



Meeting of the Burnley Borough Council

To be held at 6.30 pm on
Wednesday, 26th January, 2022



Sir or Madam,

Notice is given of a MEETING of the COUNCIL of the BOROUGH OF BURNLEY to be held at MECHANICS THEATRE, BURNLEY on

DATE: Wednesday, 26th January, 2022

starting at 6.30 pm

To transact the business specified below.

Catherine Waudby
Head of Legal and Democratic Services

Members of the public may ask a question, make a statement, or present a petition relating to any matter for which the Council has a responsibility or which affects the Borough.

Notice in writing of the subject matter must be given to the Head of Legal & Democratic Services by 5.00 pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall, Manchester Road or from the web at: <http://burnley.moderngov.co.uk/ecCatDisplay.aspx?sch=doc&cat=13234> . You can also register to speak via the online agenda. Requests will be dealt with in the order in which they are received.

All Full Council meetings are livestreamed on the Council's [Youtube Channel](#)

Due to limited space in the venue members of the public wishing to observe the meeting are advised to watch the live stream on Youtube. Priority will be given to those who have registered to speak if seating capacity is exceeded.

A G E N D A

1. Minutes of the Last Meeting 7 - 10
To receive, as read, the Minutes of the proceedings of the previous Council meeting, and to confirm them or otherwise.
2. Declarations of Interest
To receive any declarations of interest.
3. Mayor's Communications
To receive communications (if any) from His Worshipful the Mayor.

4. Public Question Time

To receive questions, statements or petitions (if any) from members of the public.

5. Motions to Council

a) 20mph Zones and limits in Burnley 11 - 12

b) Fireworks 13 - 14

6. Items for Decision by the Council

a) Constitutional Updates and Appointments to Committees 15 - 28

To consider a report detailing Urgent Decisions, Call-In Waivers and minor amendments to the Constitution made under delegated powers. To update Committee places in line with group requests.

b) Calendar of Meetings 2022-23 29 - 34

To consider the Calendar of Meetings for 2022-23 Municipal Year.

c) Changes to Polling Stations 35 - 38

To consider a report detailing proposed changes to five polling stations.

d) Health & Safety Delivery Plan 2022 39 - 60

To consider the updated plan for 2022.

e) Food Safety Delivery Plan 2022 61 - 84

To consider the updated plan for 2022.

f) Selective Licensing Designation - Burnley Wood with Healey Wood and Leyland Road areas 85 - 284

To consider the establishment of a budget for the scheme.

g) Local Government Boundary Commission Review 285 - 286

To establish the Council's preference for the implementation date of a Local Government Boundary Commission Review.

h) Lancashire County Plan 287 - 298

To receive an update on work undertaken towards development of strengthened joint working, a long-term strategic plan and a County Deal for the Lancashire area and seek agreement to progress this work.

7. Reports from Committee Chairs
- a) Report from the Chair of Scrutiny 299 - 300
- b) Report from the Chair of Audit & Standards
 The Committee has not met since the last Council Meeting.
- c) Report from Chair of Licensing 301 - 302
- d) Report from Chair of Development Control 303 - 304
8. Strategic Plan Progress Reports 305 - 330
9. Questions

To deal with questions (if any) relating to matters not contained in the Minutes before the Council and of which notice in writing has been received in accordance with Standing Order No. 10(2).

Councillor Attendance

Please use the link below to access Councillor attendance records. You can refine your search by time or by committee.

<http://burnley.moderngov.co.uk/mgUserAttendanceSummary.aspx>

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BURNLEY BOROUGH COUNCIL FULL COUNCIL

BURNLEY TOWN HALL

Wednesday, 8th December, 2021

PRESENT

MEMBERS

His Worshipful The Mayor (Councillor Mark Townsend) in the Chair;

Councillors C Towneley (Vice-Chair), A Anwar, C Briggs, T Commis, S Cunliffe, D Ferrier, A Fewings, P Gill, S Graham, S Hall, J Harbour, A Hosker, M Hurt, S Hussain, J Inckle, M Ishtiaq, M Johnstone, A Kelly, G Lishman, M Lishman, S Lone, L Mehanna, M Payne, A Royle, D Whitaker and A Wight

OFFICERS

Mick Cartledge	– Chief Executive
Lukman Patel	– Chief Operating Officer
Catherine Waudby	– Head of Legal and Democratic Services
Chris Gay	– Governance Manager
Eric Dickinson	– Democracy Officer
Imelda Grady	– Democracy Officer
David Bristow	– Mayor's Officer
Mark Hindman	– Graphic Designer
Paul Barlow	– Graphic Designer
Dexter Almond	– Kickstart Programme Placement

42 Minutes of the Last Meetings

RESOLVED The Minutes of the meetings of the Council held on the 20th and 28th October 2021 were confirmed and signed by the Chair.

43 Declarations of Interest

The Monitoring Officer in consultation with the Chair of Audit and Standards Committee granted a dispensation for item 5d – Fees and Charges - prior to the meetings of the Executive and Council as Members have a pecuniary interest related to contracts for additional services (contract parking and garden waste service) delivered by the Council. In his opinion the number of persons affected would prevent the business from being transacted.

Councillor Andy Fewings declared a disclosable pecuniary interest in items 5 (b) and 5 (c) Revenue and Capital Monitoring Reports. He left the room and took no part in the debate or decision.

44 Public Question Time

Jennifer Braddock addressed the Council under the Request to Speak Policy on youth problems and selective landlord licensing in the Burnley Lane area.

45 Report of the Independent Remuneration Panel

Consideration was given to the findings of the Independent Remuneration Panel in respect of a members allowance scheme from 1st April 2022.

The Mayor extended the Council's gratitude to the Independent Remuneration Panel for their time in assisting the Council's setting of a members allowance scheme.

RESOLVED

That the findings of the Independent Remuneration Panel be noted.

46 Revenue Monitoring Report 2021/22 - Quarter 2

With reference to Minute 61 of the Executive (1st December 2021) consideration was given to the forecast outturn position for the year as at 31st March 2022 based upon actual spending and income to 30th September 2021.

RESOLVED

- (1) That approval be given to the latest revised net budget of £15.419m as shown in table 1; and
- (2) That approval be given to the net transfers from earmarked reserves of £2.166m as shown in appendix 2.

47 Capital Monitoring Report 2021/22- Quarter 2

With reference to Minute 62 of the Executive (1st December 2021) consideration was given to a revised capital budget.

RESOLVED

- (1) That approval be given to net budget changes totalling an increase of £2,914,922 giving a revised capital budget for 2021/22 totalling £42,396,218 as detailed in Appendix 1; and
- (2) The approval be given to the proposed financing of the revised capital budget totalling £42,396,218 as shown in appendix 2.
- (3) That the latest estimated year end position on capital receipts and contributions showing as assumed balance of £1,124,576 at 31 March 2022 as shown in appendix 3 be noted.

48 Fees and Charges Tariff 2022/23

With reference to Minute 63 of the Executive (1st December 2021) consideration was given to the proposed list of fees and charges to be levied from 1st April 2022.

RESOLVED

- (1) That approval be given to the proposed tariff of fees and charges from 1st April 2022 with an increase of 2.0% as outlined in Appendix A attached, with a range of exceptions as outlined in the report.
- (2) That the Head of Finance and Property, in consultation with the relevant Head of Service, be authorised to determine any new charges or changes to existing charges relating to the preparation and approval of the 2022/23 revenue budget.
- (3) That the Executive Portfolio Members be authorised to amend fees and charges periodically in their own area on the basis that overall income in their portfolio area remains the same as a minimum.
- (4) That the Strategic Head of Economy and Growth in consultation with the Executive Member for Resources and Performance Management and the Head of Finance and Property, be authorised to adjust fees and charges in relation to the Markets service from time to time to reflect current trading conditions and the overall position of the market.

49 2021/22 Treasury Management Mid Year Report

With reference to Minute 64 of the Executive (1st December 2021) consideration was given to the treasury management activity for the first half of the year covering the period 1st April to 30th September 2021.

RESOLVED

- (1) That the mid-year update on the Treasury Management Strategy for 2021/22, in compliance with the requirements of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management, be endorsed; and
- (2) That approval be given to the revised Operational Boundary and Authorised Limit for external debt as set out in Appendix 1 to the report.

50 Gambling Act 2005 Burnley Borough Council Gambling Policy

With reference to Minute 57 of the Executive (1st December 2021) consideration was given to the draft Gambling Policy Statement.

RESOLVED

That the draft Gambling Policy Statement be approved.

51 Constitutional Updates Report

Consideration was given to the constitutional amendments and reporting since the last Council meeting.

RESOLVED

- (1) That the changes made by the Leader to Part 3 (Executive) Scheme of Delegation regarding various Heads of Service delegations (particularly the Head of Finance and Property relating to Charter Walk) (Appendix 1) and also a further Part 3 (Executive) delegation on 17th November 2021 regarding the Head of Housing and Development Control (Appendix 2) be noted
- (2) That the informing of Members of the use of a delegation by the Chief Operating Officer to make minor changes to the constitution relating to Part 3 (Executive) Scheme of Delegation for the Head of Streetscene in relation to Proper Officers for Public Health as set out in paragraph 10 be noted
- (3) That approval be given to a change to Part 3 (Council) Scheme of Delegation regarding an additional delegation from 10th November 2021 Licensing Committee to the Head of Legal and Democratic Services relating to Taxi Licensing – Policy Guidelines, as set out in paragraph 11.

52 Reports from Committee Chairs

RESOLVED

That the reports of the Chairs of Scrutiny, Audit and Standards, Licensing and Development Control be noted.

53 Strategic Plan Progress Reports

RESOLVED That the Strategic Plan Progress Reports of Executive Members be noted.

Notice of Motion- 20mph limits

This Council notes:

- In 2010, work started to turn over 200 roads in Burnley and Padiham into 20mph limits¹ with the aim of reducing road casualties
- Lancashire Police adopted a self-policing approach to 20mph limits² despite ACPO⁷ guidance that states : “It is very important that the service doesn’t unintentionally give the impression that the police will not enforce the law”⁶ and Lancashire County Council information on 20mph limits states “The 20mph speed limits can and will be enforced in the same way that any other speed limit is. We are working closely with the police, and enforcement will take place in the same way it does on any other road.”⁸
- Lancashire County Council’s own speed monitoring has shown speeds of up to 80mph on 20mph roads, with mean speeds remaining similar between 2010 when the limit was 30mph and 2014 when the limit was 20mph³
- Since August 2016, no enforcement action has been taken against any driver by Lancashire Police for exceeding a 20mph limit within the borough of Burnley.²
- Kent Police, a similar sized force to Lancashire, issued 11 Fixed Penalty Notices and 4 Summonses for exceeding a 20mph limit between December 2020 and December 2021. The Metropolitan Police have taken action against over 30,000 drivers for exceeding a 20mph limit in the same period, with over 38,000 additional offences currently ongoing²
- ROSPA⁴ has estimated that every 1mph reduction in speed can reduce accidents by around 5%
- The chance of fatality after being hit by a vehicle being driven at 20mph is 1.5% compared to 8% at 30mph⁵
- That the Police and Crime Commissioner for Lancashire, Andrew Snowden, has included Dangerous Driving in his Police and Crime Plan as a Priority for 2021-2025
- 20mph limits without traffic calming measures often do not produce the same level of speed reduction as 20mph limits with traffic calming measures⁴

This Council believes:

- That 20mph limits can, and should, have a positive impact on vehicle speeds, casualty rates and vehicle noise and emissions across the borough.
- That Lancashire Police should adopt an enforcement approach to 20mph limits.
- That driving at over 200%-350% of the speed limit in a 20mph limit is far more dangerous than driving at 20% above a 30mph limit, yet the latter will result in enforcement action, and that both should be treated at least equally.
- That speeding drivers should not have impunity in a 20mph zone, which is currently the case.
- That dangerous driving, including speeding, is often linked to other crimes such as driving without a licence or insurance, drug related crime, driving under the influence and more.⁹
- That education and warnings alone are not enough to curb the high level of dangerous driving within 20mph zones, that there has been a severe lack of both, and that a multi-agency approach is needed to tackle the issue of education and enforcement.
- That larger 20mph speed signs would provide a higher impact visual reminder of the speed limit.

This Council resolves:

- That the Chief Executive and Leader of the Council will write to the Chief Constable of Lancashire Police to ask that Lancashire Police start to enforce 20mph limits across the Borough in the same manner as they enforce other speed limits, and that they work with the Chief Constable towards this aim, and that a plan of action and timetable is brought before this council as soon as practical.
- That the Chief Executive and Leader of the Council will write to the Police and Crime Commissioner to ask for their support in the enforcement of 20mph limits, and to work alongside them to achieve this aim.
- That the Chief Executive and Leader of the Council will write to the Chief Constable for Lancashire, the Police and Crime Commissioner, the Lancashire Road Safety Partnership, Lancashire County Council in order to form a multi-agency group to tackle the problem of speeding, particularly in 20mph limits and to ensure that enforcement action is taken where necessary. Once formed, that group should consider whether any other agencies involved with enforcement of speed limits and the education of drivers should be invited to join.

This motion is proposed by: Martyn Hurt

This motion is seconded by: Andy Fewings

¹ While there are both 20mph limits that affect a single road or stretch of road, and 20mph Zones that encompass a larger area, for the purpose of this motion we have used a single term as both are enforceable by the police.

² Freedom of Information Requests received Jan 22

³ LCC Speed Monitoring, Harold Street, March 2010 & February 2014. Hargher Street September 2020

⁴ ROSPA - The Royal Society for the Prevention of Accidents, <https://www.rospace.com/rospaweb/docs/advice-services/road-safety/drivers/20-mph-zone-factsheet.pdf>

⁵ Rosén, E. et al. (2011) 'Literature review of pedestrian fatality risk as a function of car impact speed'

⁶ ACPO Speed Enforcement Guidelines

⁷ Association of Chief Police Offices - this has been superseded by the National Police Chiefs' Council but the guidance in ⁶ has not been superseded.

⁸ Source: <https://www.lancashire.gov.uk/council/strategies-policies-plans/roads-parking-and-travel/20mph-areas/#enforce>

⁹ Sources: The Relationship Between Crime and Road Safety (2009) by Monash University Accident Research Centre. Jørgenrud B, Bogstrand ST, Furuhaugen H, Jamt REG, Vindenes V, Gjerde H. Association between speeding and use of alcohol and medicinal and illegal drugs and involvement in road traffic crashes among motor vehicle drivers. Traffic Inj Prev. 2018;19(8):779-785. doi: 10.1080/15389588.2018.1518577. Epub 2019 Jan 25. PMID: 30681887.

Notice of Motion-Fireworks

Within the Burnley borough, in the days leading up to 5th November 2021, there were a number of disturbing anti- social and criminal activities, which involved the misuse of fireworks, mainly by youths making mayhem.

Incidents included;

A firework being tied to the leg of a kitten causing significant injury

Dog bins being destroyed by fireworks

Lit fireworks being thrown at members of the public, including senior citizens

On Bonfire night, 5th November 2021 lit fireworks were also thrown at members of the Police and the Fire and Rescue Service.

This Council resolves that the Chief Executive writes to the Secretary of State for Business, Energy and Industrial Strategy asking him to consider what measures he can take to reduce or eradicate such behaviour, including, but not limited to;

(i) Imposing further restrictions on the sale of fireworks, for example, by only allowing sales to organisers of licensed public fireworks displays and banning sales to others.

(ii) Banning the use of fireworks on any dates other than dates traditionally connected with the use of fireworks.

This Council believes that legislation is needed which balances people's desire for firework displays and protects people's rights not to be distressed by fireworks throughout the year.

Proposed by Councillor Alan Hosker

Seconded by

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Constitutional Amendments & Reporting and Appointments to Committees**REPORT TO FULL COUNCIL**

DATE	26/01/2022
PORTFOLIO	Leader
REPORT AUTHOR	Eric Dickinson
TEL NO	01282 477256
EMAIL	edickinson@burnley.gov.uk

PURPOSE

1. To inform Full Council of the Special Urgency decisions made by the Executive regarding the implementation of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 from November 2020 to December 2021.
2. To inform Members of a waiver of call-in relating to an urgent decision (Executive Functions) taken by the Chief Executive on 21 Dec 2021, and to a waiver of call in for a future decision to be taken by the Executive on 19 Jan 2022, both relating to the Levelling Up Fund.
3. To inform Members of minor updates made using the Monitoring Officer's delegated powers to Part 5.2 Appx Code of Conduct for Employees -Whistleblowing Policy.
4. To consider changes to appointments to Committees and Outside Bodies for the remainder of the 2021/22 Municipal Year.

RECOMMENDATION

5. That the report detailing Special Urgency Executive decisions made from November 2020 to December 2021 be noted.
6. That Council notes the waiver of call in granted relating to an urgent decision (Executive Functions) taken by the Chief Executive on 21 December 2021 (Minute attached as Appendix 1), and also notes the waiver of call for a future decision to be taken by the Executive on 19 January 2022, both relating to the Levelling Up Fund.
7. That the Council notes minor updates made using the Monitoring Officer's delegated powers to Part 5.2 Appx Code of Conduct for Employees -Whistleblowing Policy (Appendix 2).
8. That Council approves the following changes to Labour Group committee places as follows:
 - i) Cllr Paul Campbell to stand down from Scrutiny Committee, to be replaced by Cllr Lubna Khan.
 - ii) Cllr Paul Campbell to stand down from Audit & Standards Committee, to be replaced by Cllr Lubna Khan.

REASONS FOR RECOMMENDATION

9. Section 19 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires that the Executive Leader must submit a report to Full Council periodically containing details of Special Urgency Executive decisions.
10. To ensure that the requirements of the Constitution are upheld and transparency is maintained.
11. To ensure the Constitution is kept up to date and to enable decisions to be taken promptly.
12. To comply with legislation and to ensure that the Council continues to have an effective and efficient decision making structure

SUMMARY OF KEY POINTS

13. Section 19 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 states that a report must be submitted to Full Council periodically by the Leader containing details of each Executive decision taken where the making of the decision was agreed regarding key decisions, in accordance with section 11 of the same regulations.
14. Section 11 of the Regulations relates to cases of Special Urgency for key decisions when obtaining agreement of the Chair of the Scrutiny Committee (or the Mayor/Deputy Mayor) is required for items to be considered by the Executive process (i.e. less than 5 working days notice was given).
15. Set out below is the following information, as required by Section 19, for each decision from the end of November 2020 to December 2021;
 - a) Particulars of each decision made; and
 - b) A summary of the matters in respect of which each decision was made.

Please note that there are also Private Decisions where agreement of the Chair of the Scrutiny Committee or the Mayor/Deputy Mayor and an additional Notice is required (i.e when less than 28 days notice has been given) as set out by Section 5 (6), and this may occur alongside Special Urgency Section 11.

It should also be noted there were 7 Public reports of General Exception (Section 10) during this period which had between 5 and 28 days Notice provided, for which the Chair of Scrutiny was appropriately informed and additional Notices issued (relating to Additional Restrictions Grants, Cyber Resilience Grant, Levelling Up Fund, Holiday Activities Fund).

Please also note the significant reduction in Section 11 Notices for this period (2) compared to a similar period in 2020 (11), and that it is now comparable to the numbers during 2019 (2) and 2018 (1).

The reduction is a testament to the ongoing efforts made to maintain a close working relationship between Executive and Scrutiny.

Date of Notice	Type of Decision	Date of Decision	Decision Maker	Matter
271120	5 (6) and 11	081220	Executive	Burnley Market Recovery Support Review
040321	10 1 (a) and 11	040321	CE	Cyber Resilience Grant Funding
211221	5 (6) and 11	211221	CE	Levelling Up Fund

16. Part 4.5 of the constitution requires that a waiver to call-in be reported at Full Council.

The Chair of Scrutiny agreed to waive call-in regarding the following decision, and this was confirmed by the Chief Executive;

i. 21 December 2021 -Chief Executive- Levelling Up Fund (Appendix 1- Minute attached)

The Chair of Scrutiny has agreed to waive call -in re the future Exec decision below;

ii. 19 January 2022-Executive- Levelling Up Fund

17. Minor Changes made on 20th December 2021, using the Monitoring Officer's delegation, to Part 5.2 Appx i.e. Code of Conduct for Employees- Whistleblowing Policy (Appendix 2), relating to updates were as follows;

-Para 6.5 updated due to change in S.151 postholder

-Paras 9& 10 updated references to and contact details for confidential independent helpline Protect

Accordingly the Council is being informed of the changes made to the constitution.

18. Labour Group have requested to make the changes indicated to their allocated committee places. This does not affect the Political Balance.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

19. None

POLICY IMPLICATIONS

20. None.

DETAILS OF CONSULTATION

21. Member Structures Officer Group
Member Structures Working Group.

BACKGROUND PAPERS

19. None.

FURTHER INFORMATION

PLEASE CONTACT:

ALSO:



URGENT EXECUTIVE DELEGATED DECISION BY THE CHIEF EXECUTIVE

BURNLEY TOWN HALL

PRESENT

OFFICERS Eric Dickinson - Democracy Officer

1. LEVELLING UP FUND

Purpose To seek approval for using the Chief Executive urgency powers under Part 3 of the Constitution (Executive Functions) to enable delivery of the Levelling Up Fund (LUF) programme.

Reason For Decision The early engagement of a design team and the pre-planning survey works are necessary to:

- i) enable a phase draw down decision as set out in schedule 1 of the Development Agreement with Barnfield Investment Properties
- ii) complete a Supplemental Agreement to the Development Agreement
- iii) to agree the proposed scheme detail with UCLAN
- iv) to submit a planning application by March to ensure that construction phase can commence in October 2022 as set out in the LUF delivery plan

An urgent decision is necessary to achieve the delivery programme set out in the LUF proposal which requires all LUF monies are defrayed no later than March 2024. This requires a planning permission to be submitted in March 22. An Executive decision would lead to a 4 week delay.

Decision That the Chief Executive under Executive urgency powers enters into an agreement with the Council's JV partner Barnfield Investment Properties (BIP) to procure an architectural team and to carry out pre-planning survey works as set out in paragraph 8 of this report.

In accordance with and following the requirements set out in Paragraph 15 of Part 4.5 of the constitution regarding the agreement provided by the Vice Chair of Scrutiny (in the absence of the Chair of Scrutiny), it is stated that in the opinion of the Chief Executive this decision is an urgent one and therefore not subject to call-in.

Decision made by: Chief Executive

Mark Colledge

Date: 21 December 2021

Decision Published on: 21 December 2021



**CORPORATE PERSONNEL POLICY AND GUIDANCE
PEOPLE AND DEVELOPMENT**

Whistleblowing Policy

Issue 6 October 2021

Whistleblowing Policy

1. Introduction

- 1.1 Council staff, contractors or partners, members of the public and Councillors can often be the first to spot something that is seriously wrong in connection with the Council and its activities. They might not say anything, however, because:
- they may feel that speaking up would be disloyal to their colleagues or to the Council or
 - they may be worried that their suspicions might not be justified or
 - they may be worried that they or someone else might be victimised.
- 1.2 This is why the Council has this Whistleblowing Policy to help the public, contractors or partners, Council colleagues and Councillors to contact us with their concerns. The Council is committed to the highest possible standards of openness, honesty and accountability and therefore wishes to be alerted to any problems at the earliest opportunity. This policy makes it clear that colleagues and others can do so without fear of reprisals. This Whistleblowing policy is intended to encourage and enable concerns to be raised **within** the Council rather than overlooking a problem or 'blowing the whistle' outside. This will enable the Council to take action, as appropriate to:
- pre-empt crime or other wrong doings, where possible;
 - where a crime or something suspicious has taken place, to instigate an appropriate investigation;
 - bring to account the perpetrators;
 - minimise and contain any adverse impact;
 - take corrective action to eliminate or significantly reduce the scope for repeat occurrences.
- 1.3 This policy has been discussed with the relevant stakeholders and has their support.

2. Aims and Scope of this Policy

- 2.1 This policy aims to:
- encourage you to feel confident in raising serious concerns and to question and act upon concerns about practice;
 - provide avenues for you to raise concerns and receive feedback on any action taken ;
 - ensure that you receive a response to your concerns and that you are aware of how to pursue them if you are not satisfied;
 - reassure you that you will be protected from possible disadvantage if you have a reasonable belief and that you have made any disclosure in good faith;
 - allow you to take the matter further if you are dissatisfied with the Council's response.

2.2 There are existing procedures in place to enable you to lodge a grievance if you are employed by the Council. This Whistleblowing policy is intended to cover major concerns that fall outside the scope of that procedure, for example:

- Corruption;
- Fraud (including unauthorised use of Council money, for example);
- Theft;
- An unlawful act;
- Any danger to health and safety of any individual;
- A person abusing their position in connection with unauthorised activity for personal gain;
- Miscarriage of justice;
- Damage being caused to the environment (by pollution for example);
- Misuse of Council property.

2.3 Any serious concerns that you have about any aspect of service provision or the conduct of officers or members of the Council or others acting on behalf of the Council can be reported under either the Confidential Reporting Procedure, or the Anonymous Reporting Procedure.

2.4 All concerns will be treated in confidence and every effort will be made not to reveal your identity if you so wish. At the appropriate time, however, you may need to come forward as a witness.

3. Confidential reporting procedure

3.1 Any suspicion of fraud or other wrongdoing will be treated seriously and will be reviewed in accordance with the Public Interest Disclosure Act 1998 (PIDA) and the Human Rights Act 1998. Council and agency staff should be aware that they have statutory protection against victimisation and dismissal under PIDA, if they speak out genuinely against corruption and malpractice at work. **"Malpractice" includes any kind of improper practice or conduct which falls short of what is reasonably expected whether it relates to a positive act or omission and also includes any form of harassment.** The Council will not tolerate harassment or victimisation.

3.2 It is essential for all concerned that disclosures of wrongdoing or irregularity are dealt with properly, quickly and discreetly. This is in the interests of the Council, its employees, any persons who are the subject of such allegations, as well as the person making the disclosure.

3.3 The Council expects all organisations that deal with us who have serious concerns about any aspect of the Council's work to come forward and voice those concerns. It is recognised that most cases will have to proceed on a confidential basis.

3.4 The Council will do its best to protect your identity when you raise a concern and do not want your name to be disclosed. It must be appreciated that the investigation process may reveal the source of the information and a statement by you may be required as part of the evidence. **It may be possible to publish the truth about**

allegations from another independent source and the Council will seek to do this where possible.

3.5 The Confidential Reporting Procedure applies to members of the public, employees, contractors and partners and Councillors.

4. Anonymous Reporting Procedure

4.1 This procedure encourages you to put your name to your allegation whenever possible. Where an individual chooses to report their concerns anonymously, such anonymity will be respected. However, it should be noted that concerns expressed anonymously are much less powerful and will only be considered at the discretion of the Council.

4.2 In exercising this discretion, the factors to be taken into account would include:

- the seriousness of the issues raised;
- the credibility of the concern; and
- the likelihood of confirming the allegation from attributable sources.

4.3 It should be noted that, if the report suggests criminal activity, and the case is to be pursued by police, the identity of the person reporting the details may be important at a later date if criminal proceedings are to be pursued effectively. Identification is preferred and will assist the investigation.

4.4 The Anonymous Reporting Procedure applies to members of the public, employees, contractors and partners and Councillors.

5. Untrue allegations

5.1 If you make an allegation in good faith and you have a reasonable belief in the truth of the allegation but it is not confirmed by the investigation, no action will be taken against you.

5.2 If, however, you make an allegation frivolously, in bad faith, maliciously or for personal gain, disciplinary action may be taken against you if you are a member of Council staff. If you are a Councillor, you may breach the Code of Conduct for Members. If you are a contractor or partner, such allegations may put you in breach of your contractual responsibilities to the Council.

5.3 Malicious or vexatious allegations include those which are trivial and do not have substance and are made persistently and annoyingly for the wrong reasons, e.g. simply to make trouble.

6. How to raise a concern

6.1 Members of the public, employees and contractors may raise their concerns orally or in writing, by letter or e-mail. Those who wish to make a written report, which is encouraged, are invited to use the following format:

- the background and history of the concern (giving names, relevant dates and places wherever possible);
- the reason why you are particularly concerned about the situation

- 6.2 If you are an employee of the Council, as a first step, you should normally raise concerns with your immediate manager or their superior. This depends, however, on the seriousness or sensitivity of the issues involved and who is thought to be involved in the malpractice. For example, if you believe that management is involved, you should approach the Chief Executive, Monitoring Officer, Section 151 Officer or Internal Audit. You may invite your trade union or professional association to raise a matter on your behalf.
- 6.3 If you are a member of the public, a contractor or partner or a Councillor, you should raise your concerns with the Monitoring Officer by telephone on 01282 477140, by e-mail to lpatel@burnley.gov.uk or by post to Town Hall, Manchester Road, Burnley, BB11 9SA marking your envelope 'Private and Confidential'.
- 6.4 The earlier you express the concern the easier it is to take definitive action. Although you are not expected to prove beyond reasonable doubt the truth of an allegation, you will need to demonstrate to the person contacted that there are reasonable grounds for your concern.
- 6.5 Advice and guidance on how matters of concern may be pursued can be obtained from:

- | | |
|---|---------------|
| • Chief Executive | Tel Ext: 7101 |
| • Section 151 Officer – Howard Hamilton-Smith | Tel Ext: 7173 |
| • Monitoring Officer – Lukman Patel | Tel Ext: 7140 |
| • Internal Audit Manager – Ian Evenett | Tel Ext: 7175 |
| • Strategic HR Manager – Vicky White | Tel Ext: 7124 |

7. What not to do

- 7.1 You must **not** do any of the following:
- contact the suspected perpetrator in an effort to determine facts or demand restitution;
 - if you are an employee of the Council, discuss the case facts, suspicions, or allegations with anyone within or outside the Council (including the Press), unless specifically asked to do so by the Monitoring Officer or one of the other officers referred to at paragraph 6.5 (above);
 - attempt to personally conduct investigations or interviews or question anyone, unless asked to do so by the Monitoring Officer.

8. How the Council will respond

- 8.1 The Council will respond to your concerns, and where appropriate, the matters raised may:
- be investigated by management, internal audit, or through the disciplinary process;
 - be referred to the police,

- be referred to the external auditor;
- form the subject of an independent inquiry;
- be dealt with under the Council's Corporate Complaints Procedure.

8.2 In order to protect individuals and those accused of misdeeds or possible malpractice, initial enquiries will be made to decide whether an investigation is appropriate and, if so, what form it should take. The overriding principle which the Council will have in mind is the public interest. Concerns or allegations which fall within the scope of specific procedures will normally be referred for consideration under those procedures.

8.3 Some concerns may be resolved by agreed action without the need for investigation. If urgent action is required this may be taken before any investigation is conducted.

8.4 Within 10 working days of a concern being raised, the responsible person from the Council will write to you:

- acknowledging that the concern has been received;
- indicating how we propose to deal with the matter;
- giving an estimate of how long it will take to provide a final response;
- telling you whether any initial enquiries have been made; and
- telling you whether further investigations will take place and if not, the reason.

8.5 The amount of contact between the Council officers considering the issues and you will depend on the nature of the matters raised, the potential difficulties involved and the clarity of the information provided. If necessary, the Council will seek further information from you. If you are a Council employee, when any meeting is arranged, you have the right to be accompanied by a Union or professional association representative, or a friend who is not involved in the area of work to which the concern relates.

8.6 The Council will take steps to minimise any difficulties which you may experience as a result of raising a concern. For instance, if you are required to give evidence in criminal or disciplinary proceedings, the Council will advise you about the procedure.

8.7 The Council accepts that you need to be assured that the matter has been properly addressed. Thus, subject to legal constraints, we will inform you of the outcome of any investigation. The Council, where possible and subject to legal constraints, will also keep you informed about how the matter is progressing.

9. How the Matter can be Taken Further

9.1 This policy is intended to provide you with an avenue to raise concerns within the Council. The Council hopes you will be satisfied. If you are not, and you feel it is right to take the matter outside the Council, the following are possible contact points:

- your local Councillor (if you live in the area of the Council);

- the Council's external Auditor;
- relevant professional bodies or regulatory organisations;
- your solicitor;
- the police;
- Local Government Ombudsman;
- The Protect helpline (see paragraph 10 below).
- The Comptroller and Auditor General (see paragraph 12 below)

9.2 If you do take the matter outside the Council, you need to ensure that you do not disclose confidential or legally restricted information.

10. Confidential advice

10.1 If you are an employee of the Council, you could also make use of a confidential helpline service operated by an independent charity, Protect. This organisation has practical experience of 'Whistleblowing' and can explain your protections under the Public Interest Disclosure Act. Its work in this field has been endorsed by the Committee on Standards in Public Life. Its helpline is staffed by qualified lawyers who can give advice, in strict confidence about whether and how to raise or pursue concerns that you may have about malpractice within the organisation.

10.2 The helpline number is **020 3117 2520** or you can visit their website at: www.protect-advice.org.uk

11. The Responsible Officer

11.1 The Monitoring Officer has overall responsibility for the maintenance and operation of this policy, subject to oversight by the Audit and Standards Committee. That officer maintains a record of concerns raised and the outcomes (but in a form which does not endanger your confidentiality) and will report statistical activity under the policy on an annual basis to the Standards Committee.

12. The Comptroller and Auditor General

12.1 They can be contacted about the proper conduct of public business, value for money, fraud and corruption in relation the Council.

The Comptroller and Auditor General
National Audit Office
157-197 Buckingham Palace Road
London
SW1W 9SP

Tel: 020 7798 7999

Website: www.nao.org.uk/contact-us/whistleblowing-disclosures/

13. Commissioners nominated under section 15(6) of the Local Government Act 1999

13.1 If the Secretary of State has appointed commissioners to the authority then they are prescribed person for disclosure, while they are appointed.

13.2 Contact them about matters relating to the exercise of specified functions of a best value authority as directed by the Secretary of State in relation only to the local authority they are intervening in.

NB. Further guidance for Councillors and employees can also be found in the Council's Anti-Fraud, Bribery and Corruption Policy

Updated Oct 2021
Previous issue 5 dated February 2018

(Issue 6: October 2021)

Calendar of Meetings 2022/23

REPORT TO FULL COUNCIL



DATE	26/01/2022
PORTFOLIO	Leader
REPORT AUTHOR	Eric Dickinson
TEL NO	01282 477256/
EMAIL	edickinson@burnley.gov.uk

PURPOSE

1. To consider a Calendar of Meetings for 2022/23.

RECOMMENDATION

2. That a Calendar of meetings for 2022/23 be approved (Appendix 1).

REASONS FOR RECOMMENDATION

3. To ensure that the Committee structure is proportionate to the budget, size and business of the organisation.

SUMMARY OF KEY POINTS

4. **Full Council cycle**

Currently Full Council operates on a 12-weekly cycle, and meets on a Wednesday.

The Annual/Appointments meeting in May and the Budget meeting in February are statutorily required. Over the last few years “other” business has also been conducted at these meetings as necessary.

Other Full Council meetings in July, September, December, also now deal with Outturn (July), Budget Monitoring (quarterly), changes to the Budget for the following year (Sept and Dec).

Since 2021/2 an extra meeting has been added in January for non Budget items to reduce the workload for the February Budget meeting.

As much business as possible will be dealt with at the previous Full Councils so that there may not be a specific business need to hold the April Council. The April meeting however will still be included in the Calendar but can be cancelled if Group Leaders decide there is no need for the meeting.

No change in general to the current 12-week cycle.

5. Executive

Executive now meets on a Wednesday which has allowed further time between Scrutiny and Executive meetings.

It is still proposed to have a 1-week gap between Executive and Full Council, to ensure as streamlined a decision-making process as possible.

Any late items for the Executive meeting which also need to go to Full Council should be expected to be known by the Tuesday before the Executive i.e. when the Full Council agenda is published.

Particular arrangements have previously been put in place at Budget time to provide 5 clear working days between Budget Executive and Budget Council so that the outcome of the Executive meeting is clear when the Full Council agenda is published. Therefore it is proposed that Budget Exec will continue to be on a Monday.

No change to the current 6-week cycle.

It should be recognised that when Executive Urgency procedures have to be followed then there is a cost in Officer time to publish relevant additional Notices, liaise with the Scrutiny Chair, and report retrospectively Urgent Officer Executive Delegations to the Executive and Full Council (dictated by statutory arrangements).

6. Scrutiny Committee

To continue last year's arrangements providing in general a week between Scrutiny and the Executive.

There are particular clearing processes for budget reports being considered at Scrutiny and Executive, i.e. for cycles in July, September, December, and February, and therefore to allow these processes to work to continue that Scrutiny will take place on Thursdays during these cycles.

7. Audit and Standards Committee

An Audit and Standards Sub Committee of 5 Members also meets ad hoc when required to deal with Standards Hearings.

The main Committee to generally meet on a Wednesday.

No change to the current arrangements.

8. Licensing Committee and Licensing Sub Committees

The 15 Member Licensing Committee is scheduled to meet 4 times each year. In the February cycle it sets fees, and during the year it is scheduled to meet to consider policy items as required. When there has been insufficient business, then the meetings have been cancelled.

Legislation requires it to have between 10 and 15 Members, and currently there are 15.

To generally meet on a Wednesday .

There are two Sub Committees, one for Taxis (7 Members) and the other for alcohol and licensed premises (all 3 Members to attend plus a 4th as Reserve), which meet ad hoc and are both picked from a Pool of all Licensing Members.

No change to the current arrangements.

9. Development Control

No change to the 4 weekly meetings , due to statutory deadlines.

To generally meet on a Thursday.

10. Member Training and Member Structures Working Group.

No change to the current arrangements-MSWG at 4.30pm., generally on Thursday.

Member Workshops (MW) are usually on a Wednesday, usually at 6/6.30pm and sometimes before Committee meetings.

11. Times of formal Committee meetings

No change to the current arrangements at 6.30pm.

12. Recommendations for 2022/23

An attached 2022/23 calendar has been drafted based on a 12-week Full Council cycle (Appendix 1) and the proposals outlined in the report.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

13. None.

POLICY IMPLICATIONS

14. It is good practice to review arrangements for the discharge of the Council's functions from time to time to ensure they maintain the right balance between efficiency, economy and effectiveness

DETAILS OF CONSULTATION

15. Democracy Team and MSSOG
Heads of Service, Licensing Manager, DC Manager,
Internal Audit Manager, Strategic HR Consultant.
Management Team – to confirm consultation response
Member Structures and Support Working Group.

BACKGROUND PAPERS

16. None.

FURTHER INFORMATION

PLEASE CONTACT:

ALSO:

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REPORT TO COUNCIL



DATE	26th January 2022
PORTFOLIO	Leader
REPORT AUTHOR	Alison Stirling
TEL NO	01282 477261
EMAIL	astirling@burnley.gov.uk

Changes to Polling Stations

PURPOSE

1. To advise Members of the Returning Officers proposal to change a number of Polling Stations for elections from May 2022.

RECOMMENDATION

2. That Full Council approve the following permanent changes to Polling Stations:
 - (a) Brunshaw Ward (FD) from Brunshaw Methodist Church to Belmont Community Centre, Belmont Grove, BB10 4NR;
 - (b) Daneshouse & Stoneyholme Ward (DC) from Chai Centre to Ghausia Centre, Abel St, Burnley BB10 1QY;
 - (c) Cliviger with Worsthorpe (HA) from 67 Richmond Avenue to Pike Hill Library, Langwyth Road, Burnley BB10 3JX (double station);
 - (d) Coalclough with Deerplay Ward (KC, KD and KE) from REMEC Engineering to Burnley Golf Club, Glen View Road, Burnley BB11 3RW and
 - (e) Whittlefield with Ightenhill (MB) from St Mary Magdalene's School to St Mary Magdalene's Church, Gawthorpe Road, Burnley BB12 0JP (double station)
 - (f) With the exception of a) to e) above, Members note the Returning Officers decision not to change any other polling stations.

REASONS FOR RECOMMENDATION

3. In order to take account of premises that are no longer available, to improve facilities for electors and to comply with the Electoral Administration Act 2006.

SUMMARY OF KEY POINTS

4. In May 2021 a number of polling stations were unavailable for use for election purposes for a variety of reasons. The Chief Executive was able to make temporary changes to these stations using delegated powers.

As we approach the May 2022 elections either the polling station continues not to be available, or the temporary replacement was found to offer better availability and/or facilities for both electors and polling station staff.

To summarise, it is proposed that the majority of the existing polling stations remain the same except for the following:

Ward & Electoral District	Existing Polling Station	Temporary Polling Station	Reason
Brunshaw (FB)	Brunshaw Methodist Church, Rimington Ave	Belmont Community Centre, Belmont Grove, BB10 4NR	The proposed venue offers good facilities and has been used previously.
Daneshouse & Stoneyholme (DC)	Chai Centre, Hurtlely St	Ghausia Centre, Abel St	NHS owned centre unavailable
Cliviger with Worsthorne (HA)	67 Richmond Avenue, Cliviger	Pike Hill Library (Double Station)	Improved accessibility at new station. Used previously
Coalclough with Deerplay	Remec Engineering, Summit Works, Manchester Rd	Burnley Golf Club, Glen View Road	Offers better facilities for electors polling station staff
Whittlefield with Ightenhill	St Mary Magdalene's School, Wellfield Drive, Burnley	St Mary Magdalene's Church, Gawthorpe Road	If there is a viable alternative to a school, this is preferred. The proposed venue has been used previously and is suitable.

5. Guidelines

The following considerations were taken into account when drawing up the proposals. The first two are required by law; the others are guidelines, not strict rules.

- (1) The Council must seek to ensure that all electors have such reasonable facilities for voting as are practicable in the circumstances;
- (2) The Council must seek to ensure that as far as is reasonable and practicable every polling district is accessible to electors who are disabled.
- (3) Ideally the polling place should be in its own polling district;
- (4) No polling place should be shared by two wards;
- (5) Where possible “natural” boundaries should be used, eg. railways, major roads, waterways;
- (6) All properties in a minor road or estate should be in the same polling district; and
- (7) Polling places should be “logical”, that is, electors should not have to pass another polling place to get to their own place.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

6. The costs arising from the proposed changes will be met from existing budgets.

POLICY IMPLICATIONS

7. None.

DETAILS OF CONSULTATION

8. Group Leaders, Member Structures Working Group, Polling Station Inspectors, Chief Operating Officer, Returning Officer

BACKGROUND PAPERS

9. https://www.electoralcommission.org.uk/sites/default/files/word_doc/Polling-district-review-guidance.doc

FURTHER INFORMATION

Alison Stirling

PLEASE CONTACT:

01282 477261

ALSO:

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Health and Safety Intervention Plan (reviewed 2021/2022)

REPORT TO EXECUTIVE



DATE	19th January 2022
PORTFOLIO	Community & Environmental Services
REPORT AUTHOR	Jill Wolfendale
TEL NO	01143999065
EMAIL	jwolfendale@burnley.gov.uk

PURPOSE

1. The Council's regulatory team responsible for Health & Safety at Work enforcement must have in place an intervention plan to meet the requirements of statutory guidance. This report formally consults the Committee on the plans prior to their approval at Full Council.

RECOMMENDATION

2. Executive recommends to Full Council to approve the Health and Safety Intervention Plan (reviewed 2021/2022), detailed at Appendix 1 to this report.

REASONS FOR RECOMMENDATION

3. Section 18 of the Health & Safety at Work Act 1974 and the subsequent National Local Authority Enforcement Code for Health and Safety (The Code) provides a framework within which the Environmental Health & Licensing Team must operate when carrying out its public protection duties within workplaces. The framework requires the Council to have plans in place to control these activities, and mechanisms for review. The intervention plan appended to this report has been prepared to satisfy the statutory requirements.

SUMMARY OF KEY POINTS

4. The Health & Safety Intervention Plan has been produced to outline the health and safety regulation duties undertaken by Burnley Borough Council's health and safety team. The regulation of health and safety is split between local authority (LA) regulators and the Health and Safety Executive (HSE), the businesses we regulate as the LA are mostly in the service sector and include offices, shops, restaurants, care homes, hotels, tyre and exhaust fitters and warehouses. The HSE regulate health & safety in factories, hospitals, council run premises, schools, colleges, construction and agricultural premises.
5. The approach to health and safety regulation changed significantly in 2013, following the Red Tape Challenge on health and safety. The changes resulted in the National Local

Authority Enforcement Code for Health and Safety which is designed to ensure that LA health and safety regulators take a more consistent and proportionate approach to their regulatory interventions. Responsibility for managing health and safety risks lies with the businesses who create the risk, however, health and safety regulators an important role in ensuring the effective and proportionate management of risks, supporting business, protecting their communities and contributing to the wider public health agenda.

Interventions carried out in 2020/2021 - Coronavirus pandemic

The COVID19 pandemic in 2022/21 dominated Environmental Health and Licensing activity. Officers in all teams worked hard to support and advise businesses in the borough on the `working safely` guidance. Since the start of the pandemic Environmental Health & Licensing officers along with covid officer colleagues have carried out over 2,300 interventions with businesses in Burnley. This includes; visits, inspections, advice, guidance updates with specific emails, letters and telephone calls. Officers have dealt with hundreds of requests for advice from businesses and the public on The Health Protection (Coronavirus Restrictions) Regulations, in addition to working with Public Health England and Lancashire Health Protection colleagues to investigate and manage workplace outbreaks. Burnley Council also worked with the HSE to deliver `Spot Checks` on businesses throughout the Borough to check compliance with working safely guidance.

Recovery plans are now in place and as we approach the end of 2021 we are preparing to get back to `business as usual` and to start to pick up interventions listed as national priorities such as; falls from heights and violence in the workplace.

The 2021 LAC 67-2 guidance for Local Authorities on Interventions provides enforcement targeting advice based on a philosophy of using local and national intelligence to identify issues of greatest priority and possible poor performance. This approach remains just as valid during the current Coronavirus pandemic. Although there have been significant recent scientific developments, it is still unclear as to when enforcement priorities can revert completely back to business as usual.

The HSE recognises the need for LAs to prioritise regulatory resources and where appropriate, shift the focus to Coronavirus related health and safety activities. They recommend LAs continue raising awareness of suitable workplace Coronavirus controls, engaging with and following up those duty holders failing to take appropriate Coronavirus related measures in the workplace. In addition to dealing with pandemic related issues it is important for LAs to remain focussed on also ensuring that `traditional` workplace health and safety issues of major concern are not ignored, e.g. work related major or fatal injuries.

This is a particular balance for the Council, considering the current national concerns of the rise in Coronavirus cases (known as the Omicron Variant). At the end of December 2021, Local Authorities received an indication that further details in early 2022 may follow from the Secretary of State for the Department for Levelling up, Housing and Communities (DLUHC) on the potential regulatory services that could be re-prioritised by Council's due to current national concerns of the rise in Omicron cases. At this stage it is unknown as to whether the work outlined in the Health and Safety At Work Intervention Plan will be affected. The Council will, however, continue to work with the relevant Government agencies on this, should this work be re-prioritised.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

6. Health and Safety regulation is a core statutory service delivered by the Environmental Health & Licensing Team, under contract to Liberata UK Ltd and within existing operational budgets.

POLICY IMPLICATIONS

7. As national regulators the Health & Safety Commission set and monitor national standards. The framework for local plans is prescribed to ensure “official controls” are consistently delivered across the country. Through audit, they monitor local authorities to ensure that local controls are effective, and they have intervention powers where delivery fails to meet the required standard.

DETAILS OF CONSULTATION

8. Scrutiny and Executive will be consulted prior to Full Council decision

BACKGROUND PAPERS

9. None

FURTHER INFORMATION

PLEASE CONTACT: Jill Wolfendale

ALSO: Karen Davies

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Environmental Health & Licensing Section

Health and Safety Intervention Plan

Reviewed 2021/2022

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Introduction

The Health & Safety Intervention Plan has been produced to outline the health and safety regulation duties undertaken by Burnley Borough Council's health and safety team. Health and safety regulation is split between local authority (LA) regulators and the Health and Safety Executive (HSE), the businesses we regulate as the LA are mostly in the service sector and include offices, shops, restaurants, care homes, hotels, tyre and exhaust fitters and warehouses. The HSE regulate health & safety in factories, hospitals, council run premises, schools, colleges, construction and agricultural premises.

The approach to health and safety regulation changed significantly in 2013, following the recommendations in "Reclaiming health & safety for all: an independent review of health & safety legislation" by Professor Ragnar Löfstedt in 2011 and as an outcome of the Red Tape Challenge on health and safety. The changes resulted in the [National Local Authority Enforcement Code for Health and Safety Enforcement](#), which is designed to ensure that LA health and safety regulators take a more consistent and proportionate approach to their regulatory interventions. It sets out the Government expectations of a risk-based approach to targeting. Whilst the primary responsibility for managing health and safety risks lies with the businesses who create the risk, LA health and safety regulators have an important role in ensuring the effective and proportionate management of risks, supporting business, protecting their communities and contributing to the wider public health agenda.

This Code sets out what is meant by 'adequate arrangements for enforcement' and replaces the existing S18 Standard, it concentrates on the following four objectives:

- a) Clarifying the roles and responsibilities of business, regulators and professional bodies to ensure a shared understanding on the management of risk.
- b) Outlining the risk-based regulatory approach that LAs should adopt with reference to the Regulator's Compliance Code, HSE's Enforcement Policy Statement and the need to target relevant and effective interventions that focus on influencing behaviours and improving the management of risk.
- c) Setting out the need for the training and competence of LA H&S regulators linked to the authorisation and use of HSWA powers; and
- d) Explaining the arrangements for collection and publication of LA data and peer review to give an assurance on meeting the requirements Of the Code.

Our commitment to Improving Health and Safety Outcomes

Burnley Council's 10 year vision for the Borough (*Burnley Council's Strategic Plan 2017/18-2019/20*)

The Council wants to make the borough a place of choice. It will be a place where businesses want to invest, because of its skilled workforce and its competitive, modern economy. It will be a place where people want to live because of its clean and safe neighbourhoods, its reputation as a centre of educational excellence, and its beautiful parks and wild countryside.

Our values:

One Burnley –Leading the Way

One Council –Working Together

One Team –Ambitious for Burnley

Burnley Borough Council has a range of corporate objectives covering the four themes, “People”, “Places”, “Prosperity” and “Performance”.

People: Creating flourishing, healthy and confident communities

Places: Making the Borough a place of choice

Prosperity: Promoting transformational economic change for Burnley

Performance: Ensuring a continuous focus on improvement in all aspects of the Council's performance.

Service Aims and Objectives

To this end Environment Health and Licensing Service's overall aim is to:

"Ensure that Burnley is a safe and healthy place of choice to live work and enjoy leisure time. We act on the front line directly providing services that affect people's daily lives. We provide protection to users of taxis, customers of food businesses, employees in offices, shops and warehouses and help to those suffering the effects of noise nuisance. We police premises which pollute the atmosphere and monitor a whole range of activities that make the Borough a healthier place to be".

This intervention plan details how the Health and Safety Team intend to meet these objectives.

The aim of the health and safety service is to protect the health, safety and welfare of employees in the borough and to safeguard others, principally the public, who may be exposed to risks from work activity.

Page 47
The Health and Safety service is a core Statutory function, within the Environmental Health & Licensing service, as such the aim is to set priorities within our health & safety intervention programme that contribute to the health, safety and welfare of those exposed to work activities, the intervention plan aims to meet all of the requirements of the mandatory guidance issued under Section 18 of the Health and Safety At Work etc Act 1974 that requires each local authority to make adequate arrangements for the enforcement of health and safety legislation.

Officers working for Burnley Borough Council delivering the health and safety service were seconded to the strategic partner, Liberata from January 2016. The Council will work with Liberata to deliver the Council's health and safety service from January 2016. A detailed contract for delivery has been developed to ensure an effective contractual relationship, continuity of service delivery, risk management and the maintenance of high-quality services.

Progress on all key areas of service unit activity will be fed into a balanced scorecard and reported to Members throughout the year. The key performance indicator relating to environmental health compliance services for 2020/21 is.

EHLPI 1: % of Programmed EH&L compliance inspections and interventions delivered in line with statutory targets.

The specific Key Performance Indicators measured for health and safety regulation are;

- Number of inspections of higher risk activities due on workplan undertaken (identified within HSE national code)
- Due Cat A (as per s18 risk rating) rated Inspections undertaken
- Non-inspection 'face to face' intervention due on workplan undertaken
- Non-inspection 'other contact' intervention due on workplan undertaken (information distributed, including information sent with food S/A)

Delivery of Priorities

Our delivery priorities will be achieved by;

- A proactive intervention programme which prioritises high risk or poor performing businesses over low-risk businesses
- Investigating workplace accidents in line with the service's accident investigation policy
- Responding to service requests in line with the service's expected standards
- Delivery of identified local priorities and HSE national priorities where appropriate.
- Delivery and participation in interventions that aim to reduce health inequalities as they relate to delivery in the workplace.
- Partnership working – work with other Council Departments, Environmental Health Lancashire, Environment Agency, Police, fire Officers, HMRC, joint work with Health and Safety Executive, and with Public Health England and other organisations to meet local and national targets or initiatives.
- Ensure enforcement decisions are consistent with our Enforcement Policy, the HSC's Enforcement Policy Statement and the Enforcement Management Model. (ensures proportionate, consistent, transparent and accountable enforcement - part of the Better Regulation agenda)
- Train and develop our staff to ensure competence. (encourages staff retention/recruitment and ensures credibility with local business)

Profile of the Local Authority

Burnley has a population of around 87,000 and an area of 42.7 square miles. It is 21 miles north of Manchester and 20 miles east of Preston, at the confluence of the River Calder and River Brun, with the Leeds-Liverpool canal running through the Borough. Neighbouring local authorities are Lancashire's Hyndburn, Ribbles Valley, Pendle, Rossendale; and Calderdale in West Yorkshire.

During the Industrial Revolution Burnley became one of Lancashire's most prominent mill towns; at its peak it was one of the world's largest producers of cotton cloth. Burnley has strong economic links with the cities of Manchester and Leeds, as well as neighbouring towns along the M65 corridor. This is helped by excellent road and rail links including the recent reopening of the direct train line to Manchester.

In 2013, in recognition of its success, Burnley received an Enterprising Britain award from the UK Government, for being the "Most Enterprising Area in the UK".

Other accolades include Burnley being named as one of the UK's leading Tech Towns in a recent report by Tech Nation which identified Burnley as one of the top 16 towns in the UK for the growth of its digital sector. Burnley was positioned 2nd in the UK for digital jobs growth in 2018. Burnley continues to buck national trends with private sector jobs growth figures consistently ranking in the UK's top ten (Burnley 9.7%, Lancashire 3.0%, North West 5.9%, UK 5.9% ONS BRES). The town was also named the friendliest place in the UK by the Financial Times

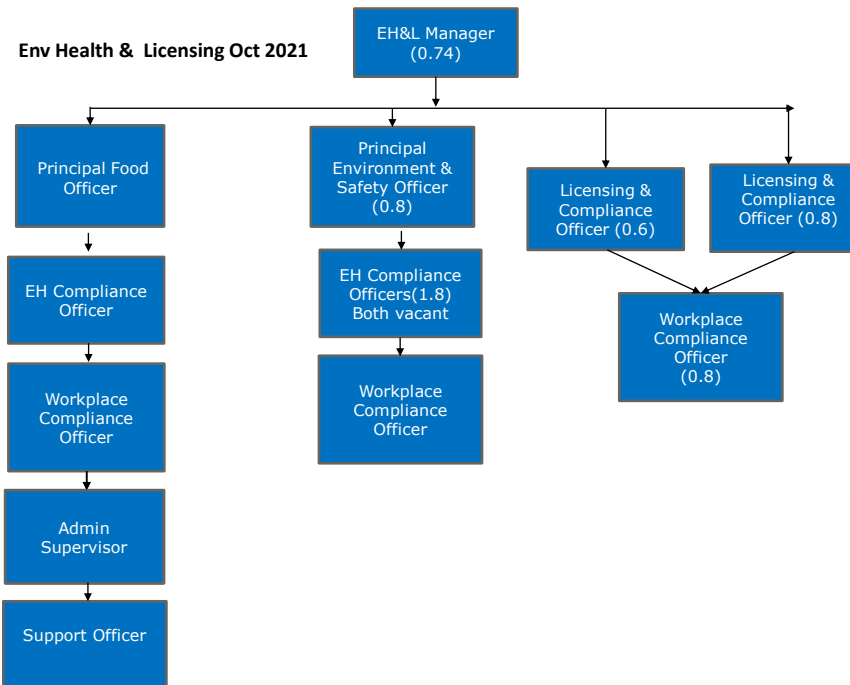
Burnley Council is divided into 15 wards served by 45 councillors. The Council is based on a Cabinet structure with 5 Portfolios, a Leader and 4 Executive portfolio holders; there are 4 committees including 1 scrutiny committee. The health and safety team sits within the Community & Environmental Services portfolio.

The Key Corporate objectives, governance arrangements, and decision-making timetables are outlined in 4 key corporate documents:

- The Council's Constitution & Scheme of Delegation
- Strategic Plan 2019/2020
- Forward Plan of key Decisions and Private Meetings
- Burnley's Community Strategy

Organisational Structure

Health and Safety Law Enforcement responsibilities are mainly discharged by the health and safety team with a range of support functions provided by a small compliment of support staff, which also provides support for officers throughout the Environmental Health & Licensing service unit. The unit covers a number of functions which include health and safety regulation, food safety regulation, licensing, and environmental protection. Officers in the Food Safety team also undertake some health and safety work, particularly regarding 'Matters of Evident Concern' observed during food safety inspections. FTE refers to number of full-time equivalents working on Health and Safety.



Scope of the Health and Safety Service

The Health and Safety Team is responsible for providing the following services;

- The programmed and reactive inspection of business premises.
- Advice to new and existing business premises
- Other visits including advice and complaints investigation.
- The investigation of reported accidents
- Licensing of skin piercing premises
- Maintain a register of cooling towers
- Enforcement action in accordance with the Enforcement Policy.
- Workplace health promotional activities.
- Enforcement of Smokefree Legislation
- Advice in relation to events through Events Safety Group

Service Delivery

LAC 67-2 (Revision 10) Title: Setting Local Authority Priorities and Targeting Interventions

This Local Authority Circular, which was revised in 2021, provides LAs with guidance and tools for setting their health and safety priorities and targeting their interventions to enable them to meet the requirements of the Code. The LAC states that;

'In delivering their priorities LAs should ensure their planned regulatory activity is focussed on outcomes. The Code provides flexibility for LAs to address local priorities alongside the national priorities set by HSE.

LAs should construct their work plan to deliver specific outcomes. The plan is likely to consist of work to deliver those national priorities set by HSE, work to deliver local priorities and be accompanied by an inspection programme that meets the requirements of the Code'.

Annex A of the LAC Outlines a summary of national planning priorities

330957 Coronavirus pandemic

The 2021 LAC 67-2 guidance provides enforcement targeting advice based on a philosophy of using local intelligence and national intelligence to identify issues of greatest priority and possible poor performance. This approach remains just as valid during the current Coronavirus pandemic. Although there have been significant recent scientific developments, it is still unclear as to when enforcement priorities can revert to business as usual.

HSE recognises the need for LAs to prioritise regulatory resources and where appropriate, shift the focus to Coronavirus related health and safety activities. We recommend LAs continue raising awareness of suitable workplace Coronavirus controls, engaging with and following up those duty holders failing to take appropriate Coronavirus related measures in the workplace. In addition to dealing with pandemic related issues it is important for LAs to remain focussed on also ensuring that 'traditional' workplace health and safety issues of major concern are not ignored, e.g. work related major or fatal injuries. Coronavirus specific regulatory guidance and materials for enforcement officers are available on HELex at <https://ourknowledge.hse.gov.uk/regulatory/Lists/COVID19/AllItems.aspx>

The full document can be found at: <https://www.hse.gov.uk/lau/lacs/67-2-priorities-targeting-interventions.pdf>

Service delivery Interventions 2020/2021

Intervention Type	Number of interventions/ visits to 1/4/20 to 31/3/21	Note
Proactive Inspection	Targeted Using National/local Intelligence	Some visits undertaken to businesses in response to Covid related concerns and to offer advice have been recorded differently. So not all are reported here. However, since the start of the pandemic EH & Licensing officers along with covid officer colleagues have carried out over 2,300 interventions with businesses in Burnley, this includes visits/ re visits, specific emails, letters and telephone calls
	0	
Other Visits/face to face contacts	62	
Other Contact/ Interventions	407 Self assessments 631 Service requests & other contacts (this includes Covid interventions)	
Visit to investigate health & safety related incidents.	0	
Visits to investigate H&S complaints	19	
Visits following requests for H&S service from businesses.	2	
Revisits following earlier intervention.	0	

Service Delivery

Enforcement

All enforcement action will be taken by authorised and competent officers and in accordance with the Health and Safety Enforcement Policy. The following actions may be taken following an inspection or investigation.

Enforcement Action	Description	Number issued. 2020/21*
Improvement Notice	Legal Notice requiring works to be completed within a minimum of 21 days	0
Prohibition Notice	Legal Notice prohibiting an activity being carried out where there is a serious risk of injury	1
Deferred Prohibition Notice	As above but with a time delay allowing certain actions to be taken before the Notice comes into force	0
Simple Caution	May be offered in certain circumstances instead of prosecution	0
Prosecution	Where the health and safety offences are dealt with at Court	0

***Note: Notices have been issued in relation to breaches of Coronavirus Restrictions not under Health and Safety At Work Act 1974**

Liaison with Other Organisations	<p>Formal and informal relationships exist with the following organisations;</p> <ul style="list-style-type: none"> • Health and Safety Executive (HSE) • Environmental Health Lancashire Health and Safety Officers Group • Environmental Health Lancashire Chief Environmental Health Officers • Public Health England • Ofsted • Lancashire County Council - Safeguarding • Lancashire Fire Service • Lancashire Police Service • Burnley Council Regeneration & Planning Policy • Better Regulation Delivery Office (BRDO) • United Utilities • HMRC • GENGA Partner organisations 				
Staff Allocation	<p>Staff resources devoted to health and safety enforcement work as of 31 March 2021</p> <table border="1" data-bbox="577 884 1218 1075"> <tr> <td>No of HSWA Warranted Officers</td> </tr> <tr> <td>5</td> </tr> <tr> <td>Full Time Equivalent of warranted officers time spent on HSWA activity</td> </tr> <tr> <td>1.7</td> </tr> </table>	No of HSWA Warranted Officers	5	Full Time Equivalent of warranted officers time spent on HSWA activity	1.7
No of HSWA Warranted Officers					
5					
Full Time Equivalent of warranted officers time spent on HSWA activity					
1.7					

Staff Development and Competency	<p>The service is committed to the continuing development of individual members of the team. The Council operate under the Investors in People Standards. Staff competency and training needs are assessed as part of the Corporate Performance and Development Reviews which are annually – any training or development needs that are identified at the review are fed into an annual training plan which links to the budget planning process.</p> <p>In line with revised Section 18 Standard our procedures will be reviewed to include the use of the HSE’s Regulators Development Needs Assessment Tool (RDNA)</p>
The Regulators Code	<p>The Regulators’ Code came into statutory effect on 6 April 2014 under the Legislative and Regulatory Reform Act 2006, replacing the Regulators’ Compliance Code. It provides a clear, flexible and principles-based framework for how regulators should engage with those they regulate.</p> <p>Nearly all non-economic regulators, including local authorities and fire and rescue authorities, must have regard to it when developing policies and procedures that guide their regulatory activities.</p> <p>We are currently reviewing all our policies to ensure they comply with the Regulators Code</p>

Table 1

Health and Safety Workplan What we did last year 2020/21

	Interventions	Outcomes
Accident/Major Investigations	<p>2020/21</p> <p>A prohibition Notice was issued to a venue in relation to a potentially unsafe structure that had been erected at height, to seat customers outside.</p> <p>A number of workplace covid outbreaks were investigated throughout the year</p>	<p>2020/21</p> <p>Following the Notice that businesses engaged specialists to check the safety of the structure, works were subsequently carried out to ensure it was safe to use.</p> <p>Investigations resulted in business making significant changes to Covid risk assessments and practices in a number of businesses to reduce the spread of infection</p>
Health and Safety inspections	<p>Planned proactive inspections in warehouses & care homes were suspended due to resources being directed to Covid work</p>	
Complaints/ Requests for Service	<p>As already outlined from March 2020 the number of service requests related to the pandemic was unprecedented.</p>	<p>From the beginning of March team members pulled together to try and respond as quickly as possible to all the requests received from business and members of the public in respect of the new restrictions. Fortunately, extra staff resources were provided to assist to team to meet the ever-increasing demands throughout the rest of 2020 and into 2021</p>

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Table 2

Health and Safety Workplan What we are doing in 2021/2022

Interventions	Outcomes
Accident investigations	Continue to investigate any accident that indicative or poor health and safety management or fit criteria outlined in the Councils Accident Investigation Policy
Complaints and requests for service	Continue to respond to all complaints and request for service within the service target response times
Inspections	A recovery plan has been agreed and funding has been made available to assist the team to carry out a number proactive inspections in line with the National Code and LAC 67/2 (Rev 10)
Other. Other service demands	Continue to work with other Lancashire authorities through the health and safety officers' group to identify local or national H&S issues We hope to recruit to vacant posts in other specialisms in the team which have put demands on the H&S officers time. Filling these posts this should allow for more time to be dedicated to H&S.

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Food Safety Delivery Plan (reviewed 2021/2022)

REPORT TO EXECUTIVE



DATE	19 th January 2022
PORTFOLIO	Community & Environmental Services
REPORT AUTHOR	Jayne Enright
TEL NO	01143999059
EMAIL	jenright@burnley.gov.uk

PURPOSE

1. In order to meet statutory requirements, the Council's Environmental Health and Licensing Team is responsible for Food Safety enforcement and must have in place approved plans. In line with the Constitution, approval of the Food Safety Delivery Plan will be sought from Full Council.

RECOMMENDATION

2. Executive recommends to Full Council to approve the Food Safety Delivery Plan (reviewed 2021 to 2022), detailed at Appendix 1 to this report.

REASONS FOR RECOMMENDATION

3. To formally review past performance and agree a framework for the future delivery of effective, risk based, proportionate and consistent food safety services.

SUMMARY OF KEY POINTS

4. The Food Safety Act 1990 Codes of Practice provides a framework within which the Food Safety Team must operate when carrying out its public protection duties in relation to food safety. The Food Standards Agency requires the Council to have plans in place to control these activities. The Food Safety Delivery Plan has been prepared to satisfy these statutory requirements and outline the services to be provided over the coming year.

5. **Burnley Food Safety Delivery Plan**

This Plan is a requirement of the Food Standards Agency and has been drawn up in accordance with the Food Standards Agency's Framework Agreement (amendment 5, April 2010). This ensures a consistent approach across England and Wales, which enables the Food Standards Agency to address how the Council is performing. It also

allows the Food Standards Agency and Local Authorities to compare and contrast performance and service delivery.

It sets out:

- An outline of the key services and work activity delivered
- The Council's statement on food safety and the links with corporate priorities and objectives
- A profile of the Borough including the political and managerial arrangements.
- The demands on the service
- Summary of service activity in relation to premises inspection, complaints investigation, advice, sampling, infectious diseases, food safety incidents, liaison arrangements and promotional activities
- The resources deployed to meet these demands
- Quality assessment procedures and performance indicators

Key services and work activity delivered by the Food Safety Team include:-

- Carrying out routine, programmed inspections of local food businesses
- Responding to Service requests including food complaints and hygiene of premises complaints
- Investigating notifications of infectious diseases and local outbreaks, which may be associated with food.
- Promoting food safety and best practice by working closely with local businesses
- Working with the Food Standards Agency to run and maintain the Food Hygiene Rating Scheme

As we know, 2020/21 has been an unprecedented period in light of the Covid19 pandemic. Since March 2020, significant additional duties in relation to the regulation, implementation and inspection of the duties and powers regarding Covid 19 have been undertaken by Local Authority Environmental Health teams to administer. Environmental Health & Licensing have played a vital role in explaining rules and regulations to the local businesses and local communities and supporting businesses in how to operate in a safe, covid- secure way.

6. **Future Delivery of Food Safety Services**

In July 2021 many of the coronavirus (COVID-19) restrictions were removed. All businesses and venues, including nightclubs and adult entertainment venues, were able to open. All capacity limits at sporting, entertainment, or business events, at this time were also lifted.

Hospitality venues such as pubs, restaurants and bars at this time were no longer required to provide table service or follow other social distancing rules that had been introduced earlier that year as part of England's Covid response.

From July 2021, the Council's Environmental Health & Licensing, in accordance with national practice, set out a recovery plan for 'business as usual' functions detailing

the work that had accrued due to covid 19 duties and prioritisation of Covid response work, associated with outbreak management, contact tracing and community testing. The recovery plan for Food Safety was based on the requirements of the national Food Standards Agency Recovery Plan. During the response phase of the Pandemic the council had continued to prioritise the higher risk food businesses and to respond to all complaints/queries and inspect the new businesses, again in accordance with national guidance. The return to 'business as usual' activities has enabled the Team to reintroduce a plan for all food risk inspections to be resumed and are programmed into our inspection program for 2021/2022.

The Recovery plan also involves clearing a backlog of lower risk inspections that were incurred in 2019/20, in accordance with the prioritisation of the '1st wave Covid response'. The Council are in the process of responding to these inspections.

In April 2020 to March 2021, we completed 49 inspections and we had 154 inspection visits that were overdue.

