

SELECTIVE LICENSING IN NOTTINGHAM

Nottingham City Council are introducing Selective Licensing to all properties within their boundary. All private rented property in the scheme area will require a valid licence application to have been made prior to the 1st August 2018. License applications can be made from 1st July 2018.

You can check if your property falls within the licensing area by following this link <http://geoserver.nottinghamcity.gov.uk/myproperty/>

Further details regarding the licensing scheme can be found by visiting the Council's website <http://www.nottinghamcity.gov.uk/housing/private-sector-housing/selective-licensing/>. Please be aware that details are still evolving, and is subject to change. Definitive fees and requirements should be published by the end of April.

What Documentation Will I Need to Apply?

Requirements of the licence application are likely to include (not exhaustive):

- Gas Safety Certificate
- Electrical Installation Certificate or Electrical Condition Report
- DBS (Disclosure and Barring Service) check.
- Insurance Documents

If you do not have an up to date Electrical Installation Certificate/Electrical Condition Report, Leaders will be happy to arrange this at a specially negotiated cost for landlords who require a Selective License.

In order to apply for a DBS check, please go to the Government website <https://www.gov.uk/request-copy-criminal-record>.

What happens if my property requires a license, but I don't have one?

It will be an offence not to hold a licence if your property falls within the scheme area. There is a risk of prosecution, with a fine of up to £30,000. A Residential Property Tribunal may also order the repayment of twelve months' rent to the tenants and recovery of the property using a Section 21, Housing Act 1988 Notice will not apply.

How can we help?

The condition of the licence relates to good and proper management of your property such as gas, electrical and fire safety, general repairs and written tenancy agreements. As your agent, Leaders will always endeavour to offer advice and assistance in ensuring your property is let in a good state of repair and is compliant with the conditions of the licence.

Accredited Landlords are eligible for some discount on their license application. We have been working closely with DASH to ensure we're up to date with any changes to the scheme. Find out more here: <https://www.dashservices.org.uk/Accreditation>.

The team at your local Leaders Nottingham branch will be able to answer most queries you may have with respect to the licencing, however, as the detail is yet to be finalised we cannot answer queries in relation to the application process.

We will also be unable to complete the application process on your behalf, but can offer guidance and assistance on request. Please call Emma Broadhurst on 0115 926 4500 for any questions.

For full details and what you need to do to ensure your licence application is granted, please contact Nottingham Borough Council selective.licensing@nottinghamcity.gov.uk.