

Title of meeting:	Cabinet
Date of meeting:	22 March 2022
Subject:	Examine the need for Additional Licensing controls of HMOs in the City
Report by:	James Hill - Director for Housing, Neighbourhood and Building Services
Report Author:	Clare Hardwick - Head of Private Sector Housing
Wards affected:	All
Key decision:	No
Full Council decision:	No

1. Purpose of report

- 1.1. To examine the need for additional licensing controls of Houses in Multiple Occupation (HMOs) in the city.
- 1.2. If a need is determined, to outline the process for undertaking a consultation on the formal introduction of such a scheme.

2. Recommendations

- 2.1. That Cabinet decide if the evidence presented is strong enough for the city council to undertake a consultation on the introduction of additional licencing scheme for HMOs.
- 2.2. Subject to recommendation 2.1, a proposed designation for additional licensing must be agreed and consulted upon. It is recommended that the basis for introduction of additional licensing would be in relation to the impacts to tenants of poor living conditions and poor management practices, as indicated by the evidence from the current Mandatory Licensing scheme. The designation should therefore seek to scale up the licensing of HMOs to provide inclusion for all tenants living in HMOs with a City wide designation.
- 2.3. Subject to recommendation 2.1, that the consultation starts on 23rd May 2022, as outlined within section 10 of this report.
- 2.4. Subject to recommendation 2.1, that the consultation includes the information outlined within sections 5, 6, 7 & 8 of this report.

- 2.5. Subject to recommendation 2.1, that following the completion of the consultation, officers return with a report which summarises the responses to enable a final decision on the implementation of a new additional licencing scheme.
- 2.6. In the event that Cabinet do not proceed with a consultation on the introduction of an additional licencing scheme for HMOs, a consultation should be held to introduce the proposed updated Space Standards document (Appendix 5) and the proposed updated enforcement policy (Appendix 6). This consultation should commence on 23rd May 2022.

3. Background

- 3.1. A property is a House of Multiple Occupation (known as an HMO) if at least three tenants live there, forming more than one household and facilities, such as bathrooms and kitchens, are shared with other tenants. This is defined in the Housing Act 2004.
- 3.2. The city council has no certain way of ascertaining the overall number of HMOs in the city. Currently there is no legal requirement for landlords of operational HMOs to make their properties known to the local authority, other than those which require a mandatory HMO license.
- 3.3. The total number of HMOs in the city is estimated to be approximately 6000. This is approximately 25% of the total private rental sector accommodation. This is based upon research which has combined the current known number of licenced HMO properties in Portsmouth, (1226 properties) and use data obtained by the Building Research Establishment (BRE) to indicate the total number of non-licensable HMOs in Portsmouth, believed to be 4700 properties.
- 3.4. All HMOs in the city must comply with the Management of Houses in Multiple Occupation (England) Regulations 2006. This places a duty on the property manager to address and take responsibility of certain areas of an HMO.
- 3.5. All HMOs in the city must comply with the Licensing and Management of Houses in Multiple Occupation and other houses (Miscellaneous Provisions) (England) Regulations 2018. This legislation sets out prescribed minimum national standards for licensable houses in multiple occupation, including minimum bedroom sizes.
- 3.6. All HMOs in the city must also comply with the Housing Act 2004, including the need for properties to be free from serious hazards.
- 3.7. Many different people live in HMOs, and they provide much needed accommodation for those on low incomes in the city.
- 3.8. The city council's Private Sector Housing service already regulates HMOs through the mandatory licencing scheme. To supplement this, under the terms of the



Housing Act 2004, additional licensing can be introduced by a local authority if significant evidence is available showing that a large proportion of HMOs in the city are poorly managed and are having a significant adverse impact on members of the public.