In line with FSA guidance and controlling the spread of Covid19, from 01/04/20 to 05/11/21 we have:

- **completed 61 higher risk-rated inspections.**
- **completed 136 New Inspections.**
- **Responded to 803 service requests for food.**

In 2020/21 the number of broadly compliant premises across the Borough was 98% and continues to be 98%. This is a key performance measure used within the service

7. Residual Covid Activity

Officers continue to be involved with work relating to Covid 19, this includes:

- Outbreak management in workplace settings
- Test & Trace Support to Liberata in both the management and daily delivery of services.
- Collation and referral of data to Calico

At the end of December 2021, Local Authorities received an indication that further details in early 2022 may follow from the Secretary of State for the Department for Levelling up, Housing and Communities (DLUHC) on the potential regulatory services that could be re-prioritised by Council's due to current national concerns of the rise in Covid cases (known as the Omicron Variant). At this stage it is unknown as to whether the work outlined in the Food Safety Delivery Plan will be affected. The Council will, however, continue to work with the relevant Government agencies on this, should this work be re-prioritised.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

8. Food Safety Regulation is a core statutory service delivered by Environmental Health and Licensing Team and is covered by existing service budgets.

POLICY IMPLICATIONS

9. As national regulators, the Food Standards Agency set and monitor national standards. The framework for local plans is prescribed to ensure “official controls” are consistently delivered across the country. Through audit, and annual returns they monitor local authorities to ensure that local controls are effective, and they have intervention powers where delivery fails to meet the required standard

DETAILS OF CONSULTATION

10. Scrutiny and Executive will be consulted prior to Full Council decision

BACKGROUND PAPERS

11. None

FURTHER INFORMATION PLEASE CONTACT: Jayne Enright ALSO: Karen Davies

BURNLEY BOROUGH COUNCIL

**Food Safety Delivery Plan
2021/2022**



Burnley
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Burnley Food Safety Delivery Plan

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1. INTRODUCTION

1.1 Burnley Food Safety Delivery Plan

This document is the Burnley Food Delivery Plan. This Plan is a requirement of the Food Standards Agency and has been drawn up in accordance with the Food Standards Agency's Framework Agreement (amendment 5, April 2010). This ensures a consistent approach across England and Wales, which enables the Food Standards Agency to address how we are doing and allows useful comparison for benchmarking performance with other local authorities to be undertaken of performance and service delivery.

It sets out:

- An outline of the key services and work activity delivered
- The Council's statement on food safety and the links with corporate priorities and objectives
- A profile of the Borough including the political and managerial arrangements
- The demands on the service
- Summary of service activity in relation to premises inspection, complaints investigation, advice, sampling, infectious diseases, food safety incidents, liaison arrangements and promotional activities
- The resources deployed to meet these demands
- Quality assessment procedures and performance indicators

1.2 Profile of Burnley

The borough of Burnley is situated on the western edge of the Pennines, 21 miles north of Manchester. Along with Blackburn, Blackpool and Preston, Burnley is a key business, service and retail centre in Lancashire. Burnley has a diverse population of around 87,000 and an area of 42.7 square miles, situated at the confluence of the River Calder and Brun and with the Leeds Liverpool canal running through the borough.

Burnley has strong sense of identity and pride that stems back from its long manufacturing history. The connectivity of the Borough today is primarily by its road and rail links that services the town's residents, employers and service suppliers.

One of the unique things about Burnley is the mix of our industrial heritage and our growing modern and innovative sectors and facilities. One minute you can be in a state-of-the-art laboratory and the next in a traditional canal-side café.

Growing the economy of the town and maintaining a clean, green and safe Borough are key strategic priorities of the Council for its residents.

Our growing status as a university town goes hand in hand with our digital jobs success. In fact, we rank second in the UK for digital jobs growth. During 2014-2015 alone, we saw annual growth of almost 162%, compared to 2% across Great Britain and 30% across the rest of the North West. With UCLan committed to having 4,000 university students in Burnley by 2025, we are excited to see this sector further expand.

The outstanding Campus has been designed with students in mind. The College are constantly investing in the £100 million Campus which lies in the heart of Burnley. It has been designed with the learner experience at its heart, with state-of-the-art, industry standard facilities and bright, airy social spaces.

Other accolades include Burnley being named as one of the UK's leading Tech Towns in a recent report by Tech Nation which identified Burnley as one of the top 16 towns in the UK for the growth

of its digital sector. Burnley was positioned 2nd in the UK for digital jobs growth in 2018. Burnley continues to buck national trends with private sector jobs growth figures consistently ranking in the UK's top ten (Burnley 9.7%, Lancashire 3.0%, North West 5.9%, UK 5.9% ONS BRES).

1.3 The Council Structure

Burnley Council is divided into 15 wards served by 45 councillors. The Council is based on a Cabinet structure with 6 Portfolios, a Leader and 5 Executive portfolio holders; there are 4 Committees including 1 Scrutiny Committee. The Food Safety Team sits within the Community and Environmental Services Portfolio.

The Key Corporate objectives, governance arrangements, and decision-making timetables are outlined in 4 key corporate documents:

- The Council's Constitution & Scheme of Delegation
- Strategic Plan
- Forward Plan of key Decisions and Private Meetings
- Burnley's Community Strategy

1.4 The Management Structure

The Council management structure comprises the Chief Executive, a Chief Operating Officer and 7 Heads of Service.

The Food Safety Team sits within Streetscene. The Environmental Health and Licensing Manager have responsibility for environmental health and licensing functions. The team shares an office with the Environmental Protection and Safety Team, which is beneficial to service delivery and joint working, particularly as the Food Safety Team also has responsibility for enforcing health and safety within food premises. We currently have a hybrid working arrangement in place with increased office presence, but with people working in the field from their home/office base.

From 1st January 2016 the Council procured a strategic partner to deliver a range of services within a reduced cost base. The Environmental Health and Licensing functions form part of the suite of services that are now outsourced to the private sector.

The overall aim of the contract with respect to Environmental Health is:

“To provide a professional environmental health and licensing service that protects the public and assists businesses to meet their public health obligations”.

Officers currently working for Burnley Borough Council delivering the food safety service are now seconded to the strategic partner, Liberata. A detailed contract for delivery has been developed to ensure an effective contractual relationship, continuity of service delivery, risk management and the maintenance of high-quality services.

The Strategic Partnership arrangements that are in place between the Council and Liberata maintain a robust approach to ensure that strong performance of the Council's regulatory provisions and services are maintained. In relation to the purpose of this report and the Council's annual review of food safety enforcement, Members of the Council's Scrutiny Committee have reviewed the Delivery Plan, activity to date and have recognised the strong performance of the Team in maintaining food standards.

1.5 Burnley Borough Council Statement on the Food Safety Service

The overarching purpose of the service is to:

- protect the health of the public through its statutory and non-statutory responsibilities in food safety and a variety of public health measures; and
- ensure quality food for healthier communities

2.0 SERVICE AIMS AND OBJECTIVES

2.1 Service Aims - Food Hygiene and Infection Control Service

- Safeguard public health through the regular inspection of food premises at a frequency appropriate to the risk
- Respond to complaints from the public and other agencies relating to food safety.
- Promote good practice in food hygiene through the provision of education, advice and training.
- Discharge the Council's statutory and other responsibilities in a positive and efficient manner, in line with relevant enforcement protocols.
- Ensure advice and assistance is readily accessible to the public and businesses alike
- Investigate the occurrence of food related infectious disease, prevent the spread and take action to prevent recurrence or enforcement action as appropriate
- Carry out programmed and reactive food sampling and microbiological swabbing to support local, national and regional programmes and investigations

2.2 Links to Council Objectives

Burnley Borough Council has a range of corporate objectives covering the four themes, “People”, “Places”, “Prosperity” and “Performance”.

People:	Creating flourishing, healthy and confident communities
Places:	Making the Borough a place of choice
Prosperity:	Promoting transformational economic change for Burnley
Performance:	Ensuring a continuous focus on improvement in all aspects of the Council’s performance.

Environmental Health and the Food Safety Service cuts across the four corporate themes by:

- Improved health standards – responding to broader public health initiatives to improve the health and wellbeing of citizens.
- Developing a diverse business base with an entrepreneurial culture and supporting business growth.
- Embedding the partnership with Liberata within the Council's budget, strategic vision and commercial strategy.
- Proactively supporting the borough’s businesses to innovate and expand and make the borough a natural choice for business relocation.

2.3 Service Objectives

The Environmental Health & Licensing Service act on the front line. They directly provide services that affect people’s daily lives. We provide protection to users of taxis, customers of food businesses, employees in offices, shops and warehouses and help to those suffering the effects of noise nuisance. We police premises which pollute the atmosphere and monitor a whole range of

activities that help to make the Borough healthier. Our role is not only to regulate and enforce, but also to help and advice, so that businesses can thrive and residents and visitors to the Borough have improved health choices.”

Service objectives from March 2020.

Changes on local authority powers and duties resulting from Coronavirus had a profound effect on Environmental Health & Licensing. The Covid19 Pandemic forced the UK Government into lockdown from March 2020. The Government response was to take a host of complex measures, including restrictions on public transport and international travel, school & workplace closures, bans on public gatherings and other steps to create social distancing. These interventions represented an unprecedented challenge for local governments. The focus needed at the household and community level highlights the pivotal role that local government have had to play in response to the crisis. Environmental Health & Licensing have played a vital role in explaining rules and regulations to the local businesses and local communities and supporting businesses in how to operate in a safe, covid- secure way.

Service Objectives from July 2021

Most coronavirus (COVID-19) restrictions were removed on 19 July 2021.

All businesses and venues, including nightclubs and adult entertainment venues, are able to open. All capacity limits at sporting, entertainment, or business events have been lifted.

Hospitality venues such as pubs, restaurants and bars are no longer required to provide table service or follow other social distancing rules.

We continue to advise businesses to follow the principles set out in the [working safely guidance](#).

Recovery Plan - Business as Usual

From July 2021, Environmental Health & Licensing set out a recovery plan detailing the backlog of work that has accrued and continues to accrue due to Covid 19 duties. We based the recovery plan for Food Safety on the requirements of the Food Standards Agency Recovery Plan. We continue to prioritise the higher risk food businesses and to respond to all complaints/queries and inspect the new businesses. We are in the process of contracting out the lower risk inspections which are programmed into our inspection program for 2021/2022 to Consultant Environmental Health Officers.

The Recovery plan also involves clearing a backlog of lower risk inspections. We are also in the process of contracting out these inspections to consultant Env Health Officers.

Other backlogs outlined in the recovery plan are detailed as systems backlogs and involve officers ongoing work with IDOX and remote Apps and new services for example the implementation of a local `report a food problem` and signing up to the FSA system to register our new businesses on-line.

Residual Covid Activity

Outbreak management in workplace settings: Ongoing Consultation/liaison/Incident meetings with LCC/UKHSA/Workplaces/access and reference to coincidence postcode data reports and ITS (CTAS) for case numbers and names.

Test & Trace Support (case tracing, local support referrals, venue alerts etc): T&T/Letter drops/Continuous consultation including guidance and advice to support Liberata/training/daily downloading & sharing of data /management of systems.

Key Food Safety objectives include:-

- Establish and deliver a programme of targeted and risk-based interventions and inspections in food premises, providing advice on legal obligations and taking an escalated approach to enforcement action.
- Improve the proportion of food businesses with Food Hygiene Ratings of 3, 4 or 5.
- Monitor, record and report on the programme of activities to relevant bodies to ensure the Council's obligations are being met, resources are targeted appropriately, and steps are taken to make any necessary improvements.
- Investigate the occurrence of food related infectious disease and take the necessary action to prevent the spread or recurrence, working collaboratively with Public Health England and other key partners
- Deliver a programme of targeted proactive sampling of food products.
- Offer a comprehensive advice and support service to business regarding any relevant food legislation and compliance, offering specific support for those wishing to establish a food business within the Borough.
- Investigate complaints about food products or food establishments and take any action that is required on a coordinated local, sub-regional, regional or national basis.
- Work collaboratively across Lancashire with other Environmental Health and Trading Standards professionals to ensure consistency, improvement and the delivery of an effective high-quality service
- Advise, provide support and enforce Health and Safety standards within food businesses
- Work in collaboration with partners in addressing key health inequalities in the Borough.
- Proactively obtain feedback from food businesses regarding the service to ensure continuous improvement in service deliver.
- Support the on-going professional development of officers to deliver high quality services that meet the needs of the public and the requirements of the Gold Standard Investors in People status of the Council.
- Implement the Council's appraisal system for training needs and performance based on the principles of Continuing Professional Development (CPD) and meeting the requirements of the relevant professional bodies including the Chartered Institute of Environmental Health

2.4 Links with other Plans:

Food safety activities support and link to the following key Council and inter-agency plans:

- UKHSA 2017 Outbreak Plan
- UKHSA C&L Care Home OB Plan 2018
- East Lancashire Equality and Inclusion Strategy 2014 to 2017
- Burnley Council Major Emergency Plan September 2019
- Burnley Multi-Agency Flood Plan September 2019
- Lancashire Resilience Forum. (Outlines roles and responsibilities of organisations including District and Unitary Councils)
- Business Continuity Policy - April 2016

- Principles and Practice Recommendations for the Public Health Management of Gastrointestinal Infections 2018

3 FOOD SERVICE

3.1 Food Safety Team

The Food Safety Team is overseen by the Environmental Health and Licensing Manager and the Principal Officer. Both are qualified Environmental Health Officers (EHO's) and experienced in food safety matters.

The Principal Officer heads a team of 3 (2.1 FTE) with 1 Environmental Health Compliance Officers (0.8 FTE) and 2 Workplace Compliance officers (1.3 FTE). The EHCO holds the EHORB Higher Certificate and Higher Certificate in Food Control. Activities are undertaken in line with the professional requirements as outlined in the Code of Practice.

The service is also supplemented through consultants who undertake a range of lower risk inspections (Categories C and D) but no enforcement activity. On occasions, further technical expertise is sought from external professionals to assist with more complex matters.

3.2 Food Standards

The Trading Standards functions within the Borough are carried out by Lancashire County Council. There is a good working relationship between the two services and a good track record of liaison via the Lancashire Food Officers' Group and joint working initiatives.

3.3 Scope of the Food Service

The Service is delivered by the Food Safety Team with additional support as outlined above. The team complies with the Food Standards Agency Codes of Practice and Local Government Regulation guidance for the purposes of food safety including the Regulators' Code. Enforcement action is undertaken in accordance with the Council's Enforcement Policy and follows a graduated approach.

Areas of core service delivery include:

- Developing and delivering a programme of planned food hygiene interventions meeting statutory obligations as set out in the Food Standards Agency Code of Practice. The programme will be focussed on those businesses that are not broadly compliant and with Food Hygiene Ratings of 0, 1 or 2 and those premises that are unrated.
- Implementing alternative approaches such as coaching and mentoring to deal with non-compliance
- Operating the Food Standards Agency Food Hygiene Rating Scheme in accordance with the Brand Standard for all relevant food businesses and taking the necessary steps to publicise the ratings.
- Approving and regulating any food activities and premises requiring approval and subject to Regulation EC No 853/2004
- Consideration of any requests from a business or making approaches to businesses for the purpose of entry into a Primary Authority relationship with them.
- Responding to complaints about food premises and the fitness and wholesomeness of food sold in the Borough
- Planning and implementing an annual food and environment sampling programme for microbiological quality and chemical purposes and participation in the Lancashire Food Officer Group programmes as resources permit.
- Acting on Food Standards Agency alerts and incidents in accordance with recommended action and relevant parts of the Code of Practice

- Preparation of contingency plans to be used in the event of an incident or when the Major Incident Plan is invoked
- Maintaining and recording food establishment registration applications and maintaining the register in accordance with the relevant statutory provisions and Code of Practice.
- Investigating and liaising with Public Health England to deliver infectious disease and outbreak investigation and control.
- Service promotion including press releases and articles, leaflets, talks and presentations to relevant parties, seminars, conferences, displays and exhibitions. This includes national initiatives such as National Food Safety Week.
- Preparation of evidential files and reports to the Council for use in legal action, court proceedings or formal Committee hearings.
- The management of any contractors engaged to undertake duties

3.4 Data Profiles

We have adopted a new specialist cloud- based system, Uniform, by Idox, for managing and reporting across Environmental Health. Through smart technology Idox have evolved their front-line services in response to the changing needs of society and claim the system will deliver improved outcomes for the citizens within the borough of Burnley.

We can now fully utilise the database, however we still need to develop and set up the reporting side of the system. The next phase is to use the mobile app to give officers the option to work on site, which will involve improving access to the database. We continue to move towards a digital system to improve service efficiencies and reduce paper-based records.

The following Table provides a summary of the last 4 years of Food Businesses and their risk rating profiles. The ratings are defined in the FSA Food Law Code of Practice with A representing the highest risk premises and E the lowest which are subject to a self-assessment and reporting procedure.

Table1: Number of Food premises by Risk Rating Category

Risk Rating Category (Inspection Frequency)	No. of Food premises 2017/2018	No. of Food Premises 2018/2019	No. of Food Premises 2019/2020	No. of Food Premises 2020/2021
A (At least every 6 months)	0	2	0	0
B (At least every 12 months)	30	27	29	25
C (At least every 18 months)	116	123	120	123
D (At least every 24 months)	367	352	349	336
E (Alternative strategy for inspection)	380	378	392	405
Unrated	20	24	30	34
Outside Programme	18	23	17	8
TOTAL	931	929	937	923

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Table 2: Premises Approved Under EC Regulation 853/2004

The following table highlights those premises which require approval under EC Regulation No. 853/2004 due to the specific nature of their activities.

Approved premises	2016/17	2017/2018	2018/2019	2019/2020	2020/2021
Approved Fish processing premises	2	2	2	2	1
Meat and meat products approved premises	2	2	2	2	2
Milk and milk products approved premises	1	1	1	1	1
The approved treated stomachs establishments	1	1	1	1	0
Stand - alone Cold Store	1	1	1	1	1

Table 3: Premises Profile

The following table provides the detail of the types of premises within the Borough.

Description	No. of premises 2016/17	No. of premises 2017/18	No. of premises 2018/2019	No. of premises 2019/2020	No. of premises 2020/2021
Primary producers	3	3	3	3	4
Manufacturers/processors	21	21	24	23	24
Distributors/transporters	5	9	14	13	12
Retailers	280	270	268	269	255
Restaurants and other caterers	605	624	615	626	625
Importers/Exporters	2	4	5	3	3
TOTAL	916	931	929	937	923*

Table 4: Service Requests

The following is a summary of requests for service received by the Food Safety Team since

Request type (includes all requests for service relating to any food business)	2015/16	2016/17	2017/2018	2018/2019	2019/2020	2020/2021
	Infectious diseases	130	99	144	112	128
Advice requests	261	354	429	287	218	436
Complaints regarding Hygiene at premises	94	83	66	300	324	93
Advice on unfit/contaminated food	12	6	10	2	N/A – no longer have the category	
Complaints re unfit/contaminated food	44	59	54	64	91	41
Food Hygiene Re-rating visits	28	30	9	23	15	7
Total	574	633	712	788	776	640

*We have moved to a new MIS (Management Information System) where the recording method is slightly different. We no longer record advice on unfit/contaminated food, these will be merged into advice & complaints re unfit/contaminated food.

Table 6: Levels of Compliance in Food Businesses

The following table indicates the number of broadly compliant premises across the Borough which is a key performance measure used within the service

Year	Total number premises	Total Number of Businesses within the programme	Total No broadly compliant within the programme	Target %	Actual %
2014/15	867		794	100	92
2015/16	899		848	100	93
2016/17	893		872	100	98*
2017/18	929		860	100	98**
2018/19	937		864	100	97**
2019/20	926	771	750	100	97
2020/21	908	776	761		98

*This excludes the number of unrated businesses and premises outside the programme

** This excludes the no. of unrated businesses and premises outside the programme

In 2020/21 we completed 49 inspections and we had 154 inspection visits that were overdue (01/04/20 to 31/03/21)

3.5 Local Challenges

The service faces the following challenges:

- A high number of takeaways/restaurants and temporary food stall undertake their food preparation out of traditional office hours.
- A high turnover of businesses where the food business operator can change and a new business requires a new inspection and a new rating.
- Understanding the cultural issues and needs of the ethnic minorities who operate food businesses in the borough and whose first language may not be English
- Reducing staff resources and uncertainties regarding the future model for delivery and the potential impact on the service.
- Economic downturn and local economic deprivation is reflected in the reluctance of some smaller local food businesses to invest in repairs and refurbishment of their premises.

3.6 Access to the Service

The Service is delivered from the Council offices at Parker Lane, Burnley. The Public can access the service via telephone, e-mail or in person by visiting the Contact centre on Parker Lane in Burnley. Normal business hours are 9 am to 5pm Monday to Friday.

Out of hours work is also undertaken from time to time as the need arises.

In addition, a 365-day/24 hour telephone contact service is available for appropriate emergencies.

The authority has actively participated in Inter-Authority Auditing (IAA) through a programme of audit agreed through the Lancashire Food Safety Group.

3.7 Enforcement Policy

The Food Safety service operates in accordance with the Regulators Code, the Code for Crown Prosecutions and the Human Rights Act.

Copies of the Compliance and Enforcement Policy for the Food Safety Team are currently unavailable and are under review.

4. SERVICE DELIVERY

The aim of the Food Safety Team is to ensure the protection and good health of consumers in the Borough by enforcing relevant statute, Regulations and by educating and promoting high standards of quality and safety within the food manufacturing, catering and retail establishments of the Borough.

Delivery of the Food Hygiene Control Service is carried out in accordance with national procedures, Good Practice and guidance including:

- Food Law Code of Practice
- Food Law Practice Guidance
- Food Standards Agency Guidance
- The Brand Standard for FHRS
- Burnley BC Compliance and Enforcement Policy
- The Regulators' Code

4.1 Food Premises Interventions

The term “Intervention” refers to any reactive or planned visit to a food business in the course of delivering the Food Safety service. The Food Safety Team will undertake a programme of comprehensive and targeted interventions at food premises to ensure compliance with relevant legislation and the promotion of best practice. The frequency of inspections is determined by risk assessment for each type of food business and each Food business will be allocated a risk category ranging from A to E where “A” is considered to be highest risk.

4.2 Food Related Complaints

The Food Safety Team will consider, and where appropriate investigate food complaints or requests for service in accordance with internal procedures and relevant Codes of Practice.

Where necessary, samples will be submitted for analysis. Where appropriate intelligence will be gathered from complaint investigations and used to inform sampling programmes or project based work.

4.3 Primary Authority Scheme

There are currently no primary Authority Agreements with food businesses based in Burnley. The Primary Authority scheme is now regulated by the Regulatory Delivery Division of The Department for Business, Energy and Industrial Strategy (BEIS) The scheme covers trading standards, environmental health and licensing functions and for the first time businesses will be able to form a statutory partnership with a single local authority, which will provide robust and reliable advice that other councils must take into account when carrying out inspections or dealing with non-compliance.

The scheme builds on the foundation created by voluntary home and lead authority initiatives and looks to further develop consistent and proportionate enforcement across the country. It will affect how the Service carries out inspections and takes enforcement action at those businesses subject to a primary authority agreement.

4.4 Advice to Businesses

The Food Safety Team provides an advice service, which, encourages, advises and assists businesses to comply with food safety legislation.

If a business requires bespoke advice which can only be delivered at the premises there is a charge per hour for this advice.

4.5 Food Sampling and Inspection

The Food Safety Team undertakes programmed and reactive local sampling in a manner specified by relevant legislation, Codes of Practice and other guidance sources. Ad hoc project-based sampling of food, drink and the food environment activity is undertaken in liaison and co-ordination with other Lancashire Environmental Health Services and Public Health England in accordance with an agreed sampling programme and current resources.

A documented sampling programme for each year will be followed, considering local needs and priorities, subject to available resources and using a risk- based approach.

Examples of food sampled examined as part of the programme included the following foods:-

- Milk
- Ready to eat cooked meats and meat products

- Pies

4.6 Control and Investigation of Outbreaks of Food Related Infectious Disease

This Food Safety Team is responsible for investigating the notification of infectious diseases or suspected infectious diseases. The objective is to minimise the risk of spread of the disease and where possible, identify the source. Notifications may arise as formal notifications from G.P.'s or through informal routes such as laboratory notifications, self -notifications etc. Investigations are carried out by either the Council or Public Health England depending on the nature of the specific disease notification. The Council has a Joint Major Outbreak Plan for Managing an Outbreak of Food Poisoning or Communicable Disease in the Community developed in conjunction with partner agencies. Managing the investigation into major outbreaks can be very resource intensive and include the issuing of sample pots, visiting affected premises, and interviewing patients.

4.7 Food Safety Alerts and Incidents

This Food Safety Team responds to food safety alerts and incidents in accordance with FSA Code of Practice and good practice to ensure that public health is safeguarded. Alerts are received directly from the FSA using their automated notification system and acted upon accordingly.

4.8 Liaison with Other Organisations

The Food Safety Team works with other enforcement agencies, partners and other stakeholders for the purpose of developing consistency of enforcement, openness and transparency. The following table details the regular, ongoing liaison with external partners:

Partner Organisation type	Brief description
Other Local Authorities/Scientific support	Lancashire Food Liaison Group – Enforcement issues, sampling, policies, best practice, training, inter-authority audits etc. Public Health England – Food Sampling and examination, Communicable Disease control. Public Analyst – Chemical analysis etc. Environmental Health Lancashire Lancs County Council Trading Standards –Food Standards/Allergens
Local professionals	East Lancs Primary care Trust – working together on health promotion, infectious disease control, health inequalities etc.
Professional bodies and Agencies	CIEH- professional practice, consultation, training. FSA – statutory plans, guidance, training, annual returns, consistency of enforcement, best practice, training.

Within Burnley Borough Council, the Food Safety Team currently links with all services. Liaison is particularly strong for food safety issues with:

- Development control – for planning and building control applications
- Legal and Corporate Services – for litigation purposes
- Licensing
- Environmental Protection & Safety Team
- Market Hall Management
- Street Scene
- Building Control

4.9 Consumer Education and Health Promotion.

Health promotion remains an important element to the on-going commitment to improving public health and tackling health inequalities.

Although this element of the service is non-statutory, Burnley remains committed to supporting local Health promotion activity where resources permit.

We will continue to support local initiatives and local campaigns, working closely with other local or National partners to maximise the Impact and resources.

5. RESOURCES

5.1 Staffing

The Food Safety Team has an establishment of:

	Officer	FTE - Management	FTE- Operational
Management	Environmental Health and Licensing Manager	0.25	0
Delivery	Team Manager	0.2	0.8
	Env Health Compliance Officers	0	0.8
	Workplace Compliance Officers	0	1.3
Support	Admin	0.25	0.75

NB This core is supplemented by the use of consultants to undertake some lower risk inspection work.

All Food enforcement staff involved in service delivery meet the Qualifications, Experience and Training and Competence criteria contained within the Food Law Code of Practice. Each Officer has been individually authorised in accordance with their qualification and experience as described in this Code.

5.2 Staff Development

The Council has successfully obtained Investors in People award and is committed to retaining this. As part of this process all staff undergo an annual Performance and Development review which includes training needs. These individually identified training and development needs are carried forward after consideration by Managers. The Food Safety Team operates a documented procedure for the recording of qualifications, training and competencies.

Officers in the Food Safety Team have undertaken Lead Auditor training to assist in the operation of Inter-Authority Auditing with other Lancashire Councils.

The Council supports personal development by offering opportunities to attend internal courses and supporting attendance at external courses. In addition, the Authority offers internal training courses on a range of subjects, primarily concerned with personal development issues.

Previous training courses have included:-

1. Best Practice Day
2. Legal training
3. Outbreak Training
4. Sampling training

5. Consistency Training/FHRS Consistency Exercise

5.3 Local Initiatives, Joint Working and External Grant Funding

The Food safety Team has an excellent track record of joint working on local initiatives and success in securing external grant funding. Examples include:-

- Food Safety mentoring for local Businesses
- Implementing the National Food Safety Rating Scheme
- Joint initiatives with Trading Standards
- Business Events targeting the lower rated premises to improve compliance and allergen management
- Joint initiative with Public Health England Re: Infectious Disease Studies
- Delivery of Allergen Training with Trading Standards

6. SERVICE QUALITY AND DEVELOPMENT

6.1 Quality Assessment

The quality of the Food Law Enforcement Service in Burnley is monitored in various ways and was audited by the Food Standards Agency in November 2009 as part of its national review of IAA's.

6.2 Regional Peer Group Auditing

The Service is audited annually by peers from other Lancashire councils as part of the Inter-Authority Audit (IAA) scheme.

6.3 National Auditing

- The Food Service makes returns to the Food Standards Agency (FSA) on an annual basis. The FSA now use central surveillance methods on data to monitor local authorities

6.4 Commitment to Service Improvement

We regularly review existing policies and procedures to ensure our policies and procedures reflect local circumstances, good practice and National policy. Examples of National reports and papers influencing local procedures and priorities includes:-

- Findings from Inter-Authority Audits
- Findings from FSA audits/FSA Consistency exercises
- Review of the Service against the FSA Framework Agreement on Local Authority Food Law Enforcement
- The national Food Standard Agency guidance on the National Food Hygiene Rating Scheme The "Brand Standard"

Commercialisation/commercial opportunities – changing the way we operate

In line with many other local authorities the food safety service is looking to become more commercial in the way it operates.

Recent commercial developments which are of benefit to both our local businesses, members of the public and the council include:

- A service that allows businesses to request a re-rating visit under the Food Hygiene Rating scheme. The business pays for the visit, which is based on a cost recovery fee, which benefits the business in terms of improving compliance and enhancing their customer image to boost trade.
- Introduction of a bespoke advisory service, again based on cost recovery that allows businesses to request an advisory visit from us to discuss the operation of their business and go through the 3 areas that the FHRS is based on, hygiene, structure and management.
- Assisting other local authorities in improving compliance in their boroughs by implementing projects, pioneered within the borough to target lower rated businesses and mentor them through educating them at workshops and mentoring them in the management of their food business.
- Assisting other local authorities in auditing officer training and competency including undertaking accompanied inspections and review of systems and procedures.
- Achieving Business Compliance Programme through online registration & review of competencies. The FSA recovery plan will allow us the flexibility to use the workplace compliance officers to review and carry out initial visits to the lower risk businesses.

7. SERVICE REVIEW

7.1 Quality Review and Continuous Improvement

Service delivery will be regularly reviewed in line with this plan, and giving due consideration of National regulations, good practice and local priorities.

8. Food Safety Delivery – the future

8.1 Food Standards Agency (FSA) Recovery Plan

Guidance from the FSA:

During the pandemic, the FSA adjusted their expectations of LAs. This was in recognition of the challenges LAs were facing in delivering their statutory food functions whilst having to prioritise protecting communities from COVID-19. It also reflected the changing business landscape, with many food businesses closing or changing operations. This enabled LAs to target scarce resources at the most high-risk establishments while deferring planned interventions, particularly for low risk premises.

Proposals have now been developed for recovery of planned interventions and other activities by LAs at food establishments during the period from 1 July 2021 through to 2023/24.

The recovery roadmap takes account of the following points:

- Numbers of 'new' food businesses have significantly increased and, although some may never have started trading and others will have ceased trading, the risks associated with them remain largely unknown
- Some existing businesses may have changed hands
- Existing businesses will be re-opening, many after prolonged closure, as restrictions on businesses in the hospitality sector on eating onsite are lifted, while others will continue to diversify activities to adapt to ongoing changes in the market.

- The highest risk establishments – which represent a relatively small proportion of the total number of establishments – may have missed one, two or, in a very small number of cases, three planned interventions.
- LA resources have been – and in many cases still are – diverted during the pandemic to activities related to reducing the spread of COVID-19.
- LAs are anecdotally reporting that significant resource is currently being used for non-statutory, but important, wider government priorities such as export certification.
- LAs are also anecdotally reporting that in some cases hygiene standards have reduced since the onset of the pandemic.

Recovery plan outline and timings

There are two phases to the recovery plan:

- **Phase 1** - 1 July to 30 September 2021.
- **Phase 2** – 1 October 2021 to April 2023 and beyond.

In Phase 1, LAs will also be expected to undertake the following:

- a) Managing the expected increase in necessary reactive work resulting from the lifting of restrictions in the hospitality sector, which will include carrying out interventions at high-risk establishments.
- b) Planning for resumption of planned intervention programmes for high-risk category and non-compliant establishments in Phase 2

The FSA reminded us that the focus should remain on:

- Prioritising onsite visits to those establishments which are overdue on a risk priority basis.
- ongoing proactive surveillance to obtain an accurate picture of the local business landscape and, where new and emerging risks are identified.
- the inspection of new businesses
- urgent reactive work including, but not limited to, following up on food incidents, investigating foodborne disease outbreaks, following up on complaints.

Total interventions for food (**from 01/04/20 to 05/11/21**)

In line with FSA guidance and controlling the spread of Covid19, we have:

- **completed 61 higher risk-rated inspections.**
- **completed 136 New Inspections.**
- **Responded to 803 service requests for food.**

- **Phase 2** – 1 October 2021 to April 2023 and beyond.

Phase 2 will continue until the FSA's plans for a new food standards delivery model and a revised food hygiene intervention rating scheme are in place. The new delivery model for food standards is being piloted in England and Northern Ireland to end December 2021 prior to national rollout from April 2023. Work to review and revise the food hygiene intervention rating scheme is planned to commence shortly for implementation in 2023/24.

In Phase 2, LAs will also be expected to undertake the following:

- a) Implementing planned intervention programmes for high-risk category and non-compliant establishments.
- b) Implementing an intelligence-based approach for low risk category establishments.

- c) Sampling in accordance with the LA sampling programme or as required in the context of assessing food business compliance.
- d) Responding to FHRS requested revisits in line with the timelines specified in the FHRS Brand Standard for England or the statutory guidance in Wales and Northern Ireland.

Risks:

The FSA recognise that ongoing uncertainties related to the course of the pandemic may have consequences for deployment of LA resources and delivery of food controls. Some LAs may be unable to deliver at the pace set out in the recovery plan. There may also be an emphasis at local level on support for businesses to encourage economic growth leading to a lighter touch being taken to enforcement.

The plan provides Food Teams with clarity on the FSA's expectation that resources are focussed on protecting public health and consumer interests in relation to food.

Monitoring of LA delivery

Monitoring delivery will be key to identifying LAs struggling to deliver against the expectations of the plan and to identifying those that require ongoing support from the FSA.

The FSA will also consider the 2020/21 LA monitoring returns and, where significant resource issues are identified, engage with LAs to explore what support we might be able to provide.

The FSA intend to use FHRS data to monitor on a quarterly basis the numbers of businesses 'awaiting inspection', numbers of new ratings being published and levels of compliance etc

Conclusion

The recovery plan outlined in the paper will restart LA planned interventions in a risk-based manner. It enables resources to be targeted where they add greatest value in providing safeguards for consumers and securing compliance in persistently non-compliant businesses. This is consistent with what we want to achieve through the new standards delivery model and the revised food hygiene intervention ratings scheme.

8.2 Natasha's Law

From **1 October 2021**, the requirements for prepacked for direct sale (PPDS) food labelling changed in Wales, England, and Northern Ireland. This labelling helps protect consumers by providing potentially life-saving allergen information on the packaging.

Any business that produces PPDS food is required to label it with the name of the food and a full ingredients list, with allergenic ingredients emphasised within the list.

Businesses need to check if their products require PPDS labelling and what they need to do to comply with the law.

As a Food team we all need to be familiar with these requirements and have been allocated funds from central government to carry out training for each officer in the team. If we observe any issues at our food businesses we need to inform Lancashire CC Trading Standards who are responsible for enforcing the legislation.

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Selective Licensing

REPORT TO THE EXECUTIVE



DATE	19/01/2022
PORTFOLIO	Housing and Development Control
REPORT AUTHOR	Clare Jackson
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PURPOSE

1. To update the Executive on the results of the selective licensing consultation in the following areas:
Burnley Wood with Healey Wood
The Leyland Road Area
2. To consider further selective licensing designation areas in Burnley Wood with Healey Wood and the Leyland Road area for the reasons set out in the Statement of Case (Appendix A), along with the fee structure, budget implications and licence conditions.

RECOMMENDATION

3. That the Executive approves the areas detailed in plans A and B and Street lists A and B as selective licensing areas for a maximum period of 5 years for the reasons detailed in Appendix A, Burnley Borough Council's Statement of Case for Selective Licensing Areas.
4. That the Executive approves the making and submission of an application to the Secretary of State for the confirmation of the Burnley Wood with Healey Wood and Leyland Road selective licensing designation areas.
5. That the Executive approve the Fee Structure and Charging Policy in Appendix B to this report.
6. That the Executive approves the Licensing Conditions detailed in Appendix C to this report.
7. That the Executive recommends to Full Council the approval of the financial implications detailed in this report and creates a budget of £148,090 for 2022/23 which will be recovered through the fee income.

REASONS FOR RECOMMENDATION

8. The Council have satisfied the statutory tests in Section 80 of the Housing Act 2004, in relation to the conditions required to designate an area for selective licensing in that; the proposed designation areas are suffering from low housing demand.
9. Making a designation will when combined with other measures taken in the area by the local authority or by other persons together with the local authority, contribute to the improvement of the social, environmental and economic conditions in the area.
10. Although improvements have been made in the private rented sector there are properties that are of poor condition and poorly managed, contributing to low housing demand. Selective licensing will help to address the problems associated with low demand by compelling those landlords that are not operating to minimum required standards to improve the management practices and the condition of their properties. This will improve the housing offer which in turn will continue to improve demand and sustainability of tenancies within the neighbourhoods.
11. The continued introduction of selective licensing areas in Burnley is key to the Council's strategy to tackle low demand, improve the quality of homes within the borough and create a balanced housing market to support social and economic improvements.
12. Housing plays a fundamental role in delivering sustainable neighbourhoods, facilitating social and environmental improvements and promoting economic growth. The Council believe that selective licensing has an important role to play and offers valuable support to existing initiatives to tackle empty homes, prevent homelessness, create high quality neighbourhoods and reduce anti-social behaviour.
13. An option appraisal detailed in paragraph 7 of appendix A to this report looks at other powers and options that are available to the Council with the reasons why they could not be used as an alternative to the proposed selective licensing designations. They will be used as support tools as part of an integrated programme of measures to improve the social, economic and environmental conditions of the areas.
14. The Council have taken all reasonable steps to consult persons likely to be affected by the proposed designations and have considered all representations made.

SUMMARY OF KEY POINTS

Background

15. Nationally, there are many examples of licensing schemes operating when there is a potential threat to public health, including food sales, taxis or car ownership, yet there is no such national licensing scheme when providing a home for someone. There is however selective licensing of private rented properties which was introduced in The Housing Act 2004. The legislation enables local authorities to designate areas for selective licensing if

that area is eligible based on low demand or other factors. In 2015 further legislation expanded the criteria in which local authorities could introduce a designation area.

16. If an area is designated for selective licensing, all landlords of privately rented properties in that area must apply to the local authority for a licence. To be granted a licence it must be shown by the applicant that they are a “fit and proper” person and that they have satisfactory arrangements in place to effectively manage the property and their tenancies. Failure to apply for a licence is a criminal offence.
17. The Council have been operating selective licensing since October 2008, as part of a wider regeneration strategy for the Borough; the first designation area being in Trinity. Burnley Wood with Healey Wood and Leyland Road areas were designated on the 15th November 2016 and ended on the 15th November 2021.
18. At the same time, the Council designated the Ingham and Lawrence Street selective licensing area which also ended on the 15th November 2021. This area has not been included in further proposals as the analysis shows that the low demand for housing has improved sufficiently across the area.
19. On 14th July 2021 the Executive approved the consultation and evidence gathering for a potential further designation in the Burnley Wood with Healey Wood and Leyland Road area.
20. During the proposed designation process the Council has had regard to the legislative requirements and Government guidance (Selective licensing in the private rented sector 2015). In particular:
 - a) That the two proposed designation areas of Burnley Wood with Healey Wood and Leyland Road show signs of low demand when compared to similar areas and the Borough;
 - b) That further designation areas will continue to help address the problems associated with low demand in the designated area
 - c) That selective licensing forms part of a wider regeneration strategy to reduce the problems associated with low housing demand and poor property conditions.
 - d) Consideration has been given to compliance within the selective licensing areas
 - e) Consideration has been given to other options as a possible alternative to selective licensing;
 - f) Consideration has been given to the representations received during the consultation process.

Low Demand

21. Throughout the first designation areas, Officers have monitored several key indicators of low housing demand. As the designations were coming to an end, these indicators were assessed to determine the effectiveness of the scheme, and whether the areas, or other similar areas, would benefit from a further selective licensing designation.
22. While both Burnley Wood with Healey Wood and Leyland Road have seen improvements over the last 5 years, there are still streets showing levels of low demand. Officers zoned the existing boundaries, allowing officers to look at problems on a more granular level, to ensure that the tools that licensing gives us are appropriate for the particular problems.
23. While on a reducing trend, low demand in the proposed selective licensing areas is most clearly manifested in higher vacancy rates, lower property values and higher numbers of private rented properties. In addition, there are relatively high incidents of environmental

crime and reports of anti-social behaviour, which have a negative impact on demand within the areas, weakening the housing market.

24. The table below is a snapshot of the statistics detailed in appendix A to this report. It summarises the statistical evidence in relation to low housing demand in the proposed selective licensing designation areas. Although not all the designation areas follow ward boundaries, or fall entirely within one ward, the table compares each designation to the ward where the majority of the designation is situated. The table looks at the statistics at the beginning and of the designations.

	Burnley Wood & Healey									
	Rosehill with Burnley Wood	Burnley Wood & Healeywood SL Area		Proposed Area 22- 27		Bank Hall	Leyland Road SL Area		Leyland Road Proposed Area 22- 27	Burnley
		Start	End				Start	End		
No. Properties			1268	914				675	772	
% PRS	19.4 (2011 Census)	33	49	54		29.6 (2011 Census)	43	62	61	23 (2018 ONS)
Property Values	£108,334	£38,941	£47,446	£43,703	£68,737		£39,570	£47,909	£51,008	£114,189 (All) £75,138 (Terrace)
Empty Properties	155	13%	8%	10%	280		13%	9%	8%	1907 (4.6%)
ASB (Resident Complaints to BBC)	41	34	25	26	35		16	10	11	0.9%
Envi Crime	118	205	107	95	101		165	46	49	919
Disrepair Cases	27	48	24	18	64		28	18	18	393

25. As can be seen from the table above the proposed designation areas are exhibiting the accepted factors of low demand and in most areas at a greater concentration than the relative wards:

- Both proposed areas have a significantly higher percentage of private rented properties compared to the Borough and the ward that they are situated in.
- Both proposed areas have a lower average house price than the Borough and the ward that they are situated in.
- Both proposed areas have a higher number of vacant properties compared to the Borough.
- Both proposed areas are situated in a ward that is ranked in the top 4 for the highest incidents of anti-social behaviour reported to the Police and the top 3 for the highest number of reports to the Council.
- Both proposed areas are situated in a ward that is ranked in the top 3 for the highest incidents of environmental crime reported to the Council.

Selective Licensing as Part of a Wider Regeneration Strategy

26. Selective licensing is one aspect of a wider economic, social, environmental, and housing regeneration strategy that includes multiple initiatives. Through a

combination of these initiatives there is an improving picture (table detailed in paragraph 25) in both designation areas. House prices have risen moderately, empty properties have reduced and anti-social behaviour along with environmental crime is showing a downward trend.

27. Notwithstanding these improvements, the proposed designation areas are still in low housing demand. Not continuing with selective licensing at this stage would present a risk that the improvements seen will not be sustained or built on without new selective licensing designations in place for a further five years.

Results of the Statutory Consultation

28. Before a new designation area can be approved, it is a legal requirement for any authority considering the introduction of selective licensing to undertake a full public consultation for a period of not less than 10 weeks. The Council's consultation process started on the 9th August 2021 and ran until 24th October 2021.

29. The consultation included the hand delivery of questionnaires, online questionnaires, drop-in sessions and representations from key stakeholders such as the landlord associations and the Police.

30. Looking at both areas that have been proposed for selective licensing, 388 responses were received in total, comprising 345 from surveys, 19 emails, 9 phone calls, 1 letter and 14 face to face conversations. The 388 responses represent a relatively high return when compared to the last consultation exercise for selective licensing which took place in 2018 for the four selective licensing areas of Trinity, Gannow, Queensgate and Daneshouse with Stoneyholme. During this consultation exercise 338 responses were received.

31. During the analysis of results it was evident that the Council had received multiple survey responses from recurring IP addresses, which was an error with the Survey Monkey system, the system should not have allowed this to happen. The full results including the duplicate IP address responses are contained in appendix A to this report. The tables below summarise by area the results (excluding the reoccurring IP addresses) of the consultation in relation to the question "Do you agree or disagree with the Council's proposals to introduce selective licensing?"

Designation	Respondent	Num of Responses	Agree num	Agree %	Disagree num	Disagree %
Burnley Wood with Healey Wood	Landlord	106	9	9	97	91
	Managing Agent	7	2	29	5	71
	Local Business	1	1	100	0	0
	Private tenant	10	8	80	2	20
	Housing Association tenant	4	4	100	0	0
	Home Owner	72	47	65	25	35
	Other	2	1	50	1	50
	Total	202	72	36	130	64

Designation	Respondent	Num of Responses	Agree num	Agree %	Disagree num	Disagree %
Leyland Road	Landlord	58	3	6	55	94

	Managing Agent	8	5	63	3	37
	Local Business	2	1	50	1	50
	Private tenant	13	3	24	10	76
	Housing Association tenant	6	6	100	0	0
	Home Owner	29	22	76	7	24
	Other	1	1	100	0	0
	Total	117	41	35	76	65

32. In Burnley Wood with Healey Wood the majority of landlords and managing agents disagree with the Council's proposals whereas homeowners, private tenants and housing association tenants agree with the proposals.

33. In Leyland Road the majority of landlords disagree with the Council's proposals whereas the majority of managing agents that responded did agree with introducing selective licensing. The majority of homeowners and housing association tenants agreed with the Council's proposals yet the majority of private tenants disagreed.

34. During the consultation the Council received a petition from a landlord and managing agent dated the 25th October. This petition contains 439 signatures. The text of the petition reads as follows;

"To Burnley Borough Council, we the undersigned being local residents of Burnley, request the Council to cease their plans to reintroduce selective private housing licensing within the Burnley Wood, Healey Wood and Leyland Road areas which have failed to achieve much up to now and concentrate instead on getting productive jobs into the area which would create demand for local housing. "

35. Part 5.4 of the Council's constitution deals with Petition Schemes. <https://burnley.moderngov.co.uk/documents/s28244/part%205.4%20Councils%20Petition%20Scheme.pdf>

For both completed paper petitions and e-petitions, an acknowledgement will be sent to the petition organiser within 5 working days of receipt. It will let the organiser know what we plan to do with the petition and when they can expect to hear from us again. The Council will endeavour to assist petitioners by providing details of Council policy and procedure, and the reasons behind decisions, so that petitioners are fully informed of the Council's position in creating their petition. If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested. The petition will then be closed. If the petition has enough signatures to trigger a Full Council debate or a senior officer giving evidence (for further details please see below), then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take. Other procedures apply if the petition relates to either:

- a planning or licensing application;
- an issue for which there is a petitioning process set out in law (for example requesting a referendum on having an elected mayor);
- a matter where there is already an existing right of appeal, such as council tax banding and non-domestic rates; or
- a matter which is part of ongoing legal proceedings. "

36. The number of signatories on the petition fall short of the number required for it to be debated at Full Council (minimum of 1500 signatures) or for an officer being required to give evidence at Scrutiny Committee (minimum of 750 signatures).

Next Steps

37. Should the Council's Executive approve the designation of selective licensing in the proposed areas an application will be submitted to the Secretary of State for confirmation by the end of January 2022. The guidance states that the Secretary of State will aim to decide in relation to an application within 8 weeks. For the purposes of the project plan 3 months have been allocated for this process. If the areas are confirmed within 3 months the proposed designation areas will come into force in July 2022.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

38. It is proposed that in the main the administration of the new designation areas will be self-financing through the fee structure. There is a risk that the Council will not receive or recover all the fee income to cover all of the costs associated with administering the schemes. This has not however been the experience in the current selective licensing areas.

39. A total budget of £148,090 to administer the two proposed designation areas will be required in 22/23; this will then be recovered through the fee income.

POLICY IMPLICATIONS

40. The Council's Strategic Plan has a key priority of making the borough a place of choice and a central commitment to realising this ambition is to improve the management of the private rented sector. Selective licensing will be delivered under this existing policy framework and will contribute towards Aim 2 of the Housing Strategy "To deliver transformational improvement of the private rented sector".

DETAILS OF CONSULTATION

41. Private Rented Sector Forum

BACKGROUND PAPERS

42. None

FURTHER INFORMATION

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Appendix A

Statement of Case for Selective Licensing Areas in

Burnley Wood with Healey Wood and Leyland Road

January 2022

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 - 1.2 The Strategic Significance for Burnley
2. What is a selective licensing designation area?
 - 2.1 Legal Framework and Guidance
 - 2.2 Consequences of designating a selective licensing area
 - 2.3 Implications of renting out a property without a licence
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15. Expected outcomes of the proposed designations
16. Conclusion
17. Recommendations

1. **INTRODUCTION**

- 1.1 Selective Licensing was introduced by the Housing Act 2004. It allows local housing authorities to designate selective licensing areas in neighbourhoods if the area is experiencing one or more of the following conditions:
- a. Low housing demand (or is likely to become such an area)
 - b. A significant and persistent problem caused by antisocial behaviour
 - c. Poor property condition
 - d. High levels of migration
 - e. High level of deprivation
 - f. High levels of crime
- 1.1.1 A designation area can be in force for a maximum of 5 years. Within a designation area all privately rented properties (subject to legislative exemptions) require a licence to operate. The owner of the rented property will need to make an application to the Council for a licence. The licence is valid for a maximum of 5 years and will contain a series of conditions that the licence holder must meet. To breach the licence conditions is a criminal offence, as is the failure to apply for a licence, which could lead to a prosecution with an unlimited fine or a maximum civil penalty of £30,000.
- 1.1.2 This document sets out the proposal and reasons for proposing to designate the Burnley Wood with Healey Wood and Leyland Road area of the Borough for selective licensing.

1.2 The Strategic Significance to Burnley

- 1.2.1 The Community Strategy for Burnley; Burnley's Future 2017 to 2020 sets out an ambitious vision to be achieved by 2032. It is based around the three main themes of Prosperity; how we will grow the economy, People; how we will help people lead healthier lives and help the next generation to realise its potential and thirdly, Places; how we will improve housing and make the neighbourhoods in the borough cleaner, greener and safer.
- 1.2.2 Burnley is moving towards the realisation of this vision; the economy is growing, and the population is starting to increase. This growth is being assisted by multiple large-scale regeneration activities including train connectivity to Manchester, expansion of the University of Central Lancashire Burnley Campus, heritage lead developments, new business parks, town centre improvements and new housing. All of which is creating an attractive option for people to live, work and study in Burnley.
- 1.2.3 Central to supporting our successful growth is ensuring the Borough offers the right quality and type of accommodation to meet current and future demand. Well managed, good quality private rented accommodation plays a significant role in our housing offer and is an important sector within our diverse housing market.
- 1.2.4 There are however pockets of low demand in the inner areas of Burnley where there are significantly high numbers of private rented properties which are not operating to the required standard. This has contributed to creating areas of low demand, which deters people from moving into, or remaining in these neighbourhoods. Selective licensing is an important part of the wider housing strategy to tackle this low demand and problematic neighbourhood characteristics. Our approach is to take a targeted and coordinated approach that brings together a range of initiatives that tackle empty homes, environmental crime, anti-social behaviour, poor housing conditions and unsatisfactory management practices. Selective licensing is central to this neighbourhood regeneration strategy; it coordinates activity and works with both residents and landlords to have the maximum impact in a designated area.

This in turn helps to improve the housing and neighbourhoods which contributes to achieving Burnley's vision for the Borough.

2. WHAT IS A SELECTIVE LICENSING SCHEME?

2.1 Legal Framework and Guidance

2.1.1 This section of the document summarises the legal requirements necessary for the introduction of selective licensing in an area.

2.1.2 The relevant legislation is contained within the Housing Act 2004 ("The Act") and The Selective Licensing of Houses (Additional Conditions) (England) Order 2015 supported by two guidance documents published by the Department of Communities and Local Government.

a) Approval Steps for Additional and Selective Licensing Designations in England; and

b) Selective licensing in the private rented sector; A Guide for local authorities

2.1.3 Selective licensing is a regulatory tool provided by the Act; it gives local authorities the power to designate the whole of, or parts of, their district for selective licensing provided that the area is experiencing one or more of the conditions detailed in paragraph 1.1 of this document.

2.1.4 In considering whether to designate an area for selective licensing on the grounds of property condition, migration, deprivation, and crime the local housing authority may only make a designation if the area has a high proportion of property in the private rented sector. If the area has more than 19% of private rented properties it can be considered as having a high proportion of this type of accommodation.

2.1.5 When considering whether to make a selective licensing designation a local housing authority must first identify the objective or objectives that a designation will help it achieve.

2.1.6 The local housing authority must also consider whether there are any other courses of action available to it that would achieve the same objective or objectives as the proposed scheme without the need for the designation to be made.

2.1.7 If the problems of anti-social behaviour are only associated with a small number of properties, a local housing authority should consider making a Special Interim Management Order, rather than a selective licensing designation to cover those properties associated with the anti-social behaviour.

2.1.8 Only where there is no practical and beneficial alternative to a designation should a scheme be made. If the local housing authority decides there is no practical and beneficial alternative to the scheme, it must only make the designation if it is satisfied that the scheme will significantly assist it in achieving its objective or objectives together with other actions the local housing authority may be taking.

2.1.9 Any designation made must ensure that the exercise of the power is consistent with their overall housing strategy. It must seek to adopt a coordinated approach in connection with

other initiatives such as dealing with homelessness, tackling empty properties, and addressing anti-social behaviour.

2.2 Consequences of designating a selective licensing area

- 2.2.1 If a selective licensing area is designated, any private landlord wishing to operate within the designated area must apply for a licence for every tenanted house within the designated area. The power does not permit local housing authorities to require licensing of houses that have been made exempt under the Selective Licensing of Houses (Specific Exemptions) (England) Order 2006 (such as business tenancies, tenancies with a genuine term over 21 years, holiday lettings etc.), or a property that is subject to a tenancy or licence granted by a body which is registered as a social landlord under Part 1 of the Housing Act 1996.
- 2.2.2 An application for a licence would need to be submitted for each property in accordance with specified requirements. The Council is entitled to charge a fee that accompanies the application.
- 2.2.3 As part of this application process, proposed licence holders and managers will be required to provide information that they are “fit and proper persons” and that they have satisfactory management arrangements in place, including dealing with anti-social behaviour and repairs. Further details of the proposed “fit and proper person” criteria can be found in Appendix 1. In circumstances where the Council are not satisfied that the licence holder or manager are a “fit and proper person”, and/or the management arrangements are unsatisfactory, then it can refuse to grant a licence.
- 2.2.4 The licence is valid for up to 5 years. A licence will have conditions (Appendix 2) attached that are either mandatory or discretionary conditions. The Council can also include discretionary conditions relating to the management of the property.

2.3 Implications of renting out a property without a licence

- 2.3.1 It is a criminal offence to rent a property in an area designated to be a selective licensing area without a licence. Failure to apply for a licence could lead to prosecution, with the penalty of a criminal conviction and an unlimited fine or a civil penalty up to £30,000.
- 2.3.2 A landlord of an unlicensed property is unable to serve a section 21 repossession notice under the Housing Act 1988 in relation to a short hold tenancy of the whole or part of any property which is an ‘unlicensed house’.
- 2.3.3 The Council can apply to the First Tier Tribunal for a Rent Repayment Order. The Order requires the landlord to repay the Council the amount of housing benefit paid during the period in which the property operated without a licence.
- 2.3.4 Part 4 of the Housing Act 2004 introduced the use of Management Orders. The Council has a duty to make a management order where they consider either:
 - a) The property ought to be licensed, but is not, and the Council considers there is no reasonable prospect of it granting a licence in the near future; and

- b) It is necessary to take steps to ensure the health, safety and welfare of persons occupying the property, or persons living in or owning properties in its immediate vicinity, are protected.

2.3.5 An Interim Management Order (IMO) allows the Council to take possession of the house against the immediate landlord, and subject to existing rights to occupy allows the Council to:

- a) do anything in relation to the house, which could have been done by the landlord including repairs, collecting rents etc;
- b) spend monies received through rents and other charges for carrying out its responsibility of management, including the administration of the house; and
- c) create new tenancies (with the consent of the landlord).

2.4 Breach of licence conditions

2.4.1 A licence holder (or person bound by the licence conditions) will also commit a criminal offence if they fail to comply with any condition of a licence. This offence is punishable by a fine not exceeding £5,000 or by a way of a civil penalty notice not exceeding £30,000.

3. BURNLEY'S PROFILE

3.1 The Borough

3.1.1 Burnley borough is situated in Pennine Lancashire. It covers an area of 11,072 hectares (42 square miles). Its compact urban area, stretching along the two river valleys of the Brun and Calder, is surrounded by the moorland countryside of the South Pennines to the south and east, and the Forest of Bowland (Area of Outstanding Natural Beauty) and the gritstone outcrop of Pendle Hill to the north. Coal Clough wind farm, which is visible from many parts of Burnley, dominates the skyline to the south east of the town, while nearby, the landmark panopticon, the Singing Ringing Tree, overlooks the town from the hills at Crown Point. There are two main urban settlements, Burnley and Padiham, and a number of small villages and hamlets in the rural area.

3.1.2 Much of Burnley's character and distinctiveness today derives, not only from its attractive Pennine setting, but also from its development during the Industrial Revolution. This gave the inner parts of the urban area their distinctive sandstone terraces in grid-iron street patterns, mills, and fine parks.

3.2 Population

3.2.1 The borough's population at the time of the 2011 Census was 87,059. The most recent ONS 2018 mid-year population estimate indicates a small increase in Burnley's population to 88,920, the highest population since 2002, and the 6th consecutive year of growth.

3.3 Deprivation

- 3.3.1 In the 2019 Index of Multiple Deprivation (IMD) Burnley was ranked the 11th most deprived area out of 317 local authority areas in England (based on rank of average scores). The most prevalent form of deprivation in the borough relates to health and disabilities.
- 3.3.2 The health of people in Burnley is affected by high levels of deprivation and worklessness. Life expectancy for both men and women are lower than the Lancashire and England average but is rising for women. According to the Burnley Health Profile 2019 life expectancy is 11.5 years lower for men and 4.5 years lower for women in the most deprived areas of Burnley than in the least deprived areas.
- 3.3.3 Levels of unemployment have reduced significantly in Burnley in the last five years to 5.1%¹, this is however still higher than the Northwest (4.2%) and National (4.6%) figures. Unemployment can influence the affordability of the housing market resulting in fewer households being able to become homeowners, and more demand for rented accommodation.

3.4. Housing Type

- 3.4.1 From the 2011 Census there were 37,550 dwellings in Burnley, increasing to 41,850 in 2020 (Valuation Office 2020). The housing stock in Burnley differs substantially from the national average with 71.25% of dwellings built before 1919 compared with 23.6% nationally.
- 3.4.2 Burnley has a much higher proportion of terraced housing than England or the region as a whole. According to the 2011 Census, 50.1% of Burnley's housing stock consisted of terraced houses compared to the regional average of 30% and England average of 24.5%. Much of the terraced housing stock comprises pre-1919 two bedroomed terraced houses and this constrains choice in the housing market.
- 3.4.3 The previous Pathfinder Housing Market Renewal (HMR) scheme recognised that poor condition, high vacancy rates and a lack of quality and choice of housing, in particular an oversupply of small two bedroomed Victorian terraced housing without gardens, were key drivers of housing market failure.
- 3.4.4 Analysis by council tax band shows that in 2020, 60.9% of dwellings in Burnley were in the lowest band 'A' compared to the average for England of 24.2%. The proportion is decreasing gradually. The highest tax bands of 'F' to 'H' accounted for 9.2% of properties in England but constitute just 1.2% in Burnley (Valuation Office 2020).

3.5 Housing Tenure

- 3.5.1 Census data shows that between 2001 and 2011 there has been a significant decrease in the number of Burnley residents in owner occupation and an increase in the percentage in private rented accommodation.

¹APS modelled unemployment rate NOMIS 2020

3.5.2 Private renting has been on the increase nationally. The proportion of private rented properties in Burnley estimated to have risen from 19.4% in 2011 to 23% in 2018 compared to 19.8% in England².

3.5.3 The Burnley Strategic Housing Market Assessment (SHMA 2016) suggested that owner occupation is particularly high in the rural parts of the Borough, and that private rented accommodation is more concentrated in the urban areas of Burnley and Padiham.

Table 1 – Tenure of households – Burnley and England and Wales

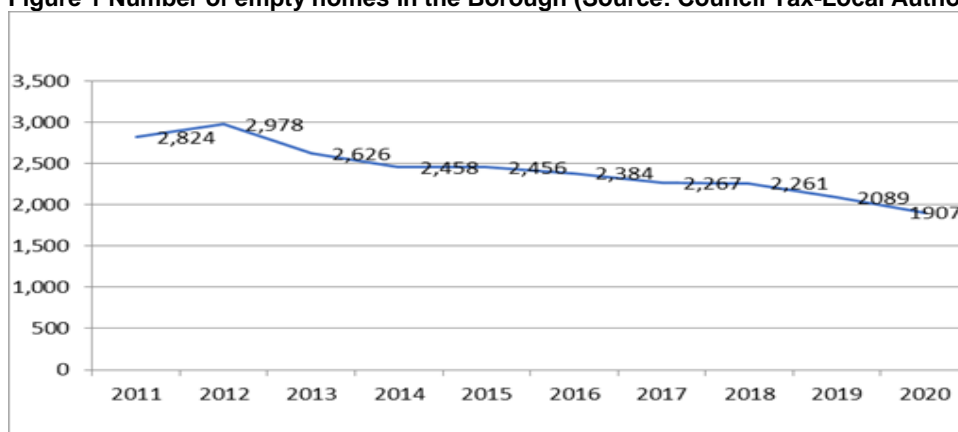
Tenure	Burnley Households (no.)	Burnley Households %	England and Wales %
All households	37,550	100.0	100.0
Owned	24,408	65.0	63.6
Owned: Owned outright	11,815	31.5	30.8
Owned: Owned with a mortgage or loan	12,593	33.5	32.7
Shared ownership (part owned and part rented)	79	0.2	0.8
Social rented	5,281	14.1	17.6
Private rented	7,267	19.4	16.7
Private rented: Private landlord or letting agency	6,664	17.7	15.3
Private rented: Other	603	1.6	1.4
Living rent free	515	1.4	1.4

Source: 2011 Census

3.6 Empty Homes

3.6.1 In 2020, there were 1907 empty homes in the borough, 4.6% of the overall housing stock. As detailed in the graph below the vacancy rate in Burnley has reduced significantly since 2011 but remains higher than the average for England of 2.7% and Lancashire at 3.3%.

Figure 1 Number of empty homes in the Borough (Source: Council Tax-Local Authority Level Data)



² ONS subnational dwelling stock by tenure 2018. Estimates of the number and percentage of owner-occupied and privately-rented dwellings, for subnational geographies in England. These research outputs are not official statistics on dwelling stock by tenure. These outputs must not be reproduced without this disclaimer.

- 3.6.2 In 2020, 780 or 40.9% of Burnley's empty homes had been vacant for six months or more. This represents a decrease in the number from 2019 (914), and a decrease in percentage from 2019 (43.8%). These 'long term vacants' represent 1.9% of all properties in the borough.
- 3.6.3 The long-term vacants tend to cluster in some of the inner urban areas of the borough, affecting the appearance of an area and having a negative impact on residents as they attract anti-social behavior, fly tipping and vandalism.
- 3.6.4 Strong progress has been made in the three identified housing regeneration neighbourhoods. The program in Burnley Wood is complete. Developer Keepmoat has completed over 240 new homes in conjunction with Accent who delivered 24 of these as 'affordable' homes. In Southwest Burnley, Keepmoat have also completed their program of new build housing delivering 180 units by 31 March 2019. In Daneshouse, by 31 March 2020, developer Gleeson had completed 59 units with a further 134 planned, and at Stoneyholme had completed 50 units. Great Places Housing Group had completed 59 new homes, 53 of which were 'affordable' homes.

3.7 Fuel Poverty

- 3.7.1 The Department of Energy and Climate Change (DECC) defines fuel poverty through the 'low-income high costs' method of calculation. A household is defined as 'fuel poor' if:
- A household has required fuel costs that are above the median level; and
 - Were the household to spend that amount, they would be left with a residual income below the official poverty line.
- 3.7.2 Across Lancashire Burnley saw the largest improvement with 2.8% fewer households in fuel poverty from 2017 to 2018. In 2018 13.6% of households in Burnley were living in fuel poverty which is still higher than the Lancashire (12.6%) and England (10.9%) figures (Fuel Poverty Lancashire County Council 2018).
- 3.7.3 In 2018 within Burnley, 3 urban neighbourhoods (LSOAs) had levels of fuel poverty above 30%, which is an improving position on 2017 when 6 urban neighbourhoods (LSOAs) had levels of fuel poverty above 30%. (BEIS - Lower Super Output Areas). From the three neighbourhoods; two are located in the Daneshouse and Stoneyholme selective licensing area.

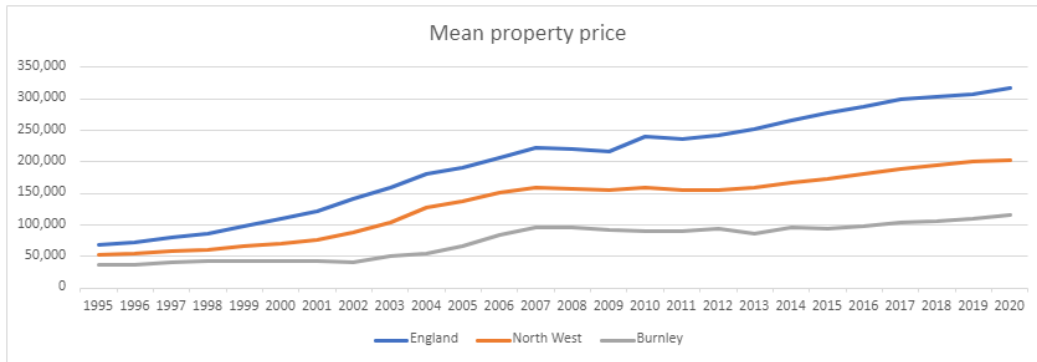
3.8 Stock condition

- 3.8.1 The most up to date and comprehensive survey of the condition of dwelling stock in the borough is contained within the Council's House Condition Survey (June 2009). This survey covered all tenures including properties owned by Registered Providers and concluded that 17,700 properties failed the Decent Homes Standard, equivalent to 43.6% of the total housing stock. This is higher than the equivalent figure for England in the same period at 36.7%. The proportion of non-decent dwellings by tenure were; owner occupied 45.5%, privately rented 46.3%, and housing association 31.3%.
- 3.8.2 The majority of dwellings were non-decent due to thermal comfort failure at 32.1% followed by Category 1 Hazards at 25.3%. 10.4% of the stock failed the disrepair criterion with 1.1% lacking modern facilities and amenities.

3.9 Housing Market

3.9.1 In 2019 mean house prices in Burnley were around 37% of the national average for England and Wales and 55% of the regional average - a slight narrowing of the relative gap from the previous year continuing the recent trend. There is a marked difference between house prices in the rural area and the more urban parts of the borough.

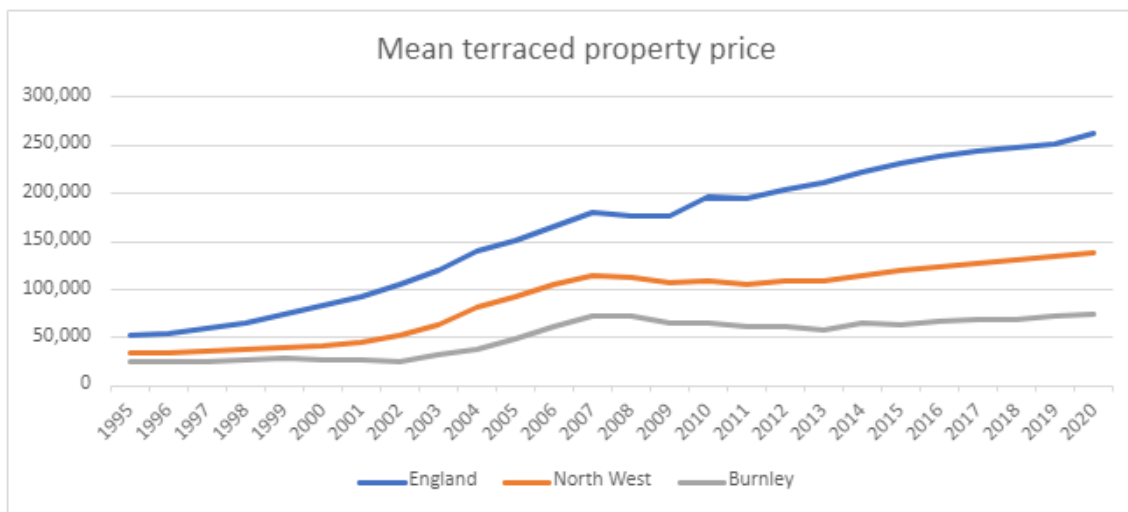
Figure 2 Mean residential property prices in Burnley, Northwest, and England Dec 1995 to Sept 2020



Source: ONS data sets release March 21.

