

PRIVATE RENTED SECTOR - Information

Name of Authority	Scheme
Barnet	HMO Licence and accreditation scheme
Ealing	HMO Licence and accreditation scheme
Hounslow	HMO Licence and accreditation scheme
Kensington and Chelsea	Accreditation scheme
Kingston Upon Thames	HMO Licence scheme
Newham	Licence and accreditation scheme
Richmond upon Thames	Accreditation scheme
Sutton	Accreditation scheme
Tower Hamlets	Licence and accreditation scheme
Waltham Forest	Licence and accreditation scheme

Name of Authority	Licensing scheme	Accreditation scheme	Any other information
<u>Barnet</u>	<p>An HMO needs a licence when: it has 3 or more storeys these storeys are occupied by 5 or more persons, forming two or more households there is some sharing of facilities. A block of self-contained flats would not be licensable, unless any of the individual flats are shared by more than two tenants in two or more households.</p>	<p>We urge all landlords and agents to become accredited under the Landlord Accreditation Scheme run by the Council. The course provides important information and training for landlords to ensure that they are aware of their duties and obligations under a tenancy agreement. Please contact us for further details of the next training course.</p>	<p>The fee is £197 per flat or unit of accommodation where an application is completed and submitted without the assistance of council officers. For example, if there are 10 bedsits in the HMO the fee for an unassisted application will be 10 x £197 = £1970 If you require an advisory visit regarding the licensing process, the essential works related to the licensing of the premises or the completion of the licensing application forms, the fee is £220 per flat or unit of accommodation. The fees are intended to offset the cost to the council of administering the licensing scheme. HMO licences are granted for up to five years.</p> <p>Member interest.</p>

<p><u>Ealing</u></p>	<p>On 6 April 2006 HMO licensing was introduced under the provisions of the Housing Act 2004. This replaced the council's existing registration scheme. All local authorities must licence properties that are at least three or more storeys high, with five or more persons, who form two or more households. This is known as mandatory licensing.</p> <p>Provision has also been made for discretionary licensing where local authorities can extend the licensing system to include other HMOs. This is known as additional licensing. A new additional licensing scheme has been approved by the Department of Communities and Local Government (CLG) and started on 19 April 2010. Details of this can be found in the public legal notice (word).</p> <p>Additional licensing of HMOs The additional licensing scheme covers HMOs (within the six wards shown below) occupied by four or more people who share amenities. With additional licensing we can specify the maximum number of people who can occupy the house, and attach conditions relating to the management of the building, as well as making sure amenities are kept up to standard.</p>	<p>Compared with the average London borough, Ealing has a small social rented stock but a large private stock and a major plank of our Temporary Accommodation strategy will be to ensure that private rented housing is a viable housing option for homeless households by encouraging private landlords or property owners to let out their properties through the Council's Landlord Accreditation Scheme</p> <p>Traditionally, temporary private sector leased accommodation has been used for households whose homelessness applications are under investigation or, where they have been accepted as homeless and in priority need, for households who are awaiting an offer of permanent social housing. Our plan is to substantially reduce the use of Private Sector leased accommodation between now and 2010 and beyond and we have advised all the Council's existing suppliers we no longer require additional PSL leased property.</p> <p>Ealing is a member of the London Landlord accreditation scheme and from last month we have procured properties through our accreditation scheme but for direct lettings only. We will not be signing any further new or extended leases for temporary accommodation. In addition we will be talking to providers of temporary accommodation about converting existing</p>	<p>The scheme's aim is to help to improve the standard of privately rented housing in London, by working with landlords to improve their management skills, and their understanding of legislation and the requirements of local authorities.</p>