- 3.9. The city council previously operated an additional licensing scheme for HMOs from 27 August 2013 to 27 August 2018. This meant that all HMOs, regardless of size, within postcode areas PO1, PO4 and PO5 were required to have a license issued by the Council's Private Sector Housing service. Over the five-year period of the scheme, 2184 licences were issued to landlords of HMOs. Legally, any renewal of additional licensing required evidence that it had failed to deal with the problem that led to its introduction in the first place. This evidence was inconclusive at that time and therefore the scheme ceased in August 2018.
- 3.10. In October 2018, two months after the end of the additional licensing scheme, The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018 changed the statutory criteria for Mandatory Licensing of HMOs, meaning that more properties were required to be licenced. This was reported to the Cabinet on 04 December 2018.
- 3.11. Since 2018 the city council has operated the statutory licencing schemes only for HMOs, with oversight from the HMO (now PRS) Governance Board. Throughout this time the board, and officers, have monitored the reports of issues within HMOs.
- 3.12. More information on the licencing regime surrounding HMOs can be found in Appendix 2 of this report.

4. Understanding the impacts of HMOs in the city

- 4.1. Detailed data on the impacts of HMOs in the city on tenants, landlords and resident is captured in Appendix 3 of this report. Appendix 4 contains the detailed data from a public survey carried out by the city council to understand perception of the issues. The following sections of the report provides a summary of that information.
- 4.2. To understand the impacts of HMOs upon the city, officers have used two forms of information.
 - 4.2.1. National and local data from demand place upon private sector housing, other council services and feedback from external agencies, and
 - 4.2.2. A public survey, undertaken in December 2021 and January 2022.
- 4.3. Impacts of HMOs upon tenants
 - 4.3.1. Complaints received from HMO tenants can range significantly. However common complaints received concern property standards, disrepair, improper management and security of properties.
 - 4.3.2. Within the last two years the city council's Private Sector Housing Service has received 1346 complaints, 22% of which relate to HMOs. This is approximately in line with the proportion of HMOs in the PRS. However, similar to the limitations



of some of the other data presented, this only captures issues which have been reported to the city council.

- 4.3.3. HMOs are the cheapest rental option in the PRS and those living in them are often on the lowest incomes. National studies have shown tenants on a low income and living in poor conditions are unlikely to report disrepair issues to the local authority due to fear of retaliatory eviction, the financial strain this could cause in potential rent increases or having to find alternative accommodation, and the sense that they cannot afford better conditions elsewhere. This is reflected in the HMO survey recently conducted by the council, as outlined in 4.3.6 - 4.3.12 below.
- 4.3.4. National data from the English Housing Survey 2020-21 indicates that approximately 12% of properties in the private rental sector have Category 1 hazards. Data from the council's own inspections on licensed HMOs shows a higher percentage of properties identified with category 1 hazards, with 32% of licensed properties inspected from 2018 - 2020 showing a category 1 hazard in accordance with the Housing Health & Safety Rating System (HHSRS). Currently only 20% of total estimated HMOs in the city are licensed. Based on the data the Council has found with poor property conditions in licensed HMOs it is likely that a significant proportion of the 80% of HMOs which are currently unlicensed would have significant hazards in accordance with the HHSRS.
- 4.3.5. It is well known that HMO accommodation is often used by students living in the city. It is estimated that there are just over 800 student occupied HMO properties in Portsmouth, of which approximately 50% are currently licensed.
- 4.3.6. The survey for HMO tenants suggested that a third of respondents expected to continue living in HMO accommodation during the next 5 years, indicating that a notable portion view this as their long-term housing option.
- 4.3.7. The data also showed that most HMO tenants surveyed were over the age of 35, with a significant portion between 45 - 54 years old.
- 4.3.8. Just over half of HMO tenants said they could not afford to move if they wanted to. However 46% indicated they had plans to move out of HMO accommodation in the next 5 years. This data suggests a lack of choice amongst many HMO tenants regarding their housing options, relying on HMOs as an affordable option for them.
- 4.3.9. The survey told us that tenants overall felt positive about the relationships they had with their housemates and neighbours. However many gave a neutral answer regarding their relationship with neighbours. This may indicate that HMO tenants do not know their neighbours well, or not feeling a sense of community.
- 4.3.10. Only 17% of HMO tenants who responded said that they had needed to contact the city council regarding the conditions or management. Approximately half indicated they were satisfied with conditions, safety, standards and management generated more positive responses. However, a third said they were unhappy with property conditions, standards and managements. Similar responses were given regarding confidence in landlords to carry out repairs on time. 23% of HMO tenants who responded indicated they would not be happy to report repairs or problems to their landlord due to concerns of repercussions such as eviction or rent increases. Survey results showed that tenants of licensed HMOs showed similar concerns to non-licensable.