3.9.2 Figure 3 shows the mean house prices for terraced properties in Burnley compared to the region and England. There is a notable narrower gap between the Burnley and regional terraced houses compared to all property types.

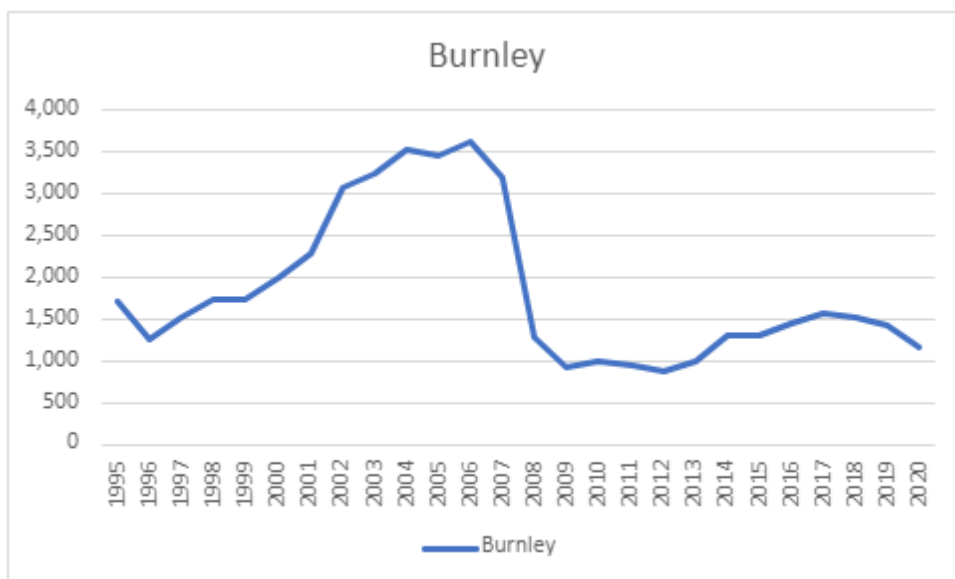
Figure 3 Mean terraced property prices in Burnley, Northwest, and England Dec 1995 to Sept 2020



Source: ONS data sets release March 21.

3.9.3 Pre-recession dwelling sales in Burnley (2002-2007) totaled over 3,000 transactions per annum. Since 2007 when the figure stood at 3,121, transactions have more than halved. This was followed by a number of years of stagnating and falling sales. However, they have increased significantly in the last 4 to 5 years suggesting some recovery in the local housing market.

Figure 4 The number of property sales in Burnley Dec 1995 to Sept 2020



Source: ONS data sets release March 21.

3.9.5 There are many local and wider economic factors which influence house price and sales trends and many of these factors are themselves being monitored e.g. employment levels, deprivation, population size and profile, crime rates, housing stock condition, land availability and household size. Other macro-economic factors such as mortgage availability, interest rates, government incentives, tax regimes, building regulations etc. will also significantly influence house prices and sales trends.

3.10 Crime and Anti-Social Behaviour (ASB)

3.10.1 Compared to other districts in Lancashire and the country as a whole, Burnley has relatively high levels of crime (the second highest rate in Lancashire). For 2019/20, the crime rate was 121 per 1,000 population, compared to a Lancashire rate of 95.9 per 1,000 population.³

3.10.2 Lancashire Insight shows that in 2018/19 there was a notable decrease in ASB across the borough; in 19/20 many of the wards started to see an increase in cases. Between April 2020 and March 2021, cases of ASB in Burnley increased by 80%, compared to 75% for Lancashire. From March 2020, breaches of coronavirus legislation were recorded as ASB, which the Council believes will account for a number of those cases, as well as increased “neighbour intolerance” due to lockdown restrictions.

4. THE PROPOSED SELECTIVE LICENSING AREAS

4.1 The selective licensing areas are monitored throughout the duration of the designations. The Interim Report for 2016 to 2021⁴ details the progress made in the Burnley Wood with Healey Wood, Leyland Road, and Ingham/Lawrence Street selective licensing areas. These designation areas started on the 15th November 2016 and are due to end on the 15th November 2021.

³ Crime in Lancashire 2019/20 [crime in lancashire](#)

⁴ [HOUS_Selective_Licensing_Report-17065.pdf \(burnley.gov.uk\)](#)

4.1.1 The Interim report found that:

- House values increased between 15/16 and 19/20 in the three designation areas. House values in the same period went up by around 10% across Burnley, which was reflected in the Leyland Road area. In Burnley Wood with Healey Wood, they rose by 12%, and in the Ingham and Lawrence Street area by 23%. This shows increasing levels of confidence in the property market within the licensing areas.
- Fuel poverty has decreased by improved energy performance ratings. Across the three selective licensing areas, 22 properties have increased their rating to meet the minimum standard. This compares to just 5 properties improving their rating in the six years prior to the schemes coming into force.
- The number of vacant properties has reduced in each of the three designation areas.
- The number of recorded cases of dirty backyards has reduced since the start of the designations and has reduced to very low levels in the Ingham and Lawrence Street area. In 2019/20 there was an increase in resident complaints in the Leyland Road area, and a very slight increase in the Burnley Wood with Healey Wood area.
- In 2018/19 the council undertook a painting and replacement gutter scheme of 150 properties in the Ingham and Lawrence Street selective licensing area. The scheme was undertaken to support the work of selective licensing and the empty homes program, and to improve the external appearance of the properties to help attract people into the area.
- Since 2017 there has been a steady decline of recorded cases of anti-social behavior in the Leyland Road and Ingham and Lawrence Street areas. Burnley Wood with Healey Wood saw a sharp decline, followed by a small increase in the 2019/20. All three areas recorded lower numbers of cases in 2019 than 2015: Burnley Wood with Healey Wood reduced by 36%, Leyland Road by 56%, and Ingham and Lawrence Street by 41%.

4.1.2 The Interim report clearly evidences improvements in low housing demand within all three selective licensing designation areas. A further analysis of smaller zones within and surrounding the designation areas, except for Ingham and Lawrence Street shows that further improvements could be made. Sections 5 and 6 of this document presents the findings of this analysis specifically for the Burnley Wood with Healey Wood and the Leyland Road areas.

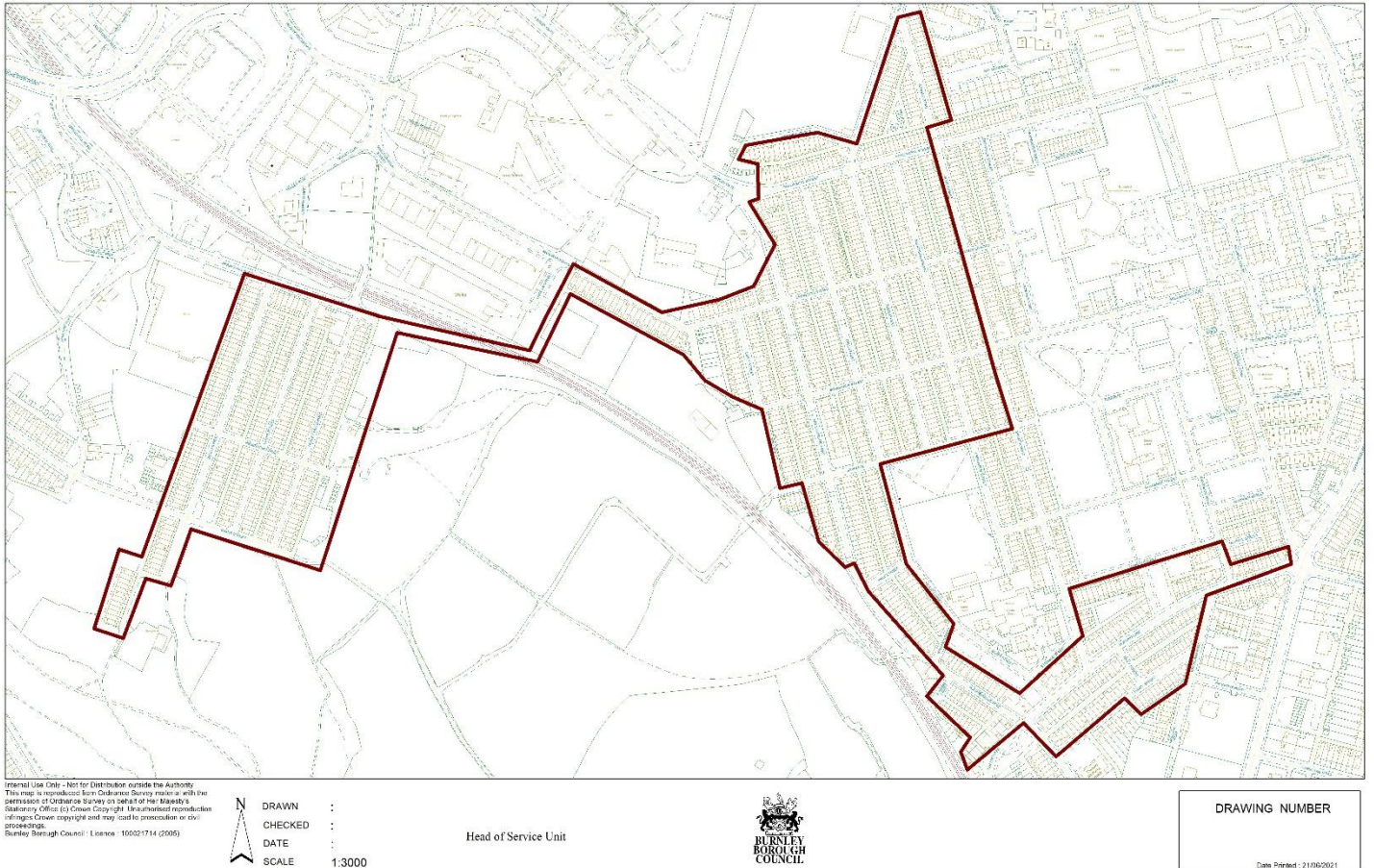
4.1.3. The Council consider that the improvements made in the Ingham and Lawrence Street designation area have sufficiently improved the low demand for housing without the need for a further designation area.

5. The Burnley Wood with Healey Wood Proposed Designation

5.1 Background

5.1.1 The Burnley Wood with Healey Wood area was designated as an area subject to selective licensing by the Council's Executive on 15th February 2016, which was confirmed by the Secretary of State on 15th July 2016. It came into force on 15th November 2016 and will end on 15th November 2021. Figure 5 shows the boundary of this designation.

Figure 5: Burnley Wood with Healey Wood 2016-2021 Designation



5.1.2 The designation covers a large residential area of over 1200 properties, of which 49% are privately rented.

5.1.3 Throughout the designation, the Council has monitored several key indicators of low housing demand. As the scheme draws to a close, the Council has assessed these indicators in order to determine the effectiveness of the scheme, and whether this area, or other similar areas, would benefit from a further selective licensing designation.

5.1.4 The area shown in Figure 5 can be split into three distinct zones:

- Zone 1: Healey Wood
- Zone 2: Marlborough Street to Hufing Lane via Hollingreave Road
- Zone 3: Central Burnley Wood

5.1.5 By assessing key indicators, the Council is satisfied that Zone 2 has seen sufficient improvements in housing demand, such that it would no longer benefit from a selective licensing designation. Whilst still above average, the percentage of private rented homes here is lower than Zones 1 and 3 and there are greater numbers of owner occupiers. House

values are also notably higher in Zone 2. Council data shows levels of antisocial behaviour are much lower than neighbouring zones (and below the rate for the borough), and the area suffers from less environmental crime compared to the neighbouring zones. The number of long-term empty properties is comparable with the borough. The number of disrepair complaints received in the last two years in Zone 2 is slightly above the wider designation level, as is the number of properties recording an F or G rating on an Energy Performance Certificate (though this is on a par with the borough figure).

5.1.6 The Council are however satisfied that the properties recording lower energy performance rates in Zone 2 can be addressed in the remaining months of the current designation, and that when taken together with other indicators, the general picture is one of an improved area which would be unlikely to benefit significantly from further selective licensing.

Table 2: Key Indicators Burnley Wood with Healey Wood 2016 - 2021

	Burnley Wood with Healey Wood Designation	Zone 1: Healey Wood	Zone 2: Marlborough St – Hollingreave Road – Huffling Lane	Zone 3: Central Burnley Wood	Burnley Borough
Private Rented	49%	45%	39%	59%	23% ⁵
Owner Occupied	36%	44%	45%	23%	63% ⁶
House Values (20/21)	£47,446	£44,964	£56,655	£43,322	£114,189 (2020 figure)
Antisocial behaviour cases (20/21 resident complaints as % of homes)	1.97%	2.11%	0.65%	3.08%	0.9%
Dirty back yards recorded by Council (20/21 as % of homes)	8.4%	6%	4.1%	13.7%	2.2%
Vacant Homes 2 years + (March 21 as % of properties)	2.8%	2.8%	1.7%	3.9%	1.5%
Disrepair Complaints (20/21 as % of private rented homes)	3.9%	3.1%	4.4%	3.9%	Data not available
EPC – F&G Rating (June 2020 as % of homes)	3.4%	3.9%	3.9%	2.7%	3.3%

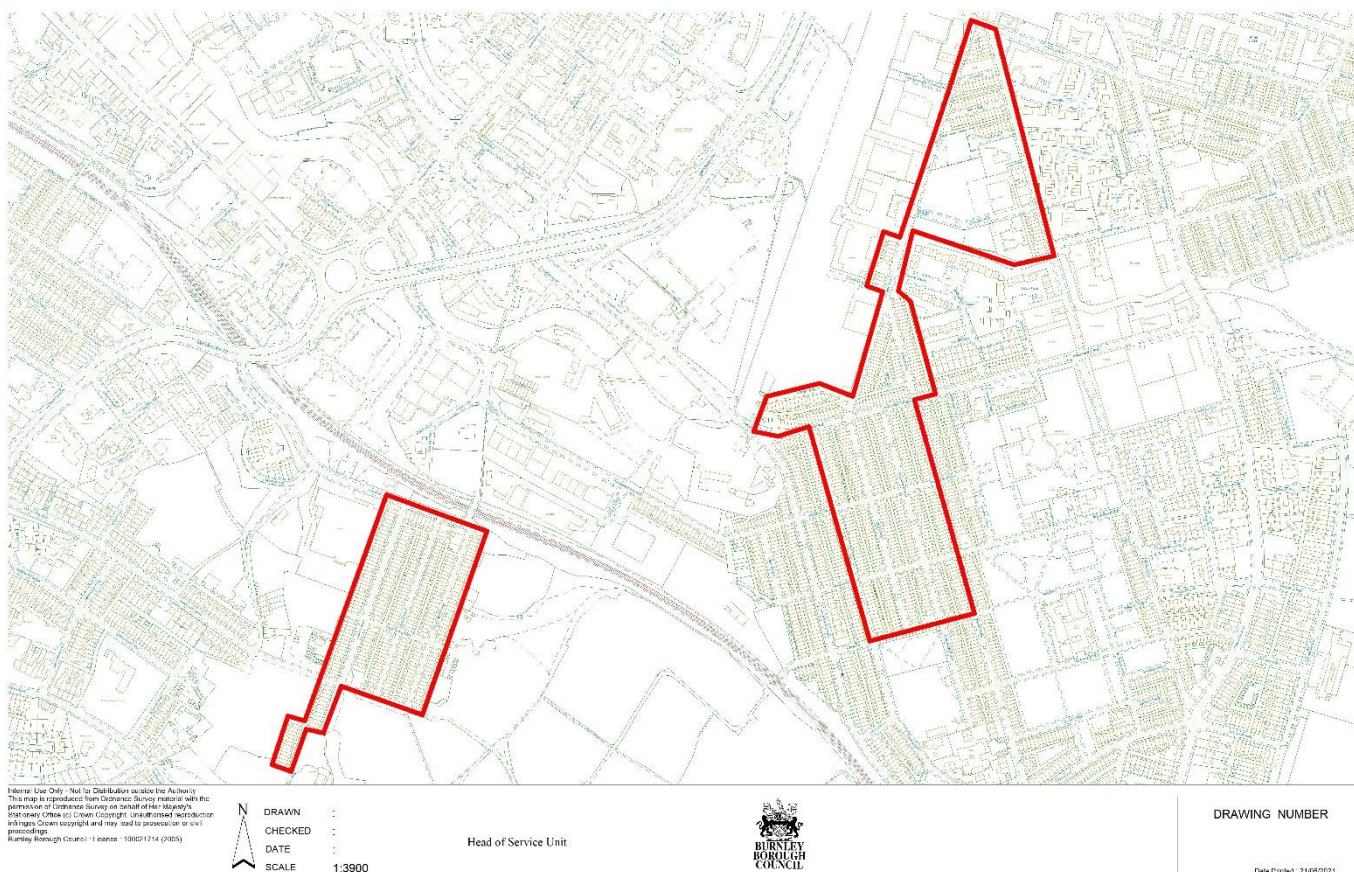
Sources: Tenure - Selective Licensing Database, March 2021; House Values – Land Registry, March 2021; Antisocial behaviour and dirty back yards – Council Records March 2021; Disrepair Complaints – Housing Enforcement Database, March 2021; EPC Ratings – EPC register, June 2020.

5.1.7 The Council have consulted on designating a selective licensing area which would include Zone 3 (Central Burnley Wood), along with a small number of streets to the north of the current boundary where there is sufficient evidence of low demand for housing. The Council has also considered whether Healey Wood would benefit from a second designation and proposes that there is sufficient evidence to warrant undertaking a public consultation regarding the inclusion of this area. Figure 6 shows the new proposed boundary for the Burnley Wood with Healey Wood designation 2022 to 2027.

Figure 6: Proposed Burnley Wood with Healey Wood Designation Boundary 2022 to 2027

⁵ See footnote 2

⁶ See Footnote 2



5.1.8 The vast majority of the Burnley Wood area of the designation lies within the Rosehill with Burnley Wood ward, with a small number of streets lying within the Bank Hall ward. Healey Wood lies within the Trinity ward. When assessing ward data for this area, this document focuses on data for the wards where most of the designation is situated.

5.2 Housing Tenure

5.2.1 The following table shows a comparison of the private rented sector in Burnley's wards using Census data from 2011. This shows that the Trinity ward, where part of the proposed designation is situated, has the highest percentage of private rented properties in the borough. The Rosehill with Burnley Wood ward, where the remaining part of the proposed designation is situated, has lower levels of private renting at a ward level, comparable with the borough average.

Table 3 Tenure of households – ward level

Tenure (%)	Owner Occupied (%)	Social Rented (%)	Private Rented (%)	Living Rent Free (%)	Rank
Burnley Average	65.2	14.1	19.4	1.4	
Lancashire (12 districts)	71.5	12.1	15.1	1.3	
England	64.1	17.7	16.8	1.3	
Burnley Wards					
Bank Hall	45.4	21.3	29.6	1.8	2
Briercliffe	83.4	3.5	10.6	1	10

Brunshaw	58.2	28.6	10.3	1.4	11
Cliviger with Worsthorne	88.5	2	7.5	1.2	13
Coal Clough with Deerplay	69.4	19.7	8.3	1.3	12
Daneshouse/Stoneyholme	54	13.2	26	3.6	3
Gannow	65.1	12.8	19.1	1.3	7
Gawthorpe	57	15.6	24.1	1.3	4
Hapton with Park	67.9	14.4	15.5	1	8
Lanehead	67.7	14.2	15.3	0.9	9
Queensgate	65.7	5.3	25	1.2	5
Rosegrove with Lowerhouse	60.9	20.4	15.3	1.7	9
Rosehill with Burnley Wood	64	14.7	19.4	1.2	6
Trinity	51.9	12.3	32.8	1.1	1
Whittlefield with Ightenhill	83.2	7.1	8	1	14

Source: Census 2011

5.2.2 Table 4 shows a more detailed analysis of tenure within the current and proposed licensing areas. The data shows that the proposed designation area is made up of 54% private rented properties. This figure is comparable with other existing licensing areas.

Table 4: The number and percentage of private rented properties in the selective licensing areas

Existing Selective Licensing Designation Areas	Number of Properties	No PRS	% PRS
Trinity 2019- 2024	1348	653	48
Gannow 2019- 2024	958	481	50
Queensgate 2019- 2024	1617	741	46
Daneshouse and Stoneyholme 2019- 2024	1790	621	35
Burnley Wood with Healey Wood 2016 - 2021	1268	619	49
Leyland Road Area 2016 - 2021	675	418	62
Ingham & Lawrence 2016 -2021	169	90	53
Proposed Selective Licensing Areas	Number of Properties	No PRS	% PRS
Burnley Wood with Healey Wood 2022 -2027	914	498	54
Leyland Road 2022 - 2027	772	469	61

Source- Current selective licensing area data

5.3 Fuel Poverty

5.3.1 Since April 2020 landlords may not let a property to a new tenant if the rating on the Energy Performance Certificate (EPC) is below “E”. The purpose of the EPC is to show prospective tenants the energy performance of the dwelling they are considering renting and gives a good indication of property condition within an area. Table 5 shows the numbers of properties within the current and proposed designation areas that currently have an EPC below an “E”. The figures include owner occupied properties, as well as privately rented.

Table 5: Properties with EPC rated below “E” by current and proposed selective licensing area.

Existing Selective Licensing Designation Areas	Number of Properties	Number of properties rated below “E”	% of properties rated below “E”
Trinity 2019- 2024	1348	105	7.8%
Gannow 2019- 2024	958	33	3.4%
Queensgate 2019- 2024	1617	99	6.1%
Daneshouse and Stoneyholme 2019- 2024	1790	38	2.1%
Burnley Wood with Healey Wood 2016 - 2021	1268	43	3.4%
Leyland Road Area 2016 - 2021	675	33	4.9%
Ingham & Lawrence 2016 -2021	169	5	3%
Proposed Selective Licensing Areas	Number of Properties	Number of properties rated below “E”	% of properties rated below “E”
Burnley Wood with Healey Wood 2022 - 2027	914	27	3%
Leyland Road 2022 - 2027	772	33	4.3%

Source: Energy Performance of Buildings Data England and Wales, MHCLG, 2020

5.3.2 During the current Burnley Wood with Healey Wood designation, officers have been working with landlords to ensure that they have brought their homes up to the required minimum standard and can evidence this with a valid EPC of minimum rating “E”. The licensing team continue to work with landlords to achieve this and are liaising with Trading Standards to take action against those landlords that fail to reach the standard.

5.3.3 A number of the properties ranked below “E” are owner occupied. The Council has alternative ways to tackle these through the Green Homes Grant. Burnley are part of a consortium of Lancashire authorities known as Cosy Homes in Lancashire who have successfully secured funding from Round 1b and 2 of the Green Homes Local Authority Delivery Scheme. The selective licensing team will be working with CHiL to ensure the EPC ratings of the owner-occupied properties are also improved.

5.3.4 Licences are not granted at properties where the EPC is below standard, which has resulted in all the licensing areas with the exception of Trinity recording lower than borough averages of F/G rated properties. Work continues to replicate this trend in Trinity. This demonstrates that the licensing schemes are effective at improving energy efficiency and associated property condition. Without the application process of the licensing scheme, many of these properties would not have improved their rating.

5.3.5 The proposed designation currently has 3% (27 properties) rated below “E”. This is slightly below the Burnley average of 3.3% thanks in part to the work of selective licensing. A further designation would ensure that the Council is able to undertake proactive inspections at privately let properties with a poor rating, in order to identify likely poor property condition.

5.4 Condition

5.4.1 Housing condition and property maintenance and repair is fundamental to the management practices within the private rented sector. Evidence of property condition impacting on

residents comes from the number of housing disrepair complaints received from tenants. The proposed designation area lies within the second and sixth highest wards ranked by number of disrepair complaints.

Table 6: Number of disrepair complaints received by ward

Ward	2011/ 12	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17	2017/ 18	2018/ 19	2019/ 20	2020/ 21	Rank 20/21
Bank Hall	25	30	54	54	41	36	37	32	49	64	1
Briercliffe	2	4	8	5	4	3	5	0	5	3	14=
Brunshaw	8	15	10	6	10	6	7	7	7	14	8=
Cliviger with Worsthorne	1	1	0	1	1	1	2	0	1	3	14=
Coal Clough with Deerplay	4	5	8	2	7	4	4	1	7	10	11
Daneshouse with Stoneyholme	18	22	26	24	43	38	20	17	23	54	3
Gannow	21	20	24	18	27	11	13	10	6	7	12=
Gawthorpe	20	21	20	24	24	27	27	16	17	27	6=
Hapton with Park	5	12	12	12	7	11	7	5	14	14	8=
Lanehead	6	15	16	11	14	17	13	4	9	11	10
Queensgate	27	32	49	47	85	37	35	23	31	43	5
Rosegrove with Lowerhouse	12	26	30	10	22	12	12	15	26	46	4
Rosehill with Burnley Wood	14	20	33	27	32	29	18	22	39	27	6=
Trinity	45	42	59	43	46	42	44	49	65	63	2
Whittlefield with Ightenhill	8	1	5	5	9	5	3	3	7	7	12=
Burnley Total	216	266	354	289	372	279	247	204	306	393	

Source: Burnley Council Housing Enforcement

5.4.2 Table 7 compares the numbers of disrepair complaints for the last two financial years in the current and proposed selective licensing designations.

Table 7: Disrepair Complaints in Selective Licensing Areas

Existing Selective Licensing Designation Areas	Number of PRS Properties	Number of Disrepair Complaints 19/20	of Disrepair Complaints as % of PRS 19/20	Number of Disrepair Complaints 20/21	of Disrepair Complaints as % of PRS 20/21
Trinity 2019- 2024	653	52	8%	57	8.7%
Gannow 2019- 2024	481	19	4%	24	5%
Queensgate 2019- 2024	741	37	5%	51	6.9%
Daneshouse and Stoneyholme 2019- 2024	621	22	3.5%	50	8.1%
Burnley Wood with Healey Wood 2016 - 2021	619	48	7.8%	24	3.9%
Leyland Road Area 2016 - 2021	418	28	6.7%	18	4.3%

Ingham & Lawrence 2016 -2021	90	3	3.3%	4	4.4%
Proposed Selective Licensing Areas	Number of PRS Properties	Number of Disrepair Complaints 19/20	Disrepair Complaints as % of PRS 19/20	Number of Disrepair Complaints 20/21	Disrepair Complaints as % of PRS 20/21
Burnley Wood with Healey Wood 2022 - 2027	498	38	7.6%	18	3.6%
Leyland Road 2022 - 2027	469	29	6.2%	18	3.8%

Source: Burnley Council Housing Enforcement

5.4.3 During the coronavirus pandemic, the Enforcement team have reduced the number of inspections undertaken, in order to protect the health and safety of residents and staff. Inspections were completed in urgent/emergency cases. The number of disrepair complaints for the existing designated area has reduced in the last year. The proposed designation area currently records similar levels of complaints.

5.4.4 In the past year, the licensing team have been unable to undertake proactive internal property checks due to national and regional coronavirus restrictions. In the Burnley Wood with Healey Wood area, the licensing team continued to undertake external audits, checking the outside of properties for signs of disrepair, as well as back yards and external structures such as back walls and gates. Where a property appears to have concerning external disrepair, an internal inspection is undertaken. Between October 2020 and April 2021, Officers undertook audits of the Burnley Wood with Healey Wood area and 21 were found to have some form of defect. 19 of these have been rectified through selective licensing intervention, whilst the other two were resolved through joint work with the Housing Enforcement team.

5.4.5 As restrictions lift, the licensing team aim to complete a number of proactive internal inspections at the properties we are most concerned about. Designating the proposed licensing area in 2022 will allow the licensing team to undertake further proactive inspections to target disrepair before it becomes severe enough to warrant an inspection by the Enforcement team. This will also allow us to ensure that all landlords operating in the area are doing so to the same required standard.

5.5 Housing Market

5.5.1 The following table (table 8) shows the house price variation within the borough's wards up to March 2020, ranging from Bank Hall with the lowest average value, to the rural ward of Cliviger with Worsthorne recording the highest prices. It is well documented how house prices in Burnley, particularly inner Burnley, have been consistently some of the lowest in the country. House prices in Trinity, where part of the proposed designation is located, are the third lowest, whereas prices in Rosehill with Burnley Wood are notably higher.

Table 8: Mean House Values by Ward.

	Mar-09	Mar-10	Mar-11	Mar-12	Mar-13	Mar-14	Mar-15	Mar-16	Mar-17	Mar-18	Mar-19	Mar-20
Bank Hall	77,600	61,949	52,344	52,970	43,227	52,370	51,612	57,890	54,855	50,062	58,131	68,737
Briercliffe	137,948	126,138	126,545	128,111	131,111	117,345	129,766	128,251	128,051	129,866	134,361	134,703
Brunshaw	88,596	85,133	88,921	74,303	74,421	88,105	96,776	89,177	95,903	98,865	101,651	96,065
Cliviger with Worsthorne	170,196	170,538	166,088	158,431	171,155	170,185	169,016	193,662	180,885	181,747	185,492	196,830
Coal Clough with Deerplay	115,538	109,409	105,931	133,712	109,727	96,986	129,363	110,149	123,448	133,785	129,109	152,389
Daneshouse with Stoneyholme	64,487	55,572	54,748	50,405	39,051	41,858	44,969	47,775	61,485	64,201	64,004	70,236
Gannow	95,370	78,439	80,033	75,599	71,505	70,398	76,882	83,263	82,036	80,105	83,971	111,286
Gawthorpe	92,428	80,824	91,196	95,981	72,328	67,902	90,161	94,352	89,665	96,332	90,722	95,045
Hapton with Park	112,595	106,784	107,451	106,837	108,677	109,097	122,366	114,075	116,439	143,310	139,647	139,139
Lanehead	106,776	95,726	99,951	87,541	87,592	99,256	112,345	96,579	106,763	105,454	117,224	106,989
Queensgate	78,320	71,482	68,107	57,040	57,198	54,403	59,987	56,546	62,518	75,934	63,871	79,134
Rosegrove with Lowerhouse	95,346	96,238	87,183	93,902	88,599	92,065	97,362	107,640	92,934	132,546	126,277	120,330
Rosehill with Burnley Wood	81,324	85,675	84,189	81,162	102,310	76,301	95,664	89,109	93,927	94,295	95,536	108,334
Trinity	65,008	62,670	70,834	55,847	67,713	44,265	51,944	55,924	64,674	68,357	77,206	71,373
Whittlefield with Ightenhill	147,212	139,024	140,592	140,403	160,427	133,580	135,487	140,869	148,079	159,616	144,738	155,311
Burnley	92,008	92,672	87,772	90,891	90,370	91,676	96,473	96,406	99,305	104,648	106,274	114,189

Source: Office for National Statistics, 2021

5.5.2 Table 9 looks in more detail at house prices within the current and proposed designated area over the last four years. All the current licensing areas recorded average house prices significantly below the borough average. In addition, the current and proposed designation area recorded house values lower than the wards in which it is located; in the case of Rosehill with Burnley Wood, the average house price in this ward in 2019/20 was more than twice that of the proposed designation area.

Table 9: Average house prices in current and proposed selective licensing designations and their wards.

Existing Selective Licensing Designation Areas	2017/18	2018/2019	2019/2020	2020/2021
Trinity 2019- 2024	£39,306	£40,240	£42,198	£42,356
Gannow 2019- 2024	£44,366	£47,327	£48,982	£53,897
Queensgate 2019- 2024	£41,380	£40,146	£48,875	£47,782
Daneshouse and Stoneyholme 2019- 2024	£43,440	£38,684	£41,663	£51,344
Burnley Wood with Healey Wood 2016 - 2021	£37,064	£45,008	£43,543	£47,446
Leyland Road Area 2016 - 2021	£34,899	£38,682	£43,531	£47,909
Ingham & Lawrence 2016 -2021	£29,000	£52,749	£51,187	£48,500
Proposed Selective Licensing Areas				
Burnley Wood with Healey Wood 2022 - 2027	£34,911	£40,929	£40,499	£43,703
Leyland Road 2022 - 2027	£36,789	£39,102	£46,737	£51,008
Wards				
Rosehill with Burnley Wood	94,295	95,536	108,334	Data not yet available
Trinity	68,357	77,206	71,373	Data not yet available
Borough				
Burnley	£104,648	£106,274	£114,189	Data not yet available

Source: Office for National Statistics; Land Registry 2021

5.5.3 Whilst house values are influenced by a number of factors, including regional and national economies, they are a clear indicator of low levels of housing market confidence. Whilst values have increased in recent years, and properties continue to change hands, the values in the proposed Burnley Wood with Healey Wood licensing area remain disproportionately low.

5.6 Empty Homes

5.6.1 Table 10 shows the number of empty properties in Burnley by ward. In 2021 the wards in which the current and proposed designation areas are located are ranked second and fifth highest for numbers of empty properties.

Table 10 Number of empty properties by ward

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Rank2021
Bank Hall	298	298	408	326	255	253	272	328	252	215	280	1
Briercliffe	90	85	100	87	102	124	84	89	87	88	75	15
Brunshaw	90	121	83	84	112	110	124	113	123	104	108	9=
Cliviger with Worsthorne	74	73	94	84	85	89	93	80	90	63	79	12
Coal Clough Lane with Deerplay	73	77	135	117	103	88	88	78	73	63	77	14
Daneshouse with Stoneyholme	389	343	319	274	223	225	234	204	186	157	139	6
Gannow	171	156	165	150	165	166	171	153	163	134	125	7
Gawthorpe	197	180	217	211	189	223	182	198	198	206	162	4
Hapton with Park	122	130	190	170	143	138	129	113	102	112	108	9=
Lanehead	128	101	136	145	119	129	109	93	92	101	97	11
Queensgate	318	294	239	231	262	264	250	240	204	181	164	3
Rosegrove with Lower House	149	149	165	160	165	141	127	122	168	124	115	8
Rosehill with Burnley Wood	316	239	123	125	214	199	203	205	176	166	155	5
Trinity	409	373	320	288	345	350	307	302	265	255	233	2
Whittlefield with Ightenhill	79	72	93	82	85	94	93	88	79	77	78	13

Source: Burnley Borough Council Empty Homes Team

5.6.2 The table below (table 11) shows the levels of vacant properties as a percentage of houses in the area over time. The current Burnley Wood with Healey Wood designation recorded 8% vacant properties in March 2021, almost twice the borough average of 4.6%. Whilst levels of vacant properties have reduced during the current designation, they are still disproportionately high compared to the borough. Historical data is not available for the proposed designated area, however in March 2021, it recorded vacants at 10%, higher than the current designation and more than twice the level for the borough as a whole.

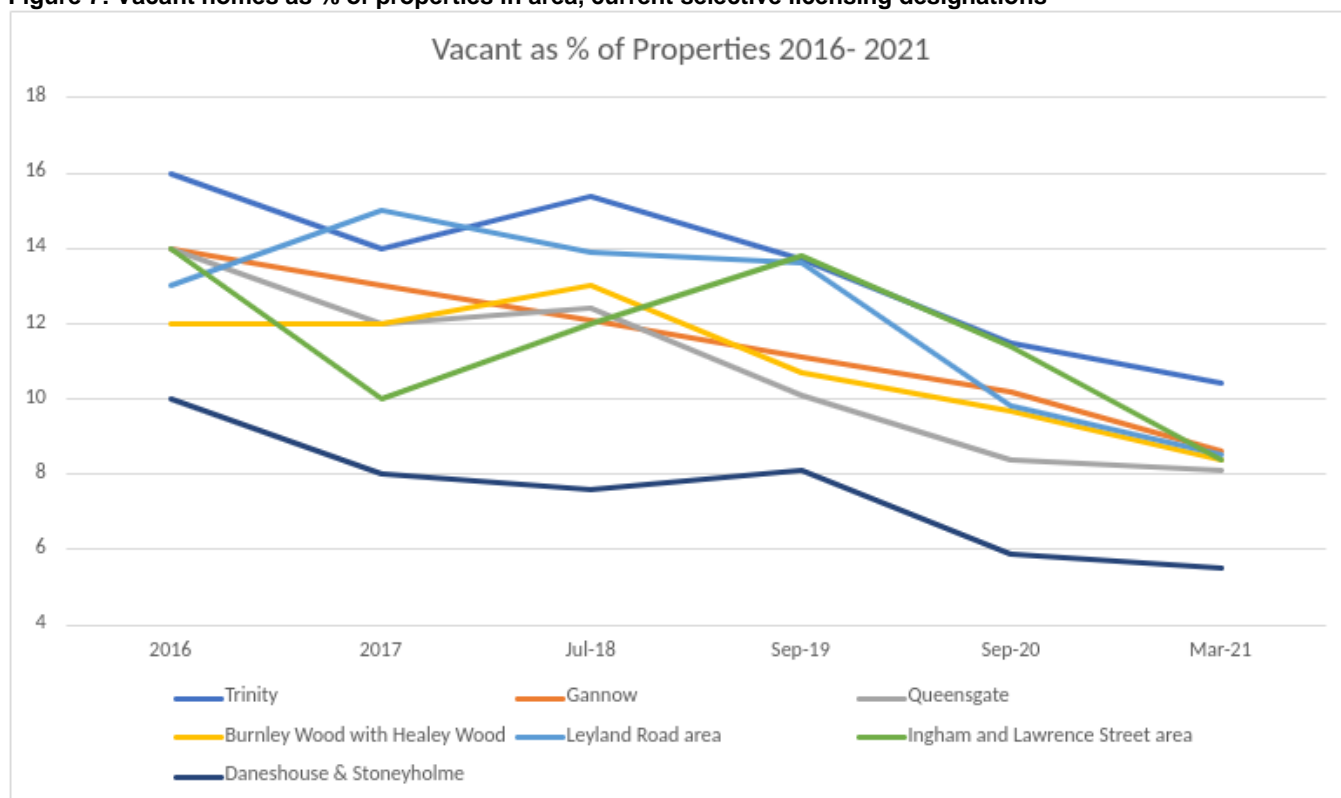
Table 11: Percentage of empty homes within the selective licensing areas

Existing Selective Licensing Designation Areas	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Mar-2021
Trinity 2019- 2024	18	16	20	20	20	16	16	14	15	14	12	10
Gannow 2019- 2024	12	12	13	14	14	12	14	13	12	11	10	9
Queensgate 2019- 2024	17	16	15	16	14	10	14	12	12	10	8	8
Daneshouse and Stoneyholme 2019- 2024	15	14	12	12	10	10	10	9	8	8	6	6
Burnley Wood with Healey Wood 2016 - 2021	13	13	14	13	14	13	12	12	13	11	10	8
Leyland Road Area 2016 - 2021	16	18	16	15	15	13	13	15	14	13	10	9
Ingham & Lawrence 2016 -2021	11	13	10	11	10	12	14	10	12	14	11	8
Proposed Selective Licensing Designation Areas												
Burnley Wood with Healey Wood 2022 - 2027												10
Leyland Road Area 2022 - 2027												8

Source: Burnley Borough Council Empty Homes Team

5.6.3 The figure below shows the decline in vacant properties in the existing licensing areas from 2016-2021, demonstrating a clear downward trend. However, the current rates still remain above the borough average. The selective licensing team work closely with the Empty Homes team to encourage landlords to bring properties back into use. Designating the proposed area will allow the licensing team to continue this proactive work with the aim of reducing the rate of vacant properties further.

Figure 7: Vacant homes as % of properties in area, current selective licensing designations



Source: Burnley Borough Council Empty Homes Team

5.6.4 The Council accepts that there will always be a number of vacant properties in the borough and the licensing areas, as properties are bought and sold, and tenancies change. A useful additional indicator of low demand is to review the percentage of properties which have remained empty for two years or more. Table 12 shows this for the existing and proposed licensing areas in March 2021. All the areas listed recorded levels of long-term empty properties above the borough average of 1.5%. Whilst Table 10 and Figure 7 show a clearly improving picture, there is still work to be done to bring these properties back into use; the proposed designation area records more than double the borough percentage of long-term empty properties.

Table 12: Long Term Empty Properties in Proposed and Existing Licensing Areas

Existing Selective Licensing Designation Areas	Number of Properties	Number of Properties Empty 2 years +	% of Properties Empty 2 years +
Trinity 2019- 2024	1348	63	4.7%
Gannow 2019- 2024	958	25	2.6%
Queensgate 2019- 2024	1617	56	3.5%
Daneshouse and Stoneyholme 2019- 2024	1790	38	2.1%
Burnley Wood with Healey Wood 2016 - 2021	1268	36	2.8%
Leyland Road Area 2016 - 2021	675	23	3.4%
Ingham & Lawrence 2016 - 2021	167	4	2.4%
Proposed Selective Licensing Designation Areas			
Burnley Wood with Healey Wood 2022 - 2027	914	30	3.3%
Leyland Road Area 2022 - 2027	772	24	3.1%

Source: Burnley Borough Council Empty Homes Team

5.7 Crime and Anti – Social Behaviour

5.7.1 Significant levels of anti-social behaviour (ASB) and crime can be a contributing factor to low demand, as people do not want to remain in an area experiencing such problems. Data from Lancashire Insight shows a decline in recorded crime across all wards in 2019/20; in 2020/21, nine of the wards continued to see further decline, whilst six recorded increases and one remained consistent with the previous year. The proposed designation area lies in wards which ranked first and fifth highest in the borough for total crime, and both wards recorded significantly higher levels of crime than the borough average.

Table 13: Lancashire Insight Total Recorded Crime by Ward and Financial Year, Including Burnley Borough

	18/19	18/19	19/20	19/20	20/21	20/21	
Area	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Ward Rank March 2021
Burnley	150.5	+26%	122.7	-18%	112.6	-8%	
Bank Hall	220.6	+23%	173.6	-21%	146.5	-16%	4
Briercliffe	55.6	+28%	41.0	-26%	38.3	-7%	14
Brunshaw	93.3	+21%	84.6	-9%	72.6	-14%	12
Cliviger with Worsthorpe	30.0	-6%	27.3	-9%	22.9	-16%	15
Coal Clough with Deerplay	130.3	+32%	101.8	-22%	98.5	-3%	8
Daneshouse with Stoneyholme	338.1	+26%	286.7	-15%	191.5	-33%	2
Gannow	135.3	+52%	93.0	-31%	95.5	+3%	9
Gawthorpe	127.1	+25%	109.7	-14%	110.6	+1%	7
Hapton with Park	89.7	+29%	74.6	-17%	81.3	+9%	11
Lanehead	88.3	+10%	70.2	-21%	87.4	+25%	10
Queensgate	182.7	+12%	147.8	-19%	155.3	+5%	3
Rosegrove with Lowerhouse	146.9	+29%	105.2	-28%	123.3	+17%	6
Rosehill with Burnley Wood	165.4	+8%	142.7	-14%	142.7	0%	5
Trinity	267.7	+35%	232.4	-13%	197.0	-15%	1
Whittlefield with Ightenhill	68.4	+26%	48.3	-29%	46.6	-4%	13

Source: Lancashire Insight, 2021

5.7.2 Table 14 shows levels of ASB recorded across Burnley and split by ward from March 2018 March 2021. In 2018/19 there was a notable decrease in ASB across the borough; in 19/20 many of the wards started to see an increase in cases. Between April 2020 and March 2021, cases of ASB in Burnley increased by 80%, compared to 75% for Lancashire. From March 2020, breaches of coronavirus legislation were recorded as ASB, which the Council believes will account for a number of those cases, as well as increased “neighbour intolerance” due

to lockdown restrictions. The wards in which the proposed designation area are located did not record higher than average increases, however due to their existing high levels of ASB they were still ranked first and fourth highest in March 2021.

Table 14: Lancashire Insight Total Recorded ASB by Ward and Financial Year, Including Burnley Borough

	18/19	18/19	19/20	19/20	20/21	20/21	
Area	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Ward Rank March 2021
Burnley	47.0	-26%	48.9	+4%	88.1	+80%	
Bank Hall	76.4	-26%	78.4	+3%	122.1	+56%	3
Briercliffe	21.6	-34%	25.2	+17%	58.6	+133%	13
Brunshaw	27.6	-30%	29.7	+8%	63.3	+113%	12
Cliviger with Worsthorne	8.9	-44%	11.9	+33%	25.5	+115%	15
Coal Clough with Deerplay	34.0	-32%	33.8	-1%	82.3	+144%	8
Daneshouse with Stoneyholme	112.2	-19%	112.5	0%	133.2	+18%	2
Gannow	42.2	-21%	41.3	-2%	72.8	+76%	11
Gawthorpe	51.9	-22%	51.2	-1%	86.9	+70%	7
Hapton with Park	35.1	-16%	31.5	-10%	78.4	+148%	9
Lanehead	37.5	-21%	36.0	-4%	73.5	+104%	10
Queensgate	49.5	-32%	57.7	+17%	99.0	+72%	5
Rosegrove with Lowerhouse	44.1	-24%	35.9	-18%	93.3	+160%	6
Rosehill with Burnley Wood	56.4	-28%	67.1	+19%	120.9	+80%	4
Trinity	77.0	-34%	89.7	+16%	161.8	+80%	1
Whittlefield with Ightenhill	20.3	-23%	23.2	+15%	41.7	+80%	14

Source: Lancashire Insight, 2021

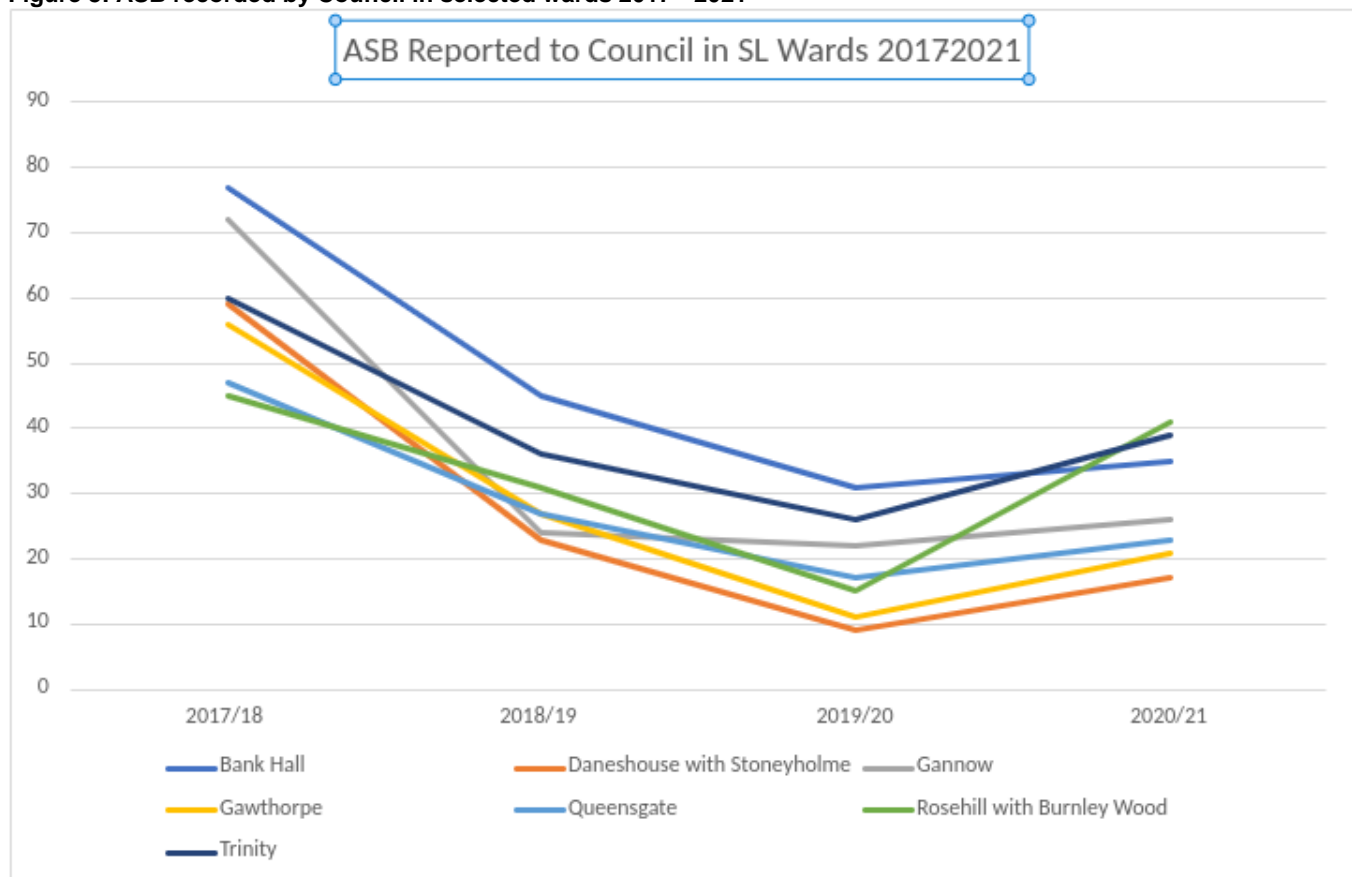
5.7.3 Table 15 shows the number of ASB incidents recorded by the Council, whilst Figure 8 shows the trends over time of levels of ASB in wards where the current and proposed selective licensing designations are situated. From the graph it is clear that all of these wards followed similar trends, similar to the rate of change for Burnley as a whole. The graph also shows the rate of increase in the last year was highest in Rosehill with Burnley Wood. The wards where the proposed Burnley Wood with Healey Wood area is situated are ranked first and second highest in terms of total cases reported by ward, and when combined account for 22% of the borough's cases in 2020/21.

Table 15: Reported incidents of ASB to the Council by Ward

Ward	2017/18	2018/19	2019/20	2020/21	Rank March 2021
Bank Hall	77	45	31	35	3
Briercliffe	14	9	3	21	9=
Brunshaw	41	17	15	29	5
Cliviger with Worsthorne	6	6	1	5	15
Coal clough with Deerplay	28	21	6	21	9=
Daneshouse with Stoneyholme	59	23	9	17	13
Gannow	72	24	22	26	7
Gawthorpe	56	27	11	21	9=
Hapton with Park	25	14	9	21	9=
Lanehead	31	18	9	27	6
Queensgate	47	27	17	23	8
Rosegrove with Lowerhouse	38	14	17	32	4
Rosehill with Burnley Wood	45	31	15	41	1
Trinity	60	36	26	39	2
Whittlefield with Ightenhill	13	13	10	12	14
Total	612	325	201	370	

Source: Burnley Borough Council Community Safety Team

Figure 8: ASB recorded by Council in selected wards 2017 - 2021



Source: Burnley Borough Council Community Safety Team

5.7.4 Table 16 shows in more detail the levels of ASB reported to the Council in the current and proposed selective licensing designations. Most of the existing areas recorded an increase

in cases on the previous year, in line with the figure for the borough, with the exception of Gannow which recorded a decrease. All the current licensing areas recorded higher levels than the borough average of 0.9%, with the exception of Daneshouse & Stoneyholme. The proposed licensing area recorded more cases than any other in the table, more than three times that for the borough.

Table 16: Reported incidents of ASB to the Council by selective licensing area

Existing Selective Licensing Designation Areas	2017/18	2018/19	2019/20	2020/21	2020/21 fig as % of Houses in Area
Trinity 2019- 2024	34	25	22	22	1.6%
Gannow 2019- 2024	33	19	38	13	4%
Queensgate 2019- 2024	42	34	16	23	1%
Daneshouse and Stoneyholme 2019- 2024	21	11	9	15	0.5%
Burnley Wood with Healey Wood 2016 - 2021	34	25	17	25	1.97%
Leyland Road Area 2016 - 2021	16	11	21	10	1.48%
Ingham & Lawrence 2016 - 2021	8	3	2	4	2.4%
Proposed Selective Licensing Designation Areas					
Burnley Wood with Healey Wood 2022 - 2027				26	2.84%
Leyland Road Area 2022 - 2027				11	1.42%

Source: Burnley Borough Council Community Safety Team

5.8 Environmental Crime

5.8.1 Environmental crime includes fly tipping of back streets and residents failing to keep their yards free of litter and dog fouling. Accumulations of rubbish have a detrimental effect on neighbourhoods, making an area look unattractive and run down, attracting vermin, and posing a risk of deliberate fires. The table below shows the number of incidents of environmental crime reported to the Council by residents and community groups. The wards in which the proposed licensing designation is situated are ranked first and second highest in terms of number of cases reported, with the Trinity ward recording a significant increase in the last year. Cases in these two wards combined account for 36% of the borough total.

Table 17: Dirty Back Yards Recorded by the Council by Ward 2018 - 2021

Ward	2018/19	2019/20	2020/21	Rank March 2021
Bank Hall	134	130	101	3
Briercliffe	12	27	31	11
Brunshaw	22	28	56	6
Cliviger with Worsthorpe	1	0	3	15
Coal clough with Deerplay	15	22	29	12
Daneshouse with Stoneyholme	59	51	40	10
Gannow	65	72	43	9
Gawthorpe	91	75	74	5
Hapton with Park	28	29	26	13
Lanehead	31	23	47	8
Queensgate	112	75	75	4
Rosegrove with Lowerhouse	69	68	50	7

Rosehill with Burnley Wood	140	88	118	2
Trinity	182	169	212	1
Whittlefield with Ightenhill	25	35	14	14
Total	986	892	919	

Source: Burnley Borough Council Streetscene

5.8.2 Table 18 shows the level of DBYs recorded by the Council as a percentage of the number of properties in the area. All the below areas record higher levels than the borough rate of 2.2%, with the exception of Daneshouse & Stoneyholme. The current Burnley Wood with Healey Wood designation recorded significantly more cases in 2020/21, and the proposed designation area is higher still, recording several times as many cases as the percentage for the borough. This indicates a clear concentration of environmental crime within the proposed designation area.

Table 18: Environmental Crime Recorded by the Council in current and proposed selective licensing areas 2017-2021

Existing Selective Licensing Designation Areas	2017/18	2018/19	2019/20	2020/21	2020/21 fig as % of Houses in Area
Trinity 2019- 2024	273	110	145	187	13.9%
Gannow 2019- 2024	146	67	69	25	2.6%
Queensgate 2019- 2024	159	131	90	67	4.1%
Daneshouse and Stoneyholme 2019- 2024	84	35	31	29	1.6%
Burnley Wood with Healey Wood 2016 - 2021	205	148	78	107	8.4%
Leyland Road Area 2016 - 2021	165	41	56	46	6.8%
Ingham & Lawrence 2016 - 2021	25	24	10	11	6.5%
Proposed Selective Licensing Designation Areas					
Burnley Wood with Healey Wood 2022 - 2027				95	10.4%
Leyland Road Area 2022 - 2027				49	6.3%

Source: Burnley Borough Council Streetscene

5.9 Why Propose a Further Selective Licensing Designation?

5.9.1 There is certainly an improving picture in the current Burnley Wood with Healey Wood designation area leading to the removal of 464 properties from the further proposed area. In summary the number of housing disrepair complaints received by the Council have reduced, property and area security measures have improved, and the percentage of empty properties has decreased as well as the average house prices increasing. Until the Covid-19 Pandemic ASB and environmental crime were showing a downward trend at the ward and selective licensing area.

5.9.2 Despite these improvements the Council consulted on a further designation in Burnley Wood with Healey Wood with a different boundary excluding zone 2 as detailed in table 2 and adding further properties concentrated around Pine, Ash and Cedar Street.

5.9.3 Although demand for housing has improved within the designation area there are still key low demand statistics that raise concerns when compared to the ward and Borough. Not continuing with selective licensing at this stage would present a risk that notable improvements will not be sustained or built upon without a new designation. This is supported by Government

guidance released in 2015 which acknowledged the need for licensing to extend beyond a five-year designation: 'The Government recognises that licensing may have to be a long-term strategy and that it will not provide instant solutions.'

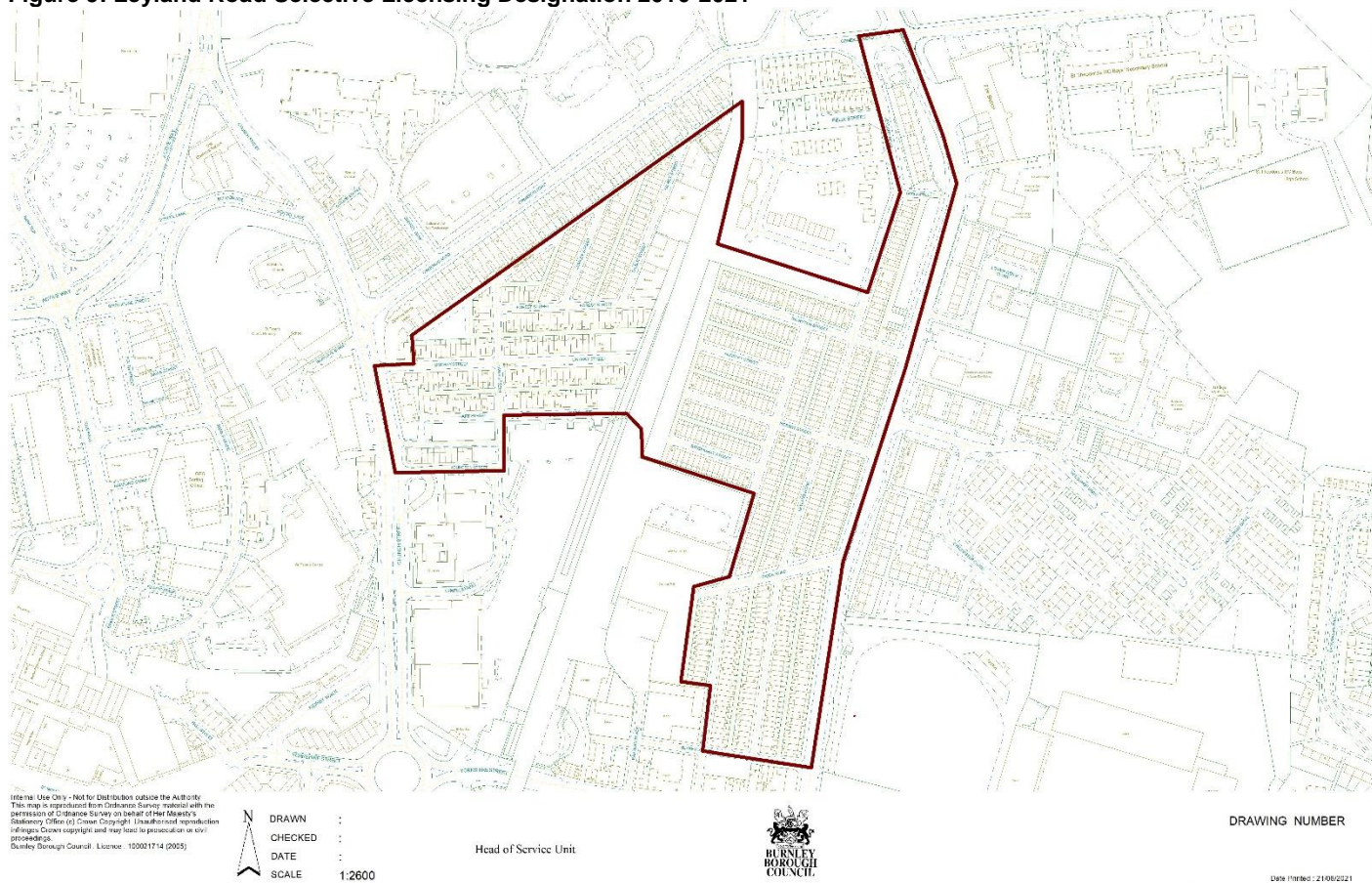
- 5.9.4 The private rented sector is significantly higher in the proposed designation area (54%) when compared to the Borough and the wards in which the properties are mainly located. Within the designation area there are new, professional landlords investing, providing higher quality, well managed accommodation. Through the ongoing accreditation scheme and landlords' forums, we will support these new and existing responsible landlords, while licensing will continue to tackle those landlords that choose to ignore their legal responsibilities, undermining the private rented sector as a positive form of housing.
- 5.9.5 While the percentage of properties within the proposed designation area with an EPC rating of a F or G is now less than the Borough average there is further work to be undertaken to ensure the remaining properties meet at least an E and aspire to the Governments longer term commitment of as many private rented properties upgrading to an EPC Band C by 2030, where practical, cost-effective, and affordable. Selective licensing will support landlords to achieve this and where necessary work with enforcement to further improve the EPC ratings of the properties within the designation area.
- 5.9.6 Significant progress has been made to reduce the number of empty properties in the current designation area, 77 of which were acquired by Calico Homes Ltd (the largest Registered Provider in Burnley. The 20/21 vacancy figures are still however higher than the Borough and the wards in which they are situated. A further designation area would enable selective licensing to continue to work in partnership with the Council's empty homes team and Calico to bring further empty homes back into use, ensuring satisfactory management of the properties when they are returned to use by the private rented sector.
- 5.9.7 Since the start of the designation area the number of reports of anti-social behaviour to the Council have reduced. They are still however higher than the Borough. A further designation enables the selective licensing team to work in partnership with the required agencies to reduce the anti-social behaviour, using the conditions of the licence where necessary.

6. The Leyland Road Area Proposed Designation

6.1 Background

6.1.1 The Leyland Road area was designated as an area subject to selective licensing by the Council's Executive on 15th February 2016, which was confirmed by the Secretary of State on 15th July 2016. It came into force on 15th November 2016 and will end on 15th November 2021. Figure 9 shows the boundary of this designation.

Figure 9: Leyland Road Selective Licensing Designation 2016-2021



6.1.2 The designation covers a residential area of over 675 properties, of which 62% are privately rented.

6.1.3 Throughout the designation, the Council has monitored a number of key indicators of low housing demand. As the scheme draws to a close, the Council has assessed these indicators in order to determine the effectiveness of the scheme, and whether or not this area, or other similar areas, would benefit from a further selective licensing designation.

6.1.4 The area shown in Figure 9 can be split into two distinct zones:

- Zone 1: East
- Zone 2: West

6.1.5 By assessing key indicators, the Council is satisfied that whilst there have been improvements throughout the designation, there is not a significant difference between the two zones.

Table 19: Key Indicators 2020/2021

	Leyland Road 2016 - 2021 Designation	Zone 1: East	Zone 2: West	Burnley Borough
Private Rented	62%	64%	58%	23% ⁷
Owner Occupied	24%	23%	26%	63% ⁸
House Values (20/21)	£47,909	£49,977	£25,833	£114,189 (2020 figure)
Antisocial behaviour cases (20/21 resident complaints as % of homes)	1.48%	1.74%	0.93%	0.9%
Dirty back yards cases recorded by the Council (20/21 as % of homes)	6.8%	7.6%	5.1%	2.2%
Vacant Homes 2 years + (March 21 as % of properties)	3.4%	3.7%	2.8%	1.5%
Disrepair Complaints (20/21 as % of private rented homes)	4.3%	4.1%	4.8%	Data not available
EPC – F&G Rating (June 2020 as % of homes)	4.9 %	4.8 %	5.1 %	3.3%

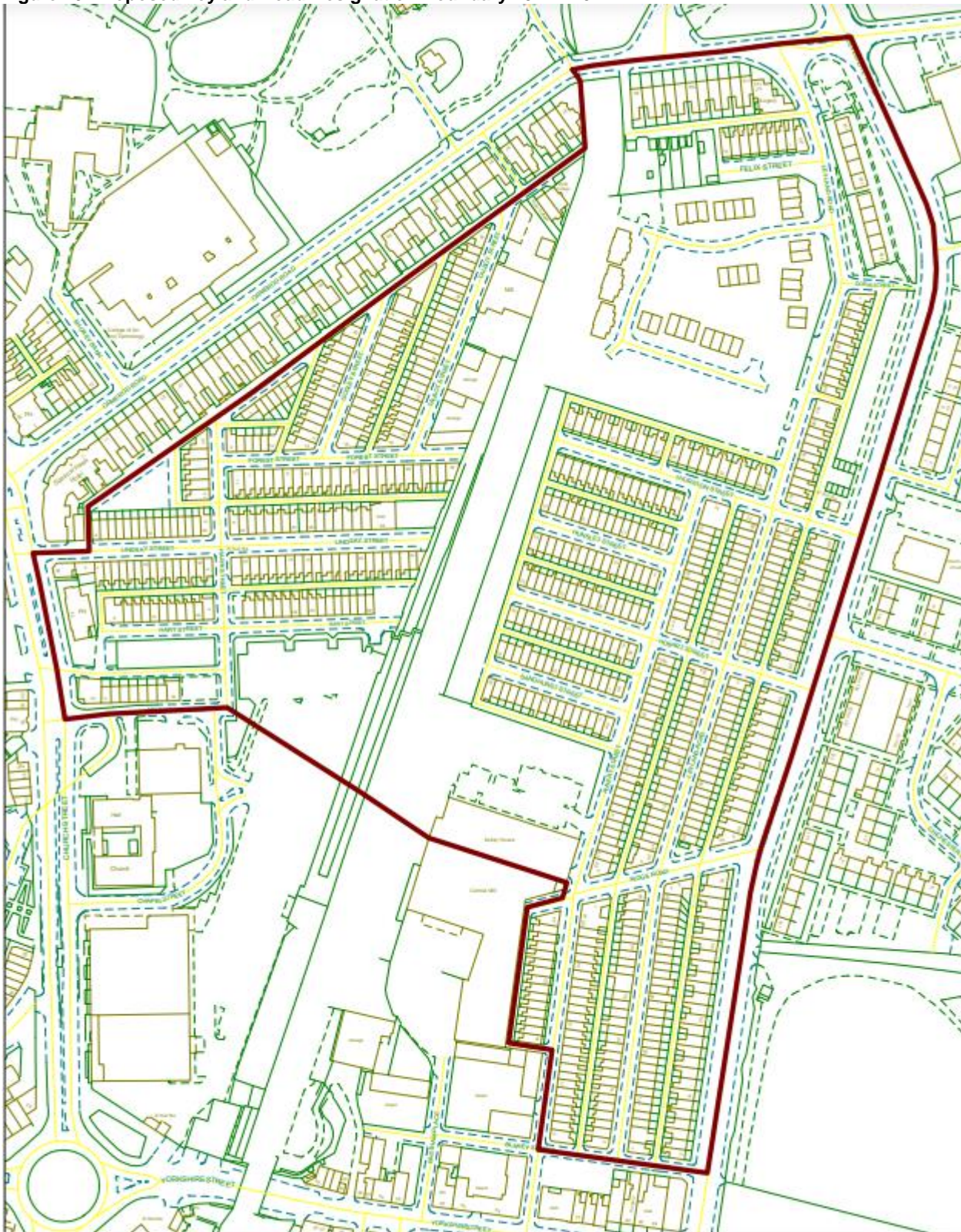
Sources: Tenure - Selective Licensing Database, March 2021; House Values – Land Registry, March 2021; Antisocial behaviour and dirty back yards – Council Records March 2021; Disrepair Complaints – Housing Enforcement Database, March 2021; EPC Ratings – EPC register, June 2020.

6.1.6 The Council has consulted on designating a selective licensing area which would include all the existing Leyland Road selective licensing area, along with a small number of streets to the north of the current boundary where we believe there is sufficient evidence of low demand for housing. Figure 10 shows the new proposed boundary for the Leyland Road designation.

⁷ See Footnote 2

⁸ See footnote 2

Figure 10: Proposed Leyland Road Designation Boundary 2022 - 2027



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6.1.7 The proposed designation area lies within the Bank Hall ward.

6.2 Housing Tenure

6.2.1 The following table shows a comparison of the private rented sector in Burnley's wards using Census data from 2011. This shows that the Bank Hall ward, where the proposed designation is situated, has the second highest percentage of private rented properties in the borough. The percentage of private rented properties in this ward is significantly higher than the borough average.

Table 20 Tenure of households – ward level

Tenure (%)	Owner Occupied (%)	Social Rented (%)	Private Rented (%)	Living Rent Free (%)	Rank
Burnley Average	65.2	14.1	19.4	1.4	
Lancashire (12 districts)	71.5	12.1	15.1	1.3	
England	64.1	17.7	16.8	1.3	
Burnley Wards					
Bank Hall	45.4	21.3	29.6	1.8	2
Briercliffe	83.4	3.5	10.6	1	10
Brunshaw	58.2	28.6	10.3	1.4	11
Cliviger with Worsthorpe	88.5	2	7.5	1.2	13
Coal Clough with Deerplay	69.4	19.7	8.3	1.3	12
Daneshouse/Stoneyholme	54	13.2	26	3.6	3
Gannow	65.1	12.8	19.1	1.3	7
Gawthorpe	57	15.6	24.1	1.3	4
Hapton with Park	67.9	14.4	15.5	1	8
Lanehead	67.7	14.2	15.3	0.9	9
Queensgate	65.7	5.3	25	1.2	5
Rosegrove with Lowerhouse	60.9	20.4	15.3	1.7	9
Rosehill with Burnley Wood	64	14.7	19.4	1.2	6
Trinity	51.9	12.3	32.8	1.1	1
Whittlefield with Ightenhill	83.2	7.1	8	1	14

Census 2011

6.2.2 Table 21 shows a more detailed analysis of tenure within the current and proposed licensing areas. The data shows that the proposed designation area is made up of 61% private rented properties. This figure is almost on a par with the current Leyland Road area designation, which has the highest level of private renting of all the current licensing areas.

