

Burnley Borough Council
Housing & Development Control
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The Department for Communities and Local
Government
Private Sector Property
Fry Building
2 Marsham Street
London
SW1P 4DF

Date: 18/03/16

Dear Sir/Madam,

**RE: Application to the Secretary of State for Confirmation of Selective
Licensing Designation Areas.**

Enclosed with this letter is Burnley Borough Council's application to designate three areas of the Borough as Selective Licensing areas, namely:

1. Burnley Wood with Healey Wood
2. Leyland Road and
3. The Ingham and Lawrence Street area

All areas are experiencing low housing demand.

The Council originally proposed a fourth designation area for Daneshouse, the Council's Executive Committee agreed not to continue with this designation as the majority of both residents and landlords who completed the consultation questionnaires did not agree that the area was suffering from the symptoms of low demand, nor did they agree that that selective licensing could help in addressing any problems.

The Council are seeking confirmation from the Secretary of State as the proposed areas when combined with current selective licensing schemes will affect more than 20% of private rented homes in the Borough. They do not exceed 20% of the geographical area of the Borough. The table below shows this breakdown.

Current & Proposed Designation Areas	No. Properties	No. Private Rented Sector Properties	% of the Boroughs Private Rented Sector Properties
Trinity (current area)	1400	600	8.2%
Gannow (current area)	937	422	5.8%
Queensgate (current area)	1648	624	8.5%
Burnley Wood with Healey Wood (proposed)	1257	222	3%
Leyland Road (proposed)	721	310	4.2%
Ingham and Lawrence Street (proposed)	167	56	0.7%
Total	6130	2234	30.4%

When submitting this application the Council have been mindful to meet the requirements detailed in the guidance for local authorities; Selective Licensing in the Private Rented Sector (March 2015)

The table below shows where each element required for the application can be found in the bundle submitted:

Element of the Application	Location
A copy of the designation and minutes of the Council meeting resolving to make the designation	The minutes of the Council meeting are attached in pages 2 to 4 of the bundle. The full Executive Report is attached in pages 11 to 18 of the bundle.
Introduction, including the strategic significance of the proposed areas	Appendix A - The summary document including the strategic content is detailed in page 19 of the bundle. Appendix B – The proposal document – How Does Selective Licensing Support the Council's Housing Strategy. Pages 53 to 59.
Detailed description of the proposed areas	There is a summary of the low demand statistics in the Executive Report. Pages 14 and 15 of the bundle. Appendix B – The proposal document contains detailed information about each area. In particular pages 40 to 53 of the bundle
Maps and Street Lists	Burnley Wood with Healey Wood Pages 90 to 92. Leyland Road Pages 93 to 94. The Ingham and Lawrence Street area Pages 95 and 96.
Current position in relation to tackling low housing	Appendix B – The proposal document. Pages 59 to

demand	60.
Conclusion	Appendix B – The proposal document – Conclusion – Pages 206 to 220 of the bundle.
Details of the Fees that will be charged	Appendix C Fee Structure and Charging Policy. Pages 97 to 99 of the bundle.
A copy of the consultation document	Appendix B The proposal document – Consultation Methodology. Pages 69 to 75 of the bundle. Copies of the questionnaires to Landlords and Residents. Pages 100 to 106 of the bundle.
Published summary of the results	The Executive Report contains a brief summary of the results. Page 15 to 17 of the bundle. Appendix B The proposal document – Summary of the results of the consultation. Pages 75 to 87 of the bundle. All results are published with a summary. Pages 107 to 114 of the bundle.
A copy of the enforcement policy in relation to licensing.	Housing Enforcement Policy - Pages 115 to 140 of the bundle.
Level of compliance with other licensing schemes.	Level of compliance with other licensing schemes - Page 141 of the bundle.

The bundle also contains the full results and responses received during the consultation period. The Daneshouse results are contained within the bundle to show how these differ to the areas that are being submitted for confirmation.

If you require any further information please do not hesitate to contact me.

Yours sincerely

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