4.3.11. The majority of tenants said they had a good landlord and most, especially non-licensed HMO tenants, expressed a confidence in ability to report disrepair issues to their landlord. This is perhaps reflected in the low percentage who told the council they had needed to escalate complaints to the city council. Additional licensing can positively impact poor property standards and poor management of HMOs. The thresholds for introducing additional licensing to tackle poor housing and management is subjective, there is no nationally prescribed threshold, and therefore members are asked to consider the above data and decide if this warrants introduction of further HMO licensing controls to tackle the issues reported by tenants.

4.3.12 The University of Portsmouth Student Union provided a response to the findings of the survey which can be found in Appendix 10.

4.4. Impacts of HMOs upon landlords

4.4.1. Whilst many landlords will be aware of their responsibilities, a significant number, including those letting HMOs, may not be fully aware of all current legislative requirements and how to manage their properties accordingly.

4.4.2. This is reflected in the data held by the city council in relation to compliance of landlords for the existing Mandatory Licensing scheme. Since 2018 the Private Sector Housing team have had to issue 1397 written letters to 653 separate landlords to chase up late certification. Furthermore, in the same period 188 separate HMO properties have had special license conditions applied. This indicates that 15% of HMOs currently licensed were deficient in amenities, or over-occupied, which would not have been identified if they had not been licensed.

4.4.3. The city council has the ability to take action where a licence holder fails to comply with the conditions of the licence, including providing safety certification on time. However it rarely has the need to resort to taking formal enforcement action regarding breach of licence conditions, including any special conditions added onto the licence. This is because, in most cases, these conditions are adhered with. In nearly all occasions of poor compliance, this initial informal approach is enough to satisfy the licence conditions are met.

4.4.4. Few civil penalties or prosecutions have been made against landlords operating unlicensed HMOs, although investigations into these form a regular part of officer's work. This suggests that overall compliance with the current mandatory licensing scheme is good, with licence applications being submitted where needed.

4.4.5. Similarly, the city council's Planning Enforcement team issue very few notices regarding HMOs properties breaching of planning regulations, such as operating an HMO without proper planning permission.

4.4.6. From the public survey, landlords generally expressed a view that the council should not intervene more with HMOs, although a large number were neutral on this question. Respondents also said that they would like to see more action taken against "bad landlords".

4.4.7. Landlords believe they had a good relationship with their tenants and just over half said their tenants lived in their properties for a long period of time; both of these were reciprocated in tenant's responses. This indicates an overall view that tenants are able to meet their responsibilities as per their tenancy

agreement. This view is also highlighted in the low number of landlords who told the council they had need to evict tenants from HMOs.

4.4.8. Landlords said their most important factors were: property conditions, good relationships with tenants and security of income.

4.5. Impacts of HMOs upon local residents

4.5.1. Data collected from January 2017 - October 2021 shows that the city council has consistently received a disproportionately high number of noise complaints related to HMOs in the city. Noise complaints from HMOs account for between 10-14% of all noise complaints received, whereas HMOs represent approximately 6.5% of the overall tenure in the city. Licensed HMOs account for a higher percentage of these noise complaints compared with small non-licensed HMOs.