	<p>The additional licensing scheme started on 19 April 2010, but only applies to certain types of HMOs in six designated wards:</p> <ul style="list-style-type: none">Southall GreenSouthall BroadwayGreenford BroadwayEast ActonActon CentralSouth Acton <p>It applies to all HMOs which satisfy the following conditions:</p> <ul style="list-style-type: none">The HMO, or any part of it, comprises two or more storeysIt is occupied by four or more peopleIt is occupied by people living in two or more households <p>It does not apply to buildings occupied by less than three households, comprising no more than four individuals.</p>	<p>private sector leases to assured short-hold tenancies where a landlord is happy with the existing tenant and the tenant is happy to remain in the property, Any arrangements must be funded within Local Housing Allowance rent levels.</p>	
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<p><u>Hounslow</u></p>	<p>Mandatory licensing of HMOs by 2010.</p> <p>This consultation is now closed - thank you for your feedback.</p> <p>We are considering extending our additional licensing scheme for houses in multiple occupation (HMOs) to cover the whole borough.</p> <p>This will mean that houses of two or more storeys, shared by four or more individuals and flats in poorly converted houses would require a licence from the council.</p> <p>The proposed licensing scheme will control the numbers of occupiers, apply safety standards and apply management standards within these HMOs.</p> <p>Licence holders must also be free of convictions of serious criminal offences, including fraud, violence or drugs, sexual offences or housing/landlord and tenant law. They must not have practiced unlawful discrimination.</p> <p>The license fee would be approx. £1036 for five years (£207 per year) or £856 (£171 per year) for accredited landlords.</p> <p>During September 2013, we asked for your views on this proposal</p>	<p>Continue to work with landlords through accreditation, training and the development of a West London Data Base.</p> <p>Take part in sub regional landlord forums.</p> <p>Landlords encouraged to join accreditation scheme</p> <p>22 January 2013</p> <p>Landlords in the borough are being encouraged to join more than 11,000 others across London by taking part in a scheme that shows their properties are managed effectively, legally and profitably.</p> <p>The London Landlord Accreditation Scheme (LLAS) gives landlords all the skills and knowledge they need to be a good landlord including how to create and end tenancies correctly, how to manage properties and what property standards the law requires.</p> <p>Cllr Steve Curran, cabinet member for housing and education, said: "Becoming accredited not only shows you've received high quality training, but shows a commitment to providing a good-quality service for tenants, which will benefit your business for years to come.</p>	<p>Self financing scheme from license fee.</p> <p>3 additional staff employed. Delivered by HMO team in Private Sector Housing Unit.</p> <p>Develop a comprehensive landlord handbook</p> <p>Plans for landlord licensing</p> <p>25 July 2013</p> <p>Landlords of some of the poorest housing in the borough will face prosecution, if council plans to extend a licensing scheme go ahead.</p> <p>Next week, members of the council cabinet will be asked to agree to consult on plans which would mean landlords of homes that have been converted into houses of multiple occupation (HMO) have to be licensed.</p> <p>Currently, licences are only needed for larger HMOs, and some smaller properties in five of the 20 council wards in</p>

		<p>“Housing law is constantly changing, so there is always something new, so even experienced landlords could learn something.”</p> <p>Accredited landlords receive a one day training course covering a wide range of landlord topics, a detailed landlord manual, regular landlord newsletters, updates on changes in the law and once accredited, a reduced HMO licence fee.</p> <p>To become accredited landlords need to simply attend a local one-day landlord course and agree to abide by a landlord's code of practice.</p> <p>There is a small fee for the course but upon accreditation all the benefits are free for five years. Accredited landlords can also use the LLAS logo in their documentation, get access to the hugely informative LLAS website and attend the award ceremony dinner at a central London hotel.</p> <p>A series of LLAS landlord days are taking place in Hounslow this year, on 7 February, 13 May and 5 September, at Hounslow Civic Centre.</p>	<p>the borough.</p> <p>The council wants to extend this pilot across the borough, and to include poorly converted flats that are outside the current licensing scheme.</p> <p>Cllr Steve Curran, cabinet member for housing, planning and regeneration at the council, said: “The rising costs of renting, the slow economy and welfare reform means many residents are struggling to pay for self-contained accommodation.</p> <p>“This had led to an increase in the demand for HMOs, but unfortunately not all landlords are committed to providing the safe, good quality housing people should expect.</p> <p>“Our pilot scheme has helped improve conditions in smaller HMOs, but there are still a large number in poor or dangerous conditions that don't currently need a license.</p> <p>“Extending the scheme will make sure landlord are providing an acceptable level</p>
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<p><u>Kensington and Chelsea</u></p>		<p>This scheme aims to improve and maintain standards across the Royal Borough's private rented sector. There are several advantages to joining this scheme:</p> <ul style="list-style-type: none"> in-depth training on housing law guidance on how to comply with the law and changes in legislation details about the availability of grants for repairs, improvement, energy efficiency and bringing empty properties back into use ability to use the accreditation logo on letters and correspondence access to the rent deposit scheme <p>There are two key stages of the accreditation process: The landlord attends a one-day development course. Topics could include landlord-tenant law, preliminary requirements, how to prevent problems occurring during a tenancy and information on housing benefits.</p> <p>The landlord must agree to adhere to the Landlord Accreditation Scheme code of conduct. This is a simple process to follow and simply</p>	<p>Interest in developing HMO licensing.</p>