Table 21: The number and percentage of private rented properties in the selective licensing areas

Existing Selective Licensing Designation Areas	Number of Properties	No PRS	% PRS
Trinity 2019- 2024	1348	653	48
Gannow 2019- 2024	958	481	50
Queensgate 2019- 2024	1617	741	46
Daneshouse and Stoneyholme 2019- 2024	1790	621	35
Burnley Wood with Healey Wood 2016 - 2021	1268	619	49
Leyland Road Area 2016 - 2021	675	418	62
Ingham & Lawrence 2016 -2021	169	90	53

Proposed Selective Licensing Areas	Number of Properties	No PRS	% PRS
Burnley Wood with Healey Wood 2022 -2027	914	498	54
Leyland Road 2022 - 2027	772	469	61

Source- Current selective licensing area data

6.3 Fuel Poverty

6.3.1 Since April 2020 landlords may not let a property to a new tenant if the rating on the Energy Performance Certificate (EPC) is below “E”. The purpose of the EPC is to show prospective tenants the energy performance of the dwelling they are considering renting and gives a good indication of property condition. Table 22 shows the numbers of properties within the current and proposed designation areas that currently have an EPC below an “E”. The figures include owner occupied properties, as well as privately rented.

Table 22: Properties rated below “E” by current and proposed selective licensing designation

Existing Selective Licensing Designation Areas	Number of Properties	Number of properties rated below “E”	% of properties rated below “E”
Trinity 2019- 2024	1348	105	7.8%
Gannow 2019- 2024	958	33	3.4%
Queensgate 2019- 2024	1617	99	6.1%
Daneshouse and Stoneyholme 2019- 2024	1790	38	2.1%
Burnley Wood with Healey Wood 2016 - 2021	1268	43	3.4%
Leyland Road Area 2016 - 2021	675	33	4.9%
Ingham & Lawrence 2016 -2021	169	5	3%
Proposed Selective Licensing Areas	Number of Properties	Number of properties rated below “E”	% of properties rated below “E”
Burnley Wood with Healey Wood 2022 - 2027	914	27	3%
Leyland Road 2022 - 2027	772	33	4.3%

Source: Energy Performance of Buildings Data England and Wales, MHCLG, 2020

6.3.2 During the current Leyland Road designation, officers have been working with landlords to ensure that they have brought their homes up to the required minimum standard and can evidence this with a valid EPC of minimum rating “E”. The licensing team continue to work with landlords to bring their properties up to standard and, are liaising with Trading Standards to ensure action is being taken against the landlords of the properties which are being let below the minimum standard.

6.3.3 A number of the properties rated below “E” are owner occupied. The Council will work to tackle these with an alternative approach through the Green Homes Grant. Burnley are part of a consortium of Lancashire authorities known as CHiL who have successfully secured funding from Round 1b and 2 of the Green Homes Local Authority Delivery Scheme. The selective licensing team will be working with CHiL to ensure the EPC ratings of the owner-occupied properties are also improved.

6.3.4 Licences are not granted at properties where the EPC is below standard, which has resulted in all the licensing areas with the exception of Trinity recording lower than borough averages of F/G rated properties. Work will continue to replicate this trend in Trinity. This demonstrates that the licensing schemes are effective at improving energy efficiency and associated property condition. Without the application process of the licensing scheme, many of these properties would not have improved their rating.

6.3.5 The proposed designation currently has 4.3% (33 properties) rated below “E”. This is above the Burnley average of 3.3%. A further designation would ensure that the Council is able to undertake proactive inspections at privately let properties with a poor rating, in order to identify likely poor property condition.

6.4 Condition

6.4.1 Housing condition and property maintenance and repair is fundamental to the management practices within the private rented sector. Evidence of property condition impacting on residents comes from the number of housing disrepair complaints received from tenants. In 2020/21, the ward in which the proposed designation area is situated recorded more disrepair complaints than any other ward.

Table 23: Number of disrepair complaints received by ward

Ward	2011/ 12	2012/ 13	2013/ 14	2014/ 15	2015/ 16	2016/ 17	2017/ 18	2018/ 19	2019/ 20	2020/ 21	Ran k 20/2 1
Bank Hall	25	30	54	54	41	36	37	32	49	64	1
Briercliffe	2	4	8	5	4	3	5	0	5	3	14=
Brunshaw	8	15	10	6	10	6	7	7	7	14	8=
Cliviger with Worsthorne	1	1	0	1	1	1	2	0	1	3	14=
Coal Clough with Deerplay	4	5	8	2	7	4	4	1	7	10	11
Daneshouse with Stoneyholme	18	22	26	24	43	38	20	17	23	54	3
Gannow	21	20	24	18	27	11	13	10	6	7	12=
Gawthorpe	20	21	20	24	24	27	27	16	17	27	6=
Hapton with Park	5	12	12	12	7	11	7	5	14	14	8=
Lanehead	6	15	16	11	14	17	13	4	9	11	10
Queensgate	27	32	49	47	85	37	35	23	31	43	5

Rosegrove with Lowerhouse	12	26	30	10	22	12	12	15	26	46	4
Rosehill with Burnley Wood	14	20	33	27	32	29	18	22	39	27	6=
Trinity	45	42	59	43	46	42	44	49	65	63	2
Whittlefield with Ightenhill	8	1	5	5	9	5	3	3	7	7	12=
Burnley Total	216	266	354	289	372	279	247	204	306	393	

Source: Housing Enforcement Team

6.4.2 Table 24 compares the numbers of disrepair complaints for the last two financial years in the current and proposed selective licensing designations.

Table 24: Disrepair complaints received by current and proposed licensing areas, and as % of properties

Existing Selective Licensing Designation Areas	Number of PRS Properties	Number of Disrepair Complaints 19/20	of Disrepair Complaints as % of PRS 19/20	Number of Disrepair Complaints 20/21	of Disrepair Complaints as % of PRS 20/21
Trinity 2019- 2024	653	34	5.2%	57	8.7%
Gannow 2019- 2024	481	13	2.7%	24	5%
Queensgate 2019- 2024	741	24	3.2%	51	6.9%
Daneshouse and Stoneyholme 2019- 2024	621	17	2.7%	50	8.1%
Burnley Wood with Healey Wood 2016 - 2021	619	29	7.8%	24	3.9%
Leyland Road Area 2016 - 2021	418	20	6.7%	18	4.4%
Ingham & Lawrence 2016 -2021	90	3	3.3%	4	4.4%
Proposed Selective Licensing Areas	Number of PRS Properties	Number of Disrepair Complaints 19/20	of Disrepair Complaints as % of PRS 19/20	Number of Disrepair Complaints 20/21	of Disrepair Complaints as % of PRS 20/21
Burnley Wood with Healey Wood 2022 - 2027	498	38	7.6%	18	3.6%
Leyland Road 2022 - 2027	469	29	6.2%	18	3.8%

Source: Housing Enforcement Team

6.4.3 During the coronavirus pandemic, the Enforcement team have reduced the number of inspections undertaken, in order to protect the health and safety of residents and staff. Inspections were completed in urgent/emergency cases. The number of disrepair complaints for the existing designated area has reduced in the last year. The proposed designation area currently records levels below that of the borough average.

6.4.4 In the past year, the licensing team have been unable to undertake proactive internal property checks due to national and regional coronavirus restrictions. In the Leyland Road area, the

licensing team continued to undertake external audits, checking the outside of properties for signs of disrepair, as well as back yards and external structures such as back walls and gates. Where a property appears to have concerning external disrepair, an internal inspection is undertaken.

6.4.5 As restrictions lift, the licensing team aim to complete a number of proactive internal inspections at the properties we are most concerned about. Designating the proposed licensing area in 2022 will allow the licensing team to undertake further proactive inspections to target disrepair before it becomes severe enough to warrant an inspection by the Enforcement team. This will also allow us to ensure that all landlords operating in the area are doing so to the same required standard.

6.5 Housing Market

6.5.1 The following table shows the house price variation within the borough's wards up to March 2020. It is well documented how house prices in Burnley, particularly inner Burnley, have been consistently some of the lowest in the country. The lowest ranked ward in the year to March 2020 was Bank Hall, where the proposed designated area is located. Values in this ward are just 60% of the borough average.

Table 25: Mean House Values by Ward.

	Mar-09	Mar-10	Mar-11	Mar-12	Mar-13	Mar-14	Mar-15	Mar-16	Mar-17	Mar-18	Mar-19	Mar-20
Bank Hall	77,600	61,949	52,344	52,970	43,227	52,370	51,612	57,890	54,855	50,062	58,131	68,737
Briercliffe	137,948	126,138	126,545	128,111	131,111	117,345	129,766	128,251	128,051	129,866	134,361	134,703
Brunshaw	88,596	85,133	88,921	74,303	74,421	88,105	96,776	89,177	95,903	98,865	101,651	96,065
Cliviger with Worsthorne	170,196	170,538	166,088	158,431	171,155	170,185	169,016	193,662	180,885	181,747	185,492	196,830
Coal Clough with Deerplay	115,538	109,409	105,931	133,712	109,727	96,986	129,363	110,149	123,448	133,785	129,109	152,389
Daneshouse with Stoneyholme	64,487	55,572	54,748	50,405	39,051	41,858	44,969	47,775	61,485	64,201	64,004	70,236
Gannow	95,370	78,439	80,033	75,599	71,505	70,398	76,882	83,263	82,036	80,105	83,971	111,286
Gawthorpe	92,428	80,824	91,196	95,981	72,328	67,902	90,161	94,352	89,665	96,332	90,722	95,045
Hapton with Park	112,595	106,784	107,451	106,837	108,677	109,097	122,366	114,075	116,439	143,310	139,647	139,139
Lanehead	106,776	95,726	99,951	87,541	87,592	99,256	112,345	96,579	106,763	105,454	117,224	106,989
Queensgate	78,320	71,482	68,107	57,040	57,198	54,403	59,987	56,546	62,518	75,934	63,871	79,134
Rosegrove with Lowerhouse	95,346	96,238	87,183	93,902	88,599	92,065	97,362	107,640	92,934	132,546	126,277	120,330
Rosehill with Burnley Wood	81,324	85,675	84,189	81,162	102,310	76,301	95,664	89,109	93,927	94,295	95,536	108,334
Trinity	65,008	62,670	70,834	55,847	67,713	44,265	51,944	55,924	64,674	68,357	77,206	71,373
Whittlefield with Ightenhill	147,212	139,024	140,592	140,403	160,427	133,580	135,487	140,869	148,079	159,616	144,738	155,311
Burnley	92,008	92,672	87,772	90,891	90,370	91,676	96,473	96,406	99,305	104,648	106,274	114,189

Source: Office for National Statistics, 2021

6.5.2 Table 26 looks in more detail at house prices within the current and proposed designated area over the last four years. All the current licensing areas have average house prices significantly below the borough average. In addition, the proposed designation area shows house values significantly lower than the Borough average and are also lower than the ward (Bank Hall) average which in turn is the lowest ranking ward across the Borough for average house prices.

Table 26: Average house prices by current and proposed selective licensing area and their wards

Existing Selective Licensing Designation Areas	2017/18	2018/2019	2019/2020	2020/2021
Trinity 2019- 2024	£39,306	£40,240	£42,198	£42,356
Gannow 2019- 2024	£44,366	£47,327	£48,982	£53,897
Queensgate 2019- 2024	£41,380	£40,146	£48,875	£47,782
Daneshouse and Stoneyholme 2019- 2024	£43,440	£38,684	£41,663	£51,344
Burnley Wood with Healey Wood 2016 - 2021	£37,064	£45,008	£43,543	£47,446
Leyland Road Area 2016 - 2021	£34,899	£38,682	£43,531	£47,909
Ingham & Lawrence 2016 -2021	£29,000	£52,749	£51,187	£48,500
Proposed Selective Licensing Areas				
Burnley Wood with Healey Wood 2022 - 2027	£34,911	£40,929	£40,499	£43,703
Leyland Road 2022 - 2027	£36,789	£39,102	£46,737	£51,008
Ward				
Bank Hall	£50,062	£58,131	£68,737	Data not yet available
Borough				
Burnley	£104,648	£106,274	£114,189	Data not yet available

Source: Office for National Statistics; Land Registry

6.5.3 Whilst house values are influenced by a number of factors, including regional and national economies, they are a clear indicator of low levels of housing market confidence. Whilst values have increased in recent years, and properties continue to change hands, the values remain disproportionately low, particularly in the proposed designation area.

6.6 Empty Homes

6.6.1 Table 27 below shows the number of empty properties in Burnley by ward. In 2021, Bank Hall, where the proposed designated area is situated recorded the highest number of empty properties in the borough.

Table 27: Number of empty properties by Ward

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	Rank2021
Bank Hall	298	298	408	326	255	253	272	328	252	215	280	1
Briercliffe	90	85	100	87	102	124	84	89	87	88	75	15
Brunshaw	90	121	83	84	112	110	124	113	123	104	108	9=
Cliviger with Worsthorpe	74	73	94	84	85	89	93	80	90	63	79	12
Coal Clough Lane with Deerplay	73	77	135	117	103	88	88	78	73	63	77	14
Daneshouse with Stoneyholme	389	343	319	274	223	225	234	204	186	157	139	6
Gannow	171	156	165	150	165	166	171	153	163	134	125	7

Gawthorpe	197	180	217	211	189	223	182	198	198	206	162	4
Hapton with Park	122	130	190	170	143	138	129	113	102	112	108	9=
Lanehead	128	101	136	145	119	129	109	93	92	101	97	11
Queensgate	318	294	239	231	262	264	250	240	204	181	164	3
Rosegrove with Lower House	149	149	165	160	165	141	127	122	168	124	115	8
Rosehill with Burnley Wood	316	239	123	125	214	199	203	205	176	166	155	5
Trinity	409	373	320	288	345	350	307	302	265	255	233	2
Whittlefield with Ightenhill	79	72	93	82	85	94	93	88	79	77	78	13

Source: Burnley Borough Council Empty Homes Team

6.6.2 The table below shows the levels of vacant properties as a percentage of houses in the area over time. The current Leyland Road designation recorded 9% vacant properties in March 2021, around twice the borough average of 4.6%. Whilst levels of vacant properties have reduced during the current designation, they are still disproportionately high compared to the borough. Historical data is not available for the proposed designated area, however in March 2021, it recorded vacants at 8%, comparable with the current designation and just under twice the level for the borough as a whole.

Table 28: Percentage of empty homes within the selective licensing areas

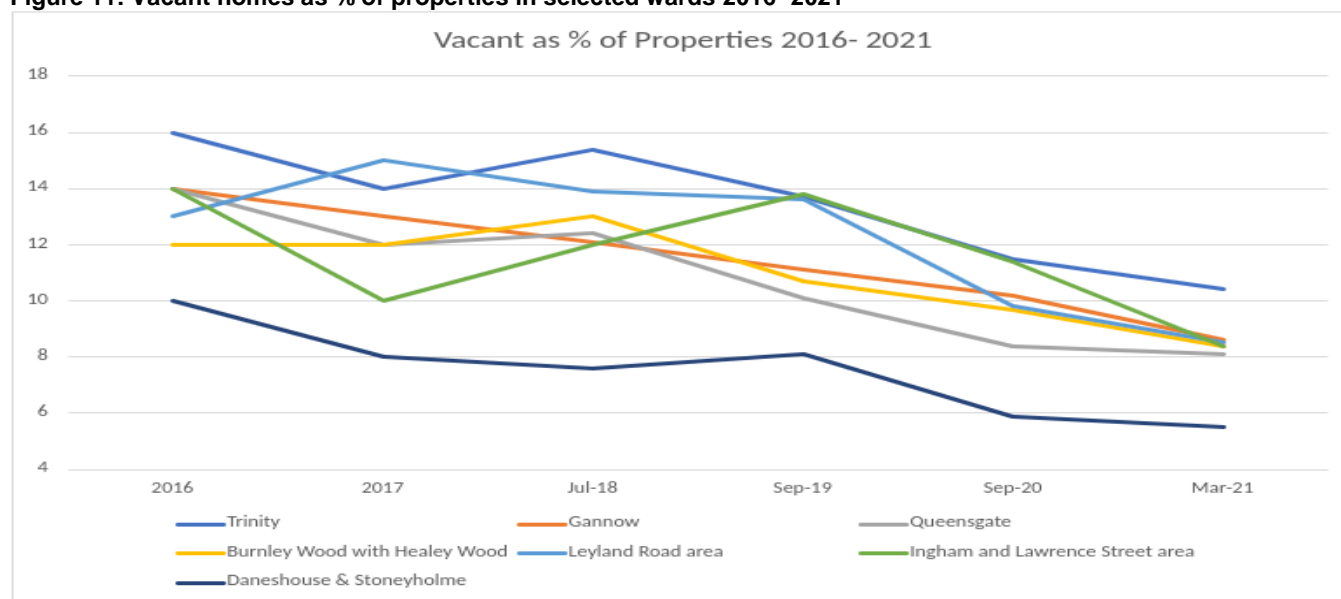
Existing Selective Licensing Designation Areas	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Mar-2021
Trinity 2019- 2024	18	16	20	20	20	16	16	14	15	14	12	10
Gannow 2019- 2024	12	12	13	14	14	12	14	13	12	11	10	9
Queensgate 2019- 2024	17	16	15	16	14	10	14	12	12	10	8	8
Daneshouse and Stoneyholme 2019- 2024	15	14	12	12	10	10	10	9	8	8	6	6
Burnley Wood with Healey Wood 2016 - 2021	13	13	14	13	14	13	12	12	13	11	10	8
Leyland Road Area 2016 - 2021	16	18	16	15	15	13	13	15	14	13	10	9
Ingham & Lawrence 2016 -2021	11	13	10	11	10	12	14	10	12	14	11	8
Proposed Selective Licensing Designation Areas												
Burnley Wood with Healey Wood 2022 - 2027												10
Leyland Road Area 2022 - 2027												8

Source: Burnley Borough Council Empty Homes Team

6.6.3 The graph below shows the decline in vacant properties in the existing licensing areas from 2016-2021, demonstrating a clear downward trend. However, the current rates still remain above the borough average. The selective licensing team work closely with the Empty Homes team to encourage landlords to bring properties back into use. Designating the proposed area

will allow the licensing team to continue this proactive work with the aim of reducing the number of vacant properties further.

Figure 11: Vacant homes as % of properties in selected wards 2016 -2021



6.6.4 The Council accepts that there will always be a number of vacant properties in the borough and the licensing areas, as properties are bought and sold, and tenancies change. A useful additional indicator of low demand is to review the percentage of properties which have remained empty for two years or more. Table 29 shows this for the existing and proposed licensing areas in March 2021. All the areas listed recorded levels of long-term empty properties above the borough average of 1.5%. Whilst Table 28 and Graph 11 show a clearly improving picture, there is still work to be done to bring these properties back into use; the proposed designation area records more than double the borough percentage of long-term empty properties.

Table 29: Long Term Empty Properties in Proposed and Existing Licensing Areas

Existing Selective Licensing Designation Areas	Number of Properties	Number of Properties Empty 2 years +	% of Properties Empty 2 years +
Trinity 2019- 2024	1348	63	4.7%
Gannow 2019- 2024	958	25	2.6%
Queensgate 2019- 2024	1617	56	3.5%
Daneshouse and Stoneyholme 2019- 2024	1790	38	2.1%
Burnley Wood with Healey Wood 2016 - 2021	1268	36	2.8%
Leyland Road Area 2016 - 2021	675	23	3.4%
Ingham & Lawrence 2016 - 2021	167	4	2.4%
Proposed Selective Licensing Designation Areas			
Burnley Wood with Healey Wood 2022 - 2027	914	30	3.3%
Leyland Road Area 2022 - 2027	772	24	3.1%

Source: Burnley Borough Council Empty Homes Team

6.7 Crime and Anti – Social Behaviour

6.7.1 Significant levels of anti-social behaviour (ASB) and crime can be a contributing factor to low demand, as people do not want to remain in an area experiencing such problems. Data from Lancashire Insight shows a decline in recorded crime across all wards in 2019/20; in 2020/21, nine of the wards continued to see further decline, whilst six recorded increases and one remained consistent with the previous year. The proposed designation area lies in the ward ranked fourth highest in the borough for total crime, and despite a decrease on the previous year, recorded significantly higher levels of crime than the borough average.

Table 30: Lancashire Insight Total Recorded Crime by Ward and Financial Year, Including Burnley Borough

Area	18/19	18/19	19/20	19/20	20/21	20/21	Ward Rank March 2021
	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	
Burnley	150.5	+26%	122.7	-18%	112.6	-8%	
Bank Hall	220.6	+23%	173.6	-21%	146.5	-16%	4
Briercliffe	55.6	+28%	41.0	-26%	38.3	-7%	14
Brunshaw	93.3	+21%	84.6	-9%	72.6	-14%	12
Cliviger with Worsthorne	30.0	-6%	27.3	-9%	22.9	-16%	15
Coal Clough with Deerplay	130.3	+32%	101.8	-22%	98.5	-3%	8
Daneshouse with Stoneyholme	338.1	+26%	286.7	-15%	191.5	-33%	2
Gannow	135.3	+52%	93.0	-31%	95.5	+3%	9
Gawthorpe	127.1	+25%	109.7	-14%	110.6	+1%	7
Hapton with Park	89.7	+29%	74.6	-17%	81.3	+9%	11
Lanehead	88.3	+10%	70.2	-21%	87.4	+25%	10
Queensgate	182.7	+12%	147.8	-19%	155.3	+5%	3
Rosegrove with Lowerhouse	146.9	+29%	105.2	-28%	123.3	+17%	6
Rosehill with Burnley Wood	165.4	+8%	142.7	-14%	142.7	0%	5
Trinity	267.7	+35%	232.4	-13%	197.0	-15%	1
Whittlefield with Ightenhill	68.4	+26%	48.3	-29%	46.6	-4%	13

Source: Lancashire Insight, 2021

6.7.2 Table 31 shows levels of ASB recorded across Burnley and split by ward from March 2018 - March 2021. In 2018/19 there was a notable decrease in ASB across the borough; in 19/20 many of the wards started to see an increase in cases. Between April 2020 and March 2021, cases of ASB in Burnley increased by 80%, compared to 75% across Lancashire. From March 2020, breaches of coronavirus legislation were recorded as ASB, which the Council believes will account for a number of those cases, as well as increased “neighbour intolerance” due to lockdown restrictions. The ward in which the proposed designation area is located recorded lower than average increases, however due to their existing high levels of ASB was still ranked third highest in March 2021.

Table 31: Lancashire Insight Total Recorded ASB by Ward and Financial Year, Including Burnley Borough

	18/19	18/19	19/20	19/20	20/21	20/21	
Area	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Per 1000 Popn	% Change Previous Year	Ward Rank March 2021
Burnley	47.0	-26%	48.9	+4%	88.1	+80%	
Bank Hall	76.4	-26%	78.4	+3%	122.1	+56%	3
Briercliffe	21.6	-34%	25.2	+17%	58.6	+133%	13
Brunshaw	27.6	-30%	29.7	+8%	63.3	+113%	12
Cliviger with Worsthorne	8.9	-44%	11.9	+33%	25.5	+115%	15
Coal Clough with Deerplay	34.0	-32%	33.8	-1%	82.3	+144%	8
Daneshouse with Stoneyholme	112.2	-19%	112.5	0%	133.2	+18%	2
Gannow	42.2	-21%	41.3	-2%	72.8	+76%	11
Gawthorpe	51.9	-22%	51.2	-1%	86.9	+70%	7
Hapton with Park	35.1	-16%	31.5	-10%	78.4	+148%	9
Lanehead	37.5	-21%	36.0	-4%	73.5	+104%	10
Queensgate	49.5	-32%	57.7	+17%	99.0	+72%	5
Rosegrove with Lowerhouse	44.1	-24%	35.9	-18%	93.3	+160%	6
Rosehill with Burnley Wood	56.4	-28%	67.1	+19%	120.9	+80%	4
Trinity	77.0	-34%	89.7	+16%	161.8	+80%	1
Whittlefield with Ightenhill	20.3	-23%	23.2	+15%	41.7	+80%	14

Source: Lancashire Insight, 2021

6.7.3 Table 32 shows the number of ASB incidents recorded by the Council, whilst Figure 12 shows the levels of ASB in wards where the current and proposed selective licensing designations are situated. From the graph it is clear that all of these wards followed similar trends, similar to the rate of change for Burnley as a whole. The graph also shows the rate of increase in the last year was highest in Rosehill with Burnley Wood. The ward where the proposed Leyland Road area is situated is ranked third highest in terms of total cases reported by ward.

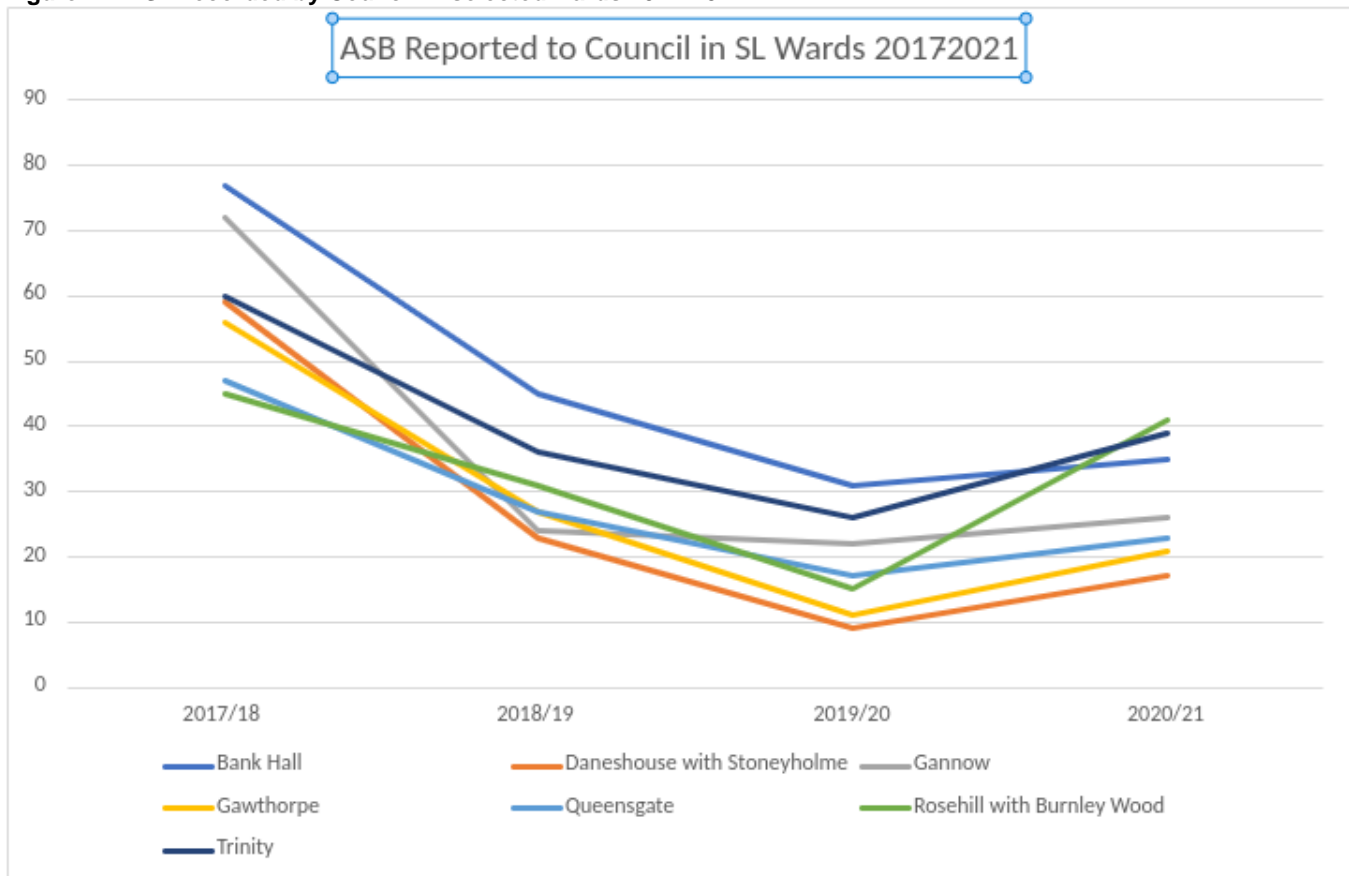
Table 32 Reported incidents of ASB to the Council by Ward

Ward	2017/18	2018/19	2019/20	2020/21	Rank March 2021
Bank Hall	77	45	31	35	3
Briercliffe	14	9	3	21	9=
Brunshaw	41	17	15	29	5
Cliviger with Worsthorne	6	6	1	5	15
Coal clough with Deerplay	28	21	6	21	9=
Daneshouse with Stoneyholme	59	23	9	17	13
Gannow	72	24	22	26	7

Gawthorpe	56	27	11	21	9=
Hapton with Park	25	14	9	21	9=
Lanehead	31	18	9	27	6
Queensgate	47	27	17	23	8
Rosegrove with Lowerhouse	38	14	17	32	4
Rosehill with Burnley Wood	45	31	15	41	1
Trinity	60	36	26	39	2
Whittlefield with Ightenhill	13	13	10	12	14
Total	612	325	201	370	

Source: Lancashire Insight, 2021

Figure 12: ASB recorded by Council in selected wards 2017-2021



6.7.4 Table 33 shows in more detail the levels of ASB reported to the Council in the current and proposed selective licensing designations. Most of the existing areas recorded an increase in cases on the previous year, in line with the figure for the borough, with the exception of Gannow which recorded a decrease. All the current licensing areas recorded higher levels than the borough average of 0.9%, with the exception of Daneshouse & Stoneyholme. The proposed licensing area recorded 11 cases, which equates to 1.42% of the properties in the area, higher than the borough average

Table 33: Reported incidents of ASB to the Council by selective licensing area

Existing Selective Licensing Designation Areas	2017/18	2018/19	2019/20	2020/21	2020/21 fig as % of Houses in Area
Trinity 2019- 2024	34	25	22	22	1.6%
Gannow 2019- 2024	33	19	38	13	4%
Queensgate 2019- 2024	42	34	16	23	1%

Daneshouse and Stoneyholme 2019- 2024	21	11	9	15	0.5%
Burnley Wood with Healey Wood 2016 - 2021	34	25	17	25	1.97%
Leyland Road Area 2016 - 2021	16	11	21	10	1.48%
Ingham & Lawrence 2016 - 2021	8	3	2	4	2.4%
Proposed Selective Licensing Designation Areas					
Burnley Wood with Healey Wood 2022 - 2027				26	2.84%
Leyland Road Area 2022 - 2027				11	1.42%

6.8 Environmental Crime

6.8.1 Environmental crime includes fly tipping of back streets and residents failing to keep their yards free of litter and dog fouling. Accumulations of rubbish have a detrimental effect on neighbourhoods, making an area look unattractive and run down, attracting vermin, and posing a risk of deliberate fires. The table below shows the number of incidents of environmental crime reported to the Council by residents and community groups. Despite reductions over the last few years showing an improving picture, the ward in which the proposed licensing designation is situated is ranked third highest in terms of number of cases reported in 2020/21.

Table 34: Dirty Back Yards Recorded by the Council by Ward 2017 - 2021

Ward	2018/19	2019/20	2020/21	Rank March 2021
Bank Hall	134	130	101	3
Briercliffe	12	27	31	11
Brunshaw	22	28	56	6
Cliviger with Worsthorpe	1	0	3	15
Coal clough with Deerplay	15	22	29	12
Daneshouse with Stoneyholme	59	51	40	10
Gannow	65	72	43	9
Gawthorpe	91	75	74	5
Hapton with Park	28	29	26	13
Lanehead	31	23	47	8
Queensgate	112	75	75	4
Rosegrove with Lowerhouse	69	68	50	7
Rosehill with Burnley Wood	140	88	118	2
Trinity	182	169	212	1
Whittlefield with Ightenhill	25	35	14	14
Total	986	892	919	

Source: Burnley Borough Council Streetscene

6.8.2 Table 35 shows the level of DBYs recorded by the Council as a % of the number of properties in the area. All the below areas record higher levels than the borough rate of 2.2%, with the exception of Daneshouse & Stoneyholme. The current Leyland Road designation recorded fewer cases in 2020/21 than the previous year, but still recorded significantly higher levels than the rate for the borough as a whole, and the proposed designation area is on a par with

this. This indicates a clear concentration of environmental crime within the proposed designation area.

Table 35: Environmental Crime Recorded by the Council in current and proposed selective licensing areas 2017-2021

Existing Selective Licensing Designation Areas	2017/18	2018/19	2019/20	2020/21	2020/21 fig as % of Houses in Area
Trinity 2019- 2024	273	110	145	187	13.9%
Gannow 2019- 2024	146	67	69	25	2.6%
Queensgate 2019- 2024	159	131	90	67	4.1%
Daneshouse and Stoneyholme 2019- 2024	84	35	31	29	1.6%
Burnley Wood with Healey Wood 2016 - 2021	205	148	78	107	8.4%
Leyland Road Area 2016 - 2021	165	41	56	46	6.8%
Ingham & Lawrence 2016 - 2021	25	24	10	11	6.5%
Proposed Selective Licensing Designation Areas					
Burnley Wood with Healey Wood 2022 - 2027				95	10.4%
Leyland Road Area 2022 - 2027				49	6.3%

Source: Burnley Borough Council Streetscene

6.9 Why Propose a Further Selective Licensing Designation?

6.9.1 There is certainly an improving picture in the current Leyland Road area. In summary the number of housing disrepair complaints received by the Council have reduced, property and area security measures have improved, and the percentage of empty properties has decreased as well as the average house prices increasing. Until the Covid-19 Pandemic ASB and environmental crime were showing a downward trend at the ward and selective licensing area.

6.9.2 Despite these improvements the Council are proposing to consult on a further designation in Leyland Road with the boundary extending to include Straight Mile Court.

6.9.3 Although demand for housing has improved within the designation area there are still key low demand statistics that raise concerns when compared to the ward and Borough. Not continuing with selective licensing at this stage would present a risk that notable improvements will not be sustained or built upon without a new designation. This is supported by Government guidance released in 2015 which acknowledged the need for licensing to extend beyond a five-year designation: 'The Government recognises that licensing may have to be a long-term strategy and that it will not provide instant solutions.'

6.9.4 The private rented sector is significantly higher in the proposed designation area (61%) when compared to the Borough and the wards in which the properties are mainly located. Within the designation area there are new, professional landlords investing, providing higher quality, well managed accommodation. Through the ongoing accreditation scheme and landlords' forums, we will support these new and existing responsible landlords, while licensing will continue to tackle those landlords that choose to ignore their legal responsibilities, undermining the private rented sector as a positive form of housing.

6.9.5 The percentage of properties within the proposed designation area with an EPC rating of a F or G is above the Borough average and there is further work to be undertaken to ensure the remaining properties meet at least an E and aspire to the Governments longer term

commitment of as many private rented properties upgrading to an EPC Band C by 2030, where practical, cost-effective, and affordable. Selective licensing will support landlords to achieve this and where necessary work with enforcement to further improve the EPC ratings of the properties within the designation area.

6.9.6 Significant progress has been made to reduce the number of empty properties in the current designation area. The 20/21 vacancy figures are still however higher than the Borough and the wards in which they are situated. A further designation area would enable selective licensing to continue to work in partnership with the Council's empty homes team to bring further empty homes back into use, ensuring satisfactory management of the properties when they are returned to use by the private rented sector.

6.9.7 Since the start of the designation area the number of reports of anti-social behaviour to the Council have reduced. They are still however higher than the Borough. A further designation enables the selective licensing team to work in partnership with the required agencies to reduce the anti-social behaviour, using the conditions of the licence where necessary.

7 OPTION APPRAISAL

7.1 The option appraisal below looks at other powers and projects that are available to the Council as an alternative to selective licensing to achieve the outcomes detailed in part 15 of this report. None are considered suitable in isolation in an area of low housing demand with significantly high levels of private rented properties and poor housing conditions. Selective licensing is required to raise standards in the private rented sector by compelling all landlords to engage with the Council and meet required standards. All other options considered below, with the exception of the private sector leasing scheme, operate within selective licensing designations to support the outcomes of the schemes.

Option	Strengths	Weakness	Risk
Accreditation (GLAS)	Improves relationships between the Council, landlords and managing agents. Improves Management Standards. Improves Property Condition Promotes good practice Improves the reputation of the Private Rented Sector.	Voluntary so cannot compel landlords to join the scheme, nor improve property condition or standards of management.	The worst landlords will not join. Limited effect on a concentrated area as only the more motivated landlords will join.
Enforcement of Housing Standards	Legal requirement Improves property conditions.	Reactive rather than proactive. Relies upon the tenant complaining, some of whom may be too scared. Does not improve management practices.	Resource intensive.
Management Orders	Removes the property from an irresponsible landlord. Improves management standards. Is a forceful sanction for those landlords that do not comply with selective licensing.	Does not tackle poor management Techniques, therefore, does not provide a long-term solution to unsatisfactory management practices. Intervention is as a last resort for a small number of properties.	Resource intensive. Relies upon an external company managing the properties.
Introduce a Private Sector Leasing Scheme	Contributes to homelessness prevention	Does not improve management standards of landlords who choose not to join the scheme. Reactive rather than proactive	Resource intensive. Relies upon an external company managing the properties. Companies do not come forward to run such a scheme.

Local Authority Trading Company (Housing Company)	Increase housing supply – across all tenures, Diversify the local housing offer – making interventions in the market to stimulate or provide additional housing, To set (and increase) quality and design standards, Control and influence around what is delivered where, Act as an exemplar landlord for market rent housing,	The poorest landlords will choose not to follow the examples set by the Housing Company and will to provide sub-standard accommodation with unsatisfactory management practices.	The Council would have to take a commercial approach to deliver housing regeneration, the housing company becoming a private landlord.
Selective Licensing	Legal requirement Improves Property Condition Improves Property Management Promotes good practice Reduces levels of ASB Area based Administration of the scheme is self-financed	Maximum 5 years Includes those landlords that already show responsible letting	Monitoring of the scheme is extremely resource intensive on staff time Landlords may try and illegally evict tenants Landlords may try and avoid licensing Landlords may leave the area creating more vacant properties.

7.2 Accreditation

- 7.2.1 Accreditation was first introduced in the 1990s, (mainly in university towns), as a mechanism for helping landlords or agents meet agreed standards of competence, skills, and knowledge about the business of owning, managing, or letting a private rented home.
- 7.2.2 Accreditation is supported nationwide by a wide range of stakeholders, including the Government, landlord associations, Local authorities, Shelter, the National Union of Students, and the Chartered Institute of Environmental Health. It can aid the supply of good-quality, well-managed homes.
- 7.2.3 Burnley's accreditation scheme, The Good Landlord and Agent Scheme (GLAS), was launched in 2001 as a partnership between the Council, private rented sector landlords and managing agents who rent out properties in the Burnley area.
- 7.2.4 Through continued development of GLAS, more landlords and agents are encouraged to join the scheme and improve the condition and management of their properties. These improved conditions enhance the living conditions for tenants and residents living in Burnley. Currently there are over 280 landlords and 14 managing agents who are members of the scheme.

- 7.2.5 In July 2016, in partnership with the Private Rented Sector Forum the GLAS Code of Practice (Appendix 3) was revised and updated to take into account changes in legislation and best practice. The scheme now includes a gold standard and the audit of managing agent's procedures at their business address.
- 7.2.6 In addition, the Council operate a Private Rented Sector Forum which was established in June 2004. The Forum represents landlords, tenants, local communities, and other voluntary and statutory agencies operating in the private rented sector and aims to improve standards across the sector by promoting best practice and raising the profile of responsible renting.
- 7.2.7 Landlord Evenings are organised through the Forum and are open to all landlords. Through these events the Forum seeks to update landlords on current issues in the private rented sector, improve relationships and strengthen partnership working and share good practice and experiences.
- 7.2.8 The Forum works with the Partnership Manager for the Department for Work and Pensions in the Northwest to run workshops for landlords. The aim of the workshops is to give landlords an understanding of Universal Credit, what it means for their tenants and what they can do if the tenant falls into rent arrears when in receipt of Universal Credit.
- 7.2.9 Whilst we continue to receive applications for GLAS, our experience shows that generally accreditation attracts a limited number of landlords that in many cases already have appropriate management standards and are motivated to improve the standards and reputation of the private rented sector.
- 7.2.10 Whilst we see GLAS and the Private Rented Sector Forum as important schemes to work with landlords and improve standards, they do not have an intensive impact in any one area of the Borough, nor do they tackle the worst privately rented properties. Due to the voluntary nature of accreditation, it does not compel the worst landlords to engage with the Council or join the scheme. Experience shows that it is resource intensive to encourage the poorer landlords to join accreditation. When landlords are asked to make improvements to meet the requirements of the scheme, many landlords fail to comply. This shows that accreditation cannot tackle the worst standards of property condition and management practices within the Borough.

7.3 Enforcement of Housing Standards

- 7.3.1 The Housing Act 2004 introduced the Housing Health and Safety Rating Scheme (HHSRS) which allows local authorities to inspect privately rented properties to ensure the condition does not have an adverse effect on the health, safety or welfare of tenants or visitors to a property. Where necessary, the Council will serve statutory enforcement notices to ensure the condition is improved.
- 7.3.2 The Council receive between 250 and 350 complaints of disrepair a year. When the complaint is received the Council will undertake a HHSRS inspection to determine whether action needs to be taken. Whilst this approach does improve property conditions, it is sporadic across the Borough and does not have a concentrated impact in one area. In addition, this power does not tackle property management standards. Through a selective licensing designation landlords will attend development days which cover all aspects of property management including property condition. Through training, advice and support

landlords will recognise and learn what improvements need to be made to their properties, so reducing the need for action under the HHSRS.

- 7.3.3 In addition to enforcement action the Council will also undertake proactive property inspections in the designation area, offering advice and where necessary taking enforcement action to improve property conditions across the designation area. Improving property conditions will assist in retaining tenants and attracting occupants to the area and help address low demand.

7.4 Management Orders

- 7.4.1 Part 4 of the Housing Act 2004 introduced the use of Management Orders but advised that these orders should not be used if other enforcement options will remedy the problem. The general effect of a Management Order is that the Council takes control of the property, although legal ownership does not transfer from the landlord. There are two forms of Management Order, interim and final. Interim lasts for a period of 12 months, which can then be followed by a final Management Order that lasts for a maximum of 5 years.
- 7.4.2 Once a Management Order is in place the Council takes over the management of the property. The occupiers pay their rent to the Council and any repair costs such as routine repairs or building insurance are taken from the rent before any surplus is given to the owner (landlord).
- 7.4.3 This power only deals with individual properties and is resource intensive, especially as the Council no longer manages any stock of its own. In some cases, even retention of the full rental income may not be adequate to properly maintain and manage the property, in which case additional costs would end up being borne by the Council.
- 7.4.4 This approach does not present a long-term solution to address poor management of privately rented stock, as ultimately the property is returned to the owner who may not necessarily have improved their management standards during the period of the order.
- 7.4.5 The Council has made five interim and one final management order and will continue to use Management Orders in conjunction with Selective Licensing as a last resort to deal with landlords who fail to comply with selective licensing and improve their management standards.

7.5 A Private Sector Leasing Scheme

- 7.5.1 A Private Sector Leasing Scheme is where the council takes out a lease, normally 3 to 5 years in duration, from a private owner or landlord on their property. The council then uses the property to provide affordable accommodation.
- 7.5.2 There is no guarantee that landlords, especially the worst, will join the scheme and the Council cannot compel them to do so. As with Management Orders the scheme does not address poor management practices as the landlord does not necessarily gain experience, advice, or training during the lease and when the property is returned to the control of the owner, the management standards can once again be unsatisfactory.

7.6 Local Authority Trading Company

7.6.1 In 2018, 58 commercial housing companies had been set up by local authorities to address gaps in their housing market. In Lancashire, Blackpool established a Housing Company in 2015 as a wholly owned Council regeneration company to intervene in part of the market that was providing poor accommodation. It is an incorporated company under the Companies Act 2006. Taking a commercial approach to deliver housing regeneration.

7.7 Landlord Development Days

7.7.1 Since 2014 the Council have held landlord development days for accredited landlords and landlords operating in the selective licensing areas. To date 352 landlords have attended. We offer training specifically for Managing Agents and training on how to address anti-social behaviour. Due to the Covid 19 pandemic the Council had to find an alternative solution to delivering these sessions, the training has continued to be successfully delivered on-line via Microsoft Teams' meetings with 24 landlords receiving their training online to date.

7.7.2 The training is currently delivered by the National Residential Landlords Association (NRLA) and covers all aspects of property letting. While the training complements selective licensing by giving landlords the knowledge to improve property management, the Council cannot compel landlords to attend, nor does it guarantee an improvement in management practices if the landlord is not willing to apply the learning.

7.8 The Empty Homes Programme

7.8.1 Tackling empty homes has been an intrinsic part of the Council's wider housing strategy to address low demand for many years and is highlighted as a key priority in the Housing Strategy 2016 to 2021. The Council's Empty homes programme has been in operation for over a decade and seeks to acquire long term empty homes, which are then renovated and resold with the aim of improving residential amenity, boosting the local economy, and making a positive contribution to the wider community. This programme has been very successful and is now utilising the Council's own capital receipts generated through the re-sale of renovated empty properties. This programme works very closely with the current selective licensing designations to address particular long term problem empty homes and helps promote investment in these areas making them more attractive areas in which to live and work.

7.8.2 Through the option appraisal, it is considered that none of the achievable courses of action would be sufficient in isolation to have the desired impact in areas of intense low demand that have significantly high levels of private rented sector properties in poor condition. It is considered that selective licensing is required to compel all landlords to engage with the Council to ensure they meet the minimum required standards or, if they fail to do so, face prosecution, civil penalties, and the use of management orders.

7.8.3 Other initiatives such as accreditation (GLAS) support the reputable landlords operating in the borough and the enforcement of housing standards will improve the housing condition within the sector, but it is considered that selective licensing will contribute to a more sophisticated and complete approach to tackling particular areas of low demand and poor property conditions. By improving the management of tenancies and properties within the private rented sector, selective licensing can contribute to a wider programme of regeneration

to help reduce empty properties, improve property condition, reduce anti-social behaviour, and improve the neighbourhoods for residents and businesses.

8. HOW DOES SELECTIVE LICENSING SUPPORT THE COUNCIL'S HOUSING STRATEGY?

8.1 This section demonstrates how the proposed Selective Licensing designation area are consistent with the overall housing strategy for the borough and will form part of a wider strategic framework for improving housing across Burnley.

8.1.1 Burnley's Housing Strategy 2016 to 2021 is a five-year plan which sets out our ambitions for improving housing across the borough over the next five years. This strategy will set out where we will focus our energy and resources and how we will achieve our priorities.

8.1.2 Housing is crucial to our growing economy, creating jobs and wealth for our residents and above all supporting our schools to continue to improve the educational attainment of our pupils.

8.1.3 Selective licensing is a key priority and included in Aim 2 of the strategy;

"To deliver transformational improvement of the private rented sector"

8.1.4 The Council fully acknowledge the benefits of private rented housing in creating choice and variety in Burnley's housing market, with The Good Landlord and Agent Scheme and the Private Rented Sector Forum seen as important schemes to create closer working relationships and improve standards. However, experience has shown that they attract a limited number of landlords that in many instances already provide appropriate management standards. The voluntary nature of accreditation does not compel the worst landlords to engage with the Council or join the scheme. It is also recognised that accreditation does not have an intensive impact in any one area and does not tackle the worst properties or management practices within the Borough. Selective licensing compels landlords to engage with the Council and improve their management practices.

8.2 Prevention of Homelessness Strategy

8.2.1 Burnley Borough Council's Homelessness Strategy has recently been reviewed and updated. Known as the Homelessness and Rough Sleeping Strategy 2020-2025, it was developed during a period of unprecedented change and uncertainty. Whilst the housing and homelessness challenges will shape the detail of this strategy, the overarching context is the 2020 Covid-19 pandemic, which is having, and will continue to have, an impact in communities in our local area, as well as in the UK and globally.

8.2.2 The Council are clear that the private rented sector has a central role to play in meeting housing need across the borough. As owner occupation becomes increasingly difficult to achieve, it is not an option or indeed the choice for everyone. As we see a significant rise in the number of households choosing to rent privately from 9.26% in 2001 to 19.4% in 2011 (Census 2001 & 2011) it is crucial that this sector can offer a decent alternative to owner occupation or social rented housing.

- 8.2.3 The private rented sector also makes a significant contribution to meeting the housing needs of vulnerable people, and in many cases has prevented homelessness and minimised the use of temporary accommodation. Selective licensing has strengthened the partnership with many private landlords by increasing the number of landlords working with the Council with well-managed, good quality accommodation. This partnership was key to supporting homeless people during Covid 19, 7 properties were leased by the Council from licensed landlords to ensure no one was sleeping on the streets.
- 8.2.4 The Council offer advice and assistance to homeless households together with a number of measures to prevent homelessness. The Private Sector Bond Scheme is available to households who cannot afford to pay cash bonds for private rented accommodation and through selective licensing the Council can be confident that residents have access to well managed accommodation that will meet the minimum standards required.
- 8.2.5 By strengthening the partnership between landlords and the Council, both accreditation and selective licensing can contribute to the prevention of homelessness through effective tenancy management that minimises anti-social behaviour, tackles rent payment issues in a timely and constructive manner and offers a housing option for some of the most vulnerable households in need of a home.
- 8.2.6 Officers from the homelessness team and selective licensing work together to tackle illegal evictions in the selective licensing areas, help support tenants to prevent homelessness and assist with the rehousing of tenants where their current housing conditions are so poor that to remain in that house would present a serious risk of harm.

9. SUPPORTING AND COMPLIMENTARY ACTIVITY

- 9.1 As detailed in this document Burnley has low housing demand which is manifested in inner urban areas such as the proposed designation areas. Selective licensing in isolation will not tackle this low demand. There are many local and wider economic factors which influence house price and sales such as employment levels, population size and profile, land availability and household size. Other macro-economic factors such as mortgage availability, interest rates, government incentives and tax regimes, will also significantly influence house prices and sales trends. Selective licensing cannot influence these factors.
- 9.1.1 However, within these low demand areas, there are significantly high numbers of private rented properties, some of which are not operating to a required standard. This exacerbates the problems of low demand and further deters people from moving into or remaining in these neighbourhoods. Selective licensing will help to address the problems associated with low demand by compelling those landlords that are not operating to minimum required standards to improve the management practices and the condition of their properties. This will improve the housing offer which in turn will help improving the unpopular perspective that residents have of these neighbourhoods.
- 9.1.2 Selective licensing is one aspect of a wider economic, social, environmental, and housing regeneration strategy that includes multiple initiatives.

9.2 Social and Economic Regeneration Activity

9.2.1 Burnley's Future 2017 to 2021 (updated in February 21) is the community strategy for the Borough. This document helps ensure that the Council has a clear vision for the future under the key priorities of:

- a) **Prosperity** - This explains how the Council and our partners will grow the borough's economy. It is the partnership's top priority and underpins all efforts to improve quality of life in the borough.
- b) **People** - This explains how the Council and our partners will help people lead healthier lives and how we will help the next generation realise their potential.
- c) **Places** - This explains how the Council and our partners will improve housing and make the neighbourhoods in our borough cleaner, greener and safer.
- d) **Performance** – This explains how the Council and our partners will deliver our priorities efficiently with services that offer value for money.

9.2.2 The strategy recognises that the Covid-19 pandemic will continue to have a significant impact on all lives in 2021. The Council will do everything it can to help the borough bounce back from its effects. In 2021, the Council will continue to support the most vulnerable with essential supplies, housing, and self-isolation payments.

9.2.3 The Pandemic has further highlighted the link between deprivation and poor health, with more Covid 19 related deaths being recorded in deprived neighbourhoods, the NHS have a legal duty to address the inequalities. One of the main factors of deprivation is poor housing, selective licensing is an integral part of addressing poor housing, helping to improve deprivation and subsequently reduce inequalities.

9.3 Empty Homes Programme

9.3.1 Aim 3 of the Housing Strategy is to reduce the proportion of empty homes in the borough. A concentration of empty homes is the most visible sign of a poorly performing housing market. The properties are often in poor condition which affects the appearance of an area and has a negative impact on the residents. They also attract anti-social behaviour, fly tipping and vandalism, which all contribute to creating unpopular neighbourhoods. Empty homes are also a wasted resource and can, if dealt with effectively, provide affordable housing for both rental and owner occupation. Burnley has an excellent record of effective intervention and innovation in tackling empty homes and has run an Empty Homes Programme since 2002.

9.3.2 The Empty Homes Programme started in 2002 funded through the Council's capital programme. The programme is borough wide and works with owners to encourage and support them to return their properties back in to use. The Council also utilise capital resources to acquire properties, refurbish them to modern standards and return them back in to use through sale on the open market. The scheme remains a priority for the Council and continues to evolve over time to include more initiatives to maximise the impact on bringing empty homes back in to use.

9.3.3 The Empty Homes Clusters Programme ran from 2013 to 2015 when Burnley was awarded £3.5 million through the Government's clusters of empty homes programme to tackle concentrated empty properties in three neighbourhoods across the Borough,

Gannow, Queensgate and Trinity. This programme returned 223 properties back in to use against a target of 175 utilising purchase and refurbishment, loans to landlords and an empty homes leasing scheme with our partner Calico Homes.

9.3.4 To support the work of the clusters programme two neighbourhood improvement schemes were carried out with key streets targeted for aesthetic improvements that included painting, new rainwater goods and repair work to garden walls.

9.3.5 During the financial year 20/21 the Council assisted in bringing 88 properties back into use including 20 acquisitions and 17 interest free loans. In 2021/22 the Council have committed a further £1.3 million to the empty homes programme which continues to include the following initiatives:

- Encouraging owners to bring their empty homes back into use through advice and persuasion.
- Interest free empty homes loans, which are restricted to the selective licensing areas and enable landlords to access a maximum of £20,000 interest free and repayable over 10 years by monthly direct debit instalments. The criteria attached to the loan include a standard of property condition stipulated by the council.
- The payment of the landlord's selective licensing fee if a landlord returns an empty home back into use under the criteria specified by the council.
- A council tax rebate for up to 6 months if an empty home is returned back into use under the criteria specified by the Council.
- Acquisition by agreement or through compulsory purchase of empty homes, which are then refurbished and sold on the open market. Receipts from the sale of these properties are re-cycled back into the programme to the acquisition of further empty homes.
- A successful empty homes leasing scheme with Calico Homes Limited. The scheme helps to ensure that empty homes compulsorily purchased by the council on streets in lower housing demand are brought back into use as good quality, well managed affordable homes. A Registered Provider presence in these areas of low demand helps to improve the overall management of the housing stock within those streets and provide additional support for the community.
- Environmental Improvement Schemes – Painting the external elevations of properties, re-pointing, and new guttering to improve the aesthetic appearance of terraced blocks to facilitate further investment.

9.3.6 For the past three years the Council has been working closely with Calico Homes to support them in the delivery of their empty homes programme to provide more social housing in Burnley. Calico have brought 95 empty homes back into use, 77 of which are in the Burnley Wood with Healey Wood selective licensing area. Through the programme there is a particular emphasis on targeting the long term vacants for compulsory purchase as these are the properties causing the greatest blight within the neighbourhoods.

9.3.7 From the 95 properties, 5 properties were allocated as safe houses for victims of domestic violence during the Covid 19 pandemic, 10 properties allocated to Syrian Refugee and Global Resettlement programmes and 5 to other supported housing partners providing homes for homeless families and veterans. The other 75 units were let for general needs affordable rent.

9.3.8 The positive impact this project is having within the Burnley Wood community is already visible, helping return a once thriving neighbourhood back into a desirable place to live at affordable cost. The number of empty homes in the area has reduced, the quality of accommodation has improved through the high standard of renovation works and there is the added benefit of having a social landlord management presence within the area. In addition, Calico are in the process of opening the community centre again within Burnley Wood to provide social interaction for families and children.

9.4 Housing Enforcement and Proactive Inspections

9.4.1 Selective licensing does not require an inspection of every property; however, the Council aims to ensure that landlords who provide accommodation do so to at least the minimum legal requirement. In the current selective licensing areas, a programme of proactive inspections is being undertaken by the housing standards team and this will be replicated in any future designations. Any complaints of disrepair by tenants within the selective licensing team are addressed by the housing standards team.

9.4.2 The Housing Standards Team will also work with the selective licensing team to advise on and enforce the new regulations in relation to smoke and carbon monoxide detection. They will also use penalty notices where a managing or letting agency is not a member of a Redress Scheme.

9.5 Accreditation, Training and Development

9.5.1 The proposed fee structure includes a 30% reduction on selective licensing fees for those landlords that become accredited through the Good Landlord and Agent Scheme (GLAS) before a designation comes into force. This encourages further membership of the voluntary scheme, which improves the management and condition of the private rented properties through landlords adhering to the Code of Practice.

9.5.2 Training and Development Days will continue for licensed and accredited landlords and managing agents, improving knowledge, and understanding of their legal responsibilities and best practice, as well as advising them where they can go to receive further advice and support. Through increased knowledge management practices and property condition will improve within the private rented sector.

9.6 Crime and Anti-Social Behaviour

9.6.1 In Lancashire each local council is required by law to work together in partnership with Lancashire Police Constabulary, Fire and Rescue Service, Primary Care Trusts and Probation Trust. These partnerships are called Community Safety Partnerships and they are responsible for working together to reduce crime and disorder, anti-social behaviour, substance misuse and re-offending. Burnley is part of the Pennine Community Safety Partnership. This partnership has identified the following Pennine Lancashire Community Safety Strategy priorities for 2018-21 as: (to be updated in 2021 get new version from RB before final version)

- Maintain low crime and anti-social behaviour levels
- Keeping young people and adults with vulnerabilities safe
- Tackling the causes of crime through prevention and early intervention
- Targeting repeat offenders and those causing the greatest harm

- Keeping our roads safe

9.6.2 The Council's Community Safety Team takes a lead role in meeting the priorities and actions of the Pennine Community Safety Strategy for Burnley. The delivery of the local community safety strategy in Burnley is the responsibility of the Multi Agency Tasking and Coordinating (MATAC) group, where all local activities are agreed with emerging and predictive threats are considered.

9.6.3 Selective Licensing works closely with the Community Safety Team and is also a part of MATAC. It forms a part of these partnerships which act to co-ordinate actions and responses from a wide range of partner agencies, such as Police, Streetscene, adult and social care, and landlords and residents.

9.6.4 The Selective Licensing Team liaise with ward councillors and neighbourhood policing teams, resident groups, and other partnership agencies to consider concerns and reports of ASB. The team then assists the Council's ASB team to resolve and reduce ASB in the designation areas using the conditions of selective licensing.

9.6.5 Through the Pennine Lancashire CSP a successful bid to the Home Office Safer Streets Fund was submitted. £549,500 was awarded for a project focussing on parts of Burnley Wood and Bank Hall to reduce vulnerability to burglary and other theft offences, through a range of measures aimed at protecting both individual domestic properties and the wider community as a whole.

9.6.6 The project has seen the roll-out of 6 new CCTV installations within the project areas, 11 new alley gate schemes, Green Space improvement, bespoke home security packages to over 400 properties, including locks, replacement doors, security lights, and new back gates.

9.7 Environmental Crime

9.7.1 The Council's Streetscene unit are responsible for investigating fly tipping and dog fouling incidents and, taking the appropriate action through the courts when evidence is found. The Council has a statutory duty to keep streets clean, so any side-waste presented on collection day is left for a Council Officer to investigate, before being removed by a Street Cleansing Operative.

9.7.2 Selective licensing supports this work by ensuring landlords are aware if they have a dirty back yard, and if it is caused by the tenant that they are using the clauses within the tenancy agreement and management procedures to ensure the tenant clears that dirty backyard.

9.7.3 The licence conditions contain additional conditions relating to the prevention of environmental crime and keeping the yard areas free from waste. Regular audits are carried out to monitor the areas, and managers and landlords contacted if there is breach of the licence conditions. This information is also used in assessing the licence holder and manager against the Fit and Proper Person criteria.

9.8 New Housing

9.8.1 The area of Burnley Wood has received millions of pounds of regeneration investment through funding projects such as the Single Regeneration Budget and the Housing Market Renewal

Pathfinder. This regeneration included large scale clearance, face-lifting, and a programme of ongoing new build. 240 new homes have been built on the former cleared housing sites in Burnley Wood. These parts of the neighbourhood have been transformed into popular areas where people choose to live, offering a range of family housing with affordable options for first time buyers.

9.9 Supporting Vulnerable Residents

9.9.1 Working with vulnerable residents often requires a multi-agency approach to address complex issues that person is facing. The health, safety and welfare multi-agency meetings for Burnley started in October 2020 due to recognition from operational officers that partnerships between statutory and voluntary agencies needed to be strengthened to effectively support some of Borough's most vulnerable residents. Over time membership has grown to include:

Housing, Streetscene, the police, the fire service, health, adult and children social care, the CVS, Inspire, Age UK, Calico and Burnley Together.

9.9.2 Officers meet once per month to discuss complex cases where written consent has been gained by the resident. There are no eligibility criteria for cases other than a multi-agency approach is needed to support that resident. This approach has seen effective collaboration with a wide range of organisations and services. Detailed below one of the cases referred to the meeting:

X has been known to the forum for the past 12 months and he has been known to Adult Social Care for several years. X has not engaged with any services previously, but over the past 12 months he has had grant works completed by housing at his property to make it habitable again. He has a new boiler, hot water, and electricity, and told me that he is looking forward to winter for the first time in over 15 years as he will be warm. Although works need to be finalised at his home, X appears to be doing well and he is engaging with Adult Social Care. Telecare has been provided, and reablement with therapy. The Integrated Neighbourhood team is working with X regarding his health needs, and he is engaging well with the Officer currently, who has spent a lot of time with X to help him engage with his GP, he has recently consented to a referral to Inspire which is a huge step in the right direction for him. Again, the joint approach between health, housing and Adult Social Care has proved successful.

10. ADMINISTRATION OF THE DESIGNATION AREA

10.1.1 This section explains how the Council will implement and administer the scheme, if approved by the Secretary of State.

10.1.2 Should the designation be granted it will come into force no sooner than three months from the end date of the previous designation. Once the designation is in force, all landlords operating within will be required to apply for a licence for each house that is rented. The Council has introduced an online application system to enable all applications to be submitted and processed electronically online.

10.1.3 The Council cannot require licensing of houses that have been made exempt under the Selective Licensing of Houses (Specified Exemptions) (England) Order 2006 (such as tenancies with a term over 21 years or occupied by a family member), or property that is subject to a tenancy or licence granted by a body which is registered as a social landlord under Part 1 of the Housing Act 1996. Applications for exemption are required to be made via the online system to ensure monitoring of all exempt properties throughout the lifetime of the designation.

10.1.4 Regular monitoring of land registry house sale and council tax data enables the Council to identify new properties that require licensing and identify those that have not applied. Audits of the areas are also undertaken, plotting every property interest on a GIS map.

10.2 Fees

10.2.1 Part 3 of the Housing Act 2004 outlines that the Local Authority may require the application to be accompanied by a fee fixed by the Authority.

10.2.2 The Authority is not permitted to make a profit from the introduction of a Selective Licensing programme and any surplus must be ring-fenced for use on the scheme. The fees should, however, take account of all administrative costs incurred in carrying out all duties under this part of the Housing Act 2004.

10.2.3 The fee covers a five-year selective licensing designation. The lowest fee payable would be for a landlord that is an existing licensed and accredited landlord with one house where the application was made within three months of the designation coming into force, this fee would be £400.50. The full Fees and Charging Structure is attached as Appendix 4 to this document.

10.2.4 The fee may be paid by direct debit usually over a 2-year period.

10.2.5 All fees will be calculated based on the staff needed to cover the processing of the estimated number of applications and the monitoring and development of the scheme. Costing estimates for the scheme include salaries and on costs and all anticipated non-salary revenue spending e.g. printing costs, legal fees.

10.2.6 It is proposed that the fee structure will be reviewed annually.

10.3 Fit and Proper Person Criteria

10.3.1 As part of the application process, proposed licence holders and managers will be required to provide information to demonstrate that they are “fit and proper persons” and that they have satisfactory management arrangements in place, including dealing with anti-social behaviour.

10.3.2 In circumstances where the Council are not satisfied that the licence holder or manager is a “fit and proper person”, and/or the management arrangements are unsatisfactory, then it can refuse to grant a licence.

10.3.3 Should any person be found to have a criminal record; the information and any other relevant information will be considered by the Council and a decision will be taken as to whether the persons involved are reasonably considered to be a “fit and proper person”. The existence of a criminal record does not automatically bar a person from being licensed. In considering whether someone is “fit and proper” the Council can also consider

any person associated with the applicant who is affected by the above-mentioned issues (Sec. 89 Housing Act 2004). The Council is also free to consider any other information it has at its disposal with regards to the persons named in the application. Such information must, however, be factual and backed by evidence. Rumour and supposition will not be

used to judge applications.

10.4 Licence Conditions

10.4.1 As part of the licensing requirements all licence holders will be required to comply with various licensing conditions. The following conditions are mandatorily imposed by the Housing Act 2004 and the Council has no discretion to vary these conditions:

- a. to produce to the local housing authority annually for their inspection a gas safety certificate obtained in respect of the house within the last 12 months if gas is supplied to the house.
- b. to keep electrical appliances and furniture made available by him in the house in a safe condition, to supply the authority, on demand, with a declaration by him as to the safety of such appliances and furniture.
- c. to ensure that every electrical installation in the house is in proper working order and safe for continued use; and to supply the authority, on demand, with a declaration by him as to the safety of such installations.
- d. to ensure that a smoke alarm is installed on each storey of the house on which there is a room used wholly or partly as living accommodation, and to keep each such alarm in proper working order.
- e. to ensure that a carbon monoxide alarm is installed in any room in the house which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance; to keep any such alarm in proper working order; and to supply the authority, on demand, with a declaration by him as to the condition and positioning of any such alarm.
- f. the licence holder to demand references from persons who wish to occupy the house.
- g. the licence holder to supply to the occupiers of the house a written statement of the terms on which they occupy it.

10.4.2 In addition to the above mandatory conditions the Council may attach local conditions to licences.

11. LEVEL OF COMPLIANCE WITH CURRENT SELECTIVE LICENSING AREAS

11.1 Until the 15th November 2021 there were seven selective licensing designation areas in operation in the Borough. The table below shows the level of compliance within Burnley Wood, Leyland Road and Ingham and Lawrence Street areas, as of the 17th June 2021. It is estimated that 96% of properties that are required to have a licence have a licence in place.

Table 36 Level of compliance with current selective licensing areas 15/6/2021

	Designation start date	Estimated No. licensable properties start of designation	Current No. Licensable properties	Total No applications received	Total No applications received and complete	% applied (of no licensable)		Total No. properties no application received	Licensed	% licensed (of no licensable)	Licences proposed refusal
Burnley Wood with Healey Wood	Nov - 16	414	619	606	605	97.89 %		13	603	97.41%	15
Leyland Road	Nov - 16	310	418	417	414	99.76 %		1	400	95.69%	18
Ingham & Lawrence	Nov - 16	55	90	87	86	96.66 %		3	81	90.00%	0

11.2 The current designations for Burnley Wood with Healey Wood, Ingham and Lawrence, and the Leyland Road areas come to an end in November 2021.

11.3 The Council has taken a supportive role with landlords in helping them obtain licences and therefore meet the required conditions, rather than immediately pursuing enforcement action. Where the Council proposes to refuse to grant a licence it will endeavour to work with the proposed manager and licence holder to resolve the issues before refusal.

11.4 In relation to the proposed refusal and refusal figures in Table 36, a case including 18 properties was the subject of an appeal to the Residential Property Tribunal, the application was to appeal the Council's decision to refuse to grant the licences on the grounds of unsatisfactory management. This resulted in mediation between the Council and the applicant, following this mediation these 18 licences were granted.

11.5 Regarding non-compliance 17 of the properties in these areas (1.5% of those required to be licensed) have not applied to the Council for a licence.

11.6 The Council's policy is to not actively pursue applications in the last 6 months of the designation, but to continue to monitor the number licensable properties. Where an application has not been made prior to this then officers will consider if it is appropriate to act for the failure to apply. This would be through issuing a financial civil penalty or prosecution.

11.7 Since 2013 to June 2021 for all current and previous designations, 25 landlords representing 41 properties have been successfully prosecuted for the failure to apply for a licence. In addition, there have been 20 financial civil penalties served totalling £161,500, some of these have been the subject of appeal to the Residential Property Tribunal, resulting in a total recoverable amount £94,780. Furthermore 18 Rent Repayment Orders have been made and upheld by the Residential Property Tribunal.

11.8 To date in the Burnley Wood/Healey Wood and Leyland Road selective licensing areas 6 financial civil penalties totalling £33,000 have been served. Following Residential Property Tribunal hearings, the total recoverable is £28,500.

- 11.9 In relation to the potential breaches of licence conditions officers will work with landlords to ensure problems are addressed without the need for enforcement action.
- 11.10 The Council's Streetscene unit are responsible for investigating fly tipping and dog fouling incidents and take the appropriate action through the courts when evidence is found. Prosecutions are taken against the owner or the occupier for dirty back yards that have not been cleared following the service of a warning.

