

Draft Minutes Meeting Landlord Steering Group (LSG)

Wednesday 26th January 3:30pm – 4.30pm

Virtual Meeting

1. Present

Richard Woodcock, Chair (RW), Terry Samuel (TS), Shera Payne (SP), Don Robbie (DR), Paul Hughes (PH), Paul Chapman (PC), Grant Thoday (GT), John Warburton (JW), Carol Duckfield (CD), Zoe Court (ZC), Sarah Churchill (SC)

2. Welcome and Apologies

RW welcomed members to the meeting.

Apologies: Richard Thomas, Vice-Chair (RT), Balwant Rai, Secretary (BR).

3. Approval of Minutes and Matters Arising

TS- The minutes of the previous two meetings have not been approved- or the approval not included in the minutes.

Action: BR to liaise with Rebecca Frazer to get the approved minutes uploaded and to update the LSGTOR on the WDC website. Also to include the approval of minutes from previous meetings in the minutes.

Wheelie Bins not Returning between Collections-TS has spoken to someone at WDC and the wheelie bins against the wall have now thankfully been removed.

HMO Licencing Guidance- PH spoke on this issue at the LL Forum.

Review format of LL forums- The task group on the 9th June has been postponed until face to face meetings are allowed to take place again.

Previous meetings minutes approved.

4. New refuse collection service- 1,2,3

Zoe Court, Contract Services Manager across both councils, was asked to give a low down of the new waste management scheme for both SDC and WDC, which is due to launch in August 2022. ZC has offered to come and do a full presentation at a future meeting but today was going to explain the changes briefly and answer any questions.

The waste contract is currently run by idverde but this is due to change to Biffa. ZC discussed the various advantages in converting to the new 1,2,3 system. Recycling bins will be collected every two weeks, weekly food waste collection with 2 caddy's provided, all other waste collected every 3 weeks. Garden waste will remain every 2 weeks. This will be the same for WDC and SDC. Landlords of properties in the centre of Leamington on weekly sack collections have already been written to about the change, asking if they would be able to have wheelie bins. There will be flyers sent out with council tax bills in the next few weeks and a 'welcome pack' for the student properties in September. ZC offered to run this 'welcome pack' by the LL Steering group when this is completed which was welcomed.

Zoe Court can be contacted at: Zoe.Court@warwickdc.gov.uk More information about the new scheme can be found at: www.warwickdc.gov.uk/123collections

Action: ZC to present at a future steering group meeting and discuss the welcome pack suitability at a future meeting.

5. Student Rent Analysis

Terry Samuel presented on the student rent analysis. There are high rents this year. There is a 6.4% increase in 12 months. Average of £126 pp per week. Ten month rents have also increased. There are also a considerable number of students not living in HMOs and an increase in 4 and 3 bedroom properties being advertised as for let to 2 students only, to avoid being a HMO. The same properties seem to be available each year and fewer properties in lower price brackets.

6. New Landlord Guides

Paul Hughes advised the new HMO Guide and the Anti Social Behaviour Guides have now been sent out to landlord and letting agents. There are no new standards but it is a reworking of the existing space and amenities standards. A consolidation of information on setting up HMOs. It is a working document and changes can be made at any time as it is a PDF and not a printed document. PH urges everyone to have a read of the guides.

TS- Page 3 states that the landlord is responsible for paying council tax which is not the case in a joint tenancy for students.

DR- Another council have prepared a good ASB guide. DR can also provide landlords with support on how to deal with ASB or acceptable behaviour contracts.

7. Communal Space in HMOs

Paul Hughes presented on communal space in HMOs. No communal space needed if all bedrooms are 10m² minimum. The communal space needed is based on 1.9 m² per person.

Presentation attached to minutes email.

8. Landlord Forum- Topics

TS- If people submit potential topics for discussion these should be on the agenda so people can see them before the meeting.

Landlord forum topics should be related to the objectives in the LSGTOR.

1. Landlord accreditation scheme

DR- Advised it should be Mary Latham and MLAS to do a presentation on landlord accreditation rather than the NRLA.

2. Energy Performance Certificates as all rented properties expected to meet a C rating by 2025 and 60% of properties are currently below a C.
3. Legislation and future changes
4. Property Safety Standards
5. Crime special for landlords and online scams and advice on registering properties with HMS land registry
6. How to choose a letting agent?

7. Rate your landlord scheme

DR- face to face meetings are still unlikely to be allowed by NRLA

RW- It is disappointing that face to face meetings can't take place in light of government restrictions lifting.

TS- If by the end of February face to face meeting are allowed to go ahead then we can arrange a face to face meeting, if not then online. This meeting would normally be in Warwick District.

DR- Suggested Trident Centre which has been used before? Suggested an extraordinary meeting Mid-Feb to arrange. Don is happy to arrange speakers. Suggested an area of HHSRS to be delivered by WDC or SDC Private Sector Housing. Don will work with the sub group committee to make sure the forum is in line with what the steering group want.

Action: DR to arrange an EGM to set topics and arrange speakers.

9. Afghan refugees

Paul Chapman has a briefing sheet for LLs who want to offer a property to house Afghan Refugees, the contacts are on the bottom of the briefing sheet and it can go out in the newsletter.

Action: Bal to send out briefing with the minutes.

10. AOB

TS- WDC website LSG pages. It just says contact to Bal on it. It needs to make clear that Bal is the secretary of the LSG.

Action: Bal to update website.

TS- need to address the gender imbalances of the LSG as only 4 female members. TS would be interested in how they can address any other imbalances that exist in the LSG membership.

Action: All- Contact TS with any ideas.

RW- There is a face to face National Landlord Investment Show on the 18th May 2022 at Villa Park in Birmingham <https://www.landlordinvestmentshow.co.uk/18-may-birmingham>

RW- Had an email from Martin and Co with a free legislation guide for landlords. Should we get Martin and Co on board and should the LSG advertise on Facebook?

DR- Would prefer to get ARLA to present rather than a letting agent such as Martin and Co.

11. Thanks and Close

RW