4.5.2. Data obtained from the police regarding reported incidents of Anti-Social Behaviour (ASB) shows that the areas of the city with the highest incidents of ASB correlate to areas with shopping precincts and night-time economy. There is no clear link between police recorded ASB and HMOs.

4.5.3. Recorded waste issues received to the city council's Private Sector Housing and Safe, Clean and Tidy services demonstrates a disproportionate volume of issues are identified from HMOs in the city.

4.5.4. It is clear from the survey data, and responses given at public drop in events, that residents feel the most negatively impacted by HMOs as a group.

4.5.5. Residents responded in the survey that the main areas where they felt negatively impacted were: parking, noise nuisance, anti-social behaviour and waste/rubbish. Residents attributed these issues towards the volume of HMOs in Portsmouth, which they felt was too high and that this had created an imbalance within their communities.

4.5.6. Residents responded to the survey to say that they wanted to see more done to tackle bad landlords and tenants, and wished to see the university do more to tackle problem students.

4.5.7. The results of the survey showed that 97% of residents who responded were impacted by HMOs. Of those who experienced issues with HMOs 53% reported these, with most reports being made to the council, tenants, landlords and the university.

4.5.8. Similar findings were seen regarding student HMOs and the impacts these can have on residents. 53% of residents told the council they were impacted by student HMOs, with 61% of those affected reporting these issues. Issues experienced from students resemble other HMOs, however a bigger impact from noise nuisance can be seen.

4.5.9. The overall theme from residents suggests that behaviours of some HMO tenants, such as noise nuisance, antisocial behaviour and waste issues, have a negative impact on local residents and communities.

4.5.10. Whilst additional licensing can be introduced where impacts from HMOs are evident, it is important to consider how licensing can help to address these impacts. Additional licensing can help with implementing multi-agency approaches to severe ASB, noise and other crime. However, whilst residents reported being affected by noise and ASB in the recent HMO survey, data shows that these issues do not meet the thresholds of criminal activity, nor the city



council's thresholds for noise abatement notices. Introduction of licensing to deal with these issues would therefore be ineffective in tackling these incidents which do not meet required thresholds for formal action. Similarly licensing would not address issues with parking, or control the number or location of HMOs in the city.

4.5.11. Licensing also cannot stop a HMO from operating, but it can refuse to license an individual who is not considered a "fit and proper" person to manage a HMO. In these circumstances an appropriate alternative manager must be appointed, or the city council can consider temporarily taking over the management of a HMO through a Management Order until an appropriate alternative person can be appointed to take responsibility for the management of the property.

4.6. As outlined above, additional licensing cannot resolve all issues related to HMOs. When considering the introduction of further licencing schemes for HMOs in the city, the city council must consider whether it can be confident of introducing an additional licencing scheme which would:

4.6.1. Be proportionate

4.6.2. Correctly target areas of high concentration of HMOs

4.6.3. Deliver benefits for tenants, landlords and residents, and

4.6.4. Stand up to scrutiny and/or legal challenge

4.7. It is recommended that the city council's Cabinet decide on whether it believes that the evidence is compelling enough for a consultation on a licencing scheme. If it does not believe so then a scheme cannot proceed. If it does believe that the evidence points to the need for an additional licencing of HMOs, the information detailed in Appendices 5,6,7, and 9, and summarised in the following sections of the report, outline the additional information that would be part of that consultation.

4.8. Consultation on an additional licencing scheme does not mandate the city council to proceed with such a scheme. The results of any consultation would return to the city council for a final decision before a scheme can be introduced.

5. Private Sector Housing Space & Amenity standards

5.1. The proposed updated space and amenity standards document is contained within Appendix 5 and summarised within this report.

5.2. The city council's space and amenity standards aims to:

5.2.1. Provide guidance on some of the requirements for privately rented residential dwellings.

5.2.2. Give information on the requirements for functional space, available amenities such as kitchens and bathrooms and other design matters such as lighting and ventilation.