Table 37 - Interventions for Dirty Back Yards

	Burnley Wood cases warnings issued.	Burnley Wood No. Unresolved and prosecuted	Leyland Road cases warnings issued.	Leyland Road No. Unresolved and prosecuted	Borough-wide cases warnings issued.	Borough-wide No. Unresolved and prosecuted
2019	133	9	38	5	1014	60
2020	63	13	44	5	649	66
2021 up to 3/6/21	29	9	19	4	274	64

- 11.11 Through the monitoring of the designations in the Leyland Road area of 203 checks undertaken by the Selective Licensing team, 8 dirty back yards have been found and reported, resulting in 2 of the dirty back yards being issued with Community Protection Warnings and in both cases the agent/landlord/tenant were contacted about breaching licence and tenancy conditions. The other 6 dirty back yards were cleared after a single conversation. In the Burnley Wood area, a further 79 dirty back yards have been identified to date by the Selective Licensing team.
- 11.12 An example of the type of audit undertaken:
- During July/August 2020 selective licensing officers undertook an external audit of the Ingham and Lawrence Street area. This was to check the external condition of properties as well as surveying for waste in backyards. Of the 85 private rented properties surveyed, 19 were recorded as having some form of defect. These defects were of varying severity, and where action was required, the team contacted landlords and agents to ensure these issues were rectified. In addition, of the 170 yards surveyed just three were identified as having waste in the yard requiring action. Two were quickly cleared, with just one requiring further action in the form of prosecution by the Streetscene unit. As part of this audit, we requested up-to date gas safety certificates for 69 properties, 67 of which were received. A civil penalty for a breach of condition for not providing a copy of a current gas safety certificate was served for £1000.*
- 11.13 A key area of work undertaken is the prevention and dealing with ASB. Officers assist the Council's ASB team by discussing ASB with landlords and managers and ensuring they have the skills to be able to resolve, that tenancies are being properly managed, that correct legal procedures for possession are followed and also through enforcing the conditions of selective licensing. The Council also provides training on ASB through the landlord Development Days.
- 11.14 Guidance and support to landlords is a key part of the role and happens daily. Often ASB cases will result in formal action being taken by the Council through the form of Community

Protection Notice Warnings (CPNW), Community Protection Notices (CPN), Fixed Penalty Notices (FPN) and closure orders.

12.15 In Burnley Wood since January 2020 there have been 54 interventions with landlords by the Selective Licensing Team, this will have been through meetings or discussions, 7 of these properties have received CPNW/CPN and FPN. Some of these resulting in evictions by the landlords of the tenants. In Leyland Road since January 2020 8 properties have received CPNW and CPN.

11.16 To prevent ASB the Selective Licensing team offer a tenant reference service to landlords and managers.

Table 38 Informal intervention to prevent breaches of licensing conditions.

Intervention	Burnley Wood with Healey Wood	Leyland Road
No Reference Requests	296	121

11.17 This reduces the ability of known offenders of ASB to secure a tenancy within a designation. Work is also undertaken to check that landlords have obtained satisfactory referencing prior to letting a property in line with the mandatory licence condition.

11.18 The application process enables the identification of those landlords and managers that do not follow legislation in relation to property management. We have successfully served 3 financial civil penalties where property managers have not been a member of a redress scheme, fines totalling £6,000 have been imposed. Due to the requirements for satisfactory management arrangements, we have seen several managers that have made the business decision not to operate in Burnley as they do not have the necessary experience, qualifications, or membership of professional bodies.

11.19 Properties are also identified that do not have the necessary gas, electrical safety or EPC certification resulting in properties being inspected under Part 1 of the Housing Act 2004, and referrals being made to trading standards and the Health and Safety Executive.

11.20 If compliance cannot be reached, and there is no reasonable prospect of the property becoming licensed the Council can impose an Interim Management Order to protect the health and wellbeing of the occupants. To date across all current and previous designations, the Council have made five Interim Management Orders and one final management order.

11.21 One case was where there was extreme damp and mould within the property, and the landlord's management standards were not satisfactory to ensure the repairs were completed action was also undertaken under Part 1 of the Housing Act 2004. Another was where there was significant and persistent ASB, and the landlord failed to take steps to manage the tenancy.

11.2 Case Study 1: Compliance with Gas Safety Requirements in Licensing Areas

11.2.1 All landlords of private rented properties where gas appliances are supplied have a responsibility to undertake annual safety checks at their properties. Furthermore, those that are licensed under a selective licensing scheme are required to provide a copy of the certificate to the Council annually. The selective licensing scheme allows the Council to proactively monitor this and other legislative requirements at all private rented properties which fall under the scheme.

11.2.2 Between September and November 2021, the licensing team contacted the licence holders of 659 properties where the gas safety certificate (GSC) we held on file had expired. Requests were sent to both managing agents and licence holders. Table 38 below shows the results recorded on 22nd November 2021

Table 39: Gas safety certificates requested and received

Area	No. requested	Outstanding	No. dated after request (and as % requested)
BWHW	358	66 (18%)	12 (3%)
LR	301	37 (12%)	26 (9%)
Total	659	103 (16%)	38 (6%)

- The majority of licence holders or their managers were able to submit a valid certificate, or alternatively provide evidence that showed they were not required to provide a certificate (84% across both areas), e.g., the property had become vacant.
- Seven licence holders failed to submit valid GSCs for more than one property. The remaining licence holders failed to do so for a single property.
- The table also shows the number of certificates received which were dated after an initial request to provide to the authority was made. Whilst some of these certificates will have been due in September - November, this raises concerns that some of those licence holders where this was not the case had not already taken steps to ensure the check was complete and were only doing so because of the request made by the licensing team. Six licence holders submitted certificates dated after the request for more than one property.
- The Council is currently preparing to take legal action in the form of civil penalties against those licence holders who have failed to comply with the requirement to provide a valid GSC and who have not been able to give reasonable mitigating reasons for this failure.

11.2.3 The above case study shows that notable levels of compliance had been achieved within the designation boundary. As a comparison, between September 2017 and August 2018, the Housing Enforcement team undertook proactive inspections of 93 properties in the Daneshouse & Stoneyholme area of Burnley. At the time this area was not designated under selective licensing. Of the 93 inspected, 73 had no gas certificate in place at the time of inspection, a compliance rate of just 22%. This case study demonstrates that much higher levels of compliance can be achieved where a selective licensing designation is in place; 84% of licence holders contacted during this recent period of monitoring were compliant or provided evidence to show they were not required to obtain a GSC. Since this

piece of work Daneshouse & Stoneyholme has been designated as a selective licensing area, allowing the Council to proactively ensure all private rented properties are covered by a valid GSC.

11.2.4 Despite the high levels of compliance, there is still a significant number of licence holders who failed to provide a valid GSC or evidence that one is no longer required; 103 across both areas. In addition to this, a number of those certificates were completed after a request was made to the licence holder to provide it, suggesting that some licence holders do not have appropriate procedures in place to adhere to their legal responsibilities. The Council is concerned that not continuing with selective licensing in these areas would result in a drop in compliance with gas safety regulations and would mean the Council would not have the facility to proactively monitor and identify breaches of gas safe legislation. Without licensing in these areas, the Council would largely rely on complaints from residents to identify properties that have not had a valid safety check, meaning there is a real risk that some landlords will not adhere with the regulations and continue to operate under the Council's radar.

11.3 Case Study 2: Fit and Proper Persons

11.3.1 In order to be granted a licence, applicants must demonstrate that they are, amongst other matters, fit and proper persons to hold a licence. Where a person is deemed not to meet this criteria, applications for a licence are refused, and the persons in control of the property will be required to put in place alternative, appropriate arrangements. Determining that both the licence holder and manager are fit and proper persons is a crucial part of ensuring that the property is being managed appropriately.

11.3.2 Further to this, following the granting of a licence, the Council deem it appropriate to make it a condition of a selective licence that licence holders are required to inform the Council within ten working days of any material change in circumstances affecting the management of the property, including details of any relevant convictions of which the Council was previously unaware.

11.3.3 In January 2020, the Council were made aware that a landlord who held a licence in the Gannow selective licensing designation in Burnley (2014-2019), had been convicted of a serious offence, in relation to which he received a significant custodial sentence. The landlord failed to notify the Council, and as such the Council served a civil penalty notice of £5,000 for breach of this condition. This was later reduced to £4,000 on appeal.

11.3.4 In considering whether there were any aggravating factors the Tribunal, on balance, agreed that the Council being left in ignorance, for many months, of the landlord being in prison and convicted of very serious offence undermined the Council's ability to secure an important objective of the selective licence scheme, that is, to have in place a fit and proper licence holder.

11.3.5 This case study demonstrates the importance of selective licensing in that it allows the Council to intervene where the licence holder of the property is not "Fit and Proper". The area in which this property is located has since been designated under a further scheme; the Council has been able to insist that alternative arrangements as to who holds the licence have not been put in place.

12. RISK ASSESSMENT

12.1 There are risks and limitations attached to a selective licensing designation. The main risks that have been considered are:

12.2 That rogue or criminal landlords relocate to neighbouring areas and continue to manage their properties in an unsatisfactory manner.

- If the proposed designation areas are introduced, the main low demand areas within the Borough will be covered by selective licensing preventing those landlords moving to avoid a scheme. It is unlikely that they will move to higher demand areas as the house prices are higher with less property availability.
- In the current selective licensing designations, landlords who have been refused licences have sold the properties, which have then been acquired by a responsible landlord.
- There will be monitoring procedures in place to determine whether rogue landlords locate to another area of the Borough.
- The enforcement of housing conditions will continue to operate across the Borough.

12.3 Rogue or criminal landlords continue to operate without a licence.

- The area is monitored intensively through a range of data sources, including housing benefit, council tax and visual audits.
- In the current selective licensing areas, there is a robust enforcement policy in place which includes prosecutions, management orders, rent repayment orders and Civil Penalty Notices. This will be replicated in any future designation as well as consideration of Banning Orders and entries onto the Rogue Landlord database.

12.4 Landlords unlawfully evict tenants to avoid licensing.

- This has not been experienced in the current selective licensing areas.
- Having an empty property attracts higher Council Tax bills and the risk that the property will be vandalised.
- The licensing team and the housing needs team will ensure tenants are aware of their legal rights through advice and publicity.
- The threat or action of an illegal eviction will be investigated through partnership work with the council's homelessness team.

12.5 Tenants who have been evicted because of continued anti-social behaviour or criminal behaviour are rehoused in an adjacent street or move to a neighbouring area.

- In the majority of cases early intervention by the selective licensing team, the Council's Streetscene department and the Police will address the anti-social behaviour without the need for eviction.
- If an extreme case occurs where the tenant has been evicted and then rehoused by another landlord in the same area, the situation will be identified through the monitoring of the area and then if required, enforcement action will be taken against the landlord if they have not undertaken satisfactory referencing.
- If the tenant starts to display the same behaviour at the new house, action will be taken in partnership with other services that will include the consideration of an anti-social behaviour order banning them from the area. This risk has occurred in a small number of cases and

options for dealing with this are being investigated, including possible legal action to exclude such tenants from a particular selective licensing area. A general condition not to cause harassment, alarm or distress that would cover any property the person may move to, regardless of area, within the borough, may also be sought.

13. CONSULTATION

13.1 Before a new designation can be approved, it is a legal requirement for any authority considering the introduction of selective licensing to undertake consultation for a period of not less than 10 weeks. Guidance from the Department for Communities and Local Government (March 2015) states that when considering whether to designate an area the local housing authority must:

- a. Take reasonable steps to consult persons who are likely to be affected by the designation, and,
- b. Consider any representations made in accordance with the consultation.

13.1.2 Should the Council's Executive decide to approve the proposed designation areas. The Authority would be required to obtain further confirmation from the Secretary of State. The consultation exercise for the proposed areas of Burnley Wood with Healey Wood and Leyland Road, took place from 9th of August 2021 to 24th of October 2021 (11 weeks).

13.1.3 Emails and letters to all Interest holders

In August, the Council emailed all known landlords with properties in the proposed designation areas, as well as managing agents operating in the boundaries. Where no email address was recorded, a letter was sent. The emails and letters directed all recipients to the Council's website for further information, where they could also view proposal documents, including the Council's reasons for proposing the area, copies of the proposed licence conditions, proposed fit and proper person criteria and management standards, proposed fee structure, lists of streets covered and frequently asked questions. In addition, the emails included a link to the online version of the questionnaires for the proposed area. Contact details for the Selective Licensing team were also included on the letter for recipients to make queries/representations, as well as details of face-to-face drop-in sessions held by the licensing team. The council sent follow up emails in October reminding them to complete a survey if they wished to do so and confirmed the remaining drop in session dates.

13.1.4 Questionnaires

Questionnaires were hand delivered to every property in August, including businesses, within the proposed designation area, as well as the areas immediately surrounding these boundaries. It asked for their thoughts on the proposed scheme and whether they agreed with the proposals. The questionnaires gave details of the locations and times of the arranged resident drop-in events for the areas, along with contact details for Council officers. Paper copies were also available to complete at all consultation events. In October, reminder leaflets were hand delivered to all properties and businesses within the wider consultation boundary containing details of the deadline for completing questionnaires and making representations for consideration as well as the dates for the drop-in sessions.

13.1.5 Drop-in Sessions

Two resident drop-in sessions were held in the Leyland Road proposed area, two in Burnley Wood and two in Healey Wood over the course of the consultation period. Venues were selected within the proposed designation areas, or in their immediate vicinity, to ensure they were accessible and convenient for all wishing to attend. The drop-in sessions were attended

by residents, landlords, managing agents, Police, Fire Service and Local Councillors. Residents who attended included owner occupiers, private tenants, and tenants of registered social landlords.

13.1.6 Private Rented Sector Forum

A meeting of the Private Rented Sector Forum (PRSF) was held on 14th October 2021 to discuss the proposals. The meeting was attended by council officers and members of the forum, made up of landlords and managing agents operating in the borough. Council officers presented maps showing the proposed boundaries, and an explanation was given regarding how the boundaries had been determined. Officers explained how relevant data had been analysed in order to give a more focused understanding of the proposed licensing areas, and how this information was used to justify removing certain streets from the Burnley Wood with Healey Wood boundary where noticeable improvements had been seen in the last five years. Members were invited to discuss the proposed boundaries, drawing on their experience of managing property in the proposed designation areas. Members agreed that the proposed boundaries were appropriate, and there were no suggestions that any of the proposed areas were not suitable for licensing.

13.1.7 Registered Social Landlords

Registered Social Landlords operating in the borough were contacted to inform them of the proposed schemes and ask for feedback on the proposals. They were also asked for their views on whether they believe the scheme would support their own strategic objectives and business activities. No responses were received. We received this response from one of them.

“Absolutely we would like this area to continue to be a SL area. We have started to see some people terminate their tenancies recently because of some crime in the neighbourhood. This is also feedback we have had when completing customer door knocking events, so we are keen to start working more closely with the local councillor and police to try to tackle this and continue the good work we are all doing to lift this area.”

13.1.8 Key Partners

The credit Union, Shelter and neighbouring local authorities were contacted during the consultation proposals. The National Residential Landlords Association was also consulted who responded.

“The NRLA believes that local authorities need a healthy private rented sector to complement the other housing in an area. This provides a variety of housing types that can meet the needs of both residents and landlords in the area. The sector is regulated, and enforcement is essential for maintaining the sector from criminals who exploit landlords and tenants. An active enforcement policy that supports good landlords is crucial as it will remove those who exploit others and create a level playing field. It is essential to understand how the sector operates as landlords can often be victims of criminal activity with their properties being exploited.

The NRLA has a shared interest with Burnley Council in ensuring a high-quality private rented sector but disagrees that the further introduction of selective licensing is the most effective approach to achieve this aim both in the short term and long term.”

13.1.8.1 Officers consulted with the local councillors with a briefing note, and the councillors were invited to attend the drop-in sessions arranged to consult with the community. We received responses from some councillors in favour of the proposed designation. One response received by a local councillor on 24th September 2021:

“I live within Burnley Wood and frequently speak to the residents. It is clear that Selective licensing must remain, there are far too many landlords who neglect the maintenance of their properties to the detriment of their tenants. I have personally been in conversation with Ian on one particular resident and without this scheme being in place things would be so much more difficult.”

13.1.8.2 Information was sent to the Neighbourhood Policing Inspector of Burnley Police station, who responded:

“Designating Burnley Wood with Healey Wood and the Leyland Rd areas as selective licensing areas would be, I feel, be absolutely the right thing to do. These particular areas do suffer from low quality and often questionable housing arrangements and introducing such a scheme would alleviate or at least decrease a large number of associated issues such as ASB. I would be very supportive of this scheme especially in light of the recent “Safer Streets” project having been rolled out across the Burnley Wood area. Hopefully a selective licensing scheme in this area would add to the improvements that have already been undertaken and help in the overall reduction of acquisitive crime and ASB.”

13.1.9 Accessibility of Consultation

Information provided to stakeholders was clear and concise. A frequently asked questions document was collated, to enable stakeholders to gain a better understanding of the proposed scheme and its impacts. Council officers were available each day by phone and email for those who had further queries.

13.1.9.1 The questionnaires contained the key reasons the authority wishes to introduce the scheme in the proposed areas. This was expanded on further in the proposal document which was available to view online throughout the consultation (paper copies were available on request). This document laid out the reasons for wanting to introduce the scheme, based on statistical evidence for low demand. A summary of the proposals was also made available on the Council’s website.

13.1.9.2 All written and verbal representations have been given full consideration. All questions and concerns about the proposals were responded to in writing where contact details had been provided. Where no contact details were provided, a response has been given in the transcripts which accompany this document. Full transcripts of representations made during the consultation period are publicly available to view on the council’s website. Summaries of responses received for each proposed area have also been included.

13.1.10 Publicity / Communication

The consultation was advertised on the council’s website along with links to the proposal document, proposed area maps, FAQs, proposed fee structure and links to online questionnaires for each area. In addition to the questionnaires which were delivered to every household in the wider consultation boundary, the council widely publicised the consultation and drop-in sessions using various methods of communication including press releases to local newspapers and social media. Reminder leaflets were also distributed to all households and posters erected in public areas.

13.10.1 Officers were available to discuss the proposals and answer queries by email and phone, these details were included in all publicity articles and were also listed on the questionnaires and website. Full details of all responses provided can be found in the transcripts for each individual area.

13.1.11 Analysis

All completed questionnaires (paper and online) were statistically analysed. All written comments or queries received as part of the questionnaires, or by post/email were placed into a transcript relating to each area and responded to by officers where required. Comments from drop-in sessions and meetings with landlords were also added to the relevant transcript, considered, and responded to where necessary.

14. OUTCOMES OF THE PROPOSED DESIGNATION AREA

- 14.1 Low demand in the proposed selective licensing areas is most clearly manifested in high vacancy rates, low property values, high numbers of private rented properties and poor property conditions. In addition there are high incidences of environmental crime and anti-social behaviour, which have a negative impact on demand within the area, further weakening the housing market.
- 14.2 Pockets of significantly high numbers of private rented properties in poor condition are exacerbating the problems of low demand through poor property management and poor housing conditions. Selective Licensing will help to address the problems associated with low demand by compelling those landlords that are not operating to minimum required standards to improve the management practices and the condition of their properties. This will improve the housing offer, which in turn will help improving the unpopular perspective that residents have of these neighbourhoods.
- 14.3 The Council are proposing to designate the Burnley Wood with Healey Wood and the Leyland Road area on the grounds that the areas are experiencing low housing demand.
- 14.4 The overall objective of the designation areas as part of a wider housing and economic development programme is to improve the social, economic and environmental conditions within the designation area. To achieve this within the designation area Burnley Borough Council aims to:
- a. Continue to gather key statistics to assist in the prioritisation of streets and initiatives
 - b. Improve stakeholder engagement
 - c. Improve the management of the private rented sector;
 - d. Improve the condition of the private rented sector
 - e. Reduce anti-social behaviour
 - f. Reduce environmental crime
 - g. Bring empty homes back into use
- 14.5 Having due regard to the Independent Review of the Use and Effectiveness of Selective Licensing (MHCLG 2019) under each aim the Council have set the following targets which when delivered as part of a wider regeneration strategy and in collaboration with other partners and initiatives will assist in improving social, economic and environmental conditions within the areas as the standard of lives for residents will improve by protecting their health, safety and welfare through better housing conditions and management.

14.6 The targets detailed below are not an exhaustive list as they need to be flexible to adapt as the data over the five years will change.

14.6 Continue to gather key statistics to assist in the prioritisation of streets and initiatives

- To publish annual reviews of the selective licensing areas in relation to key statistics and use these statistics to prioritise streets and initiatives for the coming year;
- Continue to identify part 3 properties through a range of data, mapping exercises and audits of the designations
- Continued monitoring of income and expenditure which will be published in the annual reports
- Monitor compliance with licensing and licensing conditions
- Monitor the number of takes taken to determine a complete and valid application (target 90 days)
- Monitor the number of landlords that attend development days
- Monitor the number of reference requests received and the time taken to process the reference request (target 2 working days)

14.7 Improve stakeholder engagement

- Six weekly private rented forums
- 2 landlord evening per year
- 6 landlord development days per year
- 2 tenant information days
- Publish annual reports
- Annual landlord and resident newsletters
- Two weekly drop in surgeries held in the designation areas
- Multi Agency Meetings
- MATAC

14.8 Improve the management of the private rented sector;

- Continue to monitor and where necessary enforce licence conditions
- Continue to request certificates upon expiry
- 6 landlord development days and 1 managing agent day
- Email mail outs for changes affecting the private rented sector
- Continue to encourage landlords to join the Good Landlord and Agent Scheme
- Officers to advise and support landlords in meeting their legal obligations
- Robust enforcement procedures

14.9 Improve the condition of the private rented sector

- Consider further environmental improvement schemes within the designation areas
- Selective licensing to continue property checks to monitor conditions
- Zone each selective licensing area for a five year rolling programme of audits to monitor licence conditions
- Landlord enforcement to continue proactive Housing, Health and Safety inspections and target properties where no licence application has been received to protect most vulnerable tenants.
- Encourage landlords to improve exterior decorations through the Good Landlord and Agent Scheme
- Where a property is owner occupied work with the Home Improvement Agency and the Multi Agency Meeting to support that resident
- Robust enforcement procedures

14.10 Reduce anti-social behaviour

- As part of the application process ensure landlords have a robust process in place to manage anti-social behaviour
- Continue to monitor and where necessary enforce conditions in relation to tenant referencing and the management of anti-social behaviour
- To continue to work closely with the Community Safety Team and MATAC
- Continue to support landlords to address anti-social behaviour
- Use of Community Protection Warnings and Notices and as a last resort Closing Orders

14.11 Reduce environmental crime

- Continue to monitor and where necessary enforce conditions in relation to the management of waste including the provision of bins at the start of a tenancy agreement
- Ensure all rear yards are fitted with a gate that is fit for purpose
- Continue to undertake regular audits to monitor the areas, and contact managers and landlords if there is breach of the licence conditions.
- Continue to work with Streetscene to identify alley gate schemes.

14.12 Bring empty homes back into use

- Selective licensing officers and the empty homes team to work closely together to identify problem long term empty properties in the designation areas
- Continue to implement the empty homes programme in the designation areas
- Continue to offer interest free loans to landlords and regularly publish this incentive
- Continue to support Calico Homes to deliver their empty homes programme

15. RESULTS OF THE CONSULTATION

15.1 There are 1,686 properties in both proposed designations (914 in Burnley Wood with Healey Wood and 772 in Leyland Road), of these properties, 967 are private rented (498 in Burnley Wood with Healey Wood and 469 in Leyland Road). We consulted with people who had an interest in 3,100 properties in and around the proposed designations (1,900 in Burnley Wood with Healey Wood and 1,200 in Leyland Road). Looking at both areas that have been proposed for selective licensing, 388 responses were received in total, comprising of 345 from surveys, 19 emails, 9 phone calls, 1 letter and 14 face to face conversations.

15.2 The 388 responses represent a relatively high return when comparing it to the last consultation exercise for selective licensing which took place in 2018 for the four selective licensing areas of Trinity, Gannow, Queensgate and Daneshouse with Stoneyholme. During this consultation exercise 338 responses were received.

15.3 During analysis of the returned surveys it was evident that the Council had received multiple survey responses from recurring IP addresses, which was an error with the Survey Monkey system which should not have allowed this to happen. The results show both responses with and without the multiple survey responses.

15.4 Burnley Wood with Healey Wood

The table and graphs below display the breakdown of respondents and whether they agree or disagree with the Council’s proposal to reintroduce the scheme.

Table 40 *Including all recurring IP address responses

Designation	Respondent	Num of Responses	Agree num	Agree %	Disagree num	Disagree %	
Burnley with Wood	Wood Healey	Landlord	113	9	8	104	92
		Managing Agent	7	2	29	5	71
		Local Business	1	1	100	0	0
		Private tenant	10	8	80	2	20
		Housing Association tenant	4	4	100	0	0
		Home Owner	72	47	65	25	35
		Other	2	1	50	1	50
		Total	209	72	34	137	66

Figure 13

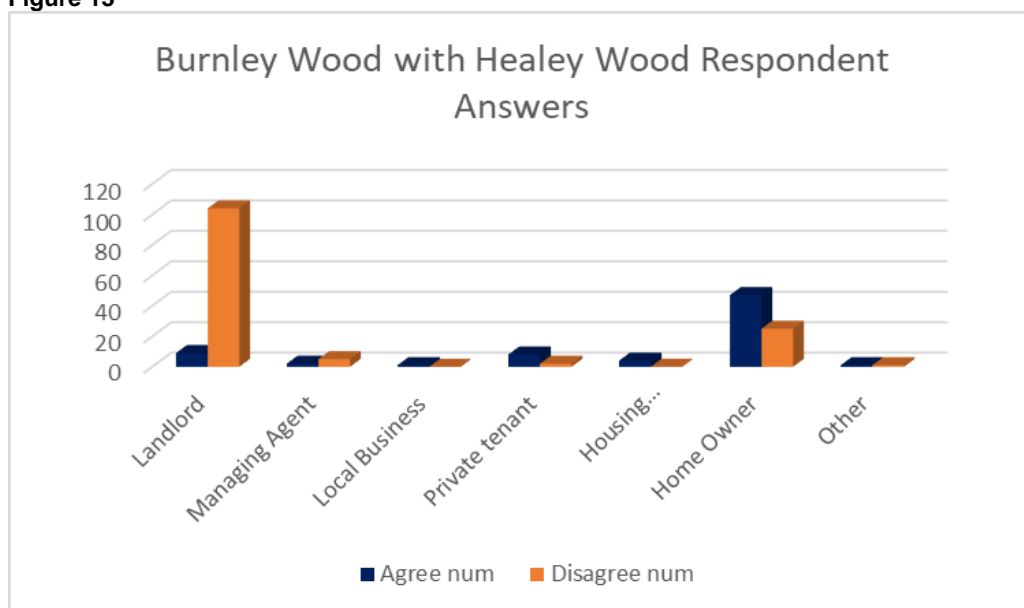
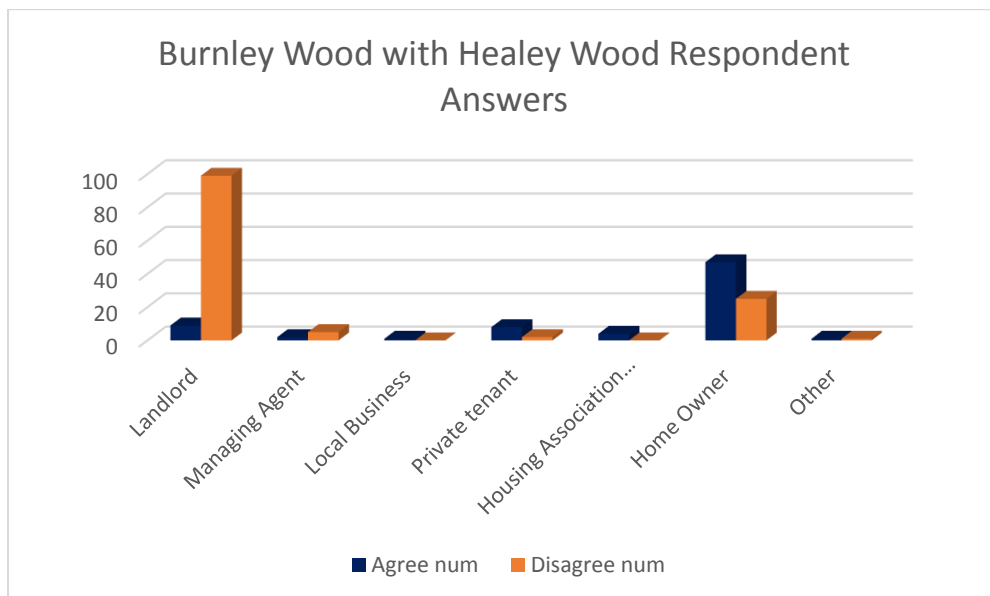


Table 41 *Excluding all recurring IP address responses

Designation	Respondent	Num of Responses	Agree num	Agree %	Disagree num	Disagree %
Burnley Wood with Healey Wood	Landlord	106	9	9	97	91
	Managing Agent	7	2	29	5	71
	Local Business	1	1	100	0	0
	Private tenant	10	8	80	2	20
	Housing Association tenant	4	4	100	0	0
	Home Owner	72	47	65	25	35
	Other	2	1	50	1	50
	Total	202	72	36	130	64

Figure 14



In the Burnley Wood with Healey Wood area, the majority of landlords and managing agents disagree with selective licensing. Many private tenants and home owners agree with selective licensing. All local businesses and housing association tenants agree with selective licensing also. “Others” are split 50/50.

15.5 Leyland Road

The table and graphs below display the breakdown of respondents and whether they agree or disagree with the Council’s proposal to reintroduce the scheme.

Table 42 *Including all recurring IP address responses

Designation	Respondent	Num of Responses	Agree num	Agree %	Disagree num	Disagree %
Leyland Road	Landlord	63	3	5	60	95
	Managing Agent	8	5	63	3	37
	Local Business	2	1	50	1	50
	Private tenant	27	3	11	24	89
	Housing Association tenant	6	6	100	0	0
	Home Owner	29	22	76	7	24
	Other	1	1	100	0	0
	Total	136	41	30	95	70

Figure 15

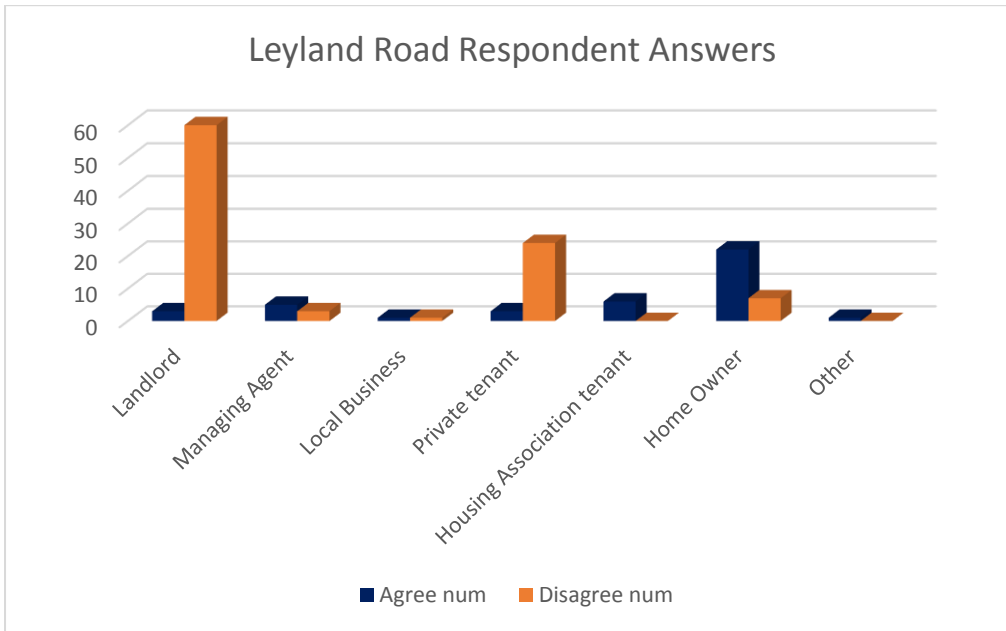
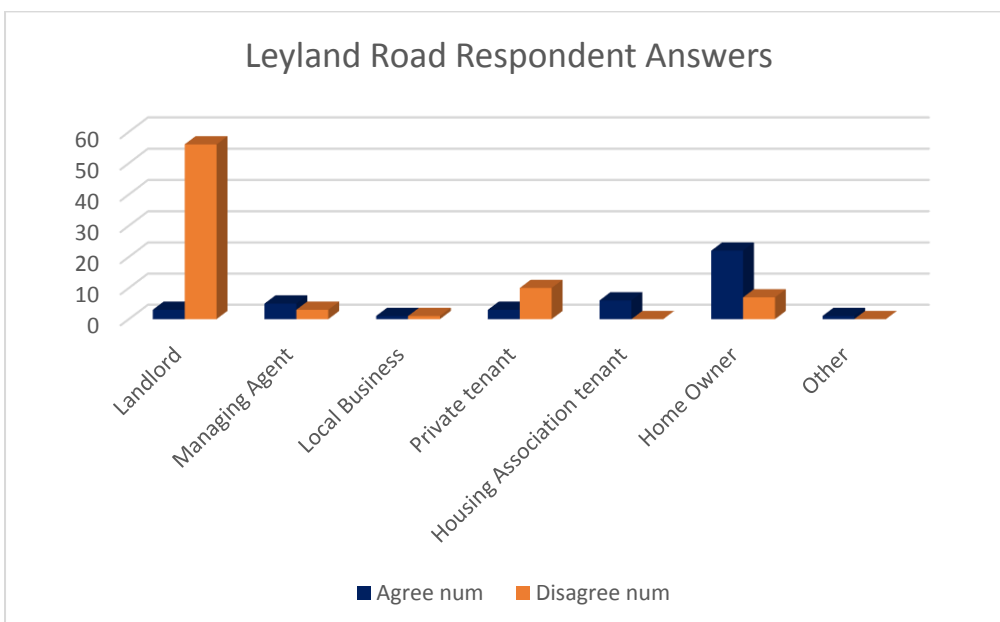


Table 43 *Excluding all recurring IP address responses

Designation	Respondent	Num of Responses	Agree num	Agree %	Disagree num	Disagree %
Leyland Road	Landlord	58	3	6	55	94
	Managing Agent	8	5	63	3	37
	Local Business	2	1	50	1	50
	Private tenant	13	3	24	10	76
	Housing Association tenant	6	6	100	0	0
	Home Owner	29	22	76	7	24
	Other	1	1	100	0	0
	Total	117	41	35	76	65

Figure 16



In the Leyland Road area, the majority of landlords and private tenants disagree with selective licensing. The majority of managing agents and home owners agree with selective licensing. All housing association tenants, and “others” agree with selective licensing also. Local businesses are split 50/50.

15.6 Looking at the survey results and the transcripts attached as appendix 5 the main reason parties are for or against the Council’s proposals are detailed below:

The main reasons why landlords disagree with the proposals are:

- The cost of the licence fee is too high.

The licence fee covers the administration of the scheme. For a landlord who is accredited with the Good Landlord and Agent Scheme (GLAS) who submits their application within three months of the selective licensing scheme coming into force, the fee is £400.50 payable over 24 months by direct debit (£16.68 per month). This is comparable to other local authorities operating selective licensing. The fee increases if the landlord is not accredited, and the application is not received within the first three months of the designation area coming into force. The maximum fee for a landlord with one property in this case is £715.

- No benefit has been seen from the scheme in the past five years.

Through a coordinated approach, selective licensing has improved the picture in relation to:

- House prices in both areas have increased over the past five years (Burnley Wood with Healey Wood from £37,064 in 2017 to £47,446 in 2021) (Leyland Road from £34,899 in 2017 to £47,909 in 2021);
- Empty homes have reduced in both areas over the past five years (Burnley Wood with Healey Wood from 12% in 2016 to 8% in 2021) (Leyland Road from 13% in 2016 to 9% in 2021);
- Anti-social behaviour has reduced in both areas (Burnley Wood with Healey Wood from 165.4 reports of crime per 1,000 population in 2018 to 142.7 in 2021 (Leyland Road from 220.6 reports of crime per 1,000 population in 2018 to 146.5 in 2021);
- Dirty back yards have decreased in both areas (Burnley Wood with Healey Wood from 205 in 2017 to 107 in 2021) (Leyland Road from 165 in 2017 to 46 in 2021).

- It will put landlords off investing in properties in these areas.

House sales show that landlords are still investing in the selective licensing areas. Empty homes loans are also being approved to accredited landlords within the designation areas. This evidence would not be seen if landlords were not investing. One of the main aims of the selective licensing scheme is to attract good landlords to invest in properties in these areas, by deterring landlords who do not follow legislation and adhere to their responsibilities as landlords. This will mean that all landlords who rent properties in selective licensing areas are working to the same standards required by selective licensing.

- “It`s a waste of time.”

If selective licensing was not in place and delivered in a coordinated way with other initiatives and services, we would not have seen the improvements in low demand and increased compliance with for example annual gas safety certificates and improved EPC ratings..

The main reason why managing agents disagree with the proposals is:

- The area has improved, therefore, selective licensing does not need to continue.

The Council agree that the areas are improving, hence the removal of some streets, there areas are still however showing signs of lower demand for housing when compared to the ward they situated in and the Borough. Further selective licensing designations can build upon the improvements seen to date.

The main reasons why home owners disagree with the proposal are:

- No benefit has been seen from the scheme in the past five years.

The data set out above highlights the improvements that have been made.

- It will put landlords off investing in properties in these areas.

House sales show that landlords are still investing in the selective licensing areas. Empty homes loans are also being approved to accredited landlords within the designation areas. This evidence would not be seen if landlords were not investing. One of the main aims of the selective licensing scheme is to attract good landlords to invest in properties in these areas, by deterring landlords who do not follow legislation and adhere to their responsibilities as landlords. This will mean that all landlords who rent properties in selective licensing areas are working to the same standards of management and property condition which is then monitored and where required enforced by the Council.

- Selective Licensing gives the area a negative reputation.

As detailed above the Council is seeing new investment by accredited and licensed landlords through the take up of multiple empty homes loans. These landlords report that they are not finding it difficult to let those homes when refurbished to a high standard. Calico Homes actively invest in empty homes in selective licensing areas as they know they will be able to let the properties and that if other surrounding private rented properties are causing issues they will be addressed by the Council.

The main reason why private tenants disagree with the proposal is:

- No benefit has been seen from the scheme in the past five years.

The data set out above highlights the improvements that have been made. However, it was noted that 14 responses from “private tenants” were from duplicate IP addresses in the Leyland Road area survey, all disagreeing with selective licensing and all giving the same reason.

The main reason why home owners agree with the proposals are:

- It will improve the standard of private rented properties, their landlords and their back yards / streets.

Over the five-year designations, the selective licensing team will inspect each and every private rented property in the designations to ensure that the properties are up to the Councils standards. We will ensure that landlords are performing reference checks on their tenants correctly, and ensuring their properties are safe by obtaining relevant gas, electric and energy certificates. We will also perform regular back yard / street audits and work together with Streetscene to ensure that back yards and streets are kept clean and tidy.

- Selective licensing is a positive scheme.

Selective licensing works best when there are people in the area that report issues to the team. If we are not made aware of the issues (although we proactively inspect properties and streets) it makes it more difficult for us to resolve them.

- Improvements have been made, but there are still problems that need tackling.

We have removed the streets where we feel that significant improvements have been made. Although we are aware that improvements have been made in other areas, we are still aware that there is more that needs to be done before selective licensing can step away from monitoring these areas.

The main reason why private tenants agree with the proposals is:

- It has and will continue to improve the standard of private rented properties and their landlords.

Over the five-year designations, the selective licensing team will inspect each and every private rented property in the designations to ensure that the properties are up to the Councils standards. We will also ensure that landlords are performing reference checks on their tenants correctly, and ensuring their properties are safe by obtaining relevant gas, electric and energy certificates. All of this will mean that tenants are protected and have a safe habitable home to live in.

The main reasons landlords agree with the proposals are:

- Selective licensing is a positive scheme.

Selective licensing works best when landlords work with us to tackle the issues that already exist in the area and comply with their legal obligations that are in force regardless of selective licensing.

- Improvements have been made to properties.

By working with landlords to improve their and other properties, it increases the appeal the area has to other investors and tenants looking to rent in Burnley.

- It will improve the standard of private rented properties and their landlords.

Over the five-year designations, the selective licensing team will inspect each and every private rented property in the designations to ensure that the properties are up to the Councils standards. We will also ensure that landlords are performing reference checks on their tenants correctly, and ensuring their properties are safe by obtaining relevant gas, electric and energy certificates. Thus, ensuring that all landlords are working to the same standards.

The main reason managing agents agree with the proposals is:

- It will improve the standard of private rented properties and their landlords.

Over the five-year designations, the selective licensing team will inspect each and every private rented property in the designations to ensure that the properties are up to the Councils standards. We will also ensure that landlords are performing reference checks on their tenants correctly, and

ensuring their properties are safe by obtaining relevant gas, electric and energy certificates. Thus, ensuring that all landlords are working to the same standards.

15.7 Petition

15.7.1 During the consultation the Council received a petition from a landlord and managing agent dated the 25th October. This petition contains 439 signatures. The text of the petition reads as follows;

"To Burnley Borough Council, we the undersigned being local residents of Burnley, request the Council to cease their plans to reintroduce selective private housing licensing within the Burnley Wood, Healey Wood and Leyland Road areas which have failed to achieve much up to now and concentrate instead on getting productive jobs into the area which would create demand for local housing. "

15.7.2 Part 5.4 of the Council's constitution deals with Petition Schemes. For both completed paper petitions and e-petitions, an acknowledgement will be sent to the petition organiser within 5 working days of receipt. It will let the organiser know what we plan to do with the petition and when they can expect to hear from us again. The Council will endeavour to assist petitioners by providing details of Council policy and procedure, and the reasons behind decisions, so that petitioners are fully informed of the Council's position in creating their petition. If we can do what your petition asks for, the acknowledgement may confirm that we have taken the action requested. The petition will then be closed. If the petition has enough signatures to trigger a Full Council debate or a senior officer giving evidence (for further details please see below), then the acknowledgment will confirm this and tell you when and where the meeting will take place. If the petition needs more investigation, we will tell you the steps we plan to take. Other procedures apply if the petition relates to either:

- A planning or licensing application; · an issue for which there is a petitioning process set out in law (for example requesting a referendum on having an elected mayor);
- A matter where there is already an existing right of appeal, such as council tax banding and non-domestic rates; or
- A matter which is part of ongoing legal proceedings. "

15.7.3 The number of signatories on the petition fall short of the number required for it to be debated at Full Council (minimum of 1500 signatures) or for an officer being required to give evidence at Scrutiny Committee (minimum of 750 signatures).

16. CONCLUSION

16.1 Both the proposed designations of Burnley with Healy Wood (54%) and the Leyland Road (61%) area have a high percentage of private rented properties significantly above 17% nationally (English House Condition Survey 20-21).

16.2 Sections 4, 5 and 6 of this document show that at the start of the designation areas in 2016 they were suffering from low housing demand, that through the intervention of selective licensing and collaborative initiatives and partners the areas have improved. The Council consider that the improvements made in the Ingham and Lawrence Street designation area have sufficiently improved the low demand for housing without the need for a further designation area.

- 16.3 Further analysis of smaller zones within and surrounding the Burnley Wood with Healey Wood and the Leyland Road areas shows that the new proposed designation areas still show signs of low demand where further improvements could be made.
- 16.4 In section 14 the Council have set out clear, aims, objectives and flexible targets to build upon the improvements seen in the designation areas that ended in November 2021, to further improve the social, economic and environmental conditions within the areas.
- 16.5 Section 11 shows that there is a higher rate of compliance in selective licensing areas in relation to gas safety certificates, yet there are still a significant number of licence holders who failed to provide a valid certificate or evidence that one is no longer required; 103 across both areas. In addition to this, a number of those certificates were completed after a request was made to the licence holder to provide it, suggesting that some licence holders do not have appropriate procedures in place to adhere to their legal responsibilities. Further selective licensing will enable the Council to work with landlords to build upon this compliance.
- 16.6 The use of selective licensing is a key part of the Council's wider regeneration strategy to reverse the trend of low housing demand and a key aim of the Council's Housing Strategy 2016 to 2021.
- 16.7 The Council take a coordinated approach when delivering selective licensing through other Council initiatives such as the empty homes programme and a wide range of additional partnership arrangements.
- 16.8 Through an option appraisal the Council have considered a range of other options to determine whether they could achieve the objectives of the proposed selective licensing areas. The other options cannot compel a landlord to manage their properties responsibly, address tenant behaviour or ensure landlords seek references when allocating their properties. Other options such as landlord and managing agent accreditation will however operate alongside selective licensing to support the schemes.
- 16.9 The Council have undertaken an eleven week consultation event and considered all responses given, these responses are summarised in section 15 and detailed in full in appendix 5.
- 16.10 While the Council take a supportive role with landlords, there is a robust enforcement policy in place to address those landlords that fail to comply with selective licensing, this policy includes civil penalties, prosecutions, management orders and where necessary banning orders.

17. RECOMMENDATION

- 17.1 That the Council applies to the Secretary of State for the confirmation of the Burnley Wood with Healey Wood and Leyland Road areas as selective licensing designation areas.

Appendix 1 Fit and Proper Person and Management Arrangement Criteria for Selective Licensing

https://www.burnley.gov.uk/sites/default/files/F%26P%202021_0.pdf

Appendix 2 Proposed Licence Conditions

[Conditions template May2021 \(1\) \(burnley.gov.uk\)](#)

Appendix 3 The Good Landlord and Agent Code of Practice

[Good Landlord And Agents Code of Practice 130117_0.pdf \(burnley.gov.uk\)](#)

Appendix 4 Proposed Fee Structure

[Appendix 2 Amended Proposed Fee and Charging Structure 2021 \(1\) \(burnley.gov.uk\)](#)

Appendix 5 Consultation Transcripts

Burnley Wood with Healey Wood Consultation Transcript

Date	Method	Interest	Comment	Response
9/8/21	Online	Home Owner	I think it's pointless. Landlords and homeowners get no benefit from this tax on landlords. We as homeowners have never seen the accounting for where this money is going and no grant has ever been offered us to improve our property. I don't agree with this continuing	Before a scheme is brought in, the council and the Secretary of State must be satisfied that the area is experiencing low demand for housing, and suffering from the problems associated with this. It is primarily an enforcement scheme designed to improve standards. The legislation allows the authority to charge a fee for the application for a licence, which is ringfenced solely to be used for implementing the scheme. It is not designed to be used to offer grants to home owners in the area, though the council does implement other schemes in the borough such as painting and facelifting blocks of housing where required. This type of work cannot be funded by licensing fees. There are also alternative grants available to those who are eligible for energy efficiency improvements; this is separate funding.
9/8/21	Online	Landlord	Will deter landlords from purchasing/renting	Land registry records show that properties continue to change hands in the designated areas; in 20/21 there were 67 sales in the current Burnley Wood with Healey Wood licensing area, despite the difficulties presented by the Covid pandemic. Landlords continue to invest in the licensing area, and can be confident that they are purchasing property in an area where the council is working to ensure all private rented properties are up to standard.
9/8/21	Online	Landlord	I support the licensing scheme in the Burnley area as I feel trusted landlords will improve the area for the local community. My only concern is that it does not turn into a money making scheme at the cost to landlords. I also agree with the protection tenants receive from legislation, but there is not much support for landlords in regard to tenants who don't keep up with rent arrears. This seems to be felt that landlords can afford the court expense and the loss of	The council is not permitted to make a profit from selective licensing, and all monies received in the form of application fees are ring fences for the implementation of the scheme only. Project Assistants are on hand for each area to support landlords who are facing difficulties with arrears and other matters; we can offer support, though we cannot give legal advice. We also offer a free referencing service, and all landlords operating in licensing areas must take references from prospective tenants. This should

			rent, and that is not the case. This discussion would need a much larger box for me to fill in, but I do feel it's a discussion to be had to protect investment for the Burnley area for both sides	include details of previous tenancies, including any previous arrears. We also require all licensed landlords to give free, honest references to prospective landlords; in this way we enable landlords to make informed choices before granting a tenancy. We also provide free training to landlords in licensing areas (provided by the NRLA), which covers all aspects of letting including dealing with rent arrears.
9/8/21	Online	Landlord	I dont see that the Selective Licencing has made any improvement in the 'lettability' of my property. I see it as a restraint of trade and an additional tax burden that either reduces my income or is passed onto the tenant. This then represents an added burden on those least likely to be able to afford it. You need to find a way to incentivise landlords to improve their property and to keep rents at an affordable level - this is the best way to help those in need. For these reasons I am not in favour of the licence. I do, however, consider myself a responsible landlord and make sure repairs are carried out in a timely manner and the standard of the property is maintained.	The licensing scheme is intended to raise management standards and tackle low demand across an area. The council recognises that it comes at an additional cost to landlords, which is why we offer reductions in fees to eligible landlords who join our accreditation scheme, as well as early application discounts to those who apply within the first three months of the scheme. We also offer the option to pay by direct debit over 24 months with no interest charged, at our discretion. For a landlord who has already been licensed, this reduces the licence fee to £14.50 per month for 2 years. The council does not believe that this is excessively high for a landlord who is operating a business. The council already runs a voluntary accreditation scheme with a number of incentives; accredited landlords are able to advertise as such, giving them a market advantage as an "approved" landlord, they have access to interest free Empty Homes loans, receive support, guidance and training and discounts from local businesses. However, this does not force the worst landlords to engage with us and work to improve their practices. The council does not believe it should incentivise landlords to maintain their properties to the minimum legal standard. The scheme would allow us to ensure that all landlords are operating to the same standard that you are, preventing them from cutting corners and being able to undercut you.
9/8/21	Online	Home Owner	As a Homeowner living next door to a newly created House of Multiple Occupancy, I am in favour of the selective licensing scheme as it gives us a focal point	Thankyou for your response

			of contact if we have any problems with the residents or landlord	
9/8/21	Online	Landlord	The license scheme has not made meaningful improvements, it takes the approach that all landlords are bad and that is not the case The fees are disgraceful, when benchmarked with other LA's The council are not transparent and did not disclose that the fees charged would only be for 5 years	The council does not believe that all landlords are bad, but that some landlords do not meet the required standard, which has a negative effect on an area. Evidence has shown that the areas have seen improvements over the last five years, but that compared to other parts of the borough they are still suffering from low demand. The council is satisfied that the licensing fee is comparable with other authorities running the scheme. The fee and charging structure states that each application can be subject to a fee which covers that application. The licence itself also states that the licence is valid until the end of the designation; the legislation does not permit a licence to continue after a designation has ended.
9/8/21	Online	Landlord	I cannot understand why this licensing scheme needs to continue at a considerable expense to landlords as the area is greatly improved.	The council agrees that there have been improvements in the area, but that when compared to other parts of the borough it is still suffering disproportionately from low demand for housing and the problems associated with this. The council is keen to build on the progress made to secure more permanent improvements to the area.
9/8/21	Online	Landlord	Totally against selective licensing. When I have asked for help with rats and again with noise problems, I've had to sort myself. It just feels like revenue creation for the council rather than benefit to landlords or tenants	Pest problems are primarily dealt with by the council's Streetscene department, but the licensing team regularly liaise with them when a problem occurs in a licensing area. There has been disruption to the council's availability to undertake pest control services during the pandemic, but these services are now more widely available. The licensing team will also work with Streetscene and relevant landlords/agents where complaints of noise nuisance are received. Where the problem house is rented, the licensing team are able to insist that the landlord takes steps to remedy the problem. If you are still having ongoing problems with pests and noise, please email landlords@burnley.gov.uk with details of the problem address. The council is not permitted to make a profit from

				licensing, and all fees are ringfenced solely for implementing the scheme.
9/8/21	Online	Landlord	I am a landlord in the area and I have found that the scheme does not provide value for money and is too expensive on top of already high landlord costs.	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest.
9/8/21	Online	Landlord	The licencing is very expensive for what seems to be very little effect. It is clearly devised to provide extra revenue for the council. I have been very disappointed in the scheme.	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme.
9/8/21	Online	Landlord	I feel the selective licensing needs to finish. Burnley Wood has become much better. You should concentrate on the empty properties and penalise the owners not everyone else. It just looks like the council are becoming greedy and moving goalposts to suit themselves	Thankyou for your response
9/8/21	Online	Landlord	Not sure whether it has made much difference to the housing stock Is expensive if you only have one property	Thankyou for your response
9/8/21	Online	Landlord	Scrap selective licensing as it is unfair on landlords in this area having to pay the fee, when most landlords in other areas of burnley haven't had to pay anything	Thankyou for your response
9/8/21	Online	Landlord	selective licence has been in place for many years it has no impact, many of the houses on the street remain in poor repair, the continued state of the rear alley remain terrible, there is a permanent smell of	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that

			drugs causing anti social behaviour the house prices have not changed in relation to houses we own in Non licenced areas they at level increases so no benefit.	landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.
9/8/21	Online	Landlord	Not sure how selective license has helped me at all	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
9/8/21	Online	Landlord	In theory I would be in favour of licensing if it had real benefits for the area. When I first owned properties in Burnley I was excited to be part of the licensing scheme (Trinity) as I fully supported anything that would improve the area. Unfortunately the reality of the Burnley Licensing schemes in my experience has done the opposite and held back areas from improving as much as they might have without licensing, this is because landlords are put off by the added expense and excessive red tape, not to mention the punishment landlords receive under the scheme for problems which in many cases are beyond their control. My opinion is that house prices are being depressed, investment is being diverted away and licensed areas are prevented from levelling up and catching up with non-licensed areas. The evidence in the brochure to demonstrate that the licensing scheme is working is a best circumstantial and does not take into account the effect of changes that have occurred in the wider area, nor does it take into account that covid-19 has affected changes in the	Thank you for your comments.

			reported period. Prior to the current licensing scheme being introduced in Burnley Wood, I owned four houses in the proposed licensed area, having fully refurbished them all to a good standard, with a good agent I managed to keep long term tenants in place, I now only have one and if the licensing scheme is reintroduced I will sell that one and invest in another area.	
9/8/21	Online	Home Owner	All tenants in rented accommodation should get an annual renewal submission. This could be where other residents on the street or immediate area get to rate their 'rented accommodation tenants'. I think there should also be some sort of forum, where residents of areas can leave feedback (anonymously). This feedback should be sent onto the landlords so they can review, reply and update the other residents. The landlords could also use this info as feedback for those renting houses from them and should they wish to take any necessary action.	Thankyou for your response
9/8/21	Online	Home Owner	note: i live up healey wood. the neighbours are very good people yet nuisance motocross/quad bikers use the surrounding fields to cause a nuisance. i would also like the thank the green party for their hard work keeping the area clean, tidy and safe.	Thankyou for your response
9/8/21	Email	Landlord	Sent: 09 August 2021 15:22 To: Landlords <landlords@burnley.gov.uk> Subject: Licensing May I ask are we going to be charged again for having a property that is licensed, I clearly remember it being stated that the previous charge was a 'one time' charge that would not be repeated. However, as there is now another 'consultation' I am left wondering is this means there will be a further charge. The thought of this fills me with a great deal of anxiety and dread and I would	Hi, I apologise for the delay in responding to you. I would like to discuss your concerns with you on the telephone, so if you can reply with your phone number, I will give you a call tomorrow afternoon if that is convenient? To answer your most pressing concern, unfortunately, the answer is yes, if you rent a property in the proposed selective licensing designation and if the designation is approved by central government to go ahead, you will have to apply for a selective licence. As stated on your current licence, it expires in November 2021. In terms of the fee, we do offer discounts for a number of things including: If you

have no option but to sell the property and make the reason clear to the tenants. Your email has caused me a great deal of anxiety and I have attempted to contact you by phone and as is usual I am unable to do so, could you please clarify this as soon as possible.

Sent: 10 August 2021 13:41

To: Landlords <landlords@burnley.gov.uk>

Subject: Trying to contact you. To whom it may concern, As a nurse I fully understand that there is systemic pressure at this time. However, the service I am receiving at this time is very poor. I have sent an email which remains unanswered, I have attempted to phone the offices multiple times and all that happens is that I am automatically put back through the system to here the same recorded message played to me. This process is stressful, frustrating, time consuming and not the manner I wish to spend my time before I have to go on shift as a nurse who is also excessively busy, could you please either let me know when someone is available to answer my telephone enquiry or respond to my email. I am very anxious about the possibility of having to pay again for licensing my property, something I was assured on two occasions would not occur. I need to clarify the situation in order that I can plan accordingly, please respond as soon as you are able as this delay is causing me great stress and affecting my mental health. Yours,

Hi XXX,

Thank you for your prompt response,
I am available tomorrow at 3pm hope to speak soon.

Dear XXX,

have been licenced before; If you are a member of our Good Landlords and Agents Scheme (GLAS) Contact details and application forms | Burnley Borough Council; If you apply early (you will be notified of when to apply and deadline for discount). More information on the selective licensing scheme and the fee structure can be found on our website: Selective Licensing Consultation 2021 | Burnley Borough Council I will explain further and answer any further questions on the phone. Apologies again for the delay.

			I have tried to contact Burnley council again today and again I am caught in the endless loop of entering the extension number and being repeatedly redirected through the system. This is incredibly frustrating and leaves one with the impression that the system is purposefully set up in this manner to discourage any dialogue, the system is poor and does not work and does not work as I have wasted a total of 90 minutes over the last four working days trying to get through to you. I am available please contact me as soon as possible as I cannot contact you no matter what time of day or what day I contact you on.	
09/8/21	Email	Landlord	I'd like to thank Burnley Council. In 2015 I invested £32k in renovating and then letting a derelict property in Burnley. That was was my first project. Shortly after the Council elected to impose an effective punishment tax upon me with the introduction of Selective Licensing. As a result, and to my huge benefit, I have subsequently invested another £200k - in properties in towns other than Burnley. Soon that house will be sold and the money invested elsewhere	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme.
10/8/21	Online	Landlord	Not having the desired effect on the area. Desirability of housing is unchanged as are property values.	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done. House values have continued to increase within the boundary.
10/8/21	Online	Landlord	I don't think that the licence incentive has improved anything in the area. In fact all it has done is discouraged investment from private landlords. Resulting in a high level of unoccupied properties	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done. Landlords continue to invest in the area, and the numbers of vacant properties have decreased since the introduction of licensing.

10/8/21	Online	Landlord	I have been a landlord in this area for over 40 years. I have seen no difference since licencing was introduced. I have now put my property on the market.	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements.
10/8/21	Online	Agent	Licensing has been a positive force across burnley and we welcome continuation of the scheme	Thankyou for your response
10/8/21	Online	Landlord	I agree with selective licensing to a degree but after doing some research your prices are on average 50% higher than in other cities that are doing the same thing. If the price was to be no more than £500 then I think it would be a worthwhile idea.	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme.
10/8/21	Online	Landlord	The whole scheme is a waste of time	Thankyou for your response
10/8/21	Online	Landlord	Since becoming a selective licensing area nothing has changed. There are FAR WORSE areas in Burnley than the ones involved and I would like to know why these areas are not part of the scheme. It is highly unfair that the scheme is selective, the whole of Burnley should be involved or none at all. It benefits neither the landlord nor the tenant,(I have spoken to our tenant for her point of view and she sees no benefit either). The scheme should be scrapped as it is money that landlords can ill afford for which they receive nothing and the areas are not improving either.	The Council currently operates four licensing schemes in other areas of the borough. We believe that when combined with the proposed schemes, all of the areas showing the lowest demand for housing will be covered by a scheme. The Council does not think it appropriate at this time for licensing to be mandatory across Burnley The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's

				Fit and Proper` criteria to show they can manage their properties correctly.
10/8/21	Online	Landlord	This scheme has been a complete waste of time for both landlords and tenants. Nothing has changed in the areas involved. It is a thoroughly unfair scheme unless all of Burnley is involved.	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements. The Council does not believe that at this time, the whole of Burnley requires or would benefit from a licensing scheme.
10/8/21	Online	Private Tenant	Not needed	Thankyou for your response
10/8/21	Online	Landlord	i only recently bought a house in the Burnley wood area. sadly i thought it was very unfair that i as a small landlord was subject to the full amount rather than a pro rata based amount which would of brought down my liability to less than a third of the total amount. any improvements to the area made in the first 2 thirds of the period would of reflected in the price i had to pay for my house as house prices increase according to the desirability of the area and yet it seems ive had to pay twice. for this reason i am not in favour of the the present set up of licencing in the area. the next question below in this survey is a yes no question, my answer would be yes but. id like to suggest a yearly amount rather than a lump amount which is clearly unfair.	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme.
10/8/21	Online	Landlord	. As with the other licensed areas in the Borough. There has been no significant improvement in this particular licensed area, to warrant these mandatory licensing fees. . Burnley Council already has adequate powers to manage & prosecute offending home owners without imposing these licensing fees. . The fact is, very few landlords have ever been prosecuted during these licensing periods in this borough & across the country, confirming that	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's

			<p>the licensing fee is just a ploy for this Council & many others, to obtain millions of pounds of additional financial income to help fund other left wing ideals. . The Council is clearly seen to be harvesting these millions of pounds in licensing fees from local landlords for no other reason than to increase their cash flow income. The Council may say it doesn't make a profit from this new found revenue source, but that's only because the Councils own Housing Department & other Central overhead costs are loaded onto the expense side of this account. . The income being generated by the Council is simply being wasted on other inefficient & expensive management & overheads compared to the private sector. . These additional fees have to be funded from the rental income generated by landlords. The result is that the lowest income families of the borough are ultimately forced to pay these additional fees via their rent & whilst the LHA remains fixed & fails to even keep up with indexation, Tenant's have to top up their rent more accordingly. . The feeling is, whatever our arguments are, the Council won't give up this very lucrative income stream & the Licencing of vast swaths of Burnley will continue regardless. . Sadly that's why this response is unlikely to appear in any Committee report to members or advertised in the local press to give an honest & accurate alternative view to Licencing.</p>	<p>Fit and Proper` criteria to show they can manage their properties correctly.</p>
10/8/21	Online	Private Tenant	No no no no no	Thankyou for your response
10/8/21	Online	Private Tenant	Not wanted by me.	Thankyou for your response
10/8/21	Online	Landlord	Their ate still problems with drugs,back street rubbish and dog fouling	The Council accepts that whilst there have been improvements in the areas, there is still further work to be done. The licensing

				team work closely with Streetscene to tackle environmental crime in the licensing areas.
10/8/21	Online	Home Owner	A few properties on my block that are rented need TLC at the rear of the property. Some with broken gates and others with more major issues. Is it up to the tenant to report these issues to their landlord as clearly this isn't being done. Me and a couple of neighbours tend the gardens and clean up and it's very disheartening when rented properties spoil the backstreet.	Thank you for your comments.
10/8/21	Online	Home Owner	i think that is time for action to get the many empty houses back into use but the problem is some landlords do not care who they rent to and often put people who cause problems for the people who have lived here for years	Thank you for your comments.
10/8/21	Email	Landlord	<p>dear sir madam</p> <p>ive just done the short survey but feel i need to speak in a email, i do agree with the selective licencing as a social benefit to keep the quality of housing in the area to a decent level (i am a supporter of social housing and fairness for our communities) sadly my grievance is with the fact that you charge the full amount to new landlords despite buying property mid-way through the term which i think is 5 or 6 years. this term will discourage landlords further as it is an extra burdon on the landlord. I'd suggest that terms should be shorter or divided up into 12-month periods at £100 per year and if a landlord enters the area mid-way through the term, then that term should be free as a incentive.</p> <p>id also like to suggest that CCTV be installed on gable ends. this can be as a gift to the resident (restrictions can apply) id suggest a system that can</p>	<p>The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme. The fee for the application is for the full process of checking the application along with all works involved and the issue of a licence.</p> <p>With regards to CCTV we recently secured funding through the safer streets project. We actively seek out funding whenever available and use this for purposes of obtaining CCTV, rear alley gates, locks and security lighting along with other security items. In the recent round of funding we improved the Burnley Wood with Healey Wood area over numerous areas and properties.</p>

			be connected to the resident's internet and can be accessed by the police with the consent and approval of the resident when and if there is a complaint that is worthy of inspection. CCTV can cover back street front street and sides in both directions. this will when there is a reasonable blanket cover in the area will increase detection rates conviction rates and aid in reducing crime in the area, i look forward to your response.	
11/8/21	Online	Home Owner	Some of the tenants in rental properties need to be assessed for suitability for renting due to the problems some are causing with antisocial behaviour in the area.	Thankyou for your response, we ensure that all tenants are referenced and this is part of the condition of Licence.
11/8/21	Phone	Landlord	I am GLAS accredited, please can you check? What would the price be for me if I apply within the early bird discount period as I was told I would not have to pay again? The Council have not provided any support to me as a landlord, I have been lucky and had a good tenant for the past 5 years. The Council are very hard to get hold of, if it was a private sector company they would lose customers. Selective Licensing is just another tax on landlords when landlords already have to pay a lot to maintain their properties. Please can I use you as my point of contact in the Council if I need anything?	I apologise for the delay in getting back to you. Yes you are GLAS accredited and will be entitled to the GLAS discount. With the early bird discount the application fee would be £138 and the licence fee £210 which can be paid by direct debit over 24 months or as one off payments online. The Council's Selective Licence team aim to improve the standards of landlords in Burnley so that the good landlords are operating on a level playing field. I apologise for the phone system that you have been unable to get through to us, this is not good enough customer service from us and I will aim to improve this for you going forward. Yes you can keep my name, number and email address, I look after the Leyland Road area but if you need anything I will be able to help. This conversation will be recorded and included in our submission to central government who will approve or decline our submission.
11/8/21	Phone	Landlord	Landlord called and wanted information on why the area had been chosen and questioned the fee.	I explained the reasons why we are proposing the area, low house prices, poor management of property etc. and explained that some progress has been made within the current designation.

				<p>I also explained that the fee is not an annual fee and that there will be an option to pay by DD.</p> <p>I have sent her an email giving her the link to the consultation webpage</p>
11/8/21	Email	Landlord	<p>re you letter of 09/08/21</p> <p>We were part of the Selective licensing and before that the Good Landlords and Tenants scheme. We sold our last house, XXXXXXXX XXX, Burnley Wood on 01/04/21. We were always supporters of plans to raise standards and we hope that has happened. Incidentally, we have grandchildren in London and Newcastle living in rented property that would not be passed by your selective licensing!</p>	<p>Thankyou for kind email, I am glad you are happy with the work that has happened within Burnley Wood and Healey Wood.</p> <p>Both London and Newcastle have Selective Licence areas, I'm not saying your family are living within one of them, however it is worth checking.</p>
11/8/21	Online	Home Owner	<p>Having had numerous issues with anti social neighbours in our area, we feel strongly that landlords should take responsibility and be monitored closely. Having a license would enable council to keep tabs on them</p>	<p>Thankyou for your response</p>
11/8/21	Online	Home Owner	<p>Since the selective licensing has been in place the quality of housing has generally improved. There are still some poor quality properties but the numbers are diminishing.</p>	<p>Thankyou for your response</p>
11/8/21	Online	Private Tenant	<p>A waste of time, does nothing to improve the areas</p>	<p>Thankyou for your response</p>
11/8/21	Online	Private Tenant	<p>I would like some of these rented houses with good tenants in better conditions</p>	<p>Thankyou for your response</p>
11/8/21	Online	Private Tenant	<p>We have some good landlords in Healey Wood who live local and care for their properties. However, in certain properties in the area the tenants have no care for the homes or area. I have not seen any improvement in the past years to address these problems. I do not think this is working now.</p>	<p>The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties</p>

				must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.
11/8/21	Online	Private Tenant	I think it could help the area if landlords are held to account I've just had 4 years of a bad tenant drug taking selling Police kicking doors in at all hours The house is now empty awaiting new tenant	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.
11/8/21	Online	Home Owner	The security gates are a welcome added security but only a handful of residents bother locking them and kids just climb over anyway. The amount of bin bags and rubbish left in bag alleys is still a big problem, people just don't respect their own areas Dog fouling is still bad Need CCTV in back alleys A dog warden is never around to catch dog foulers	Thank you for your comments.
11/8/21	Online	Home Owner	I have been and still am a resident in Burnley Wood for all of my life and I am now 84 years old. I agreed with the licensing scheme originally in November 2016. There is still a long way to go to improve the area so I still agree with the continuation of licensing, it helps. Be alert to parking of transit vans overnight on streets and back street.	Thankyou for your response
11/8/21	Online	Private Tenant	I agree with selective licensing. having recently move from the south into this area I am appalled by the state of some of these properties. I assumed it would be an up and coming area in which to make a home	Thankyou for your response

			but the rubbish left around and the state of the houses makes me feel I have made the wrong choice	
11/8/21	Online	Home Owner	If it stops people from dumping furniture, fridges, washing machines and such on the back street and keep back yards clear of rubbish I totally agree. Healey Wood Road is bad for back yards full of rubbish and people dumping rubbish on the back street waiting for council to come round and collect it free so they won't have to pay	Thankyou for your response
11/8/21	Online	Home Owner	Landlords are putting people in and not looking after them. They are dirty and scruffy an smell when you pass. XXXXXXXXXX and lots on XXXX Street.	Thankyou for your response
11/8/21	Online	Home Owner	A failure on XXXXXXXXXX. This scheme doesn't seem to have worked for next door to me at XXXXXXXXXX. The last two lots of tenants have been extremely ant-social and the back yard has been continually used for dumping rubbish including food rubbish, a rat attracting, fly infested health hazard. The poor way I which this rented property has been run in this time has interfered with my state of mind, physical wellbeing and general health.	Thank you for your comments.
11/8/21	Online	Landlord	Personally, the only dealings I had were when there was an inspection and I added a handrail to the property. I do all the regular checks etc regardless of the home being in a licensing area or not. However, licensing and the costs continue to rise I will have to seriously consider selling as tax etc is also rising and if it is not financially feasible, then I will have to cease. At present I have not put the rent up to compensate as I am mindful that I have good tenants, but as I have other repairs to do such as replacing a yard wall etc which total well over £1000 which I don't make in a year then this added on again isn't worth the hassle. I am a member of the NRLA and	Thankyou for your response

			understand there are rogue landlords but making it unviable for decent landlords isn't good business in the long run.	
11/8/21	Online	Landlord	I bought XXXXXXXXXX in 2008 and have made a big loss on my investment, which I took out to augment my state pension. I have had tenants who took up the floor boards for the piping and sold the boiler for scrap, and who turned it into a 'grow house'. Rent was sporadic and the house was empty and vandalised. I have been advised that if I make another insurance claim I will not be able to insure the property. I understand why Selective Licensing was introduced, but the £13,000 bill on the property has meant that my rent since has just gone to pay it off. The house is still not worth what I paid for it and I am yet to break even on the rent. I can only hope that if Selective Licensing continues the bill this time will be much, much lower. At least my present tenant is good. This property is the only one I own and it would be wonderful for it to at least stop being a drain on my pension.	Thank you for your comments.
12/8/21	Online	Landlord	This scheme I personally feel has not reduced or benefited a reduction in anti social behaviour. The council have taken large sums of money from Landlords for these Selective Licenses and in my personal opinion not reduced anti social behaviour or loud drunken behaviours from certain residents living in these areas. The council just recommend a Noise Nuisance phone app and nothing more stating they need this as evidence to take further action. Therefore not holding the Landlord or their tenants to account.	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's 'Fit and Proper' criteria to show they can manage their properties correctly.

