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Date: 12 July 2017

The Department for Communities and Local Government  
Private Sector Property  
Fry Building  
2 Marsham Street  
London  
SW1P 4D

Dear Sir/Madam

**Re: Application to the Secretary of State for Confirmation of Selective Licensing Designation Area – Parts of Accrington and Church**

Enclosed with this letter is Hyndburn Borough Council's application to designate an area of the Borough as a Selective Licensing area, because the area is, or is likely to become an area of low housing demand.

The Council is seeking confirmation from the Secretary of State as the Proposed Designation will affect more than 20% of private rented homes in the Borough.

According to the 2011 Census, there were 6,630 private rented properties in the Borough of Hyndburn. It is estimated that there are 1,980 private rented properties in the proposed Designation Area (of which approximately 150-180 will be exempt from licensing) - approximately 29.9% of the Borough's private rented sector housing stock.

The area does not exceed 20% of the geographical area of the Borough.

The Proposed Designation is made under Part 3 of the Housing Act 2004 and meets the requirements detailed in the guidance - Selective Licensing in the Private Rented Sector (March 2015).

The following table provides the response to the Secretary of State's requirements as set out in the guidance.



Secretary of State's requirements	Response
<p><b>A copy of the Proposed Designation and minutes of the Council meeting resolving to make the Designation</b></p>	<p>Cabinet Report 5 July 2017 (<b>Document 2</b>)  Urgent Cabinet Decision - (<b>Document 3</b>)  'Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church' - (<b>Appendix 4</b>)</p>
<p><b>Introduction, including the strategic significance of the proposed areas</b></p>	<p>'Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church' (<b>Appendix 4</b>)</p> <ul style="list-style-type: none"> <li>• <u>Summary</u> - Chapter 2 Executive Summary para 2.10</li> <li>• <u>Detail</u> - Chapter 6 'Support for Council's Housing Strategy' pages 27-29 and Chapter 7 'Supporting and Complementary activity' pages 30-34</li> </ul>
<p><b>Detailed description of the proposed area and how it affects more than 20% of private rented homes in the area including the rationale for adopting a large scale scheme</b></p>	<p>'Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church' (<b>Appendix 4</b>)</p> <ul style="list-style-type: none"> <li>• <u>Summary</u> – Chapter 2 Executive Summary para 2.9</li> <li>• <u>Detail</u> – Chapter 4 'Why Selective Licensing / Why Another Designation' para 4.11, Chapter 5 'Low demand evidence base and selection of the proposed designation' pages 17-26 and Chapter 10 'How the proposed designation significantly assists Hyndburn Borough Council in reducing low housing demand' pages 46-47. The table at 10.2 gives detailed information on the nature of the housing market for the proposed area.</li> </ul> <p>The proposed area is an area of low housing demand as evidenced in the two Arc4 Reports produced independently for the Council (<b>Appendices 5 &amp; 6</b>).</p> <p>The Arc4 evidence also shows that areas immediately adjacent to the existing designation boundary are in low demand and in some instances the market has deteriorated and therefore the Council is proposing an extended area which includes West Accrington, Accrington town centre, and additional parts of Church, Spring Hill and Peel. This equates to an approximate 1,000 additional dwellings.</p> <p>According to the 2011 Census, there were 6,630 private rented properties in the Borough of Hyndburn. It is estimated that there are 1,980 private rented properties in the proposed Designation Area (of which approximately 150-180 will be exempt from licensing) - approximately 29.9% of the Borough's private rented sector housing stock.</p>



<b>Maps and Street Lists</b>	Map of the Proposed Designation Area ( <b>Appendix 3</b> ) Street List (of streets within the proposed designation) ( <b>Document 4</b> )
<b>Current position in relation to tackling low housing demand</b>	'Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church' ( <b>Appendix 4</b> ) <ul style="list-style-type: none"> <li>• <u>Summary</u> - Chapter 2 Executive Summary para 2.7 and 2.10</li> <li>• <u>Detail</u> – Chapter 5 'Low demand evidence base and selection of the proposed designation' pages 17-26. Chapter 6 'Support for Council's Housing Strategy' pages 27-29 and Chapter 7 'Supporting and Complementary activity' pages 30-34.</li> </ul> 'Identifying areas of Low Housing Demand' (Nov 2017) 'Arc4 Report No 1' ( <b>Appendix 5</b> ) 'Comparable Housing Market Performance across Hyndburn' (May 2017) 'Arc4 Report No 2' ( <b>Appendix 6</b> )
<b>Details of the Fees that will be charged</b>	'Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church'. ( <b>Appendix 4</b> ) <ul style="list-style-type: none"> <li>• <u>Detail</u> 'Proposed Hyndburn Selective licensing Fee Structure' (<b>Appendix 4:Appendix D</b>)</li> </ul>
<b>A copy of the consultation document</b>	'Draft Consultation Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church' (Jan 2017) – ( <b>Document 5</b> ) 'Selective Licensing of Private Landlords – Your Opinion Counts' (Summary Consultation document) – ( <b>Document 6</b> ) 'Selective Licensing of Private Landlords – Report on Consultation Findings' (June 2017) - ( <b>Appendix 1</b> )
<b>Published summary of the results</b>	Cabinet Report 5 July 2017 para 5.5 to 5.8 - ( <b>Document 2</b> ) 'Selective Licensing of Private Landlords – Report on Consultation Findings' (June 2017) pages 46 – 69. ( <b>Appendix 1</b> ) Hyndburn Landlord's Submission and HBC's response ( <b>Appendix 2</b> ) 'Proposal to Designate a Private Landlord Selective Licensing Scheme in parts of Accrington and Church' pages 52-54. ( <b>Appendix 4</b> ).
<b>A copy of the enforcement policy in relation to licensing.</b>	'Hyndburn Private Sector Housing Enforcement Policy', ( <b>Document 7</b> )
<b>Level of compliance with current licensing scheme.</b>	'Level of compliance with current licensing scheme'. (inc. Upper Tribunal/Court of Appeal info.) ( <b>Document 8</b> )



<b>Conclusion</b>	Cabinet Report 5 July 2017 – (Document 2)
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I would advise that the existing selective licensing designation for parts of Accrington and Church comes to an end on the 30th November 2017.

The Arc<sup>4</sup> evidence base produced independently for the Council shows that areas immediately adjacent to the existing designation boundary are in low demand and in some instances the market has deteriorated and therefore the Council is proposing an extended area which includes West Accrington, Accrington town centre and additional parts of Church, Spring Hill and Peel. This equates to approximately 1,000 additional dwellings.

The total number of dwellings in the Proposed Designated Area is therefore approximately 5,850 of which approximately 1,980 are privately rented.

Should this designation be approved we are aiming, as far as is possible, for a seamless transition from the existing scheme to the proposed scheme to ensure that the regulatory coverage remains in place.

As such, I would be grateful if you could give this matter your earliest attention and if you could give me an indication of the likely timescales in making a final decision whether to confirm or refuse to confirm the designation.

If you require any further information please do not hesitate to contact me on Tel: 01254 380662 or my Private Rented Sector Manager, Paul Gordziejewicz on Tel: 01254 380125.

Yours sincerely



M A Hoyle  
Head of Regeneration and Housing

Encs.