5.2.3. Where these requirements vary for different types of accommodation, guidance has been provided based on dwelling type.



5.2.4. The guidance aims to provide an overview of standards and legislation applicable to certain types of accommodation to assist landlords, property managers and other stakeholders.

5.2.5. This guidance will also provide tenants with information regarding adequate space and amenity standards in their home.

5.3. The updated standards aim to simplify the existing space and amenity standards document and provide information which was previously not included, such as information regarding bedsit HMOs.

5.4. No fundamental changes have been made to the current space standards, with exception of where no standards had been previously produced.

5.5. The HMO space and amenity standards are made clearer. This is especially seen in the communal requirement for open plan living space, which has become increasingly more common. Where previously these requirements relied on a complex calculation, these have now been displayed in a series of easy-to-read tables.

5.6. The standards also now include a fire risk assessment template which can be used by landlords or managers as a tool to aid them in risk assessing their properties. Standards have been split into three main groups: single household dwelling, HMOs and bedsitting HMOs.

6. Private Sector Housing Enforcement Policy

6.1. The proposed updated private sector housing enforcement policy is contained within Appendix 6 and summarised within this report.

6.2. The city council's current private sector housing enforcement policy is currently in force and available via the city council website.

6.3. Amendments to this policy were made in response to the COVID-19 pandemic, and can be found via the city council website.

6.4. The proposed updated private sector housing enforcement policy aims to make the following changes to the existing policy:

6.4.1. Clarify in more detail the types of enforcement action that may be used under the Housing Act 2004, and when the council will exercise enforcement action under this act.

6.4.2. Introduction of a new financial penalty matrix - The updated policy outlines the framework for establishing instances where a financial penalty will be considered, as well as the amount of financial penalty, and any mitigating factors that may reduce the level of penalty. The value of civil penalties is based on guidance and legislation and is increased dependant on the nature of the offence, culpability of the offender, and the resulting harm.

6.4.3. Inclusion of the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020, which came into force on June 2020.

7. Financial appraisal of an additional licencing scheme

- 7.1. The proposed licence fee model is contained within Appendix 7 and is summarised within this report.
- 7.2. Any HMO licensing scheme, including a designation of additional licensing, requires a fee payable by the licence holder to cover the city council's costs for operating the scheme. This fee will take into account all costs incurred by the authority in carrying out their functions and any costs incurred in carrying out a management order, as outlined in The Housing Act 2004.
- 7.3. The proposed licence fee would range from £829.00 to £883.00 for a 5 year license depending on the exact size of designation and number of HMO applications.
- 7.4. This will be processed as two payments, a payment of approximately 15% of the total fee on application and a final payment on receipt of full licence.
- 7.5. Where properties are sold and purchased within the term of an additional licensing scheme and continue to operate as an HMO, fees will be scaled accordingly based on the remaining term of the scheme designation.
- 7.6. This fee is based on a five-year designation. The fee model includes costs for administration, inspections, enforcement, training and other costs such as office requirements and management support.
- 7.7. When conducting a financial appraisal into the proposed license fee model, the council looked to other local authorities where different models had been used.
- 7.8. Based on estimated numbers of HMOs across the city, to deliver the scheme the city council will be required to employ more staff resource. Estimated requirements based on a city-wide designation indicate that an additional 18.5 FTE will be required to deliver the scheme in year one, reducing to 11.5 FTE in years two to five.
- 7.9. Due to the estimated volume of applications officers estimate a period of 52 weeks will be required to process all of the licences received. This will include the processing of applications, issuing drafts and full licenses and completing verification checks on those properties with licence holders unknown to the council or where additional checks are needed to assess the suitability of a property to operate as a HMO.
- 7.10. If a designation is made, HMOs will be able to continue to operate if an application has been submitted to the council. In addition the city council's existing refunds policy regarding HMO applications will apply, should a designation of additional licensing be made.