12/8/21	Online	Landlord	Doesn't work, no improvement in areas of SL	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements.
12/8/21	Online	Landlord	I already had selective licensing for Healtwood Rd	Thankyou for your response
12/8/21	Online	Home Owner	keep licensing for all of Burnley. Burnley Wood has been demolished and rebuilt and still looks bad.it is not just the private landlords but the large property renters like Calico. Everybody/company who have houses for rent should be licensed even charities. According to news reports councils are just as bad if not worse the small landlords. Everyone should be licensed.	Thank you for your comments.
12/8/21	Online	Private Tenant	great proposal about time stricter measures b placed on bad landlords. We have rented properties on our street. Had many dilapidated houses due to bad landlords. Having an effect of the value to our property.	Thank you for your comments.
12/8/21	Online	Private Tenant	This scheme is nothing but a money making plan for the council. It doesn't improve anything. if you believe it dose go have a look at Trinity area. it's been under the scheme the longest	The Council is not permitted to make a profit from selective licensing, all fees charged are ringenced solely for the adiminstration and implementation of the scheme. As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements.
12/8/21	Online	Home Owner	A four week response to a dirty back yard is outrageous. Clean it or bill owners straight away they are responsible for not supervising properties	Thank you for your comments.
12/8/21	Online	Private Tenant	Many of the private rented properties in the Burnley Wood area are in need of improvement and the back-streets are full of dirt and rubbish. Both the Landlords and Tenants are to blame and a lot needs doing.	Thank you for your comments.

			Selective Licensing could possibly help to encourage Landlords to look after their properties and be a bit more selective in who they rent to.	
13/8/21	Online	Private Tenant	Not wanted, improves nothing. Just increases rents.	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements. The Council has not seen any evidence to suggest that rents increase in licensing areas.
13/8/21	Online	Landlord	As far as we are concerned the scheme has done nothing for our tenants or ourselves. It is basically a stealth tax. There are rental properties in the area that are still in poor repair. We highlighted the fact that the back streets are in a terrible state, full of discarded rubbish, dog faeces and generally unsightly, absolutely nothing has been done. Trying to contact anyone from the council with regard to the scheme is like trying to talk to God. Local government staff should be available to the public/landlords that have paid money into this scheme. The pandemic is being used as an excuse, but before the pandemic local authority staff were not visible or accessible. I reiterate the landlords scheme is nothing but a stealth tax	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's 'Fit and Proper' criteria to show they can manage their properties correctly.
13/8/21	Online	Home Owner	Better vetting of tenants we had to put up with dealers, prostitutes neighbours from hell for over 15 years so we then moved from our first home as it was impacting our health and wellbeing. we need our communities back to not feel frightened or threatened from people living in them.	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's 'Fit and Proper' criteria to show they can manage their properties correctly.

13/8/21	Online	Home Owner	Think it is a good idea to help lift up the area. Hopefully good environment for renters to live in to.	Thank you for your comments.
13/8/21	Online	Landlord	Whilst the selective licensing is a great idea in principle, it is far too expensive. I have four properties within the current licensing areas, all managed by a letting agent. We keep our properties to a good standard, respond to requests for maintenance the same day and all our tenants are long term. Yet we are being penalised to the tune of over £500 per property every five years for doing so. Bad Landlords should be penalised. Good landlords should be rewarded. Please don't treat us all the same - as bad landlords. Thank you	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
13/8/21	Online	Landlord	I don't agree that the landlord licensing should be done	Thank you for your comments.
13/8/21	Online	Landlord	I am not in favour of selective licensing. I and my agent comply with all rules and provide good service. Selective licensing provide no benefit and is an extra cost	The Council accepts that there are many good landlords operating in Burnley, and licensing is intended to bring all landlords up to the same high standard.
15/8/21	Online	Landlord	Totally unnecessary	The Council is satisfied that the areas are suffering from low demand, and that intervention is therefore necessary.
16/8/21	Online	Landlord	IT HAS POTENTIAL - I KNOW THE COUNCIL IS BUYING UP VACANT PROPERTY FOR SOCIAL HOUSING WHICH IS GOOD. AS A PRIVATE TENANT AND AS SOMEONE WHO HAS BEEN A RENTER FOR 8+ YEARS THIS WILL NO DOUBT INCREASE MY RENT WITH MINIMAL BENEFITS TO ME. MOST OF THE TERRACE HOUSING AROUND HERE IS SUB PAR AND WILL NEED INVESTMENT. Q3 YES IF THE TENANTS ARE PUT 1ST NOT ECONOMICS + PRIVATE LANDLORDS. DOUBT THIS WILL HAPPEN UNDER TORY RULE!	Thank you for your comments. The Council has not seen any evidence that licensing increases rent.

16/8/21	Online	Private Tenant	ALL PRIVATE LANDLORDS SHOULD BE RESPONSABLE FOR THE UPKEEP OF THE PROPERTY THEY RENT OUT..	Thank you for your comments.
16/8/21	Online	Home Owner	Brilliant scheme, keeps houses occupied and gets rid of unscrupulous landlords, and helps maintain clean, well kept properties therefore improving the area for tenants and Burnley itself.	Thank you for your comments.
16/8/21	Online	Private Tenant	If the licensing was not needed I'm sure it would not take long for the area to go back to pre licensing.	Thank you for your comments.
16/8/21	Online	Home Owner	I agree fully with anything that removes the blight of flytipping and empty houses. Please check on XXXXXXXXXX. this property has been vacant for at least 15 years to my knowledge.	Thank you for your comments.
16/8/21	Online	Home Owner	Yes, selective licensing is a good thing for this road in Burnley Wood. I live in XXX Street	Thank you for your comments.
16/8/21	Online	Home Owner	"Good idea" Burnley Wood - Springfield Bank need attention - the place has gone down - lots of anti social behaviour - dog fouling - ASB of all sorts - need sorting - is no respect in the area - gang up - drug abuse - alcohol abuse , cause difficulty for decent citizen in area. Big problem - need good management + regular policing on beat.	Thank you for your comments.
16/8/21	Online	Private Tenant	As a private renting tenant I think the scheme is moneymaking They don't seem to give an interest in what goes on in the area also who they put in houses whether they are good landlords or not as long as teh landlords get the rent they are not bothered. I have no faith in selective licensing at all,	The Council is not permitted to make a profit from licensing; all fees charged are ringfenced solely for the administration and implementation of the scheme. The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.

16/8/21	Online	Landlord	Complete waste of time. In all the areas where selective licensing has been introduced it has not made any improvement to the locations what so ever. Just costs extra money to keep council staff in jobs!	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements.
17/8/21	Online	Home Owner	I think the licensing scheme is a good thing for the area.	Thank you for your comments.
18/8/21	Online	Landlord	We consider ourselves good landlords and do everything requested by our tenants. The Property Shop who manages the property in Stoney Street for us are efficient and helpful and deal with any requests from tenants. We would like to know how the large fee for the Selective Licencing is spent on improving the area as you have stated there has been only slight improvement in the area over the last 5 years. There seems to be little benefit for us. We would prefer to spend the money on the house.	As set out in the proposed Statement of Case, there have been notable improvements in the area, however there is still work to be done to build on these improvements. Five years is a relatively short time for a regeneration project such as this, and we are keen to continue building on the success we have had so far to ensure that the areas are a place in which people wish to live.
20/8/21	Online	Home Owner	I don't know what landlords are doing, they are a waste of time. XX, XX, XX, XX and XX XXX Street are a disgrace to Burnley. Dirty people and scruffy back yards and back street, every other day the back yards smell.	Thank you for your comments.
20/8/21	Online	Home Owner	After having some awful tenants next door with terrible landlords, we now have good neighbours because Calico are their landlord.	Thank you for your comments.
20/8/21	Online	Local Business	I think this is a very good idea. The area is an embarrassment. Please bring this everywhere in Burnley, thank you.	Thank you for your comments.
20/8/21	Online	Landlord	I do not agree with the proposed Selective Licensing. It is in my opinion unnecessary and a costly exercise	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.

22/8/21	Online	Skipped	On what? There is no question here	Thank you for your comments.
23/8/21	Online	Private Tenant	I think the scheme has been a success so far. Would like to see it still extended in all areas so I can feel safer as a renter.	Thank you for your comments.
23/8/21	Online	Home Owner	Need to make landlords responsible for unsuitable tenants and get them out. Drug houses on Laithe Street and people who don't benefit the area by taking care of the property inside and out	Thank you for your comments.
23/8/21	Online	Home Owner	Progress has been made but still plenty of cleansing to be done. Landlords need to be urged to keep properties in good order meaning licensing is essential.	Thank you for your comments.
23/8/21	Online	Home Owner	We have had problems with a few people in rented houses/flats over the years & welcome a change to this	Thank you for your comments.
23/8/21	Online	Private Tenant	dogs running around on the children park and dog muck all over roads and grass (unreadable) play	Thank you for your comments.
23/8/21	Online	Landlord	I do not agree with selective licencing costs, the rent in Burnley Wood means that it is not viable for me to carry on letting the property. You have not kept up with inflation with regards to the rent that you pay on behalf of the tenant. This has a knock on affect and with designating the areas to licencing it is another cost that reduces the margins and is destroying landlords wanting to give this service to society. A service that is needed for housing. It is also reducing the value of the properties.	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme. House values in the current designations have continued to increase.
24/8/21	Online	Landlord	IF the selective licencing is being passed on to housing associations like Calico then I am happy to pay for Selective Licencing in Burnley Wood.	The legislation under which selective licensing is introduced exempts registered social landlords; they are required to meet alternative standards set out by government. The licensing team

			Calico are buying private houses in this area and they are allocating them to people who are not respectful. A refuge has been allocated in Oxford Road Burnley Wood and police are called on a daily basis Anti-social behavior- worse now than when selective licensing came into force. The statistics you quote on empty houses has reduced by 4% - this could have been improved massively if action was taken for absent landlords sooner. House prices have increased due to the current housing situation and that is for every area we have been waiting for over 5 years for alley gates and haven't been allocated any of the recent funding The selective Licencing should be aimed at ALL landlords NOT just private landlords The housing associations are bringing the area down, they need a stringent process on tenants, and until that happens selective licensing is only hitting the good landlords who like us try and keep the area and their houses in a nice reputable condition with good decent tennants	work with Calico and other providers where instances of ASB occur in the licensing areas.
24/8/21	Online	Skipped	Skipped Question	Thank you for your response
26/8/21	Online	Home Owner	I would like to see a reduction in fly tipping on back streets. Also on main roads , would like to see tenants looking after the front of their properties e.g. washing away chalking on pavements by children. I'm not adverse to children playing and chalking but think parents should clean up after them.	Thank you for your comments.
26/8/21	Online	Landlord	I agree with selective licensing, I think should continue and be extended to Pine Street and Ash Street	Thank you for your comments.

26/8/21	Online	Home Owner	It is a very good scheme and we have noticed a slight change on XXX Street but the lack of Police presence does not help especially when there are drugs being sold in the street outside shop and telephone box. Cars sit with engines running waiting for drug runners.	Thank you for your comments. The licensing team work closely with neighbourhood police officers; please ensure you report any concerns to the Council or the Police directly.
31/8/21	Online	Skipped	Skipped Question	Thank you for your response
31/8/21	Online	Landlord	As a landlord in this area who has complied with all your requirements for the last five years I am dissappointed to find you wish to continue this scheme. This scheme has come at considerable additional costs as I do not live in the area and therefore had to employ an agent. I have not found having an agent has had any benefits as I have always taken an active role as a landlord and continued to maintain good links with my tenant. I have also found that I am more efficient at contacting local buisiness and getting any necessary maintainence work carried out quickly. This has been particularly so during coviid. With the additional cost of an agent and council registration costs this no longer seems to be an area I wish to do buisness. I know my tenant who has been with me for ten years is worried that she may lose her home should I decide to sell and I know that all I have seen in the area is many more houses for sale. I am not a greedy landlord but the contuation of this scheme means that if I maintain the property to the standards I have always done then there is very little if any profit if any, to be made. Your additional costs are making me cosider selling this property.	Thank you for your comments. The Council does not ask landlords too go above and beyond what we believe is the minimum, good standard for a private rented home. It is the belief of the Council that it is difficult to effectively manage a property from a significant distance. That being said, we will consider each case on its merit and are keen to work with landlords to ensure their properties are managed appropriately.
31/8/21	Online	Home Owner	Basically the council should be more FORCEFUL with SLUM landlords and be able to evict UNCARING	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various

			TENANTS, as i have tenants who i have reported to the council about DIRTY BACK YARD, A BROKEN HUMAN WASTE PIPE, and other reasons but NOTHING IS EVER DONE AND BASICALLY THEY DONT REALLY CARE, and an UTTER DISGRACE !!!!!	different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.
01/9/21	Online	Home Owner	Tenants and landlords need to be vetted, there are some undesirable tenants in this area causing issues with residents who own houses and have lived in Burnley wood for a long time	Thank you for your comments.
02/9/21	Online	Home Owner	If the selective licensing is better for the area and increases house prices then these are positive steps to rejuvenate the area. It will also be good for tenants as they know that their landlord has had to become licensed and will therefore, hopefully, take care of the property.	Thank you for your comments.
02/9/21	Online	Home Owner	Improving standards of living and conditions of teh surrounding area benefits the community as a whole. It subsequently impacts the valuation of my own home, which I would not like to see negatively affected by lack of investment and respect by tenants and landlords alike. So making landlords accountable whilst giving them the support needed, I can only see as a positive thing.	Thank you for your comments.
03/9/21	Online	Landlord	The Agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost	Thank you for your comments.
03/9/21	Online	Landlord	I am not in favour of selective licencing	Thank you for your comments.

03/9/21	Online	Landlord	I am worried that selective licensing could limit the capital growth on my property in the future and this may reduce the rent tenants pay as the properties cannot be freely rented out.	There is no evidence to suggest that licensing will have a negative impact on the value of your property. Properties can be rented out as long as the landlord has a licence to do so. Good landlords will not find it difficult to comply with the requirements of the scheme, and will see the area in which they own properties improve.
03/9/21	Online	Landlord	Such scheme deters investing in properties in these areas. More bureaucracy, no real benefits to landlord. Eventually properties in the area become less attractive to own and the area may become run down by less attractive renters.	Thank you for your comments. Properties continue to change hands in the licensing areas, there is no evidence that investors are put off by the scheme, in fact many wish to invest in these areas as they can see it is an area in which the Council is putting effort into raising the standard of private rented homes. By raising the standard in these areas, we believe we can create more sustainable communities with less tenant changeover.
03/9/21	Online	Housing Association Tenant	agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost	Thank you for your comments. We work well with a number of agents who are professional and work to a high standard. Unfortunately not all landlords and agents operate to this standard, which is why licensing is important to level the playing field. As the legislation is area based, this means including all landlords and agents operating within the boundary.
04/9/21	Online	Landlord	The selective licence seems to be helping to improve the area. I think the cost is too high for an area with low rents. It's the possibility of penalties that make the licence improve the area	Thank you for your comments. The cost of the licensing fee is comparable with similar local authorities operating the scheme.
05/9/21	Online	Landlord	Do not agree to selective council	Thank you for your comments.
05/9/21	Online	Landlord	Keep the selective licensing	Thank you for your comments.
06/9/21	Online	Landlord	Selective licensing only means less to spend on looking after the properties or rent increases. I am no better a landlord for it as I do my best to look after	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy

			my tenants, 3 of which have been in their homes for over 10 years, speaks for itself	agreements and to keep the area clean and tidy. All of this will benefit good landlords.
07/9/21	Online	Home Owner	-I am worried that selective licensing could limit the capital growth on my property in the future -The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost. -This may reduce the rent tenants pay as the properties cannot be freely rented out. -Selective license may limit the potential of my property and there are no benefits to me. -The cost is too much and there is no real benefit it is just bureaucracy	There is no evidence to suggest that licensing will have a negative impact on the value of your property. Properties can be rented out as long as the landlord has a licence to do so. Good landlords will not find it difficult to comply with the requirements of the scheme, and will see the area in which they own properties improve. We work well with a number of agents who are professional and work to a high standard. Unfortunately not all landlords and agents operate to this standard, which is why licensing is important to level the playing field. As the legislation is area based, this means including all landlords and agents operating within the boundary.
08/9/21	Online	Private Tenant	Skipped Question	Thank you for your response
09/9/21	Online	Home Owner	There needs more control on who is in these properties	The Selective Licensing team ensure that landlords complete the correct referencing before letting their properties to tenants.
13/9/21	Online	Home Owner	My view is some landlords let anybody rent their house. Druggies alcoholics and just dens of thieves. Don't give them licence. Some are living in more than 3-4 different houses. Surely the rent is being paid on them all. If so it's being thieved.	Thank you for your comments.
13/9/21	Online	Home Owner	Landlords will rent to anyone. All they want is the money	Thank you for your comments.
13/9/21	Online	Home Owner	I'm in favour of any measures that will prevent anti-social behaviour.	Thank you for your comments.
14/9/21	Phone	Private Tenant	I think Selective Licensing is a very good idea. It is good to contact landlords about ASB. If landlords think they are getting a bad tenant they won't do up their property. Rent increases. There are problems	If we receive a report of ASB we work with the Police and contact the landlord to ensure it doesn't happen again, or the landlord follows their procedures. We also work with streetscene to report dirty back yards and streets. Selective Licensing ensures

			with people sitting on street, house walls are thin, people fighting, letting dogs out.	that landlords do their reference checks properly, so they don't attract bad tenants in the first place.
14/9/21	Online	Home Owner	Need to ensure all are following the guidelines, still a number of run down properties. Speeding traffic is a problem and need a higher police on foot presence.	Thank you for your comments.
15/9/21	Phone	Private Tenant	It needs licensing to help tenants with poor condition houses.	We do help tenants with poor condition houses by inspecting every property in the 5 year designation and inspecting when tenants report issues to us.
15/9/21	Online	Home Owner	I think it selective licensing can only be good and hopefully rid the area of the feral families that landlords put in without caring how they live as they don't live in the same area	Thank you for your comments.
17/9/21	Online	Home Owner	The selective licensing scheme has been partially effective in improving property in Burnley, so it need to continue	Thank you for your comments.
18/9/21	Online	Home Owner	Burnley Wood isn't what you'd call affluent, but we're not all scum who live here. There's a distinct lack of council and police interest / engagement in residential issues where "properties of interest" exist. le brothels and drug dens. It's incredibly unfair to expect clean living residents to have to co-exist with these shithole properties in-between, and the calibre of anti-social crack head criminal element who use them to crash in. Hopefully stricter selective licensing would mean that landlords are more easily tracked down and held accountable.	We will respond to all reports of crime on a multi agency basis with the Police. Selective Licensing's aim is to prevent criminals living in these areas.
19/9/21	Online	Home Owner	I feel very Frustrated. Burnleywood has always been give a bad reputation. Recently their has been money spent in order to improve the area but it feels as though this is just so it looks good on the outside. There are alot of good people here who live an honest clean life, but there are also some issues that are well known by community offices, police and council. Houses that are left open for squatters to	Thank you for your comments. We will respond to all reports of crime on a multi agency basis with the Police. Selective Licensing's aim is to prevent criminals living in these areas.

			take hold and use as drug dens, dump rubbish over the wall into parking areas and cause issues for local neighbours and residents. For god sake there are kids playing round here and being nosey. Would you want your kid investigating in these places and falling on a used needle. I bet not. On top of this there are people rocking up and hanging on corners doing drugs. When are we gonna get this sorted. I have loved living here for 15 years plus. But it is getting a joke now. I feel less safe than ever before, and it gets worse week on week!	
24/9/21	Email	Councillor	The view of many residents from the Burnley Wood ward is that the selective Licensing must carry on , most of the comeback from speaking to residents is that it certainly can be and needs to be improved especially where landlords are moving tenants around different properties throughout the streets especially within the grid area , another major Gripe that was constantly mentioned by the residents was of the bad conditions of some of the properties and the lack of response to repairs from the landlords.....But most of the residents that we spoke to agreed that even though it's not currently a top class service that the tenants are receiving Without it , the properties will decline even further and the tenants and the area will suffer even more..... So in my opinion and that of many residents from the ward is that selective Licensing Must Carry on....	Thank you for your comments.
24/9/21	Email	Councillor	I live within Burnley Wood and frequently speak to the residents. It is clear that Selective licensing must remain, there are far too many landlords who neglect the maintenance of their properties to the detriment of their tenants. I have personally been in	Thank you for your comments.

			conversation with Ian on one particular resident and without this scheme being in place things would be so much more difficult.	
25/09/21	Online	Private Tenant	Respondent skipped this question	Thank you for your response
26/09/21	Online	Landlord	I disagree with the selective licensing proposal.	Thank you for your comments.
27/09/21	Online	Landlord	better disbanded	Thank you for your comments.
27/09/21	Online	Landlord	a lot of people are buying properties to live in themselves and so this is improving the area itself and wages have gone up also. Selective licensing is an additional cost which does not provide any benefits to landlords and also the council does not provide that much support.	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
27/09/21	Online	Landlord	i dont see the need for Burnley wood to be a licensing area, and i think it is to expensive for landlords.	Thank you for your comments.
27/09/21	Online	Agent	Agents and landlords these days are doing thorough reference checks themselves anyways in order to keep long term tenants in the property. It is a Benefit for all parties including community and council that good tenants are put into the properties. Selective licensing is not needed in order to do this.	Thank you for your comments.
27/09/21	Online	Landlord	Im unclear as to the benefit but then im a landlord that offers good housing. Would funds be best directed to community policing?	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
27/09/21	Online	Landlord	Respondent skipped this question	Thank you for your response

27/09/21	Online	Agent	its pointless and does not work , tax to landlords its not improving the area , the licence team just oversea what street scene do , there is no benefit	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
27/09/21	Online	Landlord	I believe that the slective licencing has created some barriers which make it less viable to operate in this area, specifically having to be within a designated geographical distance of the property or appoint local agents who quite frankly are exceedingly expensive message takers. If the scheme was modified to remove this stipulation that would help, however I would prefer the scheme was scrapped.	Thank you for your comments.
27/09/21	Online	Landlord	totally against selective licensing. i pay it on 5 properties and i cant see the value. not for rat problems, noise problems, recruiting tenants. its no help. rubbish. im selling a property on barden lane cos the rents are going down, costs going up and a continuous rat problem that the council dont want to get invovled in so £90 a week for rat guy to visit and treat the drains. £450 accreditation fee. no rent and council tax to pay. its all a joke.	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.
27/09/21	Online	Landlord	Respondent skipped this question	Thank you for your response
27/09/21	Online	Landlord	Selective licencing has proved costly waste of money that brings no benefit to the area. It is an unwelcome tax on hard pressed landlords which achieves nothing	Thank you for your comments.
27/09/21	Online	Landlord	I think anti social behaviour especially on Laithe street has increased since the licencing started so it's not worked/working	Thank you for your comments.

27/09/21	Online	Landlord	<p>I am an accredited landlord with Burnley Council and a member of the GLAS scheme. Whilst I agree with the reason behind Selective Licensing, I think that the Council should put their resources into contacting/fining the large companies who often (from my experience) own houses in Burnley - but often don't even realise it - until a considerable financial penalty is imposed on them which brings it to their attention. This will make them either sell the house on the open market (hopefully to someone like me!) or renovate it and bring it back into local housing stock. Accredited landlords like me are exactly the kind of person that Burnley Council needs to renovate its delapidated housing stock to provide a nice home for someone. Instead, the Selective Licensing Scheme effectively "taxes" me for buying and renovating a house in one of these areas, which actually discourages me from doing so. But I am an easy target.....its easier/less time consuming to "tax" me than it is to go after the big companies/unscrupulous landlords who allow their houses to fall into disrepair and let/don't care if their tenants live in squalor.</p>	<p>Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.</p>
27/09/21	Online	Landlord	<p>As a landlord I realise my thoughts may not seem impartial. However whilst the sentiments maybe real in fact it achieves little if anything. In essence it feels simply like another landlord tax rather than actually safeguarding the tenant or increasing living standards. If the purpose is to safeguard the tenant from rogue landlords then heavier penalties should be imposed on those that do not abide by landlord regulations. Most landlords are responsible and it often feels we have to pay the price for those that have an attitude of "don't care" or worse. I do feel</p>	<p>Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.</p>

			this license application if upheld should only be imposed on landlords that manage their own properties. Letting agents pressure any landlords with any work required on their houses and will often withhold funds should they continue to disregard their notices. Thank you for your time and appreciate the opportunity for me to give my view	
27/09/21	Online	Landlord	I don't agree with the selective licensing. Good landlords are being penalised because of the ones that don't look after their properties. Plus it's a very complex procedure.	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
27/09/21	Online	Landlord	I think that selective license are un fair as they are for only certain areas If they must be in place they should be for all areas	Thank you for your comments.
27/09/21	Online	Landlord	My tenants house is already up to a high standard and this this scheme will have unnecessary expense	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
28/09/21	Online	Landlord	Respondent skipped this question	Thank you for your response
28/09/21	Online	Landlord	I pride myself on being a fair and good landlord and have not noticed any benefits from the scheme. I am unhappy with the expense and the paperwork involved.	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
28/09/21	Online	Landlord	Do not feel that the landlords receive any real benefit from the scheme. It seems to be designed for the tenant	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy

				agreements and to keep the area clean and tidy. All of this will benefit good landlords.
28/09/21	Online	Landlord	.	Thank you for your response
28/09/21	Online	Landlord	Selective should mean on the house's that requires long standing repairs	Thank you for your comments.
28/09/21	Online	Agent	Licence good in principle - but hard to monitor. Areas can prove to be quite confusing as well as the process involved. Prevents landlords buying in the area	Thank you for your comments.
28/09/21	Online	Landlord	Landlords are selling up in the area due to this added cost. It's the straw that broke the camel's back for many. This will lead to a shortage of rental properties.	Thank you for your comments.
28/09/21	Email	Councillor	<p>I totally agree that Selective Licensing needs to continue in the Healey Wood area, however I do have some concerns and comments:</p> <p>I have lived in the Healey Wood area for almost 24 years, and certainly from my perspective and the residents I speak to, the area is deteriorating and Selective Licensing is not currently achieving it's potential by a fair margin. This is not just a failing of Selective Licensing but also the ASB team and all aspects of enforcement, including the council and police.</p> <p>I have been unable to source stats on Crime, ASB, Flytipping etc prior to Selective Licensing being introduced or since, other than very recent crime stats, so that I can compare the actual figures, but it certainly</p>	<p>I totally agree that Selective Licensing needs to continue in the Healey Wood area, however I do have some concerns and comments:</p> <p>I have lived in the Healey Wood area for almost 24 years, and certainly from my perspective and the residents I speak to, the area is deteriorating and Selective Licensing is not currently achieving it's potential by a fair margin. This is not just a failing of Selective Licensing but also the ASB team and all aspects of enforcement, including the council and police.</p> <p><i>Having conducted a consultation drop in session and speaking with residents in the area, all confirmed that the area has improved and looks better for Selective Licensing having been put in place. Is there room for improvement? Most definitely, which is why we propose to designate a further licensing area.</i></p>

seems as though there has been an increase across the board, and the number of problem properties has increased.

Residents feel that the council has not been proactive enough, and that bad landlords and tenants are ignored whilst easier targets are dealt with, leaving many unwilling to report issues to the council due to the perceived lack of action (please note, this is based on my talks with residents and not my own experiences or views).

Residents are also worried that if they make a report against their landlord that they will suffer repercussions - this is an area that Selective Licensing need to work on in order to reassure residents that there are protections in place; or that it is a waste of time as nothing will be done - again, this is an area where Selective Licensing need to improve communication.

At the beginning of the consultation for the introduction of Selective Licensing in the area, residents (myself included) were told that there would be regular surgeries for residents to attend, starting in February 2017 - these never happened. Selective Licensing needs a regular dialogue with everyone involved if it is to make a difference - and that includes residents, councillors and the police.

Looking at recent Police data, Trinity, the ward in which Healey Wood falls, has the highest level of recorded crimes. We work closely with the Police to identify areas we can improve. Our powers extend to Anti-social behaviour and crime committed from private rented properties; where we can use our powers, we do so by ensuring that landlords and managing agents are taking steps to stop nuisance behaviour. We do work with the police regarding the wider crime issues also, as if we can direct it back to a tenanted property, we can use our powers under the Housing Act where appropriate.

We attend monthly multi agency meetings at inspector level and work closely with the neighbourhood policing team. Although recorded crimes have increased since 2013/14, we can only deal with ASB relating to private rented property and not for example, children causing ASB in open areas.

I have been unable to source stats on Crime, ASB, Flytipping etc prior to Selective Licensing being introduced or since, other than very recent crime stats, so that I can compare the actual figures, but it certainly seems as though there has been an increase across the board, and the number of problem properties has increased.

As part of the process for looking into further designations in these areas, we have produced a document containing all the data relating to key indicators of low housing demand such as crime and ASB. This can be found on the council's website, at the

By far the greatest improvement I have witnessed in the area came via Neighbourhood Management and the regular PACT and Resident Forum meetings - in part because residents felt that they had a voice and their views were not only heard, but listened to - that can't be said about Selective Licensing.

Over the next 5 years we need a more proactive approach - more random property inspections and tougher action on problem residents, properties and landlords, a clear programme of communication and dialogue between residents, Selective Licensing, Ward Councillors, the Police and other agencies - including regular meetings (at least quarterly) where all those present can voice their concerns or ideas and improved printed communications, not just at consultation time.

These meetings need to include the whole of Trinity, not just the relevant Selective Licensing areas. Whilst Healey Wood is included with the Burnley Wood and Leyland Road areas, it is part of Trinity Ward and despite the split between the Selective Licensing areas the whole of Trinity must be considered as a combined area

The Trinity Councillors also believe that the Police and Community Together meetings are an essential part of reducing the issues

[Selective Licencing area of the site. Please see the link below.](#)

[Burnley Borough Council - selective licensing proposal document](#)

[ASB cases reduced steadily with the exception of 2017/18 in the Trinity ward until last year. The common feeling from partner agencies is that a significant amount of this can be attributed to Covid related breaches being recorded as ASB, as well as neighbour intolerance throughout the lockdown periods. Stats below:](#)

- [2013/14 = 648](#)
- [2014/15 = 552](#)
- [2015/16 = 560](#)
- [2016/17 = 564](#)
- [2017/18 = 624](#)
- [2018/19 = 413](#)
- [2019/20 = 481](#)
- [2020/21 = 868](#)

[Healey Wood is a small area within the Trinity Ward and as such the figures are affected by the ward. ASB for Healey Wood as a percentage of houses stands at 2.11% compared with 0.9% for the borough up to March 2021. As a comparison, the Burnley Wood side of the designation stands at 3.1%. Healey Wood still has improvements to be made and although isn't the worst part of the area, we agree with you that improvements can still be made.](#)

[Residents feel that the council has not been proactive enough, and that bad landlords and tenants are ignored whilst easier targets are dealt with, leaving](#)

the ward faces and are more than happy to help facilitate their return - which is long overdue.

Lastly, both Cllr Fewings and Cllr Hall have said that they wish to echo all of the above, and please accept the non-personal parts of this email as the response of all three of us.

many unwilling to report issues to the council due to the perceived lack of action (please note, this is based on my talks with residents and not my own experiences or views).

I have spoken with many residents; the feeling I get from them, which can be backed up by the feedback received in our recent survey, is that they feel we are targeting rogue landlords and enforcing better living conditions. The designation has been in place for almost 5 years now and the actions we have taken against landlords who fail to deliver standards required is under the Housing Act; we have issued fines and prosecutions for works not completed. As an example, we served a Civil Penalty of £10,000 on a landlord operating a house on Berry Street which was in extremely poor condition for failing to have a licence in place and illegally letting the property.

Residents are also worried that if they make a report against their landlord that they will suffer repercussions - this is an area that Selective Licensing need to work on in order to reassure residents that there are protections in place; or that it is a waste of time as nothing will be done - again, this is an area where Selective Licensing need to improve communication.

Landlords must follow the law, and if they are found not be, action is taken. Residents are protected fully and any evidence of this not being the case will be dealt with. To date I have had no reports or situations where a tenant has been targeted by the landlord following a complaint. If residents are speaking to you about this

and there are concerns that they have been targeted, please let me know immediately.

In terms of action not being taken following reports, we always take every complaint on board and investigate, taking action where we can. We work closely with the Enforcement team, who enforce housing standards under the Housing Health and Safety Rating System and the Housing Act. We work closely with the Enforcement team to improve housing standards, as well as the Community Safety Team to tackle ASB at private rented properties, using the additional tools that selective licensing gives us.

Regarding communication we have sent out newsletters and I have spoken with many residents while out on foot in the area. Can this be improved? Yes. We have increased our physical monitoring of the area since the relaxation of Covid restrictions and we are keen to instigate regular resident drop in sessions if a new designation is brought in. We would also encourage all residents to contact us by phone or email; information was included in our recent newsletter as to how people can get in touch, or through yourself as their local Councillor. We welcome intelligence from the community about problems in their area so we can target our response.

At the beginning of the consultation for the introduction of Selective Licensing in the area, residents (myself included) were told that there would be regular surgeries for residents to attend, starting in February 2017 - these never happened. Selective Licensing needs a regular dialogue with everyone involved if it is

to make a difference - and that includes residents, councillors and the police.

I started with the council just before Covid began so I have been unable to conduct surgeries, due to restrictions in place; this is something we had hoped to instigate prior to the first lockdown but were then unable to do so. If the new designation comes into force, this is a priority to start up again.

By far the greatest improvement I have witnessed in the area came via Neighbourhood Management and the regular PACT and Resident Forum meetings - in part because residents felt that they had a voice and their views were not only heard, but listened to - that can't be said about Selective Licensing.

I agree PACT meetings are a great asset to any residential area, however these have not been running for some time, I am working with the police to bring these back in my area. I will be attending these meetings as I have a close working relationship with the police.

In terms of residents feeling Selective Licencing do not listen to their concerns, this is not what I feel. Having spoken with many residents not only while out on foot, but also at the consultation drop in sessions, residents felt that the issues raised were being dealt with. As I mentioned above though, we will always welcome further contact from residents of the area and are keen to hear from them either directly or through yourself.

Over the next 5 years we need a more proactive

*approach - more random property inspections and tougher action on problem residents, properties and landlords,
a clear programme of communication and dialogue between residents, Selective Licensing, Ward Councillors, the Police and other agencies - including regular meetings (at least quarterly) where all those present can voice their concerns or ideas and improved printed communications, not just at consultation time.*

These meetings need to include the whole of Trinity, not just the relevant Selective Licensing areas. Whilst Healey Wood is included with the Burnley Wood and Leyland Road areas, it is part of Trinity Ward and despite the split between the Selective Licensing areas the whole of Trinity must be considered as a combined area

Throughout the designation we have adopted a proactive approach. I have conducted Audits of the back streets of Healey Wood where dirty back yard inspections were made on several occasions during lockdown, on each occasion where back yards were found to be full of rubbish, photographs were taken and sent to Street Scene to be dealt with. Along with this Landlords were notified and fines issued where appropriate.

As a percentage of houses, Healey Wood dirty back yards for 2020/21 was recorded at 6% compared to 2.2% for the borough, again as a comparison the Burnley Wood side of the designation was 14%. Again, Healey Wood is not the worst in the area, but can definitely be improved upon, which is why we are

proposing to designate this area again, to allow us to take proactive steps to reduce environmental crime with the support of Streetscene.

I have completed a comprehensive audit of Energy related performance certificates for the area, ensuring all private rented properties are at the minimum rating of an 'E'. Where we have found this not to be the case, work has been done with the landlords to ensure the property is brought up to these standards. This benefits your residents by ensuring their property is energy efficient in colder months.

I have also completed numerous smoke alarm breaches where it was found inadequate fire protection was present at properties; this has helped ensure your residents are well protected and safe within their homes. A lot of the work we have done is inside residents homes, so may not be immediately obvious, but we are working to ensure safer, warmer, secure homes for private tenants in Healey Wood.

I wholeheartedly agree that meetings between councillors, police and other agencies need to be improved. We held our first consultation drop in session in September but unfortunately these were not attended by the local Councillors; this would have been a good opportunity to discuss the proposals with everyone.

In terms of having a combined Trinity area, PACT meetings would be great to do this, I would attend along with the Trinity representative for

Selective Licencing to be able to deal with issues across both area's.

We have the next drop in sessions for the consultation which would be great if all Councillors would attend where possible, on:

*18th October 2pm – 6:30pm Rosehill Baptist Church
Rosehill Road, Burnley BB11 2JS*

*19th October 2pm – 6pm St Stephens Church Oxford
Road, Burnley BB11 3JA*

*20th October 2pm – 6pm Burnley Council for Voluntary
Services Room 35, 62-64 Yorkshire Street, Burnley
BB11 3BT*

The Trinity Councillors also believe that the Police and Community Together meetings are an essential part of reducing the issues the ward faces and are more than happy to help facilitate their return - which is long overdue.

I agree and I am working with the local police to help get these back. If the proposed designation was to come into force, I would welcome a more formal meeting every 6 – 8 weeks. This could be a minuted meeting with resident representatives from your area acting as a voice for the area, where everyone is welcome. This could be housing specific with the attendance of Selective Licencing and Local Councillors and run alongside PACT meetings where we can discuss ASB etc with members of the policing team. I'd love to hear your feedback on this as

				<p><i>it would be great to work with you to develop this going forward.</i></p> <p>Lastly, both Cllr XXX and Cllr XXX have said that they wish to echo all of the above, and please accept the non-personal parts of this email as the response of all three of us.</p> <p><i>Thank you for your comments; I hope I have answered your queries. We hope you will be able to make it to the October drop in sessions to meet members of the licensing team for further discussion.</i></p>
29/09/21	Online	Landlord	Wast of time and addec cost I had to balance against work on the property. Bad value for all	Thank you for your comments.
29/09/21	Online	Landlord	No I do not support	Thank you for your comments.
29/09/21	Online	Landlord	Although i think the licensing is working as a whole i do think it takes too long to stop anti social behaviour also i do not think enough checks are done on new tenants as i know of people who have been evicted in ine area and just move to another private rented property if better checks where made half of the problems we have would not exist	Thank you for your comments.
30/09/21	Online	Landlord	I agree with the selective licensing as has been running for nearly 3 years. Hopefully, the costs to good landlords will be kept to a minimum of the scheme continues.	Thank you for your comments.
01/10/21	Online	Landlord	Respondent skipped this question	Thank you for your response
03/10/21	Online	Landlord	I live in this area and also own a property that is rented. In all honesty, I have not seen any benefit from Council Licensing. There are considerable fees to	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various different reasons over the past five years of the current designation. The Selective Licensing team also ensure that

			pay and no real benefit to council, landlords or people living here.	landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's 'Fit and Proper' criteria to show they can manage their properties correctly.
03/10/21	Online	Landlord	-I am worried that selective licensing could limit the capital growth on my property in the future -The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost. -This may reduce the rent tenants pay as the properties cannot be freely rented out. -Selective license may limit the potential of my property and there are no benefits to me. -The cost is too much and there is no real benefit it is just bureaucracy	Thank you for your comments.
03/10/21	Online	Housing Association Tenant	The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost	Thank you for your comments.
03/10/21	Online	Landlord	The agent that looks after our property are professional agents and already comply with all the requirements. There is no need for my property to have a selective licence, it's just additional costs	Thank you for your comments.
03/10/21	Online	Landlord	Whereas I do believe the idea in principal is good I think it puts landlords off who actually do the right thing in the first place. Personally I need to consider if it is worth retaining a property in an area which is costly because of the selective licensing fees. I don't pass these on to my tenants, in factI have been mindful of not putting up rent due to the climate	Thank you for your comments.

			however, this on top makes it not worth while as a business.	
03/10/21	Online	Landlord	Respondent skipped this question	Thank you for your response
03/10/21	Online	Landlord	It restricts the letting potential which can have an adverse effect on the rental market.	Thank you for your comments.
03/10/21	Online	Landlord	This will have an affect on capital appreciation of my property and limit rentals in the future.	Thank you for your comments.
03/10/21	Online	Landlord	Whilst I think the scheme can be beneficial especially in helping to stop rogue landlords, however, good landlords seem to be targets and some of the requirements of the scheme are far too demanding and the cost too high.	The council is satisfied that the fees are comparable with other local authorities operating the same schemes. We also offer notable discounts for landlords accredited under our GLAS scheme, as well as discounts for landlords who engage with us and submit complete applications within the first three months. We also offer the option (at our discretion) to pay by direct debit, to spread the cost without interest. The council is not permitted to make a profit from licensing, and all fees are ringfenced solely for implementing the scheme.
03/10/21	Online	Private Tenant	Since the properties cannot be freely rented out it will likely reduce the rent tenants pay	Thank you for your comments.
04/10/21	Online	Landlord	-This may reduce the rent tenants pay as the properties cannot be freely rented out. Selective license may limit the rental income of my property, as well as the capital growth	Thank you for your comments.
04/10/21	Online	Home Owner	I feel that selective licensing would make it harder for me to rent out my property and am against it	Thank you for your comments.
04/10/21	Online	Home Owner	I agree with selective licensing and anything else that can be done to improve/maintain the area	Thank you for your comments.
04/10/21	Online	Landlord	I'm worried that selective licence could limit the future growth of my property and above all the cost is too much and their is no real benefit it just bureaucracy	Thank you for your comments.
04/10/21	Online	Landlord	As a decent landlord who looks after the property, one small falt in Burnleywood, I find the costs of	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up

			the licencing disproportionate and unfair. I do not believe that the scheme has had much positive impact on the standard of private rented property in the area. It has brought no value to me or my tenants as a samll landlord, just extra costs	to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
04/10/21	Online	Landlord	Selective license does not provide any benefits, but adds cost. The agents who look after my properties are professionals that already comply with all requirements.	Thank you for your comments.
04/10/21	Online	Resident	The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just an additional cost.	Thank you for your comments.
05/10/21	Online	Landlord	Selective licensing increases the cost of running my property and reduces the scope of the renting market	Thank you for your comments.
05/10/21	Online	Housing Association Tenant	The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost. I am also concerned about the negative impact this may have to potential capital gain.	Thank you for your comments.
05/10/21	Online	Landlord	I think the licensing has a potential effect on the value of my properties with little beneficial gain. I employ people who are professionals in this subject and I am confident they comply with all significant requirements in this respect and I do not wish to burden them with additional administrative tasks which take time, money and effort with little practical benefit. I am additionally concerned regarding reduced rentals I can attract and I find this restrictive. I consider such regulations an additional cost with little, if any, benefit to me or my agents.	Thank you for your comments.

05/10/21	Online	Landlord	Selective license may limit the potential of my property and there are no benefits to me	Thank you for your comments.
05/10/21	Online	Landlord	I don't agree on the changes...everything works fine without	Thank you for your comments.
05/10/21	Online	Landlord	The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost.	Thank you for your comments.
05/10/21	Online	Landlord	The management company that looks after my property are professional agents who fully comply with all current requirements. Therefore, there is no need for my property to have a Selective License. The introduction of Selective Licensing would incur additional costs that would dissuade me from making further property investments in this area.	Thank you for your comments.
05/10/21	Online	Landlord	The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is just additional cost.	Thank you for your comments.
05/10/21	Online	Resident	I am worried that selective licensing could limit the capital growth on my property in the future	Thank you for your comments.
05/10/21	Online	Landlord	The agents who look after my property are professional agents that already comply with all requirements. There is no need for my property to have selective license. It is just additional cost	Thank you for your comments.
06/10/21	Online	Landlord	I am satisfied that the agents who look after my property are professional agents who already comply efficiently with all requirements. I do not believe there is any need for my property to have a selective licence or that I would derive any benefit. I see this as more unnecessary bureaucracy, adding to the landlord's costs to raise the income of Burnley Council.	Thank you for your comments.

06/10/21	Online	Home Owner	It seems like just another layer of red tape/bureaucracy that has no benefit to myself. It could prove restrictive more likely than not and detract from the property's value.	Thank you for your comments.
06/10/21	Online	Housing Association Tenant	The agents who look after our property are professional agents that already comply with all requirements. There is no need for my property to have a selective license. It is an additional cost. Indeed if it wasn't for such agents restoring dilapidated properties and putting them back on the market would make Burnley a less attractive town. The North needs lots of restoring to become the powerhouse it was 120 years ago and it will happen again.	Thank you for your comments.
06/10/21	Online	Home Owner	With the re-introduction scheme. I am worried that the scheme could limit the capital growth of my property in future. It is a additional cost, may reduce the rent tenants pay and not been able to rent out freely. it may limit the potential of my property which could have no any benefits to me.	Thank you for your comments.
07/10/21	Online	Landlord	I don't believe licensing has changed much. I also feel that if the licensing is necessary, how is the cost justified? As a landlord I have to pay over 4 months of rental income to pay the bill. If licensing is a must, then I would like a lower price	Thank you for your comments.
07/10/21	Online	Landlord	I AM WORRIED THAT SELECTIVE LICENSING COULD LIMIT THE CAPITAL GROWTH ON MY PROPERTY IN THE FUTURE. THE AGENTS WHO LOOK AFTER OUR PROPERTY ARE PROFESSIONAL AGENTS THAT ALREADY COMPLY WITH ALL REQUIREMENTS. THERE IS NO NEED FOR MY PROPERTY TO HAVE A SELECTIVE LICENCE. IT IS JUST AN ADDITIONAL COST. RENTING THESE PROPERTIES CANNOT BE DONE FREELY THUS REDUCING THE RENT TENANTS PAY. SELECTIVE	Thank you for your comments.

			LICENCING REDUCES THE POTENTIAL OF MY PROPERTY AND IS OF NO BENEFIT TO ME. FURTHERMORE IT IS COSTLY WITH NO BENEFIT AND IT JUST INCREASES BUREAUCRACY.	
09/10/21	Online	Landlord	I have a reliable and reputable agent to manage my properties. This gives me confidence that any further requirements are unnecessary and would just result in greater cost.	Thank you for your comments.
09/10/21	Online	Landlord	Respondent skipped this question	Thank you for your response
10/10/21	Online	Landlord	Respondent skipped this question	Thank you for your response
11/10/21	Email	Councillor	<p>I appreciate that the views of residents may not always be consistent and that as a councillor (and a local community volunteer previously) I may only hear the negatives, as people rarely contact me to say how well the council are doing, but I can only respond given the views given to me.</p> <p>Over the period that SL has been in place (and before that) I have regularly told tenants to report issues to SL, ASB etc but often they fear reprisals from their landlord or those causing the ASB or that the problems will be ignored. I always explain that there are protections in place but it is a real fear for many. This isn't a criticism against the Selective Licensing team, but it is more of a wider trust issue that people have not only with the council, but also the police and other agencies. These residents either don't realise that reports about ASB or crime are anonymous or that landlords can't retaliate against a tenant that makes a complaint, or don't believe it, and the only way to get past that is through</p>	Thank you for your response

education and talking to them – again, this is something I am keen to work on.

I fully believe SL is required and I am more than happy to have a chat when you are back to see how I can help.

Covid has definitely had a huge impact on residents and on the abilities of the various agencies to carry out their work, but hopefully we can get back on track and reduce the issues the area faces.

Thanks for the figures, and I appreciate that Healey Wood isn't the worst area by far, but that also means that there are opportunities to ensure that it doesn't reach the same level of issues, but I also understand that there is a balance to be struck so that the situation in Burnley Wood improves. It is also helpful to hear about the work you are doing (and have been doing), and I will definitely pass this on to residents when the topic comes up.

On the subject of surgeries and PACT meetings, I am definitely interested in helping with these as I saw how effective they could be in the past.

I will call into Rosehill Baptist Church on Monday, but I have an appointment that means it will probably be later on. I was at the church when the September drop-in was on, I was in the next room holding a Councillor Surgery from 2pm-4pm but I kept out of the way to limit the number of people in the room. I know both Cllr XXX and Cllr XXX work, which makes it hard for them to attend.

14/10/21	Email	Landlord	<p>Sent: 14 October 2021 14:16 To: Landlords <landlords@burnley.gov.uk> Subject: Thoughts on Selective Licensing Scheme</p> <p>To Members of the Council: I am against this scheme. Landlords , as investors, want quality products to keep and improve. By imposing bureaucratic measures, like this selective licensing scheme, makes it hard to 'wait' for quality tenants. If the council is 'worried', just state the standards you require for being landlands of the area. Whoever finds it hard to meet the standards can engage a UK management company to make it a win-win scenario for UK investment and employment. Yours sincerely, Please enter my AGAINST vote for the scheme. In a democratic society, council should not put in a scheme which penalises an investor before anything bad happens, unless the real purpose is to drive away investors. This can result in lower demand of the area and may eventually lead to a run down area. A scheme like this is protecting nobody.</p>	<p>Thank you for your comments. The Selective Licensing scheme does just that, it imposes standards upon landlords and managing agents. Standards that without Selective Licensing are more difficult to monitor.</p>
14/10/21	Phone	Agent	<p>Rang and said although he attended a consultation event and debated Selective Licensing with XXX he had not been directly consulted with however he has looked at the Mandatory conditions and wants the proposed conditions sending to him, as the copy he has, we have taken the ethos of the conditions but made them more robust and expanded them making it illegal and he wants to know where this has come from in line with schedule 4.</p>	<p>As requested during a call with my colleague, please see attached the proposed conditions for the Burnley Wood with Healey Wood and Leyland Road selective licensing designations which we are currently consulting on. These are the same conditions that are currently issued with licences in other areas, and include both mandatory and prescribed conditions. They were last amended to take account the changes brought in by the latest electrical regulations. The wording for this condition is taken directly from Schedule 4 of the</p>

Housing Act. Other than that, we have not made any significant changes to the conditions since the tribunal hearing at which you were present. Following the determination, we took steps to remove conditions that the tribunal considered unreasonable, and retained those that it agreed were appropriate, as permitted under Section 90 of the Act.

I was also concerned to hear that you felt you had not been consulted with, despite attending a consultation event and meeting with one of our officers. Emails were sent to in August and September with details of how to be involved with the consultation; we have since double checked and this does seem to be the address provided to us on applications for licensing. Our records indicate that neither of these emails were opened. The emails were sent from the Landlords inbox which we do not seem to have previously had a problem with communicating with you from. Please can you check your spam folder to ensure the emails were not diverted here for some reason?

All the information regarding the consultation is available here on our website ([Selective Licensing Consultation 2021 | Burnley Borough Council](#)), including copies of the questionnaires which were sent to interested parties. There are also links to the online survey if you have not yet had a chance to complete these. All representations must be received by 24th October.

If you have further questions regarding the conditions or other aspects of the consultation, please let me know and we can arrange a time to discuss.

14/10/21	Online	Landlord	The agent that help my company to rent out the property are professional agents, which are regulated and comply with the requirements. I think there is no need to add another layer of bureaucracy, which add unnecessary additional cost to the rental market and reduce the captial growth of my property in the future. It will overall reduce the attractiveness of properties in the local area.	Thank you for your comments. The aim of Selective Licensing is to ensure all landlords and agents are working to the same standards your agent is.
15/10/21	Online	Landlord	Council do not offer help/support - happy to manage things ourselves.	Thank you for your comments.
15/10/21	Online	Landlord	Not worth the time, effort and money. landlords are more than capable of looking after their own tenancies	Thank you for your comments.
15/10/21	Online	Landlord	Not worth it. Not seeing a difference in area or help.	Thank you for your comments.
15/10/21	Online	Landlord	Nor receiving much help and not worth the time and money for SL	Thank you for your comments.
16/10/21	Online	Landlord	Can't think of one benefit of the scheme When I needed your help with an issue last year took me 2 days to get a response and further communication was abismal	Thank you for your comments. We are sorry to hear that you feel you received poor service, please contact us to let us know about the incident and how we can help/improve.
17/10/21	Online	Landlord	I have owned 2 properties in this area for more than 20 years and employed a management agent through out. All repairs and maintenance have been done as required. Why should I now have to pay for a license which is also not required?	The aim of Selective Licensing is to ensure all landlords and agents are working to the same standards your agent is. In order to do this however, we have to licence all private rented properties in the area. If this proposal is passed by central government, then you will be required by law to hold a selective licence to rent a property in this area.
18/10/21	Online	Landlord	Unnecessary additional expense when the property is well maintained anyway	Thank you for your comments.
18/10/21	Drop in	Agent	I am glad you are introducing new streets in the Burnley Wood designation	Thank you for your comments, we have looked at the data and removed come streets that have improved and introduced new streets that we feel need selective licensing.
18/10/21	Drop in	Home Owner	There are many properties with dirty back yards and causing dirty back streets. I think selective licensing is	Thank you for your comments, we will perform another back yard / street audit in your area.

			good because we have someone to tackle this problem.	
18/10/21	Drop In	Home Owner	I am all for selective licensing, I think it's a good idea. A man knocked on my door last week with a clipboard asking me to sign a petition, I didn't really understand what he was saying, he didn't have any ID and he intimidated me, so I felt forced to sign his petition so that he would leave. I think it may have been a petition against selective licensing, but I wanted to let you know I am all for selective licensing and only signed it so that this man would leave. I have been feeling bad about it since, so wanted to let you know I support you and what this man did was wrong.	Thank you for bringing that to our attention, if someone knocks on your door and makes you feel uncomfortable or intimidated, just close the door and if they refuse to leave, tell them you will phone the Police. We will record your comments that you support selective licensing as part of our consultation, so please try not to worry about the petition.
19/10/21	Drop In	Housing Association Tenant	What can be done regarding landlords who don't meet their responsibilities? I rent from RSL. Sounds like a good scheme, I'm in favour.	In order to obtain a licence, landlords must prove that they are a fit and proper person to hold the licence and that their management arrangements are appropriate. Once a licence has been granted we can then hold the landlord to a set of conditions. These includes conditions relating to how the property is managed, and also relating to issues like dealing with antisocial behaviour and environmental crime. Landlords who fail to obtain a licence and continue to let their properties, or licence holders who fail to adhere to the conditions of the licence may be served with financial penalties of up to £30,000, or may be prosecuted, resulting in a criminal record.
19/10/21	Drop In	Home Owner	Having problems with next door neighbour, outside SL boundary. Neighbour is constantly leaving bags of waste in the yard.	Whilst XXX is not in the current or proposed licensing boundary, I am happy to investigate the problems you have been having. I will speak to streetscene about any ongoing cases, and will also contact the managing agent.
19/10/21	Drop In	Landlord	Why doesn't SL apply to RSLs? They are worse than a lot of landlords. Agreed that Reed Dall and Parkinson St would benefit from being in scheme again.	Legislation means RSLs are exempt from licensing, but we do work closely with contacts in RSLs to ensure issues such as environmental crime and ASB are dealt with appropriately. We have looked very closely at areas to determine which parts would benefit from another 5 years, this is not a blanket

			What happens if the areas you've taken out start to deteriorate?	<p>approach; our data shows that the middle area of the current designation (Hollingreave Road, Huffling Lane, down to Stoney Street area) has improved notably, such that licensing is no longer necessary here. We feel a more targeted approach including the Dall/Reed/Parkinson St and surrounding streets plus Healey Wood, would yield greater results.</p> <p>We continue to monitor the wider area, but at this time do not feel licensing would be appropriate here.</p>
19/10/21	Drop In	Landlord x2	Please can you provide some further information on the scheme, we own a property just outside the boundary. We are interested in how things have changed over the last five years and how the scheme works in practice.	<p>We have seen notable improvements across the current scheme over the last five years, but also feel there is work still to be done in parts of the area.</p> <p>In order to obtain a licence, landlords must prove that they are a fit and proper person to hold the licence and that their management arrangements are appropriate. Once a licence has been granted we can then hold the landlord to a set of conditions. These includes conditions relating to how the property is managed, and also relating to issues like dealing with antisocial behaviour and environmental crime. Landlords who fail to obtain a licence and continue to let their properties, or licence holders who fail to adhere to the conditions of the licence may be served with financial penalties of up to £30,000, or may be prosecuted, resulting in a criminal record. We are keen to bring all landlords up to the standard of those that are operating properly</p>
19/10/21	Online	Landlord	Poor Value for money. Im happy to a point in investing in the local area for the benefit of all. But the amount we pay, should see great investment from the council.	Thank you for your comments, a lot of the work the Selective Licensing team do is not visible such as deterring bad landlords from the area and ensuring all landlords conduct their reference checks properly.
22/10/21	Post	Home Owner	A unknown man came to our house one day last week with no ID, no leaflets, just a clipboard asking for signatures against selective licensing. In my view it was wrong and shouldn't be allowed, we were scared and signed just to get rid of him though I didn't mean to, I believe in what you are doing.	Thank you for your comments, your support for selective licensing will be recorded.

23/10/21	Online	Landlord	<p>-Landlord licensing has not done anything to improve the area in five years and won't in the future: inasmuch as there are slightly less vacant properties in that area it is because a lot has been bought up the Council-affiliated housing association and is housing asylum seekers and immigrants who would live anywhere and licensing is irrelevant to that. - Selective landlord licensing hits owner occupiers because it depresses their home values as potential landlords (the biggest portion of the market in such areas) won't buy there except at the very lowest prices as they can easily buy in similar areas such as Nelson and Bacup without all the extra costs and bother of landlord licensing. -Landlord licensing is self defeating in reducing vacant homes because the written and more detailed referencing requirements mean tenants, especially those who have to move quickly such as those experiencing family breakup or moving for employment reasons will move elsewhere where they can be accommodated more quickly, leaving licensing areas with the extra vacancy problems. The real answer to the empty homes problem is to get more real, private sector jobs into Burnley. - The boundaries of the licensing scheme are randomly drawn. It is for instance absurd that one side of Dall Street is within the licensing scheme and the other side of the road facing it about five yards is not. Furthermore the streets in the Healey Wood enclave are not at all bad in terms of the neighbourhood, not merely by Burnley standards but even by national standards. What empty homes exist there seem to be caused mainly by the numerous steps one has to climb up to many of the front doors, restricting their scope rather than</p>	<p>There have been notable improvements within the licensing areas over the last five years, and within Burnley Wood with Healey Wood the Council is satisfied that some parts of the designation have improved sufficiently that they should not be included in the proposed designation. In summary the number of housing disrepair complaints received by the Council have reduced, property and area security measures have improved, and the percentage of empty properties has decreased as well as the average house prices increasing. Until the Covid-19 Pandemic ASB and environmental crime were showing a downward trend at the ward and selective licensing area. Despite these improvements, when compared to other areas of the borough, the Council is satisfied that the proposed areas are still exhibiting signs of low demand. We believe that licensing has proven that it can continue to tackle some of these issues and that a further designation would build on the existing successes.</p> <p>The Council does not accept that licensing depresses house values; house values in the proposed areas were disproportionately low for a number of reasons prior to the introduction of selective licensing. Values have continued to rise in the areas and buyers continue to invest in properties, in many cases providing rental properties for residents who are entitled to homes of a good standard. Licensing ensures that all those investing in the area as landlords continue to meet the required standard. The Council expects that a good landlord looking to invest would consider the cost of the licensing scheme when deciding whether to make an investment, and we welcome those that wish to invest and work with us to improve the areas.</p> <p>The Selective Licensing team offer a free referencing service to landlords whereby 100% of reference requests received are responded to within 48 hours, the majority within 24 hours. Furthermore, the Council believes that effective referencing is</p>
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			<p>because of faults with the neighbourhood and of course licensing would even potentially do nothing to solve such physical access problems.</p>	<p>good practice across the sector and would not expect good landlords and agents to grant tenancies without first taking references, whatever the circumstances of the prospective tenant. Tenant referencing is a key part of preventing ASB, and the Council does not accept that it contributes to high levels of vacant properties. Selective licensing aims to improve a number of indicators of low demand, not just vacant properties. Ensuring that the borough has a good housing offer, including well managed, safe and secure private rented homes is a key part of the Council's wider Housing Strategy. This in turn supports the Council's aims to encourage investment in Burnley.</p> <p>The Council is not aware of any correlation between vacant properties and access issues at said properties.</p> <p>The boundaries of the Selective Licensing areas are determined by statistics including house prices, vacant properties, number of private rented properties, ASB etc. A detailed assessment of the area was completed, the evidence of which can be found in the Statement of Case. The boundaries are based on data showing areas of low demand and the Council is satisfied that the boundaries include properties where licensing would be most effective.</p>
24/10/21	Online	Agent	The scheme hasn't worked so far why should it be continued.	Some key statistics such as house prices and number of vacant properties has improved in the area, however, we understand there is still more work to do, hence why we are proposing to renew the area by taking some streets out and adding some streets in.
24/10/21	Online	Private Tenant	Please keep the selective licensing as it works and keeps landlords in check. Various landlords have been trying to influence this process asking people to vote against its renewal. This cannot be allowed to happen.	Thank you for your comments.

<p>24/10/21</p>	<p>Post</p>	<p>Landlord</p>	<p>We have collected a petition, copies of which are being sent to group leaders, signed by 439 people overwhelmingly living within the proposed selective private landlord licensing areas due to expire on 15th November this year which Burnley Council officers are (subject to government acquiescence) consulting on relicensing next year (after a gap) in Burnley Wood and Leyland Road.</p> <p>We found that the vast majority of people thought landlord licensing has done nothing effective to improve the area over the last 5 years and most think that it is much more important to attract new jobs into Burnley and Burnley Council's efforts should be directed at that.</p> <p>The number of signatures with over 100 from each of the three affected wards (Rosehill with Burnley Wood, Trinity and Bank Hall) is very substantial considering the majority of the people were either out or not answering the door when called upon.</p> <p>Landlord licensing is not without adverse consequences. It harms home values because of</p>	<p>Please see section 15.7 of the Statement of Case document for details of how the petition is being dealt with.</p> <p>There have been notable improvements within the licensing areas over the last five years, and within Burnley Wood with Healey Wood the Council is satisfied that some parts of the designation have improved sufficiently that they should not be included in the proposed designation. In summary the number of housing disrepair complaints received by the Council have reduced, property and area security measures have improved, and the percentage of empty properties has decreased as well as the average house prices increasing. Until the Covid-19 Pandemic ASB and environmental crime were showing a downward trend at the ward and selective licensing area.</p> <p>Despite these improvements, when compared to other areas of the borough, the Council is satisfied that the proposed areas are still exhibiting signs of low demand.</p> <p>The Council does not believe that ensuring landlords and agents are providing good quality rented accommodation, and investment in jobs in Burnley are mutually exclusive. In fact, the provision of a high quality and varied housing offer is essential in supporting growth in Burnley, by ensuring it is a place people wish to live as well as work. That's why selective licensing plays an important part in the Council's wider Housing Strategy.</p> <p>There is no evidence that licensing harms house values, in fact values in Burnley Wood with Healey Wood have gone up over the last five years. Landlords continue to purchase in the area, and</p>
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course landlords would rather buy in nearby non-licensing areas (such as Pendle or Rossendale) without licensing fees and bureaucratic bother, thus reducing demand and thereby home values in licensing areas.

Furthermore, as there are delays (such as having to get written rather than telephone references) in licensing areas, tenants who need to move quickly (e.g. domestic breakups or new jobs) are likely to go elsewhere which results in more empty houses in licensing areas, defeating the object of the exercise.

the Council expects that any costs associated with buying within a licensing scheme area are part of the business decision on whether to invest. We continue to welcome investment from good landlords who are able to meet the standard we set.

The Selective Licensing team offer a free referencing service to landlords whereby 100% of reference requests received are responded to within 48 hours, the majority within 24 hours. Furthermore, the Council believes that effective referencing is good practice across the sector and would not expect good landlords and agents to grant tenancies without first taking references, whatever the circumstances of the prospective tenant. Tenant referencing is a key part of preventing ASB, and the Council does not accept that it contributes to high levels of vacant properties. Furthermore, licensing is about more than reducing empty properties, it is about ensuring that properties are well managed. This includes preventing and dealing with ASB; referencing plays a big part in this.

Licensing is part of the Council's wider housing strategy, which also includes work by the Empty Homes Team. For example, on Grange Street, three properties have been purchased and renovated with Empty Homes Loans in the last 2 years. The average value of their renovated properties is now £55,000 each. A further two vacant properties on this street have been purchased and work has commenced on the structural defects which they are financing independently, and they are likely to utilise the Empty Homes Loan to complete the internal renovation.

The Council is satisfied that the consultation has been run appropriately in line with the relevant statutory guidance.

We have noticed that the main part of the council's consultation process, the internet survey is completely flawed as there is no tracking of who responded to the survey or how many times. Anybody with a vested or ideological interest could claim, albeit falsely and multiple times to be a resident or landlord in the area. This makes the 'consultation' inherently flawed and practically worthless.

We hope you will therefore oppose the proposed relicensing of these areas and look to filling empty homes in Burnley by bringing more jobs into Burnley.

In any event we intend to write to all those who signed the petition to inform them about what Burnley's elected representatives and political parties are doing to support or otherwise their views. Finally, the organisers of this petition would very much like to meet with you personally.

