

22nd June 2020

Dear Sir/Madam,

**Additional and Selective Licensing Scheme, 6th April 2020
COVID-19/Coronavirus update, June 2020**

Earlier this year I wrote to you and advised that although the Additional and Selective Licensing scheme commenced on the 6th April 2020, in response to the COVID-19 pandemic, the application and compliance date for the new Selective and Additional licensing scheme had been extended to 6th July 2020. I am now writing to provide a further update on how the scheme will operate during this pandemic.

Applications for a licence

In March I advised that applications for a licence should be submitted by the 6th July 2020. This date has not changed. All applications for a licence should be submitted by the 6th July 2020. Applications for a licence can be made online at <https://newcastle.metastreet.co.uk/>.

We are aware that many landlords and agents will be struggling financially as a result of coronavirus. Should you be financially unable to pay for the licence please email propertylicensing@newcastle.gov.uk and we will discuss the options that are available to you.

If you believe that due to the size of your portfolio you will be unable to submit all applications by this date please email propertylicensing@newcastle.gov.uk and we will discuss the options that are available to you.

If as a result of the COVID-19 pandemic you have been unable to obtain the necessary supporting documentation, applications for a licence can be made without these documents. We ask that you provide the documents as soon as they are available. At a later date we will request any documents and certificates that remain outstanding.

Property Standards

In March I advised that landlords had until the 6th July to bring properties up to the licensing standard. We are aware that as a result of shielding and self isolation some landlords have found difficulty in gaining access to properties. We are also aware that some contractors have been reluctant to carry out works during the pandemic. We therefore intend to extend the date in which properties should be brought up to the minimum standard by a further 3 months, until Monday 5th October.

Should the impact of coronavirus mean you are unable to comply by this date please contact propertylicensing@newcastle.gov.uk.

General advice

I would like to reiterate that no works should take place if this would result in a breach of the social distancing guidelines.

If you have any concerns regarding the continued day to day management of your property, or tenant arrears as a result of coronavirus please contact privaterentedservice@newcastle.gov.uk for advice and support.

An updated frequently asked questions document is available at www.newcastle.gov.uk/propertylicensing. This will provide additional information on the changes for compliance with the licensing schemes. If you have any questions that are not answered in the frequently asked questions document please email propertylicensing@newcastle.gov.uk for further help and advice.

Yours Faithfully



Gwen Smith

Team Manager

Public Protection and Neighbourhoods