Project Officer Tel: 01733 452272 Amy.petrie@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Skills Strategy - KEY/25JAN16/01 For Cabinet to approve the Skills Strategy.</p>	<p>Cabinet</p>	<p>8 February 2016</p>	<p>Strong and Supportive Communities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Wendi Ogle-Welbourn Corporate Director People and Communities Tel: 01733 863749 Wendi.ogle-welbourn@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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Review of Emergency Stopping Places – KEY/25JAN16/02 For Cabinet to review existing and proposed emergency stopping places.	Cabinet	29 February 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Extension to the Framework Agreement for the Supply of Social Care Temporary Agency Workers – KEY/25JAN16/03 For the Cabinet Member to approve the extension to the framework agreement.	Councillor David Seaton Cabinet Member for Resources	February 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	James Fordham Recruitment and Retention Officer Tel: 01733 864581 James.fordham@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Provision of Non Social Care Temporary Agency Workers – KEY/25JAN16/04 To approve the provision of temporary agency workers.	Councillor David Seaton Cabinet Member for Resources	February 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	James Fordham Recruitment and Retention Officer Tel: 01733 864581 James.fordham@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Commissioning of Care and Nursing Homes – KEY/25JAN16/05 For the Cabinet Member to consider a new Contract for the commissioning of Care and Nursing Homes under the Choice Directives LA circular 2004, ADASS Terms and Conditions.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Social Care and Health	February 2016	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Susan Street Head of Older People Commissioning Tel: 01733 452486 Susan.street@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
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NONE AT THE CURRENT TIME

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>Treatment of War Disablement Pension – Adult Social Care Charging To consider whether to disregard the war disablement pension in the social care financial assessment.</p>	Cabinet	January / February 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Wendi Ogle-Welbourn Corporate Director People & Communities Tel: 01733 863749 Wendi.ogle-welbourn@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Communities Strategy – To approve the Council's Communities Strategy.</p>	Cabinet	8 February 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Citizens Advice Bureau Funding – To fund Citizens Advice Bureau £3731 until March 2016 (via DWP grant funding) to deliver Personal Budgeting Support to new UC claimants requiring assistance.	Councillor David Seaton Cabinet Member for Resources	January 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 lan.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Vivacity Funding – To fund Vivacity £1278 until March 2016 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library.	Councillor David Seaton Cabinet Member for Resources	January 2016	Strong and Supportive Communities	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 lan.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Council Tax Support Scheme 2016/2017 Recommendation – To recommend the Council Tax Support scheme to Council.	Cabinet	18 January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Service Director Financial Services Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
Budget Proposals Second Tranche Consideration – To approve the consultation on the second tranche of Budget Proposals.	Cabinet	8 February 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Service Director Financial Services Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Budget Proposals Second Tranche Recommendation – To recommend the second tranche of budget proposals to Council.	Cabinet	29 February 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Pilsworth Service Director Financial Services Tel: 01733 384564 Steven.pilsworth@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Local Transport Plan – To recommend approval to Council of the fourth Local Transport Plan.	Cabinet	18 January 2016	Sustainable Growth and Environment Capital	Relevant Internal and External Stakeholders	Lewis Banks Principal Transport Planning Officer Tel: 01733 317465 Lewis.banks@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Extension to Sutton Conservation Area – For the Cabinet Member to approve the extension.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development	January 2016	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Jim Daley Principal Built Environment Officer Tel: 01733 453522 Jim.daley@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Vivacity Premier Fitness Invest to Save Scheme - To authorise investment in developing Vivacity Premier Fitness on an invest to save basis	Councillor David Seaton Cabinet Member for Resources	January 2016	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	John Harrison Corporate Director Resources Tel: 01733 452520 John.harrison@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>
Extension of Current Adult Social Care Contracts – To approve the extension of Mental Health Employment, Wellbeing and Recovery Services contracts from 1 October 2015 and 30 Nov 2016 due to reconfiguration of the contract.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	January 2016	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 Mubarak.darbar@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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Delegation of Authority - To delegate authority for funding governance arrangements for care placements for Looked After Children to the Service Director – Safeguarding and Children for a period of 12 months.	Councillor Andy Coles Cabinet Member for Children’s Services	January 2016	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Helene Carr Head of Service, Access to Resources and Specialist Commissioning Tel: 01733 863901 Helene.car@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Personal Budgets in Peterborough - To agree to adopt Peterborough’s Personal Budget Policy Statement as part of the revised statutory duties that apply to the Council as part of the SEND reforms, under the Children and Families Act 2014.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University	January 2016	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Carrie Gamble Commissioner Tel: 01733 863931 Carrie.gamble@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DIRECTORATE RESPONSIBILITIES

RESOURCES DEPARTMENT Executive Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Corporate Property

Waste and Energy

Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

PEOPLE AND COMMUNITIES DEPARTMENT Director's Office at Bayard Place, Broadway, PE1 1FB

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

GOVERNANCE DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Legal and Democratic Services

Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

GROWTH AND REGENERATION DEPARTMENT Director's Office Stuart House, St Johns Street, Peterborough, PE1 5DD

Development and Construction (Development Management, Planning Compliance, Building Control)

Sustainable Growth Strategy (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Peterborough Investment Partnership