Leyland Road Consultation Transcript

Date	Method	Interest	Comment	Response
9/8/21	Email	Landlord	Good afternoon As my property is at Burnley, so is this survey still applicable to me. I will appreciate your advice Kind regards Many thanks	Yes, we are looking to renew the Leyland Road designation which will include your property. Further information on the new designation boundary and street list can be found on our website: Selective Licensing Consultation 2021 Burnley Borough Council
9/8/21	Online	Landlord	No, it should not be implemented	Thank you for your response
9/8/21	Online	Landlord	I am unconvinced of the benefits of the licensing scheme	Selective licensing aims to reduce ASB (Anti Social Behaviour), increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy.
9/8/21	Online	Landlord	The scheme is a complete waste of money. It is wildly expensive unnecessarily so and the council do not tell the truth about this and how late Ng fees will last. The council discriminate against landlords coming later into the scheme, the fees should be pro rata	The fees are clearly stated on our website and fee structure. The council do not discriminate against anyone, the fees are the same for every landlord and the discounts are available to every landlord.
9/8/21	Online	Landlord	Not necessary.	Thank you for your response
9/8/21	Online	Landlord	I believe the license should only apply to those landlords with two or more properties...i don't believe it is fair that a single house owner should be subject to the license. It is a business for Multiple property landlords, whereas for a single house owner like myself it is not, and then having to pay so much for the cost of the license and everything that goes with it is too much.	It only takes one bad landlord or tenant on a street to bring that street down, so we licence every landlord no matter how many properties they have as they have to follow the same laws as landlords with multiple properties.
9/8/21	Online	Landlord	Please stop the selective licensing scheme.	Thank you for your response
9/8/21	Online	Home Owner	This area across from where I live is a disgrace. Crime of every kind possible. No one other than criminals would live there. I'm glad the council has seen some positive results from selective licensing. Crime has been allowed to flourish in this area for decades, the perpetrators	We will respond to all reports of crime on a multi-agency basis with the Police. Selective Licensing's aim is to prevent criminals living in these areas.

			don't even bother to hide it. The best solution would be compulsory purchase and demolition. It is a cesspit.	
9/8/21	Online	Private Tenant	Vital that you carry on with this scheme there are still landlords in this area who aren't meeting their tenants needs.	Thank you for your response
9/8/21	Online	Landlord	It is not a properly thought-out scheme as the regulations lean one way only there is hardly any benefit for the landlord who pays so much	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords.
9/8/21	Online	Landlord	Yes	Thank you for your response
9/8/21	Online	Landlord	I only have 1 property in this area and have had the same tenants for 12 years. This scheme is of absolutely no benefit to me or my tenants, just an additional cost and bureaucracy. It impacts disproportionately on landlords like myself. Judging from the state of some of the terraced houses in the area I don't think it's been successful in achieving your aims to improve the area either.	The Selective Licensing team will be here for you or your tenant if you ever do need us. We have made some improvements but acknowledge there is still work to be done hence we are looking to renew the designation.
9/8/21	Online	Landlord	An further extension of this scheme is not necessary.	Thank you for your response
9/8/21	Online	Landlord	The area has benefitted from selective licensing. However, please consider reducing the fees. Also, please simplify/combine the application process for a person licensing for multiple properties. Moreover, a single applicant applying for multiple properties should be given a discount.	The fees are standard across all of the selective licensing areas, as are the discounts that are available. Once you create an account and submit your first application, the online system auto populates some of the fields in the further application forms to make it quicker and easier for you. A single applicant applying for multiple properties does get a discount.
9/8/21	Online	Landlord	Just a tax on landlords	Thank you for your response
10/8/21	Email	Landlord	Sent: 10 August 2021 15:24 To: Landlords < landlords@burnley.gov.uk > Subject: RE: Selective Licensing Consultation in Leyland Road Dear Sir / Madam Firstly, I would like to request that going forward you use this email to contact me.	Thank you for your email. I will update our records with your new email address. The standard fee for a Selective Licence is £715, however, there are several discounts available:

I sincerely hope that this proposal does not come into force. If I read correctly you intend to charge in the region of £700 to 'license' my 1 property. This figure represents 2 months' rent excluding letting agent fees and communal charges. My property is professionally managed, and any work required is completed promptly. Please use your powers of enforcement to pursue bad landlords, do not penalise the ones who are already doing things correctly.
Best regards

Thank you for your reply.
As I have not been licensed before, I would not qualify for this discount. Please explain the discount that would be applied if I were a member of the GLAS. This is a long-winded and information rich form, I want to be sure it is worthwhile before I commit my time to it.
I appreciate your comment about pursuing bad landlords, I object to financing it further than I do already. The council tax on this small flat is (I believe) £100 per month, I pay service fees to the management company of a similar amount. Frankly XXX, I and my tenant pay enough to ensure the comfort of my tenant.
Best regard

- If you have been licenced before;
- If you are a member of our Good Landlords and Agents Scheme (GLAS) [Contact details and application forms | Burnley Borough Council](#);
- If you apply early (you will be notified of when to apply and deadline for discount).

Selective Licensing provides us with more enforcement powers to "pursue bad landlords" to ensure that all landlords are operating to our standards.

If you are a member of GLAS you qualify for a 30% discount on your Selective Licence fee, so the fee would be £500.50. However, if you apply within the early bird discount period, you will qualify for an extra £100 discount, thus total fee could be £400.50 which is split into two separate payments. Application fee would be £138 and licence fee would be £262.50. The application fee is due when you make the application, and the licence fee is due when your licence is granted. You also have the option to pay these fees by direct debit over 24 months. I hope this is clear?
You can find more information on our fee structure on our website: [Selective Licensing Consultation 2021 | Burnley Borough Council](#)

10/8/21	Online	Landlord	I have owned property in this area for over 40 years and have not seen any improvement since licensing was introduced.	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. All of this will benefit good landlords. We acknowledge there is still work to be done hence we are looking to renew the designation.
10/8/21	Online	Agent	Selective licence is a positive force within the area, as an agency we welcome renewal of licenses areas across the town.	Thank you for your response.
10/8/21	Online	Private Tenant	I don't have	Thank you for your response.
10/8/21	Online	Landlord	I am a responsible Landlord who pays a letting agency to manage my property which is kept in good order. Any work required is completed promptly. I have 1 property which is currently let. The proposal seems to suggest that taking 2 months' rent from me (before letting agents fees), will make the situation in the area better. I would like to see more enforcement action. Make the bad landlords pay, not all landlords	In the Leyland Road area, we have issued two civil penalty fines for landlords over the past 18 months and regularly enforce property improvements upon landlords with our Enforcement team. We cannot discriminate between landlords as to who is a 'good' landlord and who is a 'bad' landlord. All landlords have to pay the fees, it will just be the 'bad' landlords that get the fines for not adhering to the conditions.
10/8/21	Online	Agent	This scheme tends to discourage good landlords from renting in the area as it serves as a further tax. If the scheme does proceed, please can you provide clarity in the conditions with regards if a PAT test is the appropriate way to confirm appliances are safe. Also, what is deemed to be a "Satisfactory" reference, re the inventory for each occupant, how would this work for a tenancy swap? Charging for references to landlords or agents is fairly standard does the council have the power to make this a prohibited payment?	As per the current legislation, every property must have an in-date, satisfactory Electrical Installation Condition Report and gas certificate which will confirm that all appliances are safe. A satisfactory reference would be obtaining a copy of the proposed tenants ID (right to live in the UK), then two written references from their current and previous landlords. You can also use the Council's referencing service. You would take an inventory at the start of every tenancy. The

				Council offer a tenant referencing service for free.
10/8/21	Online	Landlord	The selective licensing- whilst noble in cause and aims has not worked. House prices and employment levels have not risen at even an inflationary rate in these areas. It has made investing in the area become overly cautious at a time when active investment in Burnley should be encouraged. Investment growth leading to increased jobs, increased awareness and greater growth. The funds and resources could be better utilised focussing on employment and health	Thank you for your comments.
10/8/21	Online	Landlord	I am a landlord, but property managed. Think things have improved with selective licensing, also the Council's input.	Thank you for your comments.
10/8/21	Online	Landlord	The property I rent out is of good standard and I believe this selective licensing scheme is additional cost and pressure which is unnecessary so I'm not in favour of continuing this and expanding to different areas	Thank you for your comments.
10/8/21	Online	Landlord	I feel the selective licensing scheme is no longer appropriate for the area.	Thank you for your comments.
10/8/21	Online	Landlord	I think the area has definitely improved. The rent in the area already low and paying a fee to the council isn't a good idea	Thank you for your comments.
10/8/21	Post	Home Owner	SL is a very good organisation. They ensure that properties are at a good standard for tenants and will tackle ASB issues and disrepairs effectively. Landlords and letting agencies have to meet a certain standards to ensure tenants are able to live in a home that is fit for purpose.	Thank you for your comments.
11/8/21	Post	Home Owner	My suffering has no end. i would rather have properties boarded up, at least then the dregs and drug addicts of burnley wouldn't be living next door to normal civilised people. All the council are doing is encouraging businesses to flood the area I live in. What is the point of having meetings? A TOTAL WASTE OF TIME How about giving me a c/tax reduction for living amongst the dregs of society?	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy. One of the main things we do is ensure landlords perform the correct reference checks before letting out their properties. One of the main things that assists us to improve the area is reports

				from residents as if we don't know about an issue, we cannot deal with it.
11/8/21	Post	Home Owner	I agree they need licensing in this area because of run down properties, bad landlords, dirty tenants. Also, Anti-social behaviour and empty properties so near to the centre . Has never had any improvement in living memory.	Thank you for your comments.
11/8/21	Online	Landlord	It is almost impossible to obtain a rented property in the proposed areas. It is therefore suprising the council feels demand is low	Low demand in the area is just one aspect that the Council looks at when deciding whether to introduce Selective Licensing or not. Once this consultation period is over the Council's statement including your response will be submitted to central government to accept or reject Selective Licensing in the Leyland Road area.
11/8/21	Phone	Landlord	<p>Bought the property a year ago, moved out because of personal circumstances and then in May rented the property out to close friends.</p> <p>Was asking about who the scheme benefits.</p> <p>Aked if in terms of ASB, is it not already a requirement as it is in his tenancy agreement.</p> <p>Was asking questions about when it would come in.</p> <p>Asked about what would be needed for the app: GSC (Gas Safe Certificate), EICR (Electrical Installation Condition Reports), ASB procedure, RRP, DBS etc.</p> <p>Asked about fees.</p>	<p>I explained that it benefits all:</p> <p>It provides support for landlords and ensures that they know they are following the correct legislation and help from the team with regards to tenant advice.</p> <p>It provides supports for tenants as the landlords need to ensure they are following legislation, meeting our minimum requirements and being dealt with fairly in terms of property standards and management.</p> <p>It is good for other residents in terms of dealing with ASB, DBY and other problems in the area.</p> <p>I pointed them towards the Burnley website to make a more informed decision where they could see results of our areas, the</p>

				<p>number of ASB reports, DBY reports and increases with house prices.</p> <p>I explained that although ASB is a condition of TA's, it is not in every landlords TA and so would not always be dealt with as a breach of condition. Explained we are in consultation at minute, until October. We will then decide based on our findings and data from consultation.</p> <p>Explained full fee, the discounts.</p> <p>I explained about GLAS and what their requirements were.</p> <p>I explained that we could do proactive inspections to check properties up to scratch.</p>
Page 243 8/21	Post	Home Owner	Something needs doing so yes! Go for it Alternatively, do what you did with Burnley Wood	Thank you for your response.
8/21	Online	Landlord	Landlord are being tarred with the same brush. Some tenants do not deserve a nice house. They have no idea how to keep it from looking like it belongs to a homeless person raised by wolves!	All landlords have a responsibility to ensure their properties are kept to a safe habitable standard regardless of the tenant. All landlords also have a responsibility to perform correct referencing before letting their properties to tenants, monitoring their properties and tenancies and acting upon breaches of the conditions of those tenancies.
12/8/21	Online	Landlord	This is a waste time nothing has ever been achieved by this ridiculously expensive schemes except landlords paying for the council to create jobs	Thank you for your response.

13/8/21	Phone	Landlord	Is renting the property through an agent and is not happy with having the area redesignated and said that it was a money-making scheme for the Council. Commented that previously the wheelie bin had gone missing and that they had all proof of someone taking it and nothing was done about it and that they have voluntarily cleared the streets (litter picking) and thinks licensing will not achieve anything.	The final decision will be made by the secretary of state and not the Council if it goes that far. Fees are not a valid objection. SL improves property conditions
13/8/21	Post	Home Owner	I think it is a good idea as the selective licensing does seem to improve the tenants we have in this area although the amount of fly tipping on the back streets does not seem to have improved and it is mostly from the rented houses. We do still occasionally have issues with anti-social behaviour.	Thank you for your response. Fly tipping on the back streets is one area the Selective Licensing targets, but is difficult to resolve because of lack of evidence as to who the culprits are. The Council are aware of the problem and doing their best to tackle the issue.
14/8/21	Online	Landlord	Worthless	Thank you for your response.
14/8/21	Online	Landlord	Selective licensing for landlords /agents help to raise the standards of rented properties	Thank you for your response.
14/8/21	Post	Home Owner	We need cleaner back streets. more traffic wardens, single and double yellow lines where needed to stop drivers disrupting others. To many drivers using Straight Mile Court for dangerous parking. Back st back gates on all Leyland Rd area. Big drug problem and alcohol abuse. Fly tipping problem. Cars racing up and down Leyland rd.	Selective licensing aims to reduce ASB, increase the standard of properties, ensure landlords are operating within the law and up to standard, ensure tenants are acting within their tenancy agreements and to keep the area clean and tidy.
16/8/21	Online	Landlord	Complete waste of time. In all the areas where selective licensing has been introduced it has not made any improvement to the locations what so ever. Just costs extra money to keep council staff in jobs!	Thank you for your response.
17/8/21	Post	Home Owner	To many houses left in disrepair and untidy tenants needs sorting out	Thank you for your response.
17/8/21	Online	Private Tenant	I have lived in the area for 8 years now. I was here prior to the licensing. No visible benefit to me. My rent increases each year as I have to foot the bill that my landlady pays you guys. She's	If your landlady decides to sell her property, she has the option to sell it with you still

			very good to us but with an additional tax to yourselves she can't afford. She asked us to leave when it first came around as she was considering selling up. We pleaded with her as we liked the area and said we would increase the rent slightly. I worry that another scheme will force her to sell and us lose our home.	living there. Otherwise, she will have to issue you with a Section 21 notice.
18/8/21	Post	Home Owner	I am a long-term home owner in this area. Before the current licensing I had terrible problems with private tenants living close to me, noise, house next door used as a rubbish dump. I am still having problems with the private tenants next door but at least these problems can be addressed faster under the scheme. I want the selective licensing to continue.	Thank you for your response.
20/8/21	Post	Home Owner	The objectives of selective licensing are good. We have had bad landlords/agents and bad tenant for years. Some tenants are trouble makers and fly tippers. These people have no intention of working and are on state benefits. They have no respect or consideration for other people in the area. The Police and Council do their best, but very few of these tenants or landlords are penalized. If bad tenants were evicted and good tenants moved into the area life would be easier for everyone. vet the landlords and the tenants. Good luck with your efforts.	The Council have issued multiple fines to landlords and tenants and assisted landlords in evicting bad tenants for various reasons over the past five years of the current designation. The Selective Licensing team also ensure that landlords complete the correct referencing before letting their properties to tenants. All landlords of private rented properties must obtain a licence to be able to rent their properties, as part of the application process, the landlords must pass the Council's `Fit and Proper` criteria to show they can manage their properties correctly.
20/8/21	Post	Landlord	No benefit was seen by myself or my tenants. The only thing that happened was it cost me a small fortune and me tenant's rent increased, lose lose. We both noticed undesirables coming and going as before. Scheme needs binning once and for all.	Thank you for your response.

20/8/21	Online	Landlord	Over the years the standard of tenants has not improved with the scheme. There are still many short term tenancies with tenants leaving behind a mess. The scheme in my eyes is a waste of money and time.	Thank you for your response.
20/8/21	Online	Landlord	<p>Selective licensing was initially for period of 5 years in which the time is lapsed. How can further justification be made if it has served its purpose. Otherwise, this is becoming a landlord tax in which the tenants will need to pay the shortfall. Further to this, in your analysis statements have been made regarding less empty houses, house prices going up how do these figures compare to non-selective areas. The figures used have other circumstances in place such as immigration and local jobs, for example BOO HOO. I also pose the question that if houses are up to standard, then why would a renewal take place. Please also give examples of other areas in which selective licensing is being renewed other than the Burnley area. As a good landlord I have had no benefit to myself in terms of being a good landlord other than the cost of the tax being reduced. We were promised open skips please can I have the dates for these skips in the last 5 years. Personal owned properties have not improved and no does the council have any powers regarding these. I am aware of few properties in poor state of repair but are not being rented out. Rubbish I certain parts of Leyland road and belveredere road have been overlooked. Also, a transparency of total costs needs to be made public regarding admin costs total revenue, staff wages, please note funds gained from landlords must be put back onto the area, I have not seen any contribution from the council other than the norm in all areas. Under landlords we still do not have access to poor tenant information so re rental is a possibility. Rental has increased in the area this is due to high demand of housing all in Burnley thus has led to higher rental.</p>	<p>We understand that there is still work to be done in the Leyland Road area including improving the standard of private rented properties. Selective Licensing is a national scheme which local Councils can apply to the central government to implement and renew. Selective Licensing will benefit good landlords by levelling the playing field so that there are only good landlords in the area. We offer discounts to landlords with multiple properties and those that are members of our Good Landlords and Agents scheme. Open skips were not a Selective Licensing initiative. Selective Licensing only has the power to enforce private rented properties. We are aware of the issues regarding the back streets and are doing everything we can to tackle this issue. Our fee structure is available on our website and any other information may be available through an FOI request. All funds raised from Selective Licensing are used to improve the areas including court fees, legal costs, back-alley gates, clearing back streets etc. The Council offer a free referencing service that landlords can utilise to avoid re-</p>

			Please can you also give me information on the control area in which you have completed your comparisons. Along with other issues how closely are tenancy agencies being monitored regarding upkeep of properties and what are the views of the landlords who have put their trust in these agencies. I understand that these are a few points to consider, and I look forward to hearing how you intend to improve the Burnley areas which the local council feel are poor areas, and the best solution is to tax all landlords but still have no improvements in the area. I feel stating higher house prices, and less empty properties if a misleading statement and I expect clarification on this. I have also been monitoring other areas within Burnley in which the properties have increased in price and properties have sold within a week, these areas have no empty properties I'm assuming the council must have played a part in these areas as well please feel free to elaborate on this.	renting to bad tenants. We do not compare area to area, we just look at the evidence in a particular area, present this to the central government and they will decide if Selective Licensing is required or not. Landlords and Managing Agents are held to the same standards by the Selective Licensing team if they are the person in control of a property. The Council aims to continue to improve this area by ensuring landlords maintain their properties to the required standard and tenants adhere to their tenancy agreements, keeping the area safe, clean and tidy. The Councils Empty Homes team have worked to bring many properties back into use and the figures for house sales have increased compared to 2016.
24/8/21	Online	Landlord	Selective Licensing is definitely useful and shall be continued	Thank you for your response.
24/8/21	Online	Landlord	Selective licensing has positives and needs to continue	Thank you for your response.
25/8/21	Post	Home Owner	Council cannot prove where the selective licensing money goes, what do they spend the money on? I can't see any improvement in the area, still the same to me, fly tipping still there.	All funds raised from Selective Licensing are used to improve the areas including court fees, legal costs, back-alley gates, clearing back streets etc.
25/8/21	Post	Home Owner	Too many cats that have fleas, dogs barking and fighting. Rubbish in the backyards leaving bad smells and rats everywhere.	Thank you for your response. Selective Licensing aims to improve the backyards.
25/8/21	Post	Home Owner	There are cars just left with smashed windows and cars always being broken into. Burglaries happening all the time	Thank you for your response. The Selective Licensing team works closely with the Police to tackle these issues.
25/8/21	Post	Home Owner	too many doors smashed in the area, doors have been put through too.	Thank you for your response. Selective Licensing aims to improve the standard of properties.

25/8/21	Post	Home Owner	There are too many people taking drugs and leaving needles.	Thank you for your response. The Selective Licensing team works closely with the Police to tackle these issues.
25/8/21	Post	Home Owner	The Streets have dog litter all the time. There are people always fighting and arguing, causing anti-social behaviour.	Thank you for your response. The Selective Licensing team works closely with the Police to tackle these issues.
25/8/21	Post	Home Owner	Too many rats and rubbish always on backstreets	Thank you for your response. Selective Licensing aims to improve the back streets.
29/8/21	Online	Landlord	This scheme is a waste of time and is unnecessary expense for me as a landlord as I am one of the landlords who maintain their property to a high level and ensure current regulations and code is adhered to	Thank you for your response.
31/8/21	Phone	Landlord	<p>Feels they were not given the appropriate information at the time of making initial applications. Did not know that they would be charged the full application fee as they joined the scheme halfway through. Thinks it was unfair that they had to pay for the full designation. Feels financially out of pocket. Could not find any information at the time on our website or in our information packs about this.</p> <p>The Council are seeking to renew, they also were not aware that the Council could do this. Feels this is not fair having to pay again for the licence fees.</p> <p>Feels discriminated against as they joined halfway through the designation. At the time we advertised for an online discount for applying online. When doing their application, this was not an option because of the Council's system failing. The Council then removed the discount. Would've been happy to fill the form in online and so it is not fair that they were not eligible for this discount.</p> <p>Burnley Council's licensing fees are much higher than elsewhere.</p>	I tried to address their concerns and respond but they said that they had already heard what I was saying

1/9/21	Online	Private Tenant	It has not made any difference apart from the rear alley gates being put in, but they have nothing to do with the licensing	Thank you for your response.
1/9/21	Online	Private Tenant	Still the same nothing has changed what has the money made from landlords been spent on? Concentrate on the drugs and the area would be a much better place	All funds raised from Selective Licensing are used to improve the areas including court fees, legal costs, back-alley gates, clearing back streets etc. The Selective Licensing team work closely with the Police to tackle the drugs issues.
1/9/21	Online	Private Tenant	I have not seen any change in the area in the last 5 by years from this licensing by tackling the drugs and alcohol misuse in the area which causes fighting and shouting all weekends please tackle this problem as it gets worse, I will have no option to sell my house and leave	The Selective Licensing team work closely with the Police to tackle the drugs and alcohol issues.
1/9/21	Online	Private Tenant	5 years on please show me what has actually been improved in the area apart from false statisticks	A lot of what the Selective Licensing team do is not visible, such things as ensuring potential new landlords understand what their responsibilities are and ensuring landlords perform their reference checks correctly to avoid renting to bad tenants.
6/9/21	Email	Landlord	Good Morning Can you give me any update on the consultation? How would I join the GLAS? Best regards	The consultation is ongoing until 24 th October. We are holding a consultation drop in afternoon at Burnley Cricket Club on Wednesday if you would like to drop in and have a chat. We will be there between 2pm and 6:30pm. To make an application to join GLAS, please follow this link Contact details and application forms Burnley Borough Council
7/9/21	Post	Landlord	We thank you for your letters dated 9th August 2021. You state in this letter that you are seeking our thoughts regarding the	<u>RE: Selective Licensing Consultation</u> Thank you for your letter responding to our consultation on renewing the Burnley Wood with Healey Wood and Leyland Road

continued proposal of selective licensing and to put it quite mildly our thoughts are not good.

We own three properties in licensed areas and for the last five years we have not heard a word by email, telephone or letter (except for these ones dated 9th August) from you and you really wants us to tell you, our thoughts!

My own initial thought was “what have you done with our money?” On the surface of it – it appears like other boroughs in the country that have this licensing scheme – nothing – and it has proved just an easy way of raising money from Landlords that are already doing their very best to provide decent properties and fair rents.

After all, when everything is said and done our Agent complies with the Laws around new and old term tenants – having to show numerous certificates just prior to their occupation so if all of these requirements are stated by Law and, of course, carried out what do you do? You do not even view the streets where your licensed properties are to ensure that the alleyways, roads and pavements are kept tidy and free from refuse so we as Landlords do not even get that service done well.

You allow properties to be boarded up and are, no doubt, broken into and vandalised. We are not too sure, but we presume that these properties are not paying Council Tax therefore not raising money for the Council’s use but are being allowed to be an eyesore for the remaining occupants of these streets and encouraging further degradation. Or compulsory purchase them, refurbish and then you rent them out.

So, before I enclose this letter, I would like you to note the following that at a meeting of Brentwood Borough Council held of 17th January 2018 it was stated by a Senior Member of that Council that

Selective Licensing designations. Your comments will be included in our submission to the Secretary of State. In response to your comments, you have a managing agent managing your property, so any issues, we would contact your managing agent as a first point of call, we would only then contact yourselves if any issues were not being dealt with. I appreciate the lack of communication may seem like we are not supporting you, but we are here if you do need anything from us and we spend our time contacting landlords and managing agents who may not be operating to our standards. The money raised from Selective Licensing goes towards the Selective Licensing scheme and improving the Selective Licensing areas, for example, property inspections, back yard audits, back street alley gates, court fees, landlord training etc. The Council do not use the money in any other areas.

It is fantastic to hear that you have had a good experience with your managing agent, however, unfortunately, even though everything you are stating is correct and required by law, some landlords and managing agents do not abide by these regulations. Therefore, in Selective Licensing areas, we are here to govern this and ensure that all landlords and managing agents are working within the law and if they are not, we fine them or prevent them from renting properties in Selective Licensing areas. This means that we will only have good landlords and managing

“Brentwood had taken a look and other local councils i.e., Barking and Dagenham with regard to introducing Landlords Licensing in the Brentwood and Basildon areas and after due consideration to these details and reports Brentwood Council had decided that it benefited neither the tenant nor the landlord and would, therefore, not be implemented”.
So, there are some councils with sense.
So, we have had our say but we do, of course, realise you will go ahead with this scheme as “money for very old rope” will be your motto and once again the Landlord will have to pay.

agents operating in Selective Licensing areas, making it a more even playing field for you.
We regularly check the streets and perform regular backyard/street audits. We then work together with other departments in the Council to clear these back yards/streets, issue fines to repeat offenders and assist landlords to evict tenants who continue to breach their tenancy agreement conditions.
During this period, we have also successfully combated anti-social behaviour surrounding your properties in the Burnley Wood area, through the enforcement of landlords and agents to act against the unruly tenants. This was a targeted approach through information we received from residents of the area. Because of us liaising with tenants and managing agents / Landlords’ successful evictions have taken place, meaning your tenants do not have to live with anti-social behaviour surrounding their homes.
We also work closely with our Empty Homes team who target vacant properties to liaise with the owners to attempt to bring them back into use and if this is not possible with the owner’s support, we do compulsory purchase and refurbish them.
This is why we are doing this consultation to get landlords, managing agents, tenants, local businesses and residents’ views on the scheme, of which we have had responses detailing the positive benefits they have seen.

				We will submit all our evidence including your comments to the Secretary of State who will make the decision as to whether the designations get renewed. If the designation is to be renewed, you will be contacted with all the details.
8/9/21	Post	Home Owner	Anything to improve the area as it is a disgrace. Good luck trying to make landlords adhere to the proposal as most couldn't care less as long as they rake in the housing benefits!	Thank you for your response.
8/9/21	Face to Face	Home Owner	The back streets and yards are getting worse and have been for 20 years.	We work together with Street Scene to clear back yards and streets. I perform regular backyard and street audits as you have seen, we issue fines to tenants who do not clear their yards and are evicting repeat offenders.
8/9/21	Face to Face	Landlord	The back street alley gates keep getting left open for people to fly tip on the back streets.	It is frustrating that we put the gates up to help people like you, but if the residents in the area do not use them properly, they are a waste of time and money.
13/9/21	Online	Home Owner	Should be licensed	Thank you for your response.
13/9/21	Online	Home Owner	Dirty tenants. Rife with drugs. Run down area even the estate across Holcombe. It's about time calico cleaned up there things need doing no fair on people who choose to live in this area and own there house	Thank you for your response. Holcombe is not included in the suggested Selective Licensing designation and Calico properties are not governed by Selective Licensing.
14/9/21	Online	Landlord	When will the selective license end	November 2021, however, the Council are looking to renew the designation and if it does get renewed it will end in 2027.
15/9/21	Online	Landlord	The rents will rise again due to costs involved. The rental market is already at breaking point. No real benefit seen other than on paper. I have spoken to tenants, other landlords and home owners in the area and mostly agree that no benefit has been seen. The number of selective licensing schemes that have been	A lot of what the Selective Licensing team do is not visible, such things as ensuring potential new landlords understand what their responsibilities are and ensuring

			rolled up due to no benefit or negative results speak for itself. Why does it cost 3 times as much for a licence in Burnley than it does in London.	landlords perform their reference checks correctly to avoid renting to bad tenants.
17/9/21	Online	Home Owner	What does selective licensing mean to the home owner? More levy's or less. What about the tenant or landlord?	It means that your neighbours who rent private properties are monitored so that they do not cause and problems for you.
17/9/21	Online	Home Owner	The amount of drug users and drunks, empty houses and rubbish about makes this area disgusting and the people that walk through the Holcombe Drive estate does not help.	Thank you for your response. Selective Licensing aims to work with the Police to tackle drug issues. We also work hard to keep the back streets and yards clear of rubbish. The Council's Empty Homes team work hard to bring empty properties back in to use. Holcombe Drive is not being considered to be included in this designation.
17/9/21	Online	Landlord	I think the selective license should come to an end, it has been good for the area but does not need to continue as many landlords have learned a lot from this	Thank you for your comments.
24/9/21	Email	Councillor	I frequently speak to the residents. It is clear that Selective licensing must remain, there are far too many landlords who neglect the maintenance of their properties to the detriment of their tenants.	Thank you for your comments.
27/9/21	Online	Landlord	I do not think we need to renew licensing in this area and the support we get from council is not good, so we are paying a fee for a service that we do not get.	Thank you for your comments.
27/9/21	Online	Landlord	Personal think it's waste of time and these fees are unnecessary for landlords	Thank you for your comments.
27/9/21	Online	Landlord	I have gained absolute nothing, only an additional bill with the selective license	Thank you for your comments.
27/9/21	Online	Managing Agent	If it is done well and you are strict on bad landlords and bad tenants to improve the area and make it more desirable and increase demands for both rental and property sales, then I am all for it. If you are just	Selective Licensing aims to improve the standard of landlords in the area, monitor tenants in the area, increase the desirability to live in the area and bring vacant

			looking to take money from landlords and create jobs but not actually make a difference to the area, then I am against it.	properties back into use. The Council do not make any profit from Selective Licensing.
27/9/21	Online	Landlord	I think it's a selective idea	Thank you for your comments.
27/9/21	Online	Landlord	I think the licence is a good idea	Thank you for your comments.
27/9/21	Online	Managing Agent	Agents and landlords, these days are doing thorough reference checks themselves anyways in order to keep long term tenants in the property. It is a Benefit for all parties including community and council that good tenants are put into the properties. Selective licensing is not needed in order to do this	Selective Licensing regulates this, without Selective Licensing, there would be no-one to monitor what references landlords are doing and who is moving into the area.
27/9/21	Online	Landlord	Not needed	Thank you for your comments.
27/9/21	Online	Landlord	Hopefully improve the area	Thank you for your comments.
27/9/21	Online	Landlord	Renting in low-income areas and in large in UK has become a nightmare, I will be getting out from renting business soon I can manage, tenants don't pay rent, don't leave property, damage and cause a lot of loos and there is no protection from state in fact there is no law in this land to protect you and your property against criminals	The Selective Licensing team is here to help landlords when their tenants do not pay rent, do not leave the property when they should, or cause damage to properties. The law we are proposing to introduce is Selective Licensing, Part 3 of the Housing Act.
27/9/21	Online	Landlord	Selective licensing should be applied to provide a consistent standards for all private lettings.	Thank you for your comments.
27/9/21	Online	Landlord	Should be licensed free now	Thank you for your comments. Our fee structure is available on the Council website.
27/9/21	Online	Landlord	Think it's becoming a money-making scheme as it was only meant to last for a few years when proposed	We understand that there is still work to do in the area, hence it is being proposed to be renewed. The Council do not make any profit from Selective Licensing.
27/9/21	Online	Business	We have seen less properties which are boarded up, however the back streets are constantly full of rubbish. No real action being taken that we can see. If the properties are managed properly by landlords/agents there should be no maintenance issues and all	The Council are aware of the back street issues and work hard to keep the back streets and yards clear of rubbish. A lot of what the Selective Licensing team do is not visible, such things as ensuring potential

			relevant documents e.g., EICR, Gas cert should be in date. should the license be renewed in our opinion the answer is no	new landlords understand what their responsibilities are and ensuring landlords perform their reference checks correctly to avoid renting to bad tenants. Unfortunately, there are still some landlords who need reminding to complete EICR's and gas certs. If Selective Licensing were not in place, there would be no-one to remind them or punish them if they do not.
27/9/21	Online	Landlord	Selective licensing is a waste of time and money. It achieves nothing of any benefit to the community and is another tax on hard pressed landlords.	Thank you for your comments.
27/9/21	Online	Home Owner	I have not seen an improvement. Instead, the area has become worse. The anti-social behaviour from people that rent hasn't improved in fact it's worse. I feel that this scheme is another scheme that takes money from people and add extra restrictions yet doesn't provide.	Because of Selective Licensing, many tenants who cause ASB have been evicted. Though we do understand that there is more work to be done, hence it being proposed to be renewed. A lot of what the Selective Licensing team do is not visible, such things as ensuring potential new landlords understand what their responsibilities are and ensuring landlords perform their reference checks correctly to avoid renting to bad tenants. The Council do not make any profit from Selective Licensing.
27/9/21	Online	Home Owner	I have not seen any improvements with the people that are moving in. I feel there is more crime and more trouble which has been reported to council and police with any benefit.	The Selective Licensing team work closely with the Police to tackle the ASB issues and have evicted many tenants who cause such issues.
27/9/21	Online	Landlord	I think council should not continue selective licensing in Leyland Road area.	Thank you for your comments.

27/9/21	Online	Landlord	<p>My view is that this seems to be an area of high rental demand. There is a new development of properties at the top end of the road, and it seems to be popular. I would be interested to know how much anti-social behaviour there is in the area now and if it is carried out by tenants in private rented properties or elsewhere, or by others from other areas visiting. What measures have already been taken to address any anti-social behaviour? Where is the money being spent? My own view is that the street has improved over the last 10 years with a greater diversity of people staying longer.</p>	<p>One of the main things Selective Licensing looks at before submitting our statement to central government is ASB statistics and there are still high levels of ASB from private rented tenants in the new development which is being proposed to be included in the next designation. The Selective Licensing team work closely with the Police to tackle the ASB issues and have evicted many tenants who cause such issues. All funds raised from Selective Licensing are used to improve the areas including court fees, legal costs, back-alley gates, clearing back streets etc.</p>
28/9/21	Online	Home Owner	<p>The area has degenerated over the years, which has an obvious impact on people wanting to live in the area. As a consequence, you get transient occupants who do not really care about themselves let alone the area and houses they live in, which adds further to the degeneration. So, from what I can see if this scheme encourages a requirement from landlords to look after their property and thus be selective with the tenants they choose this can only be a good thing.</p>	<p>Thank you for your comments.</p>
28/9/21	Online	Landlord	<p>The licensing of Landlords and their tenants help to raise the quality of housing in Burnley by filtering out the bad landlords and tenants.</p>	<p>Thank you for your comments.</p>
28/9/21	Online	Landlord	<p>I disagree with landlord licensing. I pride myself on being a good and fair landlord and have not noticed any benefits from the scheme. I am unhappy with both the expense and the paperwork involved.</p>	<p>Thank you for your comments.</p>
28/9/21	Online	Landlord	<p>Certainly a few problems in this area. It's in our interest to keep it tidy and safe.</p>	<p>Thank you for your comments.</p>
28/9/21	Online	Landlord	<p>I have always maintained my properties in the area and find the license unnecessary. It adds an extra layer of expense. Surely this will force a lot of investors away from the area and contribute to the shortage of rental properties?</p>	<p>Selective Licensing will deter investors who do not want to follow the correct renting procedures and just think they can make a bit of money from renting without actually</p>

				looking after their properties from investing in the area, leaving only good landlords and investors.
29/9/21	Online	Private Tenant	I follow what my agent advises. I have no views on selective licensing	Thank you for your comments.
29/9/21	Online	Managing Agent	As a managing agent we have not found particular larger issues within this are compared to others.	Thank you for your comments.
29/9/21	Post	Home Owner	Fully agree with selective licensing if it means cleaning up of back yards, streets, car park areas but not in agreement with opening up a fifty-bedroom unit on Belvedere Road and will vote accordingly. This area has completely dropped in standard i.e., Lower Ridge has since no longer under council management. Who authorised removal of trees on Belvedere Road? Visitors to town see it as an eyesore on a main road to town, an awful back street.	Thank you for your comments. Selective Licensing is not involved in any decision making towards private developments or removing trees.
30/9/21	Phone	Landlord	I do not agree with Selective Licensing on my street as there are no problems with ASB, properties or the back street. Where does the money go? It is the tenants that cause the problems, not the landlords. What is the next stage of consultation?	Thank you, this conversation will be included in our submission to central government. Your street is included in the boundary as there are ASB cases near to your street and it will be decided by the Secretary of State based on the stats and consultation comments whether to include it or not. A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. After the consultation period the Council will submit all evidence to central government, and they will decide to implement Selective Licensing or not.
30/9/21	Online	Landlord	Pros: Safer environment Makes the area an attractive place to live	Thank you for your comments.

			Cons: Selective licence fee. This should be paid by the council as they are the ones who are putting this in place. If people already have properties in the area before this does happen the council should not charge a fee to these people.	
1/10/21	Email	Landlord	<p>Sent: 30 September 2021 18:41 To: Landlords <landlords@burnley.gov.uk> Subject: Selective Licensing Reminder</p> <p>I would like to refer you to our letter to you dated 6th September 2021 and your reply dated 8th September 2021 giving my husband and I a detailed report on just how wonderful your selective licensing program is!</p> <p>Well today we both received separately yet another "reminder" which only goes to prove that your department is not as efficient as you proprot them to be because surely you check who, and who has not responded to your original letter dated the 9th August 2021.</p> <p>So, I repeat myself by saying yet again that you get "money for old rope" and what money you do get from either your Council tax or from Landlords paying for your license you waste/squander by not paying attention to who has replied and sending out mail unnecessarily and at a cost to your council tax payers and license fee payers.</p> <p>We both feel that you need not respond to this email - just let the Secretary of State know just how our money is being wasted.</p>	Thank you for your comments.
1/10/21	Online	Landlord	Area has improved	Thank you for your comments.
1/10/21	Online	Landlord	area is much improved, which has been helped by licensing. By continuing to keep the are licensed, makes it have a sense of 'deprivation' compared to others.	Thank you for your comments.
2/10/21	Online	Landlord	Whilst the whole idea of inspection/monitoring rented properties is good however, the high licence fees is an unnecessary tax on landlords/tenants	The licensing fees go towards paying for the property inspections and monitoring.
2/10/21	Online	Landlord	There is already a huge demand for properties within this area contrary to your claim that there is no demand. As soon as a property goes on the market to sell or let it gets snapped up. There is no need	We understand there is still more work to do in the area, which is why we are proposing to renew the Selective Licensing for a second term. As you say, if properties are

			for selective licensing as the past 5 years have shown that nothing has changed	being snapped up, but nothing has changed, we as Selective Licensing need to continue to ensure the correct tenants are being placed in this area.
3/10/21	Online	Landlord	I don't want to have another selective licensing in this area	Thank you for your comments.
4/10/21	Online	Landlord	I would rather sell my rented house, than pay £715 to Burnley Council. My house is run by a management company who I pay, and repairs are done when requested.	Thank you for your comments.
5/10/21	Online	Landlord	Licensing has not been helpful but a extra cost, which can be used to improve the property instead.	Thank you for your comments.
6/10/21	Online	Landlord	No need to make harder for good landlords to rent out their properties, no need for license. Just chase up the bad landlords who fail to keep rented properties up to required standard. Stop them renting out if necessary.	What you describe is what Selective Licensing does, however, to chase the 'bad' landlords, we need to licence all landlords to identify which ones are 'bad'.
11/10/21	Online	Landlord	Hi, the cost of life is already very high the rent we receive from the tenant is very low in general in all areas selective license is not a good idea the landlords to pay	Thank you for your comments.
15/10/21	Online	Landlord	Don't receive any support from the councils. Not worth the time, money or hassle when we don't see anything from it. Happy to keep an eye on things ourselves.	Thank you for your comments. Please let us know how we can support you.
15/10/21	Online	Landlord	Too much time and effort is spent on SL and no support is received from councils.	Thank you for your comments. Please let us know how we can support you.
15/10/21	Online	Landlord	Not worth the hassle as well as the massive cost that is incurred to ensure every property in licensed. in my opinion we can personally keep an eye on our tenants and ensure they comply with their tenancy agreement.	Thank you for your comments.
15/10/21	Online	Landlord	Council do not offer help/support - would prefer less involvement from them.	Thank you for your comments. Please let us know how we can support you.
20/10/21	Drop in	Home Owner	Happy to see the back street has been cleared, bad tenant evicted and neighbours property improved since last meeting. Supportive of Selective Licensing. An elderly gentleman knocked on the door asking to sign a petition against it, but I refused to sign.	Thank you for your feedback, I am glad you can visibly see the work Selective Licensing does as a lot of the work we do is behind the scenes.

20/10/21	Drop in	Home Owner	Supportive of Selective Licensing, the street has improved over the past 5 years. There is still some dirty back yards. I was approached to sign the petition, but I refused.	Thank you for your comments, I will do another back yard / street audit in your area.
20/10/21	Drop in	Private Tenant	My neighbour has been causing problems, I use the Noise App and he has now left. Landlords need to do their reference checks properly on their tenants before letting them move in. We as a community need to come together more to report issues as 10 people reporting the same issue will get more priority over 1 person reporting that issue. Supportive of Selective Licensing	Thank you for your comments, you are right, if it is not reported, we don't know about it and can't do anything about it.
20/10/21	Drop in	Private Tenant	I live in a ground floor flat, and the electric meter is in the upstairs flat, what is the legislation around this? The managing agent needs to do his reference checks properly as my neighbour above has just been arrested again. Supportive of Selective Licensing	Thank you for your comments, I will investigate the legislation regarding flats in Selective Licensing areas and get back to you.
21/10/21	Online	Private Tenant	There has been no changes, everything still the same, what has the licensing money gone on can someone give us a breakdown	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
21/10/21	Online	Private Tenant	The licensing money what has it been spent on no where still the same can anyone tell us	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.

21/10/21	Online	Private Tenant	Licensing done nothing to improve the area or explain where the money was spent on	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
21/10/21	Online	Resident	waste of money licensing have done nothing what have they spent money on	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
21/10/21	Online	Private Tenant	The licensing has been waste of time and money	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
21/10/21	Online	Private Tenant	No good where have they spent the money on	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords

				when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
22/10/21	Online	Private Tenant	Waste of time and money don't see no improvements in past 5 years	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
22/10/21	Online	Private Tenant	Not good enough improvement from licensing just taking money of landlords for nothing	A lot of what the Selective Licensing team do is not visible, such as deterring bad landlords from the area, ensuring landlords perform reference checks and assisting landlords when their tenants breach their TA conditions. The money has also gone towards legal fees against landlords who breach their licensing conditions and making improvements to back streets.
22/10/21	Online	Private Tenant	Waisting money could go in Better place during lockdown everyone struggling	The fees charged are ring fenced solely for the implementation of licensing and ensuring landlords are operating correctly in your area.
22/10/21	Online	Private Tenant	Where does the licensing money even go, it does not improve our area so why should we pay.	Tenants do not have to pay for Selective Licensing, landlords do.
22/10/21	Online	Private Tenant	Cost too damn high.	Tenants do not have to pay for Selective Licensing, landlords do.

22/10/21	Online	Private Tenant	Can't afford to pay because of lockdown and coronavirus.	Tenants do not have to pay for Selective Licensing, landlords do.
22/10/21	Online	Private Tenant	Struggling already because of lockdown	Tenants do not have to pay for Selective Licensing, landlords do.
24/10/21	Online	Landlord	<p>After the firsthand experience of being a landlord in a selective license area, I strongly oppose the continuation of this scheme. There is already legislation in place to protect tenants and landlords from problems that most commonly occur; they're in place right now, at this very moment. We don't need another wrapper (because that's essentially all the license is) to sit on top of the existing legislation. We need more people to be aware of what already exists. The landlord license scheme is just another policy tenants will need to be educated on, so the real problem isn't being tackled, it's only being multiplied. If the powers that be want to make a real positive impact, they need to cut the nonsense and tackle the underlying issues. Educating tenants and landlords of their rights and responsibilities would be much more constructive. Landlords are already required to ensure gas and electrics are safe, they are also required to ensure heating and water systems are in proper working order, and to generally provide a safe living environment. The main issues beyond those parameters are usually related to the personality disorders of the individual landlords/tenants. And unfortunately, rehabilitation and personality transplants don't come in the form of £500 licenses. The slowdown: the entire process of letting a property has slowed down, meaning longer vacant periods, slower "transition" times, and an overall loss of earnings. This has affected the entire chain, not just the landlord. Invitation for other fees: mortgage lenders have started to refuse lending in landlord licensed zones, which is obviously a massive concern not only regarding borrowing, but also regarding other services like insurance. Insurance policies have started to climb in those flagged "problem areas" that require landlord licensing. The scheme may especially sound appealing to tenants, but sadly, they're probably the ones that will end up suffering the most. This license isn't going to protect</p>	<p>Without, the Selective Licensing team monitoring these properties, there will be no one to proactively enforce the legislation. The aim of Selective Licensing is to ensure landlords are adhering to their legal responsibilities and tenants are adhering to their tenancy agreements, whilst also helping landlords and tenants understand their rights and providing advice. Unfortunately, there are still some landlords who do not ensure gas and electrics are safe and that there is heating and hot water in their properties, which is why we are proposing to re-introduce Selective Licensing to continue to enforce these issues. Another main aim of Selective Licensing is to attract better tenants to the area by enforcing landlords to conduct proper references before letting their properties. Unfortunately, without Selective Licensing enforcing landlords to improve their properties for their tenants and the area, there are still some landlords that do not and think they can just earn money from rent without adhering to their legal responsibilities. Without Selective Licensing,</p>

tenants from “bad landlords”, it’s just not a sustainable or logical policy that tackles the real issues it’s advertised to address. But besides from that, consider the following... Many landlords are already on tight budgets, so they’ll need to get that extra money to pay for the license from somewhere. Who do you think will be the most likely person they look to when it comes to passing on the costs? Even those that aren’t on tight budgets, it’s just another justified excuse to raise the already crazy rental prices. Letting agents have a field day because they often add this cost into their ‘admin fee’. Instead of paying £500 for a license, wouldn’t both landlord/tenant rather spend that money on improving the property and making it more comfortable? I know I would. In that sense, the license suddenly becomes extremely counter-intuitive. Real positive change usually comes through awareness and education. The main problem associated with poor living conditions and acceptance of those conditions is ignorance. People don’t know any better because they’re unaware of their statutory rights and the resources they have available. But that’s a fact throughout life, in every aspect. Still to this day, e.g. I’m uncertain of exactly what my rights are when a police officer stops me on the street. And I know that’s the case for most people. Most tenants don’t know their rights, and even when they’re certain they’re being mistreated, they’re oblivious to what steps to take. Fear is also a major factor; many tenants are scared when they’re being mistreated. The common misconception is that landlords hold all the power, with the ability to force tenants into homelessness at the drop of a hat, which of course is completely untrue. Tenants know they’re entitled to hot water and a working heating system, or at least assume they are. But how many know that if the landlord doesn’t resolve the problem in reasonable time, they can report the issue to the Health and Safety Executive for further investigation, which could lead to prosecution? Same applies with tenancy deposits and tenancy deposit schemes - many tenants are still oblivious that their deposits are protected (or should be), so landlords can’t just unfairly snatch deposits. Another massive

there would be no one to proactively inspect these properties and educate the tenants that they have a right to live in safe and healthy conditions, provide advice on what support is available to them and ultimately enforce the landlords to make improvements to their properties. All tenants should have a tenancy agreement which should highlight what they and their landlord are responsible for and if the tenant feels their landlord is not carrying out their responsibilities, they can contact us, and we have the powers to enforce the landlord to make changes. We try our best to advertise our services to tenants via posters, word of mouth, local surgeries (hindered by coronavirus restrictions recently), consultation days, social media etc. A part of the Selective Licence application process is to declare if the landlord receives a deposit, if so, we check that they are a member of a Tenancy Deposit Scheme and will not grant a licence unless they are, so in Selective Licensing areas, landlords cannot “unfairly snatch deposits”. This information should also be on the tenancy agreement for the tenant. Again, we are here to offer advice to tenants on what their rights are, if the scheme does not get renewed, we will not be here to offer that service. The Council have taken legal action

			<p>misunderstanding is that tenants often believe that their statutory rights are directly related to how much rent they are paying. Again, completely untrue. It doesn't matter if you are paying £100pcm or £2000cpm, you are ALL entitled to your statutory rights, meaning you are entitled to live in a safe environment. Taking legal action against anyone sounds expensive, and that acts as a major deterrent for allowing justice to prevail. Really, it isn't, nor is it that complicated to take legal action against your landlord. Need free legal advice? No problem, Shelter and Citizens Advice are at your disposal. Since the introduction of Energy Performance Certificates, not ONE of my tenants have enquired about it or known of its existence, even though it's my legal obligation as the landlord to purchase and present it to them. The selective license scheme has been a major influence over where a landlord chooses to buy in the future. I've already spoken to many landlords that consciously avoid zones that are subject to the scheme - not because they have something to hide, but simply out of principle. As with most of these harebrained schemes introduced to benefit the 'greater good' – it comes attached with a financial cost that landlords are forced to grin and bear. I specifically say "NO" to the scheme because I don't think it has directly resolved the underlying problems the scheme is packaged to address.</p>	<p>against many landlords for not licensing properties and breaching their licensing conditions. This legal action has come at a cost to the council, without affecting the tenants.</p>
24/10/21	Post	Home Owner	<p>This is an area of the town with a lot of problems. Things have improved over the last few years, since selective licensing. There is still a lot of work to do and the team should be able to carry on their work.</p>	<p>Thank you for your comments.</p>
24/10/21	Post	Home Owner	<p>Selective Licensing wins the moral argument: that providers of goods and services essential for life (i.e. Shelter) must strive for the highest standards. In the absence of a professional body for private landlords, the state must regulate and educate – and charge fees (as the architectural profession.) Without Burnley Council's oversight, abuses impacting on vulnerable people will proliferate. Aren't we supposed to be levelling up?</p>	<p>Thank you for your comments.</p>

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Appendix B

Draft Fee and Charging Structure for the Implementation of Selective Licensing

Introduction

1. Part 3 of the Housing Act 2004 outlines that the Authority may require the application to be accompanied by a fee fixed by the Authority. The legislation implies that the full fee should be paid with the application. There is no requirement within the legislation for local housing authorities to accept staged payments.

2. The fee covers the cost of running the selective licensing scheme and is based upon the average length of time to administer the designation for each landlord and property.

Inevitably each application and property will vary in the amount of officer time required.

3. The fee is not connected to the length of time covered by the licence.

4. The Authority is not permitted to make a profit from the introduction of a selective licensing scheme and any surplus must be ring-fenced for use on the scheme. The fees should, however, take account of all costs incurred in administering a selective licensing scheme.

5. Recent case law in relation to the European Services Directive requires local authorities to separate out the cost of processing an initial application from those costs associated with the ongoing administration of a scheme.

6. All fees are payable in two stages, at the application stage and upon granting the licence.

7. The fee structure will be reviewed annually.

Role of Charging Structure

8. The purpose of this document is to establish a transparent charging policy.

Application Fee

9. All application fees are payable at the application stage. As a result of feedback from landlords, the Council introduced the option of monthly direct debit payments for selective licensing fees over a maximum period of 24 months to help the applicant manage the costs.

Each individual request for monthly direct debit payments will be assessed on its own merits and will be decided at the Council's discretion.

Reduced Fees

10. An application for a licence submitted in the last twelve months of the designation will pay 50% of the application fee; however, this will only apply in circumstances where the property has not been eligible for licensing prior to the 12 month deadline.

11. Licences are non-transferrable. Applications resulting from a change in ownership of a licensed property will be charged the full standard fee.

Fee Reimbursements

12. Applications will be charged the full amount and the payment is to accompany the application form. At the Council's discretion a payment plan may be established to agree to payments to be made over an agreed period of time; any such plan can only be repaid by direct debit.

13. The Council will give the applicant a refund if a duplicate application or an application for an exempted property has been made by mistake.

14. The fees are not connected to the length of a licence. If a licence is cancelled before it expires, the Council cannot give a refund for any time that remains for the selective licensing designation. A fee will not be reimbursed if a property is sold before the end of the selective licensing designation and the applicant will still be required to pay any outstanding charges due as a result of the application.

15. Where a licence is refused or revoked, the applicant or licence holder will not be entitled to any refund of the application fees and will still be required to pay any outstanding charges due as a result of the application.

Fee Discounts

16. To reward landlords who are already operating to a minimum legal standard in Burnley a 30% discount will apply to any landlord who is an existing member of the Council's Good Landlord and Agent Scheme. To be eligible for this discount a landlord must have applied and subsequently become accredited by the dates below:

- For properties in Burnley Wood with Healey Wood: xxx

- For properties in the Leyland Road area: xxx

17. Early Application Discount for Properties in the above areas:

To reward landlords in these areas who apply within 3 months of the designations coming into force (xxxx), a discount of £100 will be applied to the application fee, providing the applicant submits a full complete application form and all requested documentation. This £100 discount will be applied to the applicants first application and the applicant will only be entitled to this discount once. Payment must be received in full or a direct debit payment plan agreed. Failure to continue to make direct debit payments will result in the loss of any early application discount previously supplied.

18. The Council wants to support responsible landlords to make further investments in the selective licensing areas, which is why the Empty Homes Programme will pay the selective licensing fee of an accredited landlord if:

- They purchase an empty property in the designation areas which has been vacant for a minimum of 12 months prior to the landlord purchasing it; and
- The property is refurbished to the accreditation standard within 6 months of the landlord purchasing the property.

For further information contact the Empty Homes team on 01282 425011 ext 3188.

Fee

19. All applications should be made online. The fees detailed below are for an online application:

	Upon Application (Part A)	Upon Granting a Licence (Part B)	Overall Fee A+B
New online application with one property (Not been licensed previously)	£370	£345	£715
Online renewal/additional property	£340	£300	£640

20. In exceptional circumstances the Council will accept a paper application. The fees detailed below are for a paper application:

	Upon Application (Part A)	Upon Granting a Licence (Part B)	Overall Fee A+B
New online application with one property (Not been licensed previously)	£405	£345	£750
Online renewal/additional	£370	£300	£670

property			
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Appendix C - BURNLEY BOROUGH COUNCIL

PROPOSED SELECTIVE LICENCE CONDITIONS

In these conditions, “Property” is meant to refer to the building or part of a building, which is licensed under Part 3 of the Housing Act 2004 (“the Act”). “Authority” is meant to refer to the Local Housing Authority, namely Burnley Borough Council.

Housing Act 2004 Mandatory Conditions

1. If gas is supplied to the Property, the Licence Holder must produce to the Authority annually for their inspection, a Gas Safety Certificate obtained in respect of the Property within the last twelve months.
2.
 - i) The Licence Holder must keep electrical appliances and furniture provided by him in the Property in a safe condition;
 - ii) Must supply to the Authority on demand a declaration made by him as to the safety of such appliances and furniture;
 - iii) Must ensure that every electrical installation in the house is in proper working order and safe for continued use; and
 - iv) Must supply to the Authority, on demand, a declaration by him as to the safety of such installations.

For the purposes of paragraph iii) “electrical installation” has the meaning given in regulation 2(1) of the Building Regulations 2010.

- 3.1 The Licence Holder must
 - i) Ensure that a smoke alarm is installed on each storey of the house on which there is a room used wholly or partly as living accommodation and to keep each alarm in proper working order, and
 - ii) Supply to the Authority on demand a declaration made by him as to the condition and positioning of such alarms.
- 3.2 The Licence Holder must ensure that a carbon monoxide alarm is installed in any room in the house which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance, and keep any such alarm in proper working order, and supply to the authority on demand a declaration by him as to the condition and positioning of any such alarm.
4. The Licence Holder must provide each occupier of the Property with a written statement of the terms and conditions on which they occupy the Property (“the Tenancy Agreement”).

- 5.1 If any person allowed by the Licence Holder to occupy the Property shall have been a tenant under a tenancy of any other property then, prior to that person being allowed to occupy the Property, the Licence Holder shall have obtained from that person formal identification and shall have taken reasonable steps to obtain a satisfactory written reference from his/her existing landlord or from somebody who has been his/her landlord within the last two years prior to granting the tenancy. In requesting references from previous landlords, the licence holder or their nominated agent should request details of how that person conducted any such tenancy (or tenancies) in terms of causing nuisance, anti social behaviour, payment of rent and any breaches of the tenancy agreement(s).
- 5.2 The licence holder must retain copies of their requests for references, and where obtained, copies of reference(s) provided for a minimum of 12 months from the start of a tenancy. A copy of the said request(s) and where obtained the reference(s) must be provided to the Authority within 14 days of receiving a request to do so in writing by the Authority.

Housing Act 2004 – Prescribed Conditions

Management of the licensed Property

6. The Licence Holder must ensure that there are management procedures in place to comply with their statutory and contractual repairing obligations.
7. The Licence Holder must ensure the occupiers of the Property have been provided with details of the following:
- Name of the Licence Holder;
 - A contact address and daytime telephone number; *and*
 - An emergency contact number.
- An emergency contact telephone number for the Licence Holder and/or Management Agency shall also be available and notified to the Authority if not already done so.
8. The Licence Holder must ensure that occupants of the Property receive written confirmation detailing the arrangements that have been put in place to deal with repair issues and emergencies should they arise.
9. The Licence Holder must arrange to undertake a detailed inventory to be agreed with each occupant upon commencement of their occupation of the Property and to be kept on file by the Licence Holder at the Licence Holder's business address.
10. The Licence Holder must act lawfully and reasonably in requiring any advanced payments from occupiers, in handling rents, in returning deposits and in making deductions from deposits. The Licence Holder must provide any occupiers or prospective occupier with the following information:
- The amount of rent payable;
 - The details of any deposit required;

- Details of what the deposit covers, the deposit scheme it has been deposited into (within 14 days) and arrangements for return;
- The frequency of payments;
- The details of any utilities or other charges included in the rent;
- The responsibility for payment of council tax; *and*
- The responsibility for payment of utilities and arranging provision of such.

11. The Licence Holder (and/or their agent where an agent has been appointed to manage the Property) must attend one Landlord Development Day covering how to manage tenancies whilst the licence is in force and must undertake any additional property management training courses that the Authority from time to time requires to be undertaken. Alternatively demonstrate to the Authority that similar, relevant training has been undertaken within the preceding 12 months.

12. The Licence Holder must inform the licensing team of the Authority within ten working days of any substantial changes in their circumstances which would affect the management of the Property, namely;

- i) Details of any unspent ¹convictions not previously disclosed to the Authority that may be relevant to the Licence Holder and/or the Property manager and their fit and proper person status and in particular any such conviction in respect of any offence involving fraud, dishonesty, violence or drugs or any offence listed in Schedule 3 to the Sexual Offences Act 2003;
- ii) Details of any finding by a court or tribunal against the Licence Holder and/or the Manager that he/she has practised unlawful discrimination on grounds of sex, colour, race, ethnic or national origin, religion, sexual orientation or disability in, or in connection with, the carrying on of any business;
- iii) 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 led to civil or criminal proceedings resulting in a judgment or finding being made against him/her;
- iv) 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;
- v) 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;
- vi) Change in Managing Agent or the instruction of a Managing Agent.

¹ The Rehabilitation of Offenders Act 1974 enables some criminal convictions to become 'spent', or ignored, after a 'rehabilitation period'. A rehabilitation period is a set length of time from the date of conviction. After this period, with certain exceptions, an ex-offender is not normally obliged to mention the conviction when applying for a job or obtaining insurance, or when involved in criminal or civil proceedings.

13. The Licence Holder and/or their Manager are required to visit the Property within three to six months of the commencement of the tenancy and thereafter annually. A record of these visits must be made available to the Authority on request.
14. The Licence Holder must inform the Authority of any information that comes into their possession that suggests that a person(s) involved with the management of the Property are not “fit and proper persons” for the purposes of the Act.
15. The Licence Holder must take steps to ensure that the water supply and drainage system serving the Property is kept clean and maintained in good repair and proper working order.
16. The Licence Holder must not unreasonably cause or permit the water supply or drainage system that is used by the occupiers of the Property to be interrupted.
17. The Licence Holder must not unreasonably cause or permit the gas or electricity supply that is used by the occupiers of the Property to be interrupted.
18. Where there are alley gates installed to the rear of the licensed Property, the Licence Holder must:
 - Take responsibility for holding a key for any alley gates, which are in place or installed;
 - At the time of letting, provide all new tenants with a key for the alley gates; *and*
 - Ensure that any tenant during their occupancy of the Property is aware of the requirements of the alley gating scheme.

Safety and Security

19. The Licence Holder will ensure the front and rear doors of the Property are secure and fitted with good quality locking systems.
20. Where a burglar alarm is fitted to the Property, the Licence Holder will permit a tenant to change the code if they so wish.

Environmental Management and Amenity of the Neighbourhood

21. The Licence Holder shall ensure that suitable and adequate provision for refuse storage and collection is made at the Property and that the Authority’s arrangements for refuse collection including recycling are made clear to the tenant. This shall include the provision of closable bins of suitable capacity as specified by the Authority. Arrangements shall be made immediately for the proper collection and disposal of any rubbish additional to that within the bins. The Licence Holder shall ensure that all tenants are aware that all refuse containers are to be returned within the curtilage of the Property on the same day that they are emptied by the Authority.
22. The Licence Holder must ensure that the tenant is aware of their responsibility to keep yards, forecourts and gardens surrounding the Property in a clean and tidy condition.

Preventing and Reducing Antisocial Behaviour

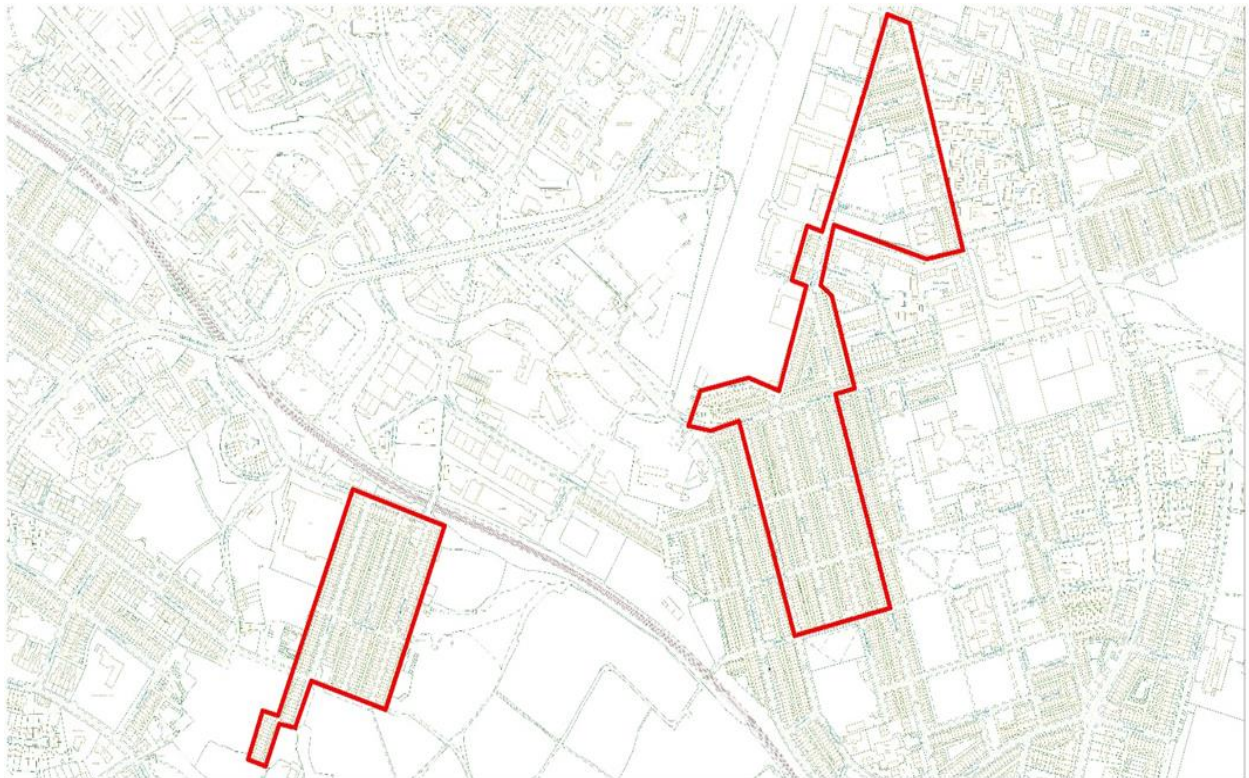
23. The Licence Holder must take all reasonable and practicable steps for preventing and dealing with antisocial behaviour. The Licence Holder and/or his manager must undertake a reasonable and effective investigation of any complaints which have been made either directly to them, or via the Authority, regarding their occupiers. For the purposes of these conditions, antisocial behaviour is defined as behaviour by the occupants of the Property and/or their visitors, which causes a nuisance and/or harassment, alarm or distress to other occupants of the Property, to lawful visitors to the Property or to persons residing in or lawfully visiting the locality of the Property.
24. The Licence Holder must ensure that any tenancy agreement or written statement of the terms and conditions of which the house is occupied issued in relation to the Property contains reasonable clauses allowing the licence holder or their appointed representative to address any instances of anti-social behaviour by the tenant or the tenant's visitors. The licence holder must ensure that all occupants are aware of the existence of this clause.
25. Where tenants and/or their visitors have been found to have caused anti-social behaviour, the Licence Holder must make clear to the tenant with verbal and written warnings as appropriate that further instances of anti-social behaviour will not be tolerated. Should the tenant and/or their visitors continue to cause anti-social behaviour the Licence Holder must utilise the clauses of any written agreement under which the tenant occupies the Property to legally end the tenancy where appropriate.
26. The Licence Holder or their nominated agent must have the facilities to receive and respond to initial complaints about their occupiers' behaviour.
27. The Licence Holder or their nominated agent must provide free of charge an honest and accurate reference relating to existing or previous tenants to other potential landlords.

Ending a Tenancy

28. The Licence Holder must ensure there are management procedures in place to legally end a tenancy in relation to the Property, and must implement said procedures.

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Plan A Proposed Burnley Wood with Healey Wood Designation Boundary 2022 to 2027



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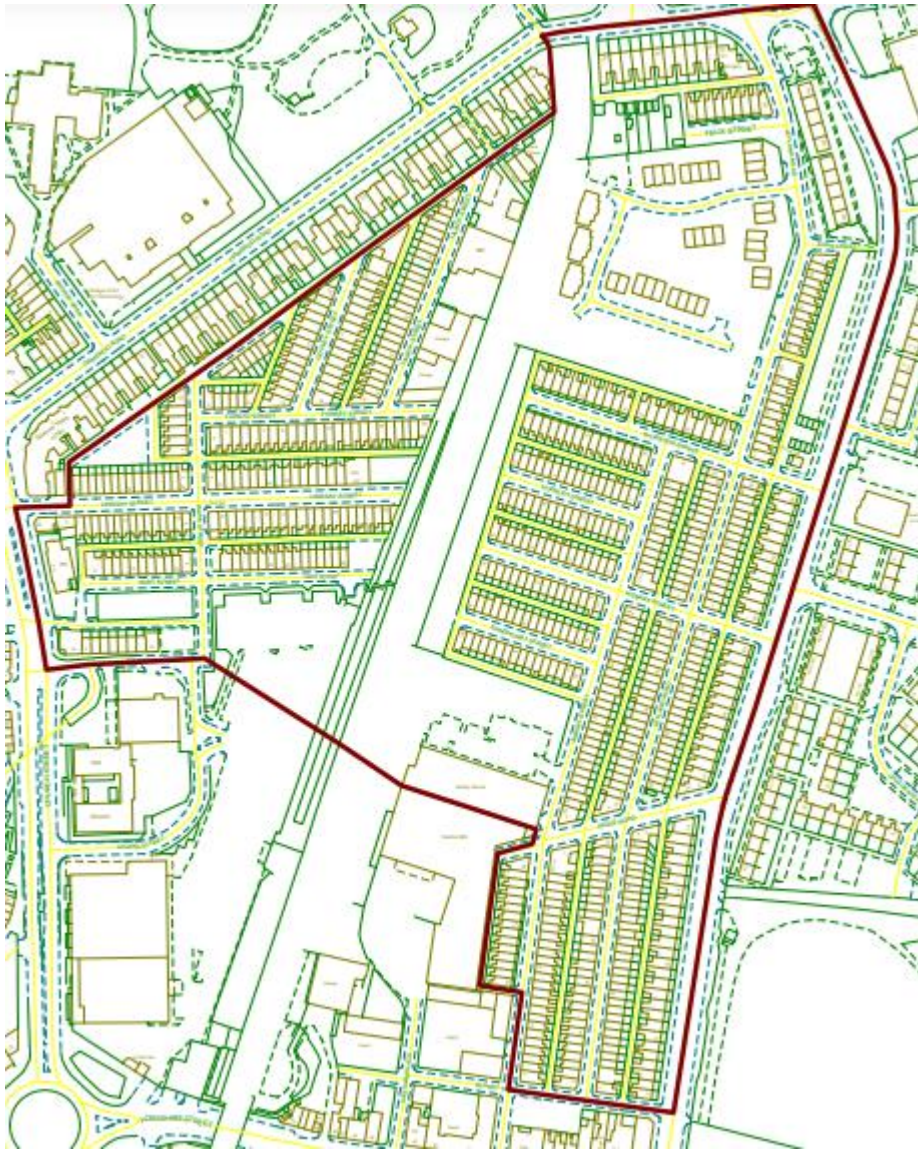
Street List A

Burnley Wood with Healey Wood 2022 – 2027 designation street list.

All	Ash Street	24 – 96 Even (Incl) 79 – 97 Odd (Incl)	Plumbe Street
1 – 123 Odd (Incl) 4 – 50 Even (Incl)	Branch Road	All	Pine Street
83 – 89 Odd (Incl) 82 – 86 Even (Incl)	Brunswick Street	1 – 103 Odd (Incl) 2 – 100 Even (Incl)	Reed Street
All	Cedar Street	57 – 65 Odd (Incl) 98 – 108 Even (Incl)	Springfield Road
2 – 104 Even (Incl)	Dall Street	All	Berry Street
All	Hornby Street	All	David Street
All	Hull Street	2 & 4	Evans Street
47 & 51	Kirkgate	All	Healey Wood Road
1 – 61 Odd (Incl)	Oxford Road	All	Laithe Street
1 – 95 Odd (Incl) 2 – 100 Even (Incl)	Parkinson Street	1 – 7 Odd (Incl)	Reservoir Street
71 – 139 Odd (Incl) 62 – 72 Even (Incl)	Parliament Street	1 – 15 Odd (Incl)	Springhill Road.