		<p>sets out in general terms what is expected of a competent and conscientious landlord.</p> <p>In addition, a landlord should have no prosecution or similar action against them for breaches of certain requirements, including harassment, racial discrimination or offences concerning property conditions.</p>	
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<p><u>Kingston Upon Thames</u></p>	<p>The Council has been active in licensing HMO"s over the last five years, with a total of 182 licensed as of April 2011. In each case, the HMO will have been inspected by a Private Sector Housing Officer who works with the landlord to ensure the property is suitable for multiple occupancy.</p> <p>However, the Council is aware that there are a large number of HMOs that fall outside the mandatory licensing scheme, typically because they are only two storey"s in height. In these cases, there is no requirement for the landlord to inform the Council about the HMO, so often the smaller HMO"s operate outside of the regulatory framework.</p> <p>The Council wants to ensure all HMO landlords offer safe accommodation, and that it is fair and consistent in the application of standards across all types of HMO in the borough.</p> <p>In 2011/2012 the Council plans to review its approach to HMOs, which will include an appraisal of the HMO licensing fees, conducting a study of the location and size of HMOs in the borough to establish whether an additional HMO Licensing</p>		<p>In the absence of a national landlord accreditation scheme, along with most other London boroughs Kingston is a member of the London Landlord Accreditation Scheme (LLAS) which is operated via Camden Council.</p> <p>The Council has supported landlord accreditation as good practice for many years. However more recently a more proactive approach has been taken to promoting LLAS accreditation and include accreditation as a requirement for landlords wishing to let property via our Tenant Finder Service. In November 2009 LLAS were invited to give a presentation at the Private Sector HCC</p> <p>In March 2010 a further report regarding Landlord Accreditation was taken to the Private Sector HCC and the Committee agreed a Pilot scheme which if successful will lead to accreditation as a requirement of letting via TFS.</p>

	<p>scheme is necessary and an evaluation of our enforcement policy. This will be the subject of full consultation before any change in the licensing system is made.</p>		<p>A rolling programme of LLAS training days has been arranged in Kingston since 2010. As part of the forthcoming Project to review HMOs, we also intend to consider offering a discount to HMO License fees for accredited landlords and to make accreditation a recommendation or condition of Licensing.</p> <p>Alongside the Council, Kingston University is a significant player in the private rented market in Kingston and there is a positive and developing dialogue over initiatives to promote high standards in the sector. The University has a long standing Headed Tenancy Service where it rents houses and flats and sub-lets to students ensuring a safe and well-managed service for the community. Properties are regularly inspected and required to meet a specified standard. In 2010/11 there were 154 properties in the scheme.</p> <p>The University has agreed to</p>
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<p><u>Newham</u></p>	<p>Newham is the first authority in the country to introduce borough-wide private rented property licensing.</p> <p>We have set up a private rented property licensing scheme to stamp out the crime and anti-social behaviour associated with the poor management of rental properties.</p> <p>The scheme was agreed by the Mayor and councillors at a cabinet meeting on 21 June 2012.</p> <p>We work with the Metropolitan Police and other agencies across Newham, to identify unlicensed properties and carry out legal action.</p> <p>You must apply for one licence per property. You cannot transfer a licence to another person.</p>	<p>The aims of the Landlord Accreditation Association are to:</p> <p>work together to improve local housing conditions in the private sector and make Newham attractive for investors</p> <p>promote and reward responsible landlords encourage best practice among landlords in the private rented sector.</p> <p>We will give you:</p> <p>priority when we refer potential tenants to privately rented housing</p> <p>access to the Bond Scheme</p> <p>training and support on property management matters such as Housing Benefit rules, possession proceedings and changes in housing legislation</p> <p>help to 'fast track' your tenants' Housing Benefit applications</p> <p>a mediation service to resolve your disputes with tenants</p> <p>quarterly meetings with other accredited landlords.</p>	<p>Have now had borough wide selective and additional licensing since Jan 2013.</p> <ul style="list-style-type: none"> • They have licensed 28k of 30k PRS properties. • Fees are £500 for each property and £950 - £1550 for larger HMO properties.

<u>Richmond upon Thames</u>		<p>Being a private landlord can be quite an overwhelming task, as you are required to have a variety of skills and a wide range of knowledge. This includes understanding your legal obligations as a landlord, assessing the property and organising any necessary repairs.</p> <p>The Landlord Accreditation Scheme (LLAS) is a partnership of landlord organisations and London councils. LLAS has organised a development programme to offer landlords information, skills and confidence in their knowledge to improve the running of an existing portfolio or to help plan the start of a new one.</p> <p>Accreditation lasts for five years and some of the benefits include:</p> <ul style="list-style-type: none">Recognition across London that you are a good landlord or agent.Possible access to grants to improve your premises.Further training and seminars.Regularly updated reference material.Regular news updates.	