PUBLIC HEALTH DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

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**STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE
DRAFT WORK PROGRAMME 2015/16**

Meeting Date	Item	Notes
11 June 2015 <i>Draft Report 22 May</i> <i>Final Report 1 June</i>	Strong And Supportive Communities: Introduction, Overview And Work Programme To identify and discuss potential items to be added to the 2015/2016 Work Programme. Contact Officer: Adrian Chapman	
	Review of 2014/15 and Draft Work Programme 2015/16 To review the work undertaken during 2014/15 and make any recommendations for future monitoring. Contact Officer: Dania Castagliuolo	
22 July 2015 <i>Draft Report 3 July</i> <i>Final Report 10 July</i>	CRIME AND DISORDER SCRUTINY COMMITTEE Safer Peterborough Partnership - Cyber Crime To scrutinise the report and suggest ideas and initiatives which will impact on Cyber Crime. Contact Officer: Robin Sissons	Requested by the Committee on 14 January 2015
	STRONG AND SUPPORTIVE COMMUNITIES SCRUTINY COMMITTEE	
	Portfolio Progress Report from Cabinet Member for Communities and Environment Capital To scrutinise and comment on the progress of the portfolio of the Cabinet Member. Contact Officer: Wendi Ogle-Welbourn/Adrian Chapman	Annual Report from Cabinet Member

Meeting Date	Item	Notes
	<p>Visitor Economy Strategy 2015 – 2020 Progress Report</p> <p>To scrutinise the progress of the strategy and make comments before its submission to Cabinet.</p> <p>Contact Officer: Dr Douglas Gyte</p>	
	<p>Community Asset Transfers</p> <p>To scrutinise and comment on the Community Asset review.</p> <p>Contact Officer: Belinda Child</p>	Requested by the Committee on 11 June 2015
<p>16 September 2015</p> <p><i>Draft Report 28 August</i></p> <p><i>Final Report 4 September</i></p>	<p>Portfolio Progress Report from Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>To scrutinise and comment on the progress of the portfolio of the Cabinet Member.</p> <p>Contact Officer: Belinda Child</p> <p>Communities Strategy Task and Finish Group Terms of Reference</p> <p>To agree the Terms of Reference of the Task and Finish Group.</p> <p>Contact Officer: Adrian Chapman</p> <p>Proposed Selective Licensing Scheme for the Gladstone, Millfield, New England and Eastfield Areas of Peterborough</p> <p>To review and scrutinise the proposed scheme and make comments and recommendations.</p> <p>Contact Officer: Belinda Child</p>	<p>Annual Report from Cabinet Member</p>

Meeting Date	Item	Notes
	<p>Road Safety and progress on Operation Backfire</p> <p>To scrutinise, challenge and suggest ideas on road safety.</p> <p>Contact Officer: Robin Sissons</p>	
<p>24 November 2015</p> <p><i>Draft Report 5 November</i> <i>Final Report 12 November</i></p>	<p>Portfolio Progress Report from Cabinet Member for City Centre Management, Culture & Tourism</p> <p>To scrutinise and comment on the progress of the portfolio of the Cabinet Member.</p> <p>Contact Officer: Lisa Roberts/Cllr Serluca</p> <p>Community Connectors</p> <p>To scrutinise the progress made by the Community Connectors and make recommendations</p> <p>Contact Officer: Adrian Chapman</p> <p>Selective Licensing Consultation</p> <p>To provide a formal response to the consultation.</p> <p>Contact Officer: Belinda Child</p>	<p>Annual Report from Cabinet Member</p>
<p>26 November 2015 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2016/17 and Medium Term Financial Strategy to 2025/26 Phase One</p> <p>To scrutinise the Executive's proposals for the Budget 2016/17 and Medium Term Financial Plan 2025/26.</p> <p>Contact Officer: John Harrison/Steven Pilsworth</p>	

Meeting Date	Item	Notes
20 January 2016 <i>Draft Report 31 December</i> <i>Final Report 8 January</i>	Communities Strategy Task and Finish Group Report	
	Contact Officer: Ian Phillips/Hayley Thornhill	
	Selective Licensing – Outcome of Consultation	
	Contact Officer: Belinda Child	
	CRIME AND DISORDER SCRUTINY COMMITTEE	
	Joint Community Enforcement Team	
	Contact Officer: Robin Sissons	
10 February 2016 (Joint Meeting of the Scrutiny Committees and Commissions)	Budget 2015/16 and Medium Term Financial Plan – Phase Two	
	To scrutinise the Executive's proposals for the Budget 2016/17 and Medium Term Financial Plan. Contact Officer: John Harrison/Steven Pilsworth	
10 March 2016 <i>Draft Report 2 March</i> <i>Final Report 9 March</i>	Vivacity Annual Report	Reviewed Annually
	Contact Officer: Lisa Roberts	
	Commercial Operations Plan	Reviewed Annually
	Contact Officer: Annette Joyce	
	Front Door Project	
	Contact Officer: Adrian Chapman	

Meeting Date	Item	Notes
	City Market Contact Officer: Annette Joyce	
	CRIME AND DISORDER SCRUTINY COMMITTEE	
	Draft Safer Peterborough Partnership Plan Contact Officer: Robin Sissons	

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