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Plan B Proposed Leyland Road Designation Boundary 2022 to 2027



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Street List B

Leyland Road Designation Street List

All	Adlington Street	All	Hobart Street
All	Albert Street	All	Hunslet Street
2-154 even	Belvedere Road	All	Leyland Road
All	Brown Square	All	Lindsay Street
45 & 49	Church Street	99-123 odds	Ormerod Road
1	Doris Street	All	Ridge Road
All	Felix Street	All	Sandhurst Street
All	Forest Street	All	Straight Mile Court
All	Godley Street	All	Talbot Street
All	Hart Street	All	Thurston Street
All	Hawk Street		

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REPORT TO FULL COUNCIL



DATE	26th January 2022
REPORT AUTHOR	Catherine Waudby
TEL NO	01282 477198
EMAIL	cwardby@burnley.gov.uk

LOCAL GOVERNMENT BOUNDARY COMMISSION REVIEW

PURPOSE

- | | |
|----|---|
| 1. | To inform the Council that the Local Government Boundary Commission for England (LGBCE) has decided to undertake an electoral review of Burnley Borough Council and to seek the Council's preference on when the review is implemented. |
|----|---|

RECOMMENDATION

- | | |
|----|---|
| 2. | That the Council express a preference for the timing of the implementation of the electoral review which is either i) at the Council elections in May 2026 or ii) at the Council elections in May 2027. |
|----|---|

REASONS FOR RECOMMENDATION

- | | |
|----|---|
| 3. | The LGBCE has invited the Council to put forward its view as to whether the review is implemented at the local elections in 2026 or 2027. The views of the Council will be notified to the LGBCE. |
|----|---|

SUMMARY OF KEY POINTS

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|----|--|
| 4. | The LGBCE is under a duty to undertake an electoral review of every principal authority in England from "time to time." |
| 5. | The purpose of an electoral review is to consider the number of councillors elected to the council, the names, number and boundaries of the wards, and the number of councillors to be elected to each ward. |
| 6. | The last electoral review of the Council took place in 2000. The LGBCE has decided that a review of the Council should take place in time to be implemented at the local elections in either May 2026 or May 2027. The LGBCE has invited the Council to express a preference for the timing of the implementation of the review. The review is an opportunity to examine how many councillors are needed to fulfil governance and representation requirements for the next 15 -20 years. |
| 7. | The electoral review process takes around 30 months from the start to implementation. There are distinct stages to the process, starting with a preliminary period which involves LGBCE gathering information and briefing officers, groups leaders, Full Council and other stakeholders on the detail of the review process. This takes around 6 months. There will be specific tasks which the Council will be required to undertake during this time. The second stage of the process is to consider proposals for the size of the Council. This will |

	involve the Council and political groups putting forward proposals for the size of the Council to LGBCE. The LGBCE will then make a decision of the total number of councillors. The next stage of the process is consultation on the warding patterns. This is a full public consultation on what the ward boundaries should be. LGBCE will make draft recommendations on which it will consult. It then makes a final recommendation. This process takes around 11 months. The final stage of the process is the laying of the Order in Parliament which is done in the autumn preceding the May election. The new electoral arrangements will be implemented at an “all out” election before the Council will return to its usual cycle of elections by thirds.
8.	Should the Council express a preference for the review to be implemented in May 2026, work on the review could potentially start in December 2023, or December 2024 if the later implementation date of May 2027 is chosen, However, the final start dates will be dictated by the wider programme of reviews taking place nationally.
9.	In advance of the review starting there are two matters which the Council may wish to consider. They are (i) the carrying out of a community governance review should it be considered that the boundaries of the parishes within the borough are not in the correct place and (ii) whether the Council wishes to change its electoral cycle from electing by thirds to electing on an “all out” basis. Electing on an all-out basis would allow a mixed pattern of wards to be implemented. A decision on these two matters is not needed now.
10.	Members will be kept updated on the process and will receive further reports and briefings on the local boundary review in due course.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION	
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11.	None arising directly from this report.
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POLICY IMPLICATIONS	
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12.	As set out in the report.
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DETAILS OF CONSULTATION	
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13.	Group Leaders MSSWG
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County Deal for the Lancashire Area

REPORT TO FULL COUNCIL



DATE	26 th January 2022
PORTFOLIO	Councillor Afrasiab Anwar (Leader of the Council)
REPORT AUTHOR	Mick Cartledge
TEL NO	Ext 7280
EMAIL	mcartledge@burnley.gov.uk

PURPOSE

1. To provide Full Council with an update on work undertaken towards development of strengthened joint working, a long-term strategic plan and a County Deal for the Lancashire area and seek agreement to progress this work.

RECOMMENDATION

2. That Full Council:
 - 2.1 Supports the outline 'Our New Deal for a Greater Lancashire'" at APPENDIX 1 as the initial draft basis for further discussion and development of a possible County Deal for the Lancashire area.
 - 2.2 Agrees the principles of governance as set out in APPENDIX 2 for any future deal.
 - 2.3. Agrees that the Leader of the Council continues to work with Lancashire Leaders in line with the principles agreed in recommendations 1 & 2 above and note that any formal proposals will require approval by Full Council at the appropriate time.

REASONS FOR RECOMMENDATION

3. There are significant benefits of developing and securing a County Deal.
4. Approval of the recommendations will enable the Leader and the Council to be actively engaged in the future development of any County Deal and any future proposals will be brought back to Full Council for approval.

SUMMARY OF KEY POINTS

Introduction

5. This report is being considered by the Full Council of each of the fifteen local authorities in Lancashire, that is, the county council, two unitary authorities and each of the 12 district councils.
6. This report sets out the general principles and high-level priorities of a long-term strategic plan and County Deal. As progress is made, more details about specific asks will be developed, and there will be opportunities for all of the partner authorities to contribute to and influence that, including identifying specific schemes and activities. Full Council is asked to consider the report and the recommendations set out above.

Background

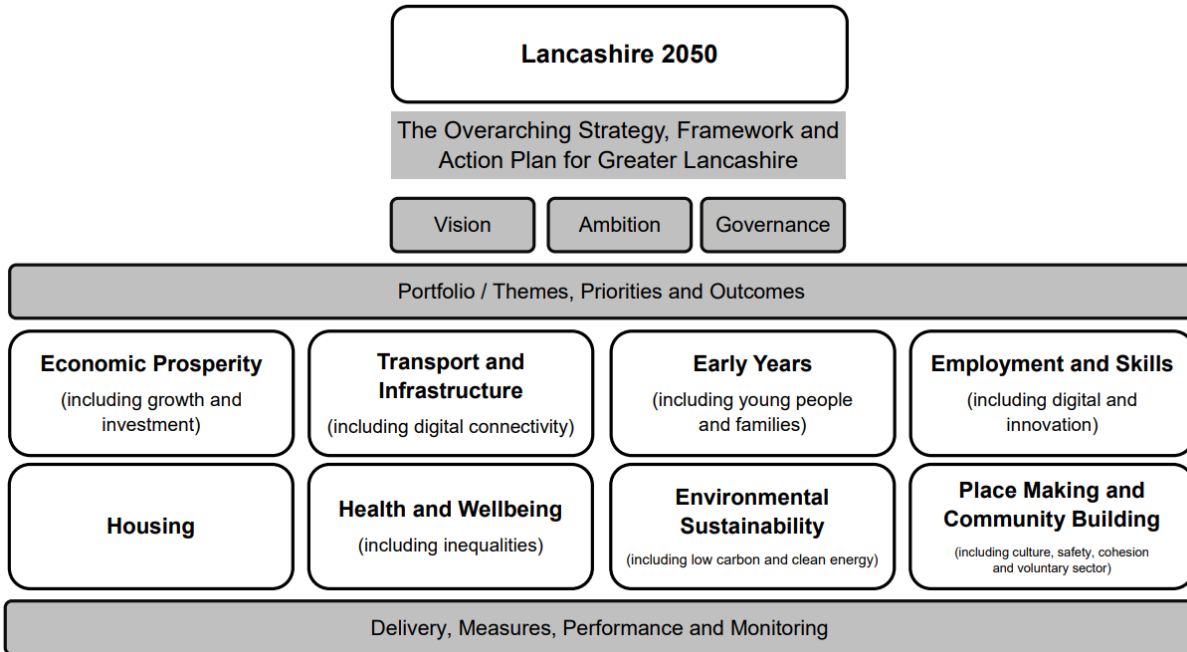
7. Lancashire has a rich heritage; it is a diverse county which has opportunities for all and is home to globally leading firms and nationally significant assets. Its thriving £34bn economy was growing rapidly prior to the pandemic with the 4th largest aerospace cluster in the world helping achieve significant productivity gains. With a population of 1.5m people, Lancashire's 54,000 businesses generate 749,000 jobs across a range of important and emerging sectors from manufacturing and hospitality to cyber, digital and low carbon. A place of amazing beauty, its natural assets support the economy and workforce as well as providing a thriving tourism destination for visitors and an opportunity to support net zero and cleaner energy ambitions.
8. Local government arrangements in Lancashire are complex with a county council, two unitary authorities and 12 district councils. However, over the last two years, the context of a global emergency response has created a platform to empower Leaders of all the 15 local authorities in Lancashire to strengthen relationships and partnerships with wider stakeholders. Whilst the pandemic has generated significant, bespoke impacts in Lancashire that have exacerbated longer-term underlying structural issues and inequalities, Leaders are using this foundation as a basis for recovery and to drive forward economic growth.
9. With a robust evidence base and utilising the strong local knowledge of elected representatives, Leaders are developing a vision and ambition for the future of Lancashire looking ahead to 2050 to recover, grow and decarbonise the economy, improving the place and the life opportunities of its people. Their plans to achieve this will not only realise opportunities for Lancashire and UK plc but in doing so, help address many of the structural deficits and level up across the county.
10. With the government's much-anticipated levelling up White Paper on the horizon, the time is right for Lancashire to move forward together with a collective voice to make the case for more powers and investment for all of Lancashire.
11. Leaders have identified that the work is now at a stage where it is important to secure the engagement and support of all members. This report is therefore being presented to all fifteen local authorities.
12. This report covers:
 - 12.1 **Lancashire 2050**, which sets out the headline themes which could be included in a long-term strategic plan and ambition for Greater Lancashire.

- 12.2 **Our New Deal for a Greater Lancashire**, which sets out an initial scope and is a first phase of work that could begin to frame a set of devolution asks as part of a County Deal.
- 12.3 **Governance**, which sets out information about the governance options to oversee the long-term plan and deliver the deal, and the principles agreed by Leaders for any governance arrangements.
13. It is important to note that the government's anticipated Levelling Up White Paper will influence to a large extent the shape and substance of a County Deal that Lancashire authorities will be able to pursue. The information, advice and proposals in this paper may, therefore, need to change to reflect the white paper. This report and recommendations seek to position Lancashire, so it is better placed to commence early County Deal discussions with Government.

Developing a Lancashire Plan

14. Significant work has taken place across Lancashire to gather evidence that will shape an overarching vision, strategy and plan for the whole of 'Greater Lancashire'. This work has helped inform the scale of ambition and the development of robust key priorities within the scope of what Our New Deal for a Greater Lancashire could look like, together with the governance principles described in this report.
15. Once fully developed and adopted, in tandem with a devolution deal, Lancashire's overarching strategic plan will be forward looking and take a long-term view, setting the vision and ambition over a 20–30-year period. Approaching this strategic framework in this way will ensure that the scope of Lancashire's devolution proposals addresses both the immediate priorities and longer-term ambitions.
16. Hence, an overarching strategic plan that looks to Lancashire in 2050, would need to describe a broader ambition beyond the immediate priorities framed by the four themes set out within the scope for Our New Deal for a Greater Lancashire [at Appendix 1]. Developing the strategy and priorities this way also ensures that policy areas overlap to tackle cross cutting opportunities such as skills, health and the environment, avoiding any unintentional policy silos. For example, tackling priorities that are currently included in the devolution scope around early years, housing quality, employment and skills, will also address some of the wider determinants of poor health as part of a longer-term ambition for Lancashire, even though health priorities are yet to be agreed and fully set out working with our partners in the NHS through the Lancashire and South Cumbria integrated health and care system.
17. As a result, in addition to the four themes identified within Our New Deal for a Greater Lancashire, additional policy areas within the Lancashire 2050 strategic plan could include themes such as health (including inequalities, improvement and wellbeing) and community building (including crime and public safety), see Diagram 1 below. Work to shape and consult on Lancashire 2050 will continue in tandem with work on Our New Deal for a Greater Lancashire over the coming months and report through to Leaders and Councils and ultimately through any new governance arrangements adopted.

Diagram 1 Lancashire Plan Scope Illustration

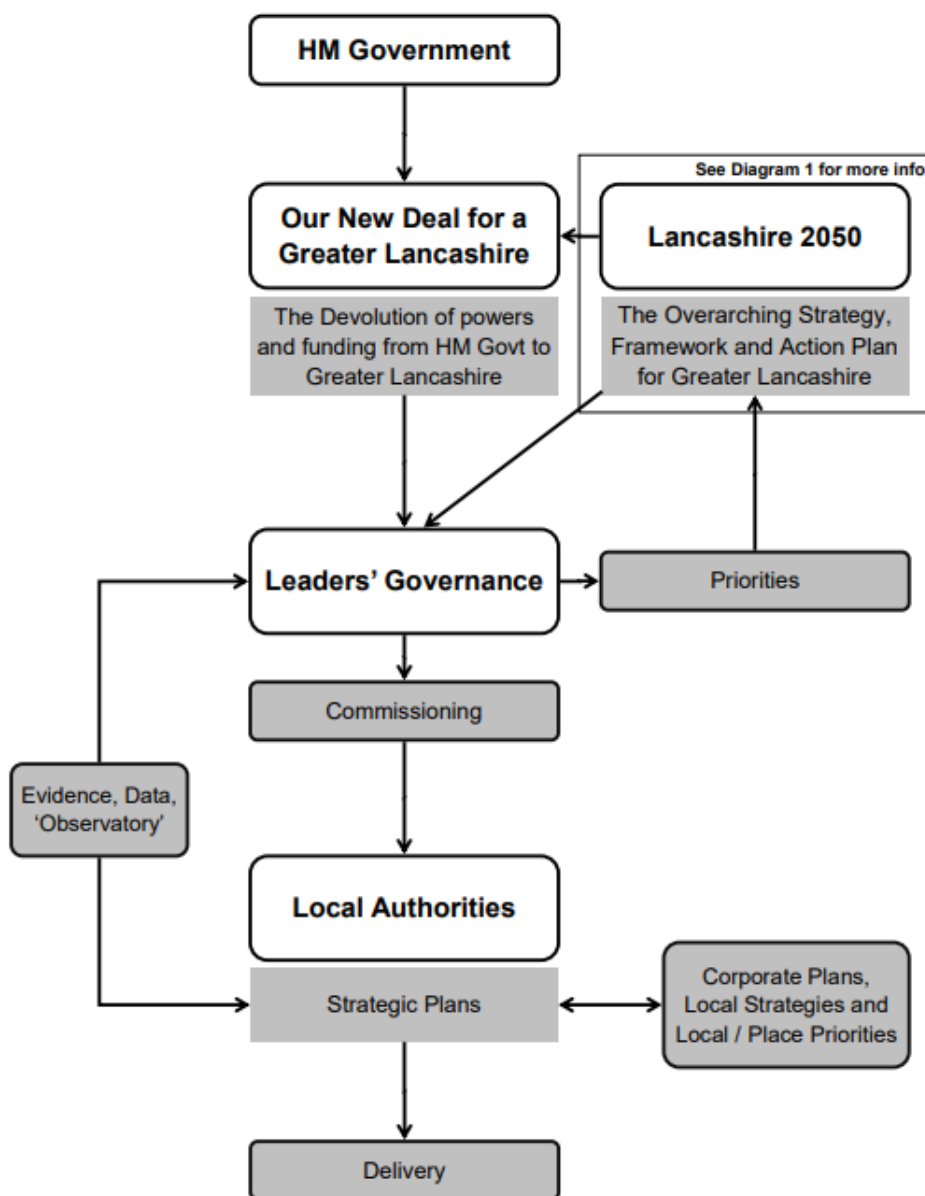


Our New Deal for a Greater Lancashire (Appendix 1)

18. With a long-term strategic plan in place, our ask of government through a county deal, would be for the devolved powers, flexibilities and funding to accelerate the delivery of the immediate priorities set out in the plan, see Diagram 2 below. Based on the experience of other areas which have secured devolution deals, our ask could be in the order of say £5bn investment into the wider Lancashire area to address local needs and priorities as determined by and in Lancashire over the next 5-10 years. This would be across four core themes of:

- Economic growth and investment
- Transport, connectivity and infrastructure
- Early years, education, adult skills and employment
- Environment, climate change and housing quality

Diagram 2 Our New Deal for a Greater Lancashire Illustration



Next Steps

- 19. In order for Lancashire to move forward with a strong collective voice, the engagement and support of all councils will be extremely important. This will give Leaders a mandate to collectively move forward on the issues set out in this report, and to engage with government to develop and deliver a great deal for Lancashire, for presentation back to each Full Council in Lancashire to consider and decide.

FINANCIAL IMPLICATIONS AND BUDGET PROVISION

- 20. None, directly from this report. As progress is made, consideration will need to be given by Leaders and councils to support and resource options to manage and deliver any agreed plan and Deal. Local Authorities will need consider a fair way for each partner authority to contribute. It is also the intention to seek capacity funding from Government as part of the negotiation process for a new Deal.

POLICY IMPLICATIONS

21. None directly from this report. The development and negotiation of a County Deal is a significant piece of work and any future policy implications will be reported as work develops.

DETAILS OF CONSULTATION

22. None.

BACKGROUND PAPERS

23. None.

FURTHER INFORMATION**PLEASE CONTACT:****Mick Cartledge****ALSO:**

Appendix 1

Initial Scope of Our New Deal for a Greater Lancashire

Purpose

This document sets out an initial scope and is a first phase of work that could begin to frame a set of devolution asks as part of Our New Deal for a Greater Lancashire – through which potential powers and responsibilities would be devolved to Lancashire from Government – in order to support delivery of Lancashire's overarching strategic plan (Lancashire 2050). The initial scope of the deal is focused on the key priorities agreed by Leaders, having considered the available evidence, on four key themes which require devolution from Government:

- economic growth and investment
- transport, connectivity, and infrastructure
- early years, education, adult skills, and employment; and
- environment, climate change and housing quality.

Within each theme, initial funding asks have been identified varying from single figures to suggested multi-year settlements over a range of time periods. **The total indicative value of the request of Government for these initial proposals is in the order of £5.6 billion over a seven-year period.**

Theme 1 - Economic Growth and Investment

Overview

The scale and importance of the Lancashire economy cannot be overstated, being the second largest in the North West behind only Greater Manchester. A thriving Lancashire remains one of the pre-requisites to a successful economy in the North of England. It is a location which can continue to build on existing clusters of excellence, whilst embracing the opportunity offered by new and emerging technologies and challenges such as cyber, low carbon and clean energy.

The focus of our work will be to ensure that proposals are aligned to supporting fast and sustainable economic recovery and onwards to long-term growth. It will focus on protecting existing employment and economic activity, whilst also driving up productivity, accelerating the commercialisation of low carbon technologies and seeking out new opportunities through stimulating innovation and developing collaborative partnerships. Climate action and mitigation will be key in relation to reducing energy emissions from housing and driving up technological skills. The future role of our towns will also be key and the part they play as places to live, work, study and innovate, consume, and visit. In doing so, this will help to reverse the major impacts of the pandemic on the Lancashire economy, its employers, its workforce and address the wider determinants of health across the communities in which they live.

Strategic objective:

To strengthen, grow and diversify our economy to extend the existing pockets of UK leading productivity across Lancashire as a whole and maximise the value of our people, land, and business assets. We will deliver growth through investment and manufacturing/innovation accelerators in town centres and local economies, unlocking strategic sites and focusing on jobs, skills, low carbon, health innovations, clean energy, and renewables, maximising our assets and strengths in manufacturing, cyber, digital, and the visitor economy.

The total annual indicative value of the request of Government for the Economic Development and Investment theme is in the order of £200million per annum.

Theme 2 - Transport, Connectivity and Infrastructure

Overview

Lancashire's economic geography is complex and spatially polycentric. Connectivity - both physical and digital - is unequally distributed and under-provided. This is holding back Lancashire's full potential and that of the North as a whole. There are compelling reasons to want to improve both East-West and digital connectivity in Lancashire to tackle some of the worst climate, health and socioeconomic outcomes; provide employers with a larger pool of workers to draw from, enabling the development of more highly specialised sectors, increasing productivity through agglomeration; and integrating Lancashire's divided economy into one.

Strategically positioned between the rural areas of Cumbria and Pennines and the major cities of Leeds, Manchester, and Liverpool, Lancashire's best transport connectivity runs North-South, but most people live East-West in a central corridor stretching from Pendle and the Yorkshire borders to Blackpool and the coastal economies. Improving links East-West across the county allows residents to access the major North-South connections more easily maximising opportunities such as high-speed rail (HS2). The focus for these links will include bus, renewables-powered electric heavy and light rail, and active travel (walking and cycling).

Lancashire is 80% rural and does not have one major settlement which everywhere looks towards. Rather it has groupings of small cities, large towns and freestanding medium-sized towns within urban areas. Those urban areas are better served by digital connectivity. Improved digital connectivity will support the people, businesses, rural and coastal economies and associated natural environment to achieve their significant economic potential, help level up health and wider inequalities and achieve demanding environmental ambitions.

Furthermore, aligning investment in transport and digital infrastructure and utilities with investment in major development and strategic priorities will unlock the economic potential of Lancashire. The high-speed digital cable into Blackpool; the Pennine Industrial District connected by the M65 Manufacturing Corridor; and strategic road and rail connections including cross borders to the major cities of Leeds, Manchester, and Liverpool, will maximise potential across Lancashire and the north as a whole.

Strategic objective:

To level up transport infrastructure along the east-west growth corridor and connect people, business, jobs, education, and investment through improved transport supported by active travel, bus, cycling and walking and full fibre broadband unlocking major development and employment investment

The total annual indicative value of the request of Government for the Transport, Connectivity and Infrastructure theme is in the order of £150million per annum.

Theme 3 - Early Years, Education, Adult Skills and Employment Workstream

Overview

Skills investment is arguably one of the most important priorities for the country (and county) to level up – creating places attractive to higher productivity businesses and increasing social mobility and improving life chances, health outcomes and opportunity for all Lancashire's 1.5million residents.

Through skilling up the population, Lancashire aims to build a talent pipeline aligned with the needs of the economy, enhancing productivity, tackling climate change and, by connecting the workforce to good quality jobs, open up opportunities for career progression, higher wages and improved standards of living. This theme will cover an increased focus on preparing children in the early years of life (0-5) for school readiness as well as focusing on upskilling and improving outcomes for young people and adults (post 16) and those in their working years. This will include working with businesses to improve skills utilisation, job quality, wages, and recruitment.

Most places in Lancashire have a very low skills base with 23% of residents with either no qualifications or NVQ1 qualifications and there is a major skills deficit at NVQ Level 4 when compared with the North West and UK averages.

Strategic objective:

To increase focus on preparing children in the early years of life (0-5) for school readiness and to 'level up' the skills of the working age population, by ensuring that Lancashire residents are able to effectively access high quality skills provision and compete for employment opportunities which enables them to secure a higher quality of life and maximise the existing and emerging strengths in Lancashire's economy including climate change, clean energy, cyber, digital and data.

The total annual indicative value of the request of Government for the Early Years, Education, Adult Skills and Employment theme is in the order of £260million per annum.

Theme 4 – Environment, Climate Change, and Housing Quality

Overview

Tackling climate change and reducing our greenhouse gas emissions is one of the biggest challenges facing our society and significant action is needed across Lancashire to achieve government targets set to reach net zero by 2050. Working together will improve the resilience of Lancashire to the impacts of climate change, such as flooding, on communities, businesses and the wider economy. There is a need for locally led, place-based approach to energy solutions such as decarbonising heating systems, improving energy efficiency and local renewable electricity generation to meet current and future growth needs. Much of Lancashire's housing stock falls severely below standards and is energy inefficient – domestic gas is the second biggest contributor to emissions in Lancashire, after transport. Beyond the environmental and health benefits of reducing emissions, there are significant economic opportunities locally and nationally in the transition to low carbon energy technologies with growth in new high-value industries and more productive, higher paid jobs.

Very poor housing quality is a prominent feature of many of Lancashire's urban centres with some areas having significant volumes of stock over 120 years old and others having very low volumes of houses built to more modern quality standards over the last 20 years. Poor quality and condition including cold, damp and energy inefficient housing, contributes to high CO2 emissions and fuel poverty. This poor-quality housing – typically older, private sector rented stock – plays a crucial role in driving some of the worst health outcomes in England and plays a key role in constraining efforts to regenerate the county's most deprived places. Existing powers are not effective in delivering strategic change and reversing cycles of decline. Intervention in these areas of chronic housing failure will create a platform for better social outcomes, supporting regeneration and economic growth. Benefits include the creation of new jobs, skills and training in construction as well as tackling climate change through installation of cooling and heating systems and

mitigating future risks from increased flooding. Improving the quality of housing stock will help to provide residents with attractive, spacious, appropriately heated homes with affordable bills, which are better adapted for lifelong living. In turn, this will contribute to the strength of the workforce and health of the population as a whole. Devolution presents an opportunity to bring forward new powers and resource that can tackle the challenges and create more balanced, better-quality housing that can stabilise and transform lives in the areas of greatest opportunity in Lancashire.

Strategic Objective:

To level up green action and investment in Lancashire to achieve our pathway to net zero carbon emissions, protecting our natural environment and neighbourhoods, investing in carbon reduction measures and transforming housing quality. This will include a specific focus on developing a skilled workforce and business supply chain, delivering large programmes to drive improvements in the energy efficiency and quality of homes.

The total annual indicative value of the request of Government for the Environment, Climate Change, and Housing theme is in the order of £200million per annum.

Appendix 2

Governance

The governance structures for delivering the strategic plan priorities and accelerating that delivery through a County Deal would need to be designed with two aims in mind:

- to create the best arrangements to deliver the priorities within the strategic plan and the Deal itself
- to ensure decisions are made democratically and with all partners having an equal voice.

To this end, Leaders have agreed a set of core principles which should be applied in the establishment of any governance arrangements for joint working and delivering a County Deal. The principles set out below will form the basis of a negotiation with Government including the implications of any white paper:

- Lancashire authorities do not collectively support a Mayoral Combined Authority or local government reform
- Each authority would be represented on the decision-making body by their Leader
- Each authority's current services, including statutory functions and discretionary services would not be included in any county deal arrangement without the express agreement of that authority
- The voting principle is one council, one vote, with a two thirds majority required for any proposal
- Each council will have a veto if any proposal is in their area, if their money is required or if they can reasonably demonstrate that it is reasonably likely to have a material impact on their area unless there are special circumstances to proceed (eg, policy, legal, public safety reasons).
- Individual councils will have the right to leave the Deal and the decision-making body arrangements
- It would initially be chaired by Lancashire County Council which will also act as the accountable body (under some governance models an Accountable Body may not be necessary)

Initial discussions with Leaders have started to consider a range of possible options for more formal joint working and to govern the delivery of a devolution framework and a county deal. A number of options are being explored, including joint committees, statutory boards, non-statutory boards, a local authority owned company and other informal working arrangements. This may also be largely dependent on the contents of the White Paper and any specifications it makes for the governance of County Deals.

Whatever the arrangements identified as best suited to the Lancashire area, each individual Local Authority's Full Council would need to give approval to its participation

As the governance arrangements are developed further, a number of important issues will need to be addressed, such as managing possible conflicts of interest, providing indemnities to members against liabilities, borrowing and funding arrangements and the

detail of meeting processes. Each governance model option may require different solutions to these kinds of issues. A representative working group of officers including several Monitoring Officers has already begun work on these issues.

Resources

As progress is made, consideration will need to be given by Leaders and councils to support and resource options to manage and deliver any agreed plan and Deal. Local Authorities will need consider a fair way for each partner authority to contribute. It is also the intention to seek capacity funding from Government as part of the negotiation process for a new Deal.

There has been one meeting of Scrutiny since last Council.

I was pleased to take an additional item of business regarding an Executive/Scrutiny Protocol which had been discussed at the Member Structures and Support Working Group (MSSWG). MSSWG recommended a trial pilot scheme for the next six months which would see Scrutiny members submitting questions to officers and Executive members in advance of our meetings to aid preparation and meaningful discussions at the meetings. This will begin in advance of our next meeting and I will update Council on this in my next report. Also MSSWG recommended that I and my Vice Chair meet quarterly with the Leader and Deputy and senior officers to discuss issues that Scrutiny may wish to take forward.

The Committee then considered the results of the Selective Licensing consultation exercise in the areas of Burnley Wood with Healey Wood and Leyland Road and the further designations proposed. Due to my housing interests my Vice Chair stepped in to take this item and the item on the update of the Scrutiny Housing Review Group. After discussions the Committee endorsed the recommendations for Selective Licensing to the Executive and noted the Review Groups decision to continue to monitor the social housing sector.

The Committee also considered the Health and Safety Intervention Plan and the Food Safety Delivery Plan and noted the excellent work being done in these areas during the continued Covid restrictions. These plans ensure the Council meets its regulatory obligations and the Committee were happy to recommend them to the Executive and Full Council.

The Committee then looked at three areas of land relating to the Rakehead Recreation Ground, Tabor Street and Kinross Street. Each report was considered in some detail and duly noted.

Finally we took a private report on the delivery of the Levelling Up Fund and the UCLAN expansion programme which included the construction of new teaching and student facilities, public realm works and site preparation for future phases. The report was being recommended to the Executive for approval to facilitate this work in a timely manner and as such I had been asked to waive call-in on this matter. I got the agreement of the Vice Chair and other members present that this was acceptable and call-in was duly waived.

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Chair of Licensing Report to Council January 2022

Whilst Licensing Committee hasn't met since the last Council meeting, I wanted to give a further opportunity for those Members absent from that meeting to receive the information from my last report, which was produced in response to Member enquiries.

Here are the highlights of enforcement action taken as a snapshot over one week in October 2021:

Licensed Premises -

- Joint operation with the Police on safeguarding done in Burnley Town Centre revolving around under-age customers in bars, and targeting vulnerable people due to their age, or level of intoxication, at risk of being exploited sexually or becoming the victim of crime.
- Licensing hearing took place in relation to objections to 6 Temporary Event Notices
- 3 x transfer of Premises Licence applications
- Intervention at late night takeaway that was unlicensed and now they have submitted and paid for a new premises Licence application
- Intervention in a town centre pub that had changed hands without transferring licence or DPS. Personal licences now in place as well as gaming permits.
- 5 x premises reminded re due annual fees payments
- Completed audit of small society lottery permits and wrote warning letters to those who had not paid their annual fees. Prior to the audit there were 50 licences live, now we have just 24 and these have now all paid all fees due.
- Advised 2 perspective new street traders
- 1 x street trader warned in relation to overdue renewal.
- 2 x Animal Welfare Licence renewals
- Advised x 2 new dog breeders
- 1 x complaint resolved re noise nuisance relating to a Licensed Premises
- 1 x personal licence dealt with where applicant had previous convictions.

Taxi -

- 18 x Driver Applications verified – includes comprehensive suite of checks to determine fitness and propriety including DBS, DVLA, Medical, NAFN (national refusals/revocations register), Safeguarding, Knowledge Test
- 1 Decision Notice drafted in relation to a potential driver licence refusal
- Targeted Vehicle Standards Intervention carried out with police – 13 vehicles stopped, of which 9 vehicles tested, 7 suspensions completed, 3 subsequently lifted following repair, 2 passes
- Audit of ongoing applications to identify deficiencies & chase documentation
- 2 x advisory letters issued to applicants
- 2 x Final drafts agreed for Nov Licensing Committee Reports (Convictions Policy & Fees)
- Audit of Safeguarding training completions & reminders issued where due
- Licensing Taxi Sub-Committee Report drafted regarding review of driver licence
- 1 x exceptional condition inspection completed
- 4 x complaints investigated – 1 driver -complex & ongoing, 1 driver - verbal warning, 2 vehicles found to be in compliance

Admin

- 8 x Temporary Event Notices processed
- Updated approx. 25 application checks with knowledge test results
- 129 vehicle renewal reminders sent
- 12 driver renewal reminders sent
- 1 operator reminder sent
- 1 x new premises licence issued
- 1x premises licence transfer completed
- 3 x new lotteries issued
- Taxi vehicle upload to Defra completed

Advice provided:

- in relation to submission of various types of licences including new premises, transfers, vary dps, gaming permits, small lotteries, street trading, late night refreshments, temporary event notices.
- dog grooming, dog walking, dog breeding activities
- taxi knowledge tests/safeguarding
- in relation to current premises licence boundaries.
- Various requests for status of taxi applications.
- Requests for application forms to be sent out for various licence types.
- Various requests signposted to the correct department/authority in relation to fireworks, skin piercing, A-board signs, change of use of garage/shop, sale of e-cigs to children, trading times for shops etc.

In addition, 2 appeals against driver licence refusals were dismissed by the Magistrates court on Oct 14th. The Magistrate commended `the excellent decision notice and conclusion as it summarised everything clearly`. This underlines the importance of attention to detail in all aspects of the regulatory role of officers, where drafting of legal documents is an important part of a robust licensing regime.

Licensing Committee

Licensing Committee met in November to consider 3 important policy matters;

Taxi fee proposals were agreed for advertisement, the revised Gambling policy was endorsed for approval by Full Council, and the convictions policy was updated to reflect a small number of changes introduced as part of the suite of statutory taxi and private hire vehicle standards. The review of the convictions policy completes the integration of the Department for Transport standards into Burnley`s local policy.

The committee also discussed spiking incidents which have been widely reported both locally and nationally and will be regularly appraised of steps taken to protect vulnerable individuals from spiking and other criminal behaviour as customers of licensed premises. Incidents continue to be monitored.

Vehicle safety is a priority, and targeted interventions and vehicle testing continue to take place. Monitoring of the impact on safety, of the changes made to vehicle licensing regimes by Licensing Committee in July, are ongoing.

Report of Development Control Chair

The planning team continue to deal with an increased volume of planning applications which is very positive news for the Town. The planning committees role is very important as they often deal with some of the larger development proposal that the Council receive. Recently the committee has approved two outline planning applications, one for up to 73 houses on the former Lodge Mill site off Barden Lane and one to convert some upper floor space in the Town centre, above shops on Croft and Yorkshire Street, to 32 apartments. These applications are only outline and the applicants will need to come back to the Council for approval of the detail of these developments. Committee has seen a variety of applications recently including household extensions, small commercial units and applications to change the use of existing buildings which all help to meet the demands of our growing economy.

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BURNLEY BOROUGH COUNCIL STRATEGIC PLAN PROGRESS REPORT TO THE FULL COUNCIL

JANUARY 26 2022

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COUNCILLOR AFRASIAB ANWAR, LEADER OF THE COUNCIL

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PR1- We will contribute to the strategic direction of local, sub-regional and regional partnerships, and will position the borough for economic development investment.</p>	<p>County Deal</p> <p>Members will be aware that elsewhere on this agenda is a report regarding work that has been undertaken to start to develop a County Deal. Approval from Full Council will ensure that we are actively involved in the next stage which will involve negotiation with the Government on powers and funding being devolved to Lancashire.</p> <p>Future reports will then be brought back to Full Council for approval at the relevant stages of development of the County Deal.</p>

Strategic commitment	Progress update
<p>PE1- We will work with partners to make the borough a place of aspiration, including supporting efforts to increase education attainment and skills development</p>	<p>Burnley College</p> <p>I was pleased to hear at our most recent Economic Recovery Board meeting that the construction of Burnley College's latest building was on time and on budget and that the building was due for handover to the College on 31st January 2022. This will create much needed additional teaching space for our excellent performing College.</p> <p>ESOL (English as a second language) for pre-entry/entry level.</p> <p>The first 3 cohorts of learners will be finishing their course in the next few weeks and will be signposted onto the next stage of learning at a level appropriate for them.</p> <p>WEA are going to support with the teaching this term as well as LAL. This will enable more learners to participate in the programme and for courses to be delivered more flexibly, in venues and times suitable for learners.</p> <p>20 learners have already been assessed for when new courses commences in February.</p>

Holiday Activities and Food Programme

The Winter HAF programme was a great success with many children benefiting from Christmas pantomimes, activities, parties and games. Data is still coming in from the providers but we provided 1585 festive hot meals and 1046 festive ready meals for over the holiday period. 400 packs, each consisting of a family game and creative activity were also given out to children to keep them engaged over the holidays.

A full report will be available in February 2022

We have also received the good news that HAF will continue for 22/23

COUNCILLOR SUE GRAHAM, DEPUTY LEADER AND EXECUTIVE MEMBER FOR RESOURCES AND PERFORMANCE

Progress against our strategic commitments

Strategic commitment	Progress update
PL5- We will prepare and deliver a new Climate Emergency Strategy.	The draft climate change strategy has been forwarded to all Group Leaders for consideration. I trust that all Group Leaders have shared the draft strategy with their Groups. It is envisaged that the climate change strategy will be considered by the Executive when it meets in February. Members are reminded to let officers have their comments on the draft strategy in a timely manner.

Strategic commitment	Progress update
PF1- We will manage our contract with Liberata robustly, so it delivers value for money and good services.	<p>In Q3 Liberata achieved the following:</p> <ul style="list-style-type: none"> • With 52% of calls answered within time, the target of 80% was missed. As reported to scrutiny committee, Liberata has increased staffing in the contact centre which is expected to improve performance in the coming months. • Regards timely processing of benefit applications and changes of circumstance, against a target of 9 days, the Q3 result was 6 days. The latest available data for comparison measures housing benefit processing only. Burnley's housing benefit processing time overall was 3 days, compared to the North West average of 7 days. • Liberata IT dealt with 91% of incidents on time. The target 95%. However, system availability and service request resolution were both on target over the quarter.

Strategic commitment	Progress update
PF2- We will adopt a Medium Term Financial Strategy that will put the Council on a	<p>Revenue Budget</p> <p>The Council reported in December an estimated net overspend of £86k for the 2021/22 financial year</p>

sustainable financial footing. This strategy will set the framework for preparing annual budgets, ensuring the annual budget strategy is set within the context of the longer-term outlook.

which will be met from the Covid Reserve. A report will be taken to Full Council giving an updated position which will show a further improvement in reducing the estimated overspend for the year.

The Medium-Term Financial Strategy for the period 2022/25 continues to be reviewed with the updated position reported to Full Council in February 2022 following the provisional budget settlement announced by Central Government in late December. The provisional settlement was for a one-year period rather than the three-year settlement announced by the Chancellor earlier in the year. A report will be brought to Full Council in February 2022 containing proposals that will enable the Council to approve a balanced budget for 2022/23.

Statement of Accounts

The Council has published its draft Statement of Accounts by the extended deadline of 31st July 2021. Grant Thornton, the Council's external auditor, have commenced their audit of the draft accounts and are expecting to present their audit findings to the January meeting of the Audit and Standards Committee.

Council Tax Support and Universal Credit

As at the 1st January 2022, the number of claimants in receipt of Council Tax Support and Universal Credit was 9,994 and 4,536 respectively, compared to 10,482 and 4,576 at the same date last year. The Council will continue to monitor the impact on claimant numbers following the closure of the Government's furlough scheme on the 30th September, although there doesn't appear to be an increase in the number of claims to date.

Council Tax and Business Rate Collection Rates

The Government has extended the Expanded Retail Discount into 2021/22 which provides eligible retail, hospitality and leisure properties with 100% business rate relief until 30th June 2021 and reduces to 66% for the remainder of the financial year. As a result, the collection rates for business rates are difficult to compare with previous years. It is estimated that the collection rates for 2021/22, up to the 31st December, are 3.4% below the target of 97.5% for the year. At the end of October the collection rate was 4.0% below target so we are seeing some improvement on the collection rate as the year progresses and we are expecting further improvements by the end of the financial year. Council tax collection rates are 2.7% below the target of 94.5% for the year. As at the 31st December, collection rates for council tax

	and business rates were 76.8% and 78.2% against targets of 79.5% and 81.6% respectively.
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Strategic commitment	Progress update
<p>PF3- We will develop our digital strategy, so that more residents transact with us online and we will continue to deliver services more efficiently.</p>	<p>In Q3 there were 209k visits to burnley.gov.uk. Over 60% were on mobile devices. We will work to improve the mobile experience for our customers, with plans for a new website by the end of Q4.</p> <p>In Q3, 65% of transactions (excluding revenues and benefits) were through burnley.gov.uk online forms. This is the target the council and Liberata expected to achieve for digital services.</p>
Strategic commitment	Progress update
<p>PF4- We will deliver our Organisational Development strategy, ensuring we plan for the structures and capabilities that the organisation needs, and empowering our workforce to deliver the objectives of the Strategic Plan. This will include embedding hybrid working patterns where this improves productivity.</p>	<p>Members will be aware that the working from home guidelines were issued by the Government last year. Staff at the council who can work from home are doing so. Once again, I would like to express my appreciation to all of our dedicated staff and strategic partners who are making sure that essential services continue to be provided.</p> <p>Carbon literacy training is being rolled out across the organisation. The first cohort of staff will hopefully undertake the training by the end of this month. It is envisaged that all staff across the council will receive this training by the end of the year.</p> <p>I am pleased to confirm that Members also agreed to undertake carbon literacy training at Member Structures Working Group and arrangements are being made in this regard.</p>
<p>PL6- We will invest in our heritage assets for the benefit of this, and future, generations.</p>	<p>Town Hall Stone works</p> <p>The stone works are still on target to be completed by the 31 March 2022 and costs remain within the budget approved at Full Council in February 2020. An outbreak of dry rot has been found in the Council Chamber which is currently being treated and is being funded from existing repair and maintenance budgets. The Town Hall is a Grade II listed building, and the Council has a legal responsibility to maintain it to a certain standard.</p>

COUNCILLOR MARGARET LISHMAN, EXECUTIVE MEMBER FOR HEALTH AND WELLBEING

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PE4- We will work on the wider determinants of poor health and will deliver our COVID-19 community recovery plans</p>	<p>Covid latest Omicron cases have soared in Burnley; by the middle of January east Lancashire had some of the highest rates of transmission in the country. As a result, the Director of Public Health has recommended that for the majority of Lancashire that local contact tracing at the district / county level will cease due to its limited value. Contract tracing will still be delivered across Burnley via the national contact tracing teams that are set to continue at current levels into summer 2022. I wish to take this opportunity to thank all the staff from the Council and Liberata that have undertaken this role, during the pandemic and often in addition to their existing duties.</p> <p>Vaccination Programme Among over 21's, 70% have now received 2 doses and 47% have also received their booster. Burnley's vaccination rate is similar to Pendle and Hyndburn.</p> <p>Burnley Together In December, Burnley Together received around 1200 requests for help, of which 129 were seeking self-isolation support. A two-week food parcel was provided to 251 families and 879 individuals. The general trend since mid-November has been a steady reduction in the number of food parcel requests.</p> <p>The Christmas Toy appeal, organised by Burnley Together partner Calico, provided toys for 767 children. I would like to express my gratitude to everyone that gave so generously.</p> <p>Self-Isolation – support and recognition scheme We are delivering a pilot scheme from January to March 22 to support children and young people having to self-isolate due to a positive covid test. Schools can refer children into the scheme. A delivery will be made to the home address containing a support pack with various fun and engaging activities and food to last up to 8 days. Following successful isolation children can choose a reward voucher.</p> <p>The scheme went live on 10th January and 35 referrals have been received in the first 2 days.</p>

PL4- We will implement our 2015-25 Green Space Strategy.

Parks & Green Spaces

The Borough's parks were very busy over the Christmas and Green Spaces staff worked throughout the period to ensure that facilities were open and clean.

The clean-up following Storm Arwen has continued with the tree team removing fallen trees in parks and green spaces across the borough.

Memorial Park

I am pleased to report that a grant of £35K has been awarded by the Lancashire Environmental Fund towards the £150K costs of developing a new wheeled sports area on Park Rd Padiham which will replace the 31 year-old skate ramp. The grant includes an extra amount to cover the cost of using low-carbon cement for the concrete skate ramps.

Padiham Town Council has generously offered £10K towards the project and I am very grateful for their support. The project will also see improvements to the well-used ball court and repainting of the tennis courts.

Climate and Biodiversity Action

Pennine Lancashire Treescapes project

Planting of the 45 new micro-woodlands has already begun with two successful 'Big Plant' community tree planting days being held in Towneley Park and Bank Hall Park. More than 80 volunteers planted 1,100 woodland trees on the two sites.

More community planting days are being planned through to early April and members have been notified of the project and provided with a link to the [PLanT webpage](#) which gives details of the planting sites and the dates for community planting. Everyone is encouraged to take part and to plant a tree in Burnley.

Meadow Management

Members will be aware that this Council has been at the forefront in adopting urban meadow management practices with the aim of reducing CO2 emissions and increasing bio-diversity.

Officers will be undertaking consultation with ward councillors on further areas of grass that may be managed as urban meadow, following the Government's announcement on the restriction in the use of duty-free red diesel. Local authorities will no longer be able to use red diesel in amenity mowers and so to offset the significant additional costs (and reduce CO2 emissions) the

Council aims to reduce diesel use by identifying additional areas that can be maintained on reduced cut regimes.

The Council is switching from diesel and petrol mowers to electric versions as suitable commercial machines become available.

Worsthorne Recreation Ground

The perimeter multi-user path has been completed and is already being well used by walkers and runners. It was constructed using gravel dredged from the River Brun in Thompson Park and is an example of how the carbon impact of park developments is being reduced. The car park is currently being completed and Fulledge Colts JFC are expected to start refurbishment of the pavilion building shortly and complete the connection of utilities.

Queen’s Jubilee

To commemorate the Queen’s 70th Jubilee, a community tree planting event is being organised to take place at Jubilee Meadows on 6th February at which it is hoped to plant over 700 woodland trees as part of the Queen’s ‘Green Canopy’.

An individual Oak tree will also be planted in Queens Park, as a civic event, to commemorate the date of the 70th Jubilee and a beacon will be lit at the singing ringing tree.

Towneley Hall

I am pleased to report that the stunning ‘Artist of Hope’ exhibition of 45 works by the Pre-Raphaelite artist Evelyn de Morgan has been extended until 5th June. Running alongside are stories of people of Lancashire who have served on the front line at different times in history.

An exhibition programme is being planned for the coming year, but will be limited by the hall repair works that will be commencing mid-year.

The contract for the repairs to Towneley Hall is currently being advertised as a two-stage tender, with the pre-qualification questionnaire due to be returned in mid-January. Suitably qualified and experienced contractors will then be invited to submit tenders. The Council expects to appoint a contractor in May and commence on site in July 2022. The repairs are expected to be completed by April 2025.

Stables Café

Work on the refurbishment of the café interior has been delayed due the extent of external repairs that have been undertaken on the building and it is now expected that the refurbishment will be complete by the end of March so that the café is open for Easter.

Strategic commitment	Progress update
<p>PE2- We will continue to develop the leisure and cultural offer in</p>	<p>COVID19 Recovery BLC is continuing to make a strong recovery from the impacts of the pandemic. Gym memberships, which make up a significant part of revenue have now returned to pre-pandemic levels. This is due to the hard work of Trust staff and the high</p>

partnership with Burnley Leisure & Culture.

quality of the facilities that are provided. The Trust is also investing £60K to refresh the gyms in both St Peters and Padiham Leisure Centres.

Other activities are also doing very well, with swimming lessons currently over-subscribed and additional instructors being trained. Exercise classes have also recovered extremely well thanks to the efforts that instructors made to move classes on-line during lockdowns, which has maintained the loyalty of customers.

The Mechanics is currently hosting the Burnley Pantomime Society's Sleeping Beauty, for which tickets have sold extremely well and there is a full programme of shows in the coming months.

Governance

The Council nominates two councillors to the Leisure Trust Board, which helps to maintain the important link between the Trust and the Council. A report to Member Structures group in February will review the arrangements for the appointment of Councillors to the Trust board to ensure that the arrangement is effective for both parties.

Active Together

The COVID19 pandemic has contributed to a reduction in the number of people in Burnley who are active. Only 53% of adults and 40% of children achieving the recommended amount of exercise needed to stay healthy and avoid developing long term conditions.

Following the success of Beat the Street, in which 12% of the population participated, BLC is coordinating the activities of partner organisations to continue to keep families and individuals engaged through an Active Together programme which will develop key themes including:

- Encouraging active travel
- Building activity into people's lives
- Encouraging people to explore parks & open spaces
- Promoting the canal towpath for recreation
- Communicating opportunities to be active

The Tea and Play (PASTA) Plan

Funded through Public Health, Tea and Play will be family focused after school clubs for 5-8-year-old children and their families. The after-school clubs will aim to promote healthier

eating and physical activity in a fun, interactive and safe environment.

Areas that will be targeted with the Tea and Play clubs are Daneshouse with Stoneyholme, Rosegrove with Lowerhouse and Hapton with Park.

- There will be 6-week programmes of sessions starting at 3.45pm and finishing at 5.30pm delivered from each primary school in the specified wards.
- The sessions will include cooking skills, food, and nutrition awareness, with physical activity provision and skill development, and the opportunity to sit down as a family and eat a hot meal. All food prepared will use easily obtainable and affordable foods.
- There are several partners contributing to the delivery of the sessions and supporting the sessions with either information for families or referrals to the programmes.

COUNCILLOR JOHN HARBOUR, EXECUTIVE MEMBER FOR HOUSING

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL2- We will improve the management and condition of rented accommodation.</p>	<p>Selective Licensing</p> <p>Selective Licensing: Burnley Wood with Healey Wood, Leyland Road area, Ingham and Lawrence area 2016-2021</p> <p>The designations for the above three areas came to a close on 14th November 2021. The final prosecution in these areas for a landlord operating without a licence is due to be heard in January.</p> <p>Officers have also begun proceedings in the form of three civil penalties for £5000 each where licence holders have failed to provide valid gas safety certificates to the Council. Statements have also been prepared for an additional three penalties in the Burnley Wood area.</p> <p>Selective Licensing: Burnley Wood with Healey Wood and Leyland Road area Consultation</p> <p>The consultation to designate new licensing schemes in the above areas finished on 24th October. Officers have collated and analysed the results which will be presented to the Council's Executive on 19th January 2022.</p> <p>Selective Licensing: Trinity, Queensgate with Duke Bar, Gannow and Daneshouse & Stoneyholme areas 2019-2024</p> <p>In relation to the four designations that commenced in November 2019, we are making good progress and have received applications for approximately 90% of properties we believe require a licence in these areas. Of those complete applications received, we have granted over 1916 licences, accounting for 86% of those received. Officers are continuing to identify any other houses that are required to be licensed where applications have not been made.</p> <p>The Council has issued 3 summons in relation to 3 properties for the offences of failing to license the properties. This case is due in Court in January.</p> <p>Officers have also served 2 civil penalties for £5000 each where owners have failed to obtain a licence for an occupied rented property.</p> <p>Two applications have been refused and 4 are at the intention to refuse stage where management arrangements for the properties are not satisfactory. Further action will be taken in order to ensure these properties become licensed.</p>

	<p>An interim management order was made on the 11th October 2021 for a property in the Trinity area, because there was no prospect of the property becoming licensed. The Council are now managing the property and dealing with all tenancy-related matters. Urgent repairs have now been completed including obtaining a valid gas safe certificate and a satisfactory electrical installation condition report.</p> <p>An audit has been conducted in the Pheasantford Street area in the Queensgate designation to identify those properties that: were not licensed, were in breach of licence conditions, were suffering from disrepair or had a dirty backyard. The necessary action has been taken to address the findings.</p> <p>Private Rented Disrepair Since the start of April 2021, the Council has received and dealt with 221 new disrepair complaints from private rented sector tenants. The Enforcement Team has a current caseload of approximately 238 open/ongoing private rented sector disrepair and proactive inspection cases. The majority of disrepair cases are dealt with informally over the telephone, or by email and resolved promptly. In cases of serious non-compliance, formal enforcement action will be taken to ensure that tenants in the Borough live in decent homes, free from disrepairs.</p>
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Strategic commitment	Progress update
<p>PL3- We will work with partners to improve quality and choice in the borough's housing stock, and reduce the blight of empty properties</p>	<p>New Homes</p> <p>The programme of new homes in Burnley remains strong and new properties are coming to the market across the borough offering residents a broad choice of homes and locations. McDermott Homes are progressing well with their development at Kiddrow Lane with 70% of the homes due for development on the site now sold or reserved. Miller Homes are progressing well with their current development at Red Lees Road with 25% of their planned homes sold or reserved, and Barnfield Homes have reported a very successful development at the Barden Marina with all the properties now sold. I am pleased to be able to report a very strong interest in new housing right across the Borough.</p> <p>The land at Brownside Road Worsthorne is also now underway that will see 18, 3- and 4-bedroom family homes in this popular location.</p>

Calico's affordable housing programme has had a very successful year with 42 affordable homes at Tay Street due to complete in March, 67 properties complete and occupied at Station Road in Padiham and 10 apartments in the conversion of the old Perseverance Mill office block. These properties will meet a range of different housing needs, contribute to our affordable housing offer and also making efficient use of previously developed land. Calico's latest development at the land off Sycamore Avenue has started on site and will see 22 family homes and 12 apartments finishing off a stalled housing site improving the appearance of the land and making a positive contribution to the local area.

Empty Homes Programme

The Council continue to work in close partnership with Calico Homes on their empty homes programme in the Trinity area and we are now working to contact owners of vacant properties there. Over the next 2 years, Calico is looking to complete a further 60 properties.

The compulsory purchase programme is continuing with a report to Executive in December which was approved, with three CPOs started in January so far.

Loans this year are continuing but have slowed recently. We are looking at advertising the loans once again to encourage more applications.

Renovation work on properties is progressing with 4 underway currently. Plans are being worked on to make our renovated properties more energy efficient and less dependent on fossil fuels.

Strategic commitment	Progress update
<p>PE3- We will work with partners to provide the necessary support systems to reduce homelessness and end rough sleeping in the borough.</p>	<p>We continue to accommodate rough sleepers who have a connection to the borough. We currently commission 10 ABEN (a bed every night) spaces and the housing needs team manage 13 temporary accommodation units. This gives a total of 23 temporary units within Burnley with the flexibility to accommodate both families and single people. We also have access to two small B&Bs in Burnley if all our accommodation is full. We keep the demand and supply of temporary accommodation under review and are currently looking at all options for alternative or additional temporary accommodation in the borough. Multi- disciplinary team meetings chaired by housing needs continue to be held fortnightly bringing in other agencies and partners to assist with health, addiction, and housing. All people placed into temporary accommodation are referred to the MDT and referred for a full health assessment from a health care practitioner.</p>

	<p>The rough sleeper navigators continue to try to engage with rough sleepers and beggars in the borough and assist them to access support where needed.</p> <p>Since 1st November we have placed 22 into temporary accommodation, giving a total of 122 accommodated since 1st April 21. We currently have 239 active cases.</p> <p>Referrals are now being taken for the changing futures programme to assist people with multiple and complex needs. Navigators will work with the service user to build trust and advocate on their behalf. Enhanced Service Hubs will respond to the diverse needs of the individual and provide integrated care across the whole spectrum of needs.</p>
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COUNCILLOR BEA FOSTER, EXECUTIVE MEMBER FOR COMMUNITY AND ENVIRONMENTAL SERVICES

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PL1- We will implement a range of initiatives to maintain a clean, safe, attractive and environmentally friendly borough. This will include a focus on reducing dog fouling.</p>	<p>Covid Latest</p> <p>Our Waste and Cleansing provider, Urbaser are experiencing Covid operational challenges resulting from the sharp increase in Omicron cases locally. Sickness levels (predominantly Covid) are around 15-20% sickness across the workforce. This is proving extremely challenging in trying to sustain full-service delivery. However, all services continue to be delivered daily, albeit they are stretched, and the Depot are having to utilise the wider use of Agency staff. This can impact round completion times and residents may experience later than usual collection times during the day. It is a credit to the strong partnership working that exists between Streetscene and Urbaser, throughout the whole Covid pandemic, that no services have had to be suspended.</p> <p>Recycled Christmas Trees</p> <p>Even though there have been Covid operational challenges, I am pleased to report that the Council operated a Christmas tree collection service on Monday 10th January, as normal. This is not a statutory required service, but we recognise the importance for our residents and in delivery of our recycling measures, as part of the Council's climate agenda. Over 1,000 trees were collected this year for composting.</p> <p>Waste & Recycling Services</p> <p>I am pleased to report that the Recycling Wheeled bin service has been extended to over 600 properties which were suitable for a wheeled bin collection. These properties have now been delivered bins for recycling and started their wheeled bin recycling service prior to Christmas.</p> <p>An additional 800 properties have also been contacted as part of a consultation exercise to determine if they would like to join the recycling wheeled bin service. The Consultation response from residents was approximately 34%. The Consultation closed at the end of November. There was a mixed response from some areas and these responses are currently being considered with a view to any further service change being implemented in Spring 2022. All residents that took part in the consultation will be informed of the outcome.</p>

Anti-Social Behaviour (ASB) & Burnley Youth Panel

Burnley Council, via MATAC (Multi-Agency Tasking and Co-ordination) continues to co-ordinate responses to community safety priorities and emerging threats. Over December and the Christmas period, partners prioritised the town centre for partnership activity with increased police presence and youth outreach teams in the area. On December 17th (Mad Friday) a CANSAFE (Operation Staysafe) was conducted by local partners to patrol ASB hotspots and tackle vulnerabilities affecting young people. On what is an annually busy evening for partners it was reassuring that there were no safeguarding issues reported involving young people.

The town centre remains a priority for MATAC and working with the Police, BID, and local and statutory youth service providers the Council will continue to work to tackle ASB issues in this location.

The MATAC group maintains working addressing other issues such as localised geographic ASB hotspots, and local ward priorities.

There is strong partnership working in Burnley and the MATAC partner agency meetings continue to link well with other partnership structures; including the monthly Youth Panel and the Neighbourhood Policing priority meetings. I am pleased with the integrated approach that is adopted in Burnley, to join up partnership working to address key local concerns regarding anti-social behaviour and to prioritise multi-agency resources and responses. Throughout the pandemic partners have continued to work positively together forging and maintaining strong links that ensure timely and effective action is taken in addressing what are often very complex issues.

Alleygating

7 new schemes will be installed in the Borough during this quarter, providing another 157 homes with the additional security of back street gates. Combined with the gates installed as part of the Safer Streets project 17 schemes have been installed in Burnley during 2021/2022.

Safer Streets Project

The Safer Streets programme is approaching completion with the final addresses during January.

Once complete, over 500 homes will have received some form of security benefit, from improved locks and doors, security lights, back yard gates, and inclusion in one of 11 new alleygate schemes.

The funding has also paid for 6 new CCTV camera locations that have added further coverage to the public realm CCTV network, and significant green space improvement within the project areas. This was work carried out on the play areas at Hart Street and Burnley Wood. There were also other works carried out on the green spaces within the areas.

COUNCILLOR ASIF RAJA, EXECUTIVE MEMBER FOR ECONOMY AND GROWTH

Progress against our strategic commitments

Strategic commitment	Progress update
<p>PR2- We will proactively support the borough’s businesses to innovate and expand, and make the borough a natural choice for business relocation.</p>	<p>Business Support – the business support team continue to receive a high level of enquiries and are currently working with 28 businesses either looking to relocate into the Borough or expand within it. These come from a range of sectors including aerospace, finance, food and drink and advanced manufacturing.</p> <p>Two businesses, one in hospitality and one in aerospace, have been awarded hardship funding to assist them to implement their recovery plans creating 36 jobs.</p> <p>Vision Park - all units now sold/let with final tenant having moved into Unit 8 this month. We continue to market the site for further development.</p> <p>Burnley Brand and Burnley Bondholders</p> <p><u>Burnley Brand</u></p> <p>The first #madeitinburnley video for 2022 was published week commencing 4 January featuring the first female engineers at Boohoo</p> <p><u>Boohoo engineers Rochelle and Laura are interviewed by burnley.social... - YouTube</u></p> <p>As part of an ongoing focus on raising awareness of the Burnley offer to Manchester residents we recently invited a journalist from the MEN to the borough on a familiarisation visit. As a result, Crow Wood Hotel was named as Hotel of the Week, on 27th December, by the Daily Express, Daily Mirror, People on Sunday and Star on Sunday BS also named as one of the top five luxury hotels within a short drive of Manchester in the 8th January edition of the Manchester Evening News.</p>

Strategic commitment	Progress update
<p>PR3- We will deliver the Town Centre and Canalside Masterplan, and strategic projects in Padiham Town Centre.</p>	<p>Pioneer Place</p> <p>All partners worked tirelessly throughout December to get all the five contracts signed and completed.</p>

The project has finally moved to construction phase with Eric Wright construction commencing work on site on Monday 24th January.

The first phase will involve the closure of the Pioneer Place Car Park for approximately 14 weeks. Local businesses and the public have been advised.

There has also been publicity through the press of the start on site.

Burnley Market Hall

Occupation is at 80%, up from 56% in January 2019. However, the retail environment remains challenging.

Despite the college closing for Christmas, footfall continued to increase during the run up to Christmas with 5 out of the last 6 weeks surpassing those of 2019. Christmas themed events and promotions were held throughout December.

Levelling Up Fund

Town 2 Turf

A project team has been established to plan and deliver public realm improvements connecting the town centre to Turf Moor as part of the Levelling Up Fund programme. The detailed design work is being undertaken by BBC and LCC.

Manchester Rd Access to All Railway Improvements

The Council is working with LCC and Network Rail to implement plans for a new footbridge link across the west-bound platform funded by Levelling up Fund. Design and delivery arrangements are being agreed between partner organisations.

Padiham Town Centre

Padiham Town Centre Manager

The town centre manager continues to support businesses with covid business support.

A shop local campaign was promoted throughout December to encourage visitors to shop local in Padiham at Christmas, including a children's Christmas trail that took place throughout the town centre from 27th November to 24th December.

3 new start-up businesses have opened in properties which have been vacant for many years. The town centre officer is assisting these businesses with grant funding and marketing.

Padiham Virtual High Street was launched early January. This will give people an option to shop online in Padiham.
<http://padiham.org.uk/virtual-high-street>

Padiham Public Realm Works

A team is scheduled to return to site end of January to complete outstanding paving sections to the front of the Town Hall and No. 33-35 Burnley Rd. Street furniture (bins, bollards, planters etc) are under manufacture. Timescales for installation are to be confirmed by the highways authority but are expected to complete by end of March.

Padiham Townscape Heritage (TH) Initiative

There are currently three building schemes which continue on site including the former National School Building, 43-47 Burnley Rd and the Exemplar scheme (33-35 Burnley Rd), all are nearing completion. A scheme is under development to bring forward a repair and restoration project for 12-14 Burnley Rd. The Townscape Heritage Officer is liaising with other property owners in the TH area to potentially bring forward further grant funded schemes, subject to remaining funds.

Flood Defence Works

The Environment Agency are planning Phase 3 (final phase) of investigation/enabling works which are due to commence next month. Development of the defence alignment and design continues in consultation with the Council and Homes England, which will inform the planning application.

Strategic commitment	Progress update
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PR4- We will implement the Local Plan, delivering new housing, employment sites, and infrastructure.

Supplementary Planning Documents SPDs:

Consultation on the Local List SPD and Houses in Multiple Occupation and Small Flats SPD commenced on 15 December 2021 for 7 weeks ending on 2 February 2022.

(The drafts having been considered at meeting of the Executive Meetings on 25 October and 1 December 2021 respectively).

Work is continuing on the Residential Extensions SPD and Planning for Health SPD.

AMR:

The 2020/21 planning Annual Monitoring Report (AMR) was published in December 2021. [Burnley AMR 2020-21 Final.pdf](#)

Progress on allocated housing and employment sites:

The Planning Policy Team remains busy assisting colleagues in Development Control in assessing and securing amendments to planning applications for major housing and employment schemes, particularly those involving allocated sites.

Housing:

The planning application at housing site HS1/29 Former Lodge Mill, Barden Lane was 'approved' at Development Control Committee on 9 December 2021 subject to the signing of a S106 Agreement.

Build-out continues at sites HS1/1 Former Hambledon School site (Valour Park, McDermott Homes) and HS1/3 Former Blythes Site (Canal Walk, Gleeson) (70% of homes on these sites are now reserved or sold), and HS1/8 Red Lees Road (The Calders, Miller Homes 25% reserved or sold). Calico's development at site HS1/13 Tay Street is due to be completed in March and work is now underway at Calico's site HS1/19 Land NE of Sycamore Avenue.

An application has now been received for the remainder of site HS1/4 Land at Rossendale Road, from Seddon Homes (FUL 2021/0691).

Employment:

The planning application REM/2020/0442 at site EMP1/2 Burnley Bridge has been withdrawn and an amended application submitted (REM/2021/0735). The application at

	<p>site EMP1/5 Land south of Network 65 (OUT/2020/0366) is still pending.</p>
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Strategic commitment	Progress update
<p>PR5- We will support UCLan’s expansion, transforming Burnley into a University Town.</p>	<p>Following the announcement of a successful Levelling up Fund bid at the end of November a project team and governance arrangements have been established to plan and deliver to the next phase of the UCLan expansion through the Levelling Up Fund (LUF). Day Architects have been appointed to draw up the detailed designs, working closely with representatives from UCLAN and the Council.</p>
<p>PR6- We will delivery our COVID-19 economic recovery plan.</p>	<p>Omicron Financial Support & Additional ARG Funding</p> <p>In December the government announced the introduction of further grant funding support for hospitality, leisure, and accommodation businesses, in recognition of the impact of the COVID-19 Omicron variant on these sectors.</p> <p>The Omicron Hospitality and Leisure Grant scheme provides a one-off grant to hospitality, leisure, and accommodation businesses. To be eligible business must occupy premises liable for business rates and have been trading on 30th December.</p> <p>Local Authority’s are required to run an application process and the Council has contacted eligible businesses as set out in the guidance who have been in receipt of previous grant support to complete an online form. Any new eligible businesses that have not previously been supported can apply for the grant on the Council’s website.</p>

The table below sets out the amount of funding available.

Rateable Value	One-off grant payment
Exactly £15,000 or under	£2,667
£15,000 - £50,999	£4,000
Exactly £51,000 or over	£6,000

The scheme will close on 28th February 2022.

In addition to the Omicron financial support the government has provided further Additional Restriction Grant Funding to support those businesses most severely impacted by coronavirus restrictions and the rise of the Omicron variant, when most needed. The Council's additional allocation is £112,000. The scheme and details of the application process is currently being developed and once approved the same process as the Omicron Hospitality & Leisure Grant will be used.

Reopening High Streets/Welcome Back Fund

Five successive weekends of seasonal fun were delivered in the run up to Christmas in Burnley Town Centre. As with the Summer Staycation Events this was a partnership between the Markets Team, Charter Walk and the BID. The town centre saw Christmas themed activities each Saturday to encouraging visitors in to the town centre to experience some festive fun and to support our businesses by shopping local. We have used the funding to agree a twelve month contract with Burnley Football Club to utilise the large LED screen (at the junction of Yorkshire Street/Brunshaw Rd/Belvedere Rd and Todmorden Rd) to promote events and has been used recently to promote the many events in Burnley Town Centre, the Market and Padiham Town Centre leading up to Christmas. It is currently being used to promote the governments message to Boost vaccinations.

Working with colleagues in Environmental Health we have delivered three training courses on food hygiene/food safety to businesses located in our Neighbourhood Shopping areas where there are high numbers of food businesses. There was a very good response to the training with seventeen businesses taking part. Feedback from the businesses was they found the support and advice valuable. With the focus of encouraging people into the town centres two further promotional videos have been produced, one aimed at encouraging people to visit during the autumn and the second to promote businesses in the run up to Christmas and encourage visitors to support shopping local.

Thrive – Youth Employment & Skills Hub

The team at Lancashire County Council who operate a “virtual school” for those young people classed as NEET are now engaging with Thrive and actively making referrals. This also includes the youth offending team.

The Princes Trust are now seeing customers face-to-face in the Thrive hub on a weekly basis. They started mid-Dec and join the other already established partners in the hub and

	<p>really encouraging cross referrals between partners whilst also building much stronger partner relationships.</p> <p>The Burnley Together Community Link worker has already reported increased referrals from those partners working in the hub, particularly for additional wrap around support. This further builds on the increased engagement and impact on mental health previously reported.</p> <p>Applications from employers to take on a new Kickstart placement have now closed. There are still 65 live Kickstart opportunities available in Burnley and eligible young people can continue to apply for these vacancies which offer a 6 month until the end of Feb 2022.</p> <p>Universal Credit Claims and Claimant Count</p> <p>The Claimant Count fell again in December 21 to 6.6 % - down from 7.2% in October 21, the lowest level since March 20.</p> <p>As at the end of December 2021, there were 660, 16 – 24-year-olds in the Borough actively seeking work, a 3% reduction on the previous month.</p> <p>During the four-week period ending 09.01.22 UC inflows reduced by 28.3% compared to the previous four-week period. Overall, the number of UC claimants reduced during December, with a –3.2% reduction in the number of claimants aged 18-24, although there was a small 0.3% rise in the number of claimants over 25.</p>

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