

LANDLORDS INFORMATION



As a result of the widely reported affordable housing shortage, privately rented accommodation has become the most realistic housing option for many people.

In response to this, the Ipswich Lettings Partnership was initiated by Ipswich Borough Council in 2013 to source accommodation in the private rented sector to relieve pressure on the social housing waiting list by working alongside local agents and landlords.

THE IPSWICH LETTINGS PARTNERSHIP

The Ipswich Lettings Partnership is part of Ipswich Borough Council's Housing Options team, which is dedicated to dealing with housing advice and assistance including homelessness prevention. If a household who has been seen on appointment by one of the Housing Options officers is identified as being suitable for sustaining a tenancy in the private rented sector; they will be referred to the Ipswich Lettings Partnership.

The following services are offered free of charge:

TENANT FINDING SERVICE

The Housing Options team refers a constant stream of potential tenants to the Lettings partnership who are seeking accommodation in the private sector. We can assist anyone with a local connection to Ipswich who has a housing need, regardless of household size. We assist working and non-working households.

We will conduct an Experian credit check for all applicants and complete an income and expenditure form. All applicants will have been interviewed in person and will have provided comprehensive background information and supporting paperwork.

The Lettings Partnership will then contact tenants who make the best match to the landlords or agents requirements. The landlord or agent is under no obligation to accept any tenant that is introduced.

In addition, the Lettings Partnership can provide the necessary paperwork to help you set up a legal tenancy, if required.

As part of our commitment to helping households into privately rented accommodation, we sometimes can assist with the upfront costs attached to securing a property; the administration fees, the deposit and rent in advance.

THE DEPOSIT BOND AGREEMENT

Where appropriate the Council will guarantee the deposit in the form of a written agreement. This behaves in the same way as a traditional cash deposit. It can be claimed against for loss or damage and up to one month's rent arrears and it lasts for the duration of the tenancy. A key benefit of this is that a Deposit Bond Agreement does not have to be registered in a Deposit Protection Scheme.

For accommodation that has been secured by using a Deposit Bond Agreement we will stay involved with the tenancy for as long as it lasts to ensure that the tenancy is being conducted properly and that the rent is being paid (see Tenant Support).