<u>Sutton</u>		<p>We offer the following services;</p> <p>Financial assistance to owners of long term empty properties to carry out repairs and improvements including energy efficiency works to bring the home back into use.</p> <p>Grant assistance to disabled residents to carry out adaptations to the home they are living in</p> <p>Enforcing standards in privately rented properties including Houses in Multiple Occupation</p> <p>Advice about improving energy efficiency to your home , working in partnership with Energy Saving Trust Advice Centre</p> <p>Advice to landlords including an annual discussion /information forum and newsletter and our Landlord Accreditation scheme.</p>	

<p><u>Tower Hamlets</u></p>	<p>Licensing of houses in multiple occupation Rented housing accommodation provided by private landlords What types of HMO's come within the licensing scheme? Licence application process Licence fees Fit and proper person Licence conditions Penalties Apply Complaints and appeals Contact us</p>	<p>Landlord accreditation scheme The government is promoting landlord accreditation schemes as an effective means of improving the private rented sector for the benefit of all. The London landlord accreditation scheme is founded on the belief that the more knowledge and awareness landlords have regarding the key property management issues, the more likely it is that their properties will be maintained to a higher standard. Another benefit is that their tenants' safety and health will be improved and, perhaps of equal importance to landlords, their businesses will be better protected against falling foul of the complex laws surrounding the letting of residential properties. For more information about the scheme and how to become accredited visit Since January 2009 tough times have emerged in housing, finance, and the wider economy making this year and year ahead challenging for landlords and agents. By adopting a professional approach and keeping up to date with recent legislative requirement landlords/agents should be in the best possible position to weather the recession. We hope attending the future forums will help to do this. Please see below for upcoming courses.</p>	<p>Licence fees The cost of licensing an HMO is based on its size and the work required to process the Application. A basic licence fee of £412 and £28 per habitable room let or available for letting is payable in respect of all licensable HMOs. A "habitable room" includes all bedrooms and living rooms. (In effect, all rooms other than bathrooms, W.Cs, kitchens or rooms too small to be considered for sleeping purposes). The fee to re-license after three years, is £44 per habitable room let or available for letting but shall not exceed the basic licence fee of £412 and £28 per habitable room. The fee to Change name and address of Licensee or manager on the licence is £98 The correct fee must accompany the application. Please note that there is no provision for return of fee should the licence is refused or revoked. However, in the case of an</p>

			<p>application having been made for an exempt property the fee will be returned.</p> <p>It follows, therefore, that persons applying for a licence should be fully aware of the Council's requirements.</p>
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<p><u>Waltham Forest</u></p>	<p>Waltham Forest Council wants to designate Waltham Forest as a Selecting Licensing Area but we want to know your views before any final decision is made. If we make a decision to introduce Selective Licensing, it will mean that every home in the borough that is rented out privately must be licensed by the Council. Have your say Before the Council makes a final decision on Selective Licensing, we want to get the views of landlords, residents and businesses in the area. The consultation runs between Friday 8 November 2013 and Friday 24 January 2014.</p>	<p>Accreditation schemes for landlords to ensure that private rented properties are maintained to an acceptable standard.</p> <p>Waltham Forest Council recognises and values the role that private sector landlords play in meeting housing need in the borough. Currently, the Council has placed over 1,200 households in private sector homes. However, the job of a private landlord can be daunting, as it demands various skills ranging from legal obligations through to carrying out repairs.</p> <p>Waltham Forest has launched a new scheme to help the thousands of residents living in privately-rented accommodation get the best possible deal. The Property Accreditation Scheme will help both landlords and tenants get the most from their properties by providing help and advice on a variety of issues; from repair and maintenance works, through to legal duties and responsibilities. See the full standards below:</p> <p>Waltham Forest property accreditation scheme standards.</p> <p>Under the programme, landlords can also access advice on how to boost their business in these trying economic times, while tenants are now encouraged to look out for a Council-sponsored mark of</p>	<p>At consultation now for borough wide selective licensing.</p> <p>Consultation period is 11 weeks.</p> <p>Fee structure has similarities with the Newham model.</p>

		<p>quality assurance, which certified landlords are now able to display. The Property Accreditation Scheme is believed to be the first of its kind in London and has seen Council officers certifying 400 properties since the start of the year. The process involves officers working in partnership with private sector landlords to ensure their properties are safe, secure and sanitary. Unlike other accreditation schemes that assume all of a landlords' properties are up to a certain standard, this new scheme assesses and accredits each property individually. There is a fee of £50 per property for accreditation.</p> <p>As well as tenants benefiting from the scheme, there are also real benefits to participating landlords such as: Improved and up-to-date knowledge of the key issues of property management and landlord-tenant legislation Comprehensive reference material about all aspects of letting in the private sector</p> <p>Discounts and preferential opportunities with insurance companies, banks, building societies and building material suppliers</p> <p>Integration with existing Waltham Forest accreditation schemes Increased confidence that their business is 'getting it right'</p> <p>The possibility of direct housing benefit</p>	
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