7.11. A programme of inspections for all licensed HMOs in this scheme would be spread out over the five year designation period.

7.12. It should be noted that there is a financial risk of not knowing the exact number of HMOs in the city, and the cost modelling is based on the estimated number of HMOs in the city-wide designation area. If the number of HMOs transpires to be significantly less than the estimated number, the city council could over resource for the number of license applications and would not recover these costs through the licensing fees.

8. Proposed licence conditions

8.1. The proposed licence conditions are contained within Appendix 8 and summarised within this report. It should be noted these are the same standard licence conditions applied to all current mandatory licenses in Portsmouth.

8.2. A licence holder is required to adhere with these "standard conditions" when operating a licensable HMO. The purpose of these conditions is to ensure the suitable management and health and safety of the HMO is in place.

8.3. The conditions cover areas of health and safety compliance, such as providing copies of fire alarm testing, fire risk assessment, emergency lighting and gas safety certification. These must be provided to the council on or within two weeks of their anniversary date.

8.4. The licence conditions will specify the occupancy level for the property based on the suitability and size of the property.

8.5. A series of documents must be made available to the occupants such as, the licence and its conditions, the managers contact details and the procedure for notifying the manager of an emergency or any complaints concerning the property.

8.6. Licence holders or property managers are expected to attend the property at frequent intervals to ensure proper management, compliance and that the property is suitably maintained.

8.7. Conditions which relate to complaints regarding the behaviour of occupants can be seen in conditions 19 and 20, namely the licence holder will work proactively with the council in response to antisocial behaviour (ASB) and take reasonable steps to prevent ASB and is required to undertake a detailed investigation into complaints.

8.8. The city council, through its private sector housing team, will administrate each licence application and may include additional "special conditions" on a license based on the management or property requirements. These could be, for example, a condition that requests additional facilities or amenities be provided within the HMO, such as an additional toilet or cooking facilities.



8.9. The licence holder may contest any licence conditions applied by the city council within 21 days of the draft licence being provided, the council will then give consideration to these variations and respond to the licence holder.

8.10. The licence holder will be responsible for adhering with any final conditions, breaching these may result in a financial penalty being served.

9. Consultation process

9.1. The statutory consultation plan can be seen in Appendix 9 and is summarised in this report.

9.2. If a designation of additional licensing is made, the council will need to conduct a formal consultation for a minimum of ten weeks under section 56(3) of the Housing Act 2004.

9.3. The purpose of this consultation is to inform those likely to be affected by the designation and consider any representations made.

9.4. The consultation will aim to seek the views of those affected by the proposed designation, along with an opportunity to present the council's proposal, aims and objectives of the scheme. This will include a wide range of stakeholder groups as outlined in the plan.

9.5. The city council will utilise its resources, such as its Marketing and Communication team, to support with the consultation to ensure each of the identified groups has opportunity to give their views. It will also conduct drop-in days and open forums with targeted groups. An Officer will also be available on nominated dates at community buildings such as libraries with paper copies available.

9.6. Social media release, press release and targeted leaflet drops in affected areas will all take place as part of the consultation. A full advertisement will be made in Flagship magazine.

9.7. Information within the statutory consultation will include:

9.7.1. Description of the proposed scheme and areas affected

9.7.2. Explanation of why the area has been selected for licensing

9.7.3. Map of proposed area showing any boundaries

9.7.4. Evidence of why the scheme is necessary, how it contributes to the council's overall housing strategy and how this will improve the area

9.7.5. Explanation of what the proposed scheme involves, including information on the housing stock, percentage and expected number of HMOs that will be licensed

9.7.6. Proposed fees and potential licence conditions

9.8. The detail in the statutory consultation can only be finalised by officers once a final decision is made regarding a designation for additional licensing.

9.9. Staff resources required to deliver a statutory consultation will likely be from the council's Private Sector Housing team, with support from the city council's Communications and Marketing team. Prioritisation of his work may mean that some business as usual work, such as providing tenant and landlord workshops, may be delayed.

9.10. In addition to use of staff resources, an estimated costs for the promotion, research, data analysis and design of a statutory consultation are £21,250.00. There is no identified budget within the Private sector Housing cash limit for this survey work.

9.11. Whilst the consultation process can legally begin during purdah, it is recommended that the consultation starts on 23rd May 2022.

10. Integrated impact assessment

10.1. See Appendix 1

11. Legal implications

11.1. Under Part 2 of the Housing Act 2004 the Council, as a local housing authority, is required to licence certain HMOs under a Mandatory HMO Licensing scheme. Section 56 of the Act enables a local housing authority to also designate the whole or part of its area for Additional HMO Licensing in relation to a description of HMOs specified in the designation which are not covered by the mandatory scheme. The designation can be made if the Council considers that a significant proportion of the HMOs in the area are being managed sufficiently ineffectively to be likely to give rise to particular problems either for those occupying the HMOs or for members of the public. Whilst at this stage, no formal decisions are being sought in respect of the introduction of an additional licensing scheme, it is helpful for the decision maker to understand the basis upon which such a scheme may be introduced prior to taking any further steps.

11.2. Prior to making a designation for additional licensing, the local housing authority must take reasonable steps to consult persons who are likely to be affected by the designation and consider any representations made in accordance with the consultation and not withdrawn. This requires the council to produce a draft proposal identifying what is to be designated and its consequences. The consultation should last for a minimum 10-week period and be informative, clear and to the point so that the proposal can be readily understood by local residents, landlords, letting agents and businesses. The content of this Report and its appendices will ensure those consulted understand the proposals fully.

11.3. The recommendations set out in paragraph 2 of this Report are within the Cabinet Member's powers as set out in the City Council's Constitution.

12. Director of Finance's comments

- 12.1 There are no direct financial implications because of approving the recommendations within this report.
- 12.2 The costs of the consultation on Additional Licensing will be met from existing cash limited resources.
- 12.3 If proposed licence fee model as contained within Appendix 7 is adopted following the consultation, the net effect to the Cash limit will be zero as fees are set at a level that allows the Council to recover its cost associated with the scheme only.
- 12.4 As the main body of the report states if costs are greater, or the amount of applications are lower this could mean that the costs of the scheme may not be met, in which case the scheme fees would need to be revisited and a further report brought back to this committee.

.....
Signed by: James Hill, **Director of Housing, Neighbourhood and Building Services**

Appendices:

- Appendix 1: Integrated Impact Assessment
- Appendix 2: Powers available to local authorities to control HMOs
- Appendix 3: Understanding the impacts of HMOS
- Appendix 4: HMO Survey results
- Appendix 5: Proposed updated Private sector Housing Space and Amenity Standards for consultation
- Appendix 6: Proposed updated Private sector Housing Enforcement Policy for consultation
- Appendix 7: Financial; appraisal for an Additional licensing scheme of HMOs
- Appendix 8: HMO Licence conditions
- Appendix 9: Statutory Consultation plan
- Appendix 10: HMO Survey response from the University of Portsmouth Students Union

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Private rental sector strategy	Private Rental Sector Strategy for Portsmouth 2021- 2026
Housing Act 2004	Housing Act 2004 (legislation.gov.uk)
Management of HMOs 2006	The Licensing and Management of Houses in Multiple Occupation and Other Houses



	(Miscellaneous Provisions) (England) Regulations 2006 (legislation.gov.uk)
Licensing of Houses in Multiple Occupation Regulations 2018	The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018 (legislation.gov.uk)
Electric Safety standards in the private Rented Sector 2020	The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020 (legislation.gov.uk)

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

.....
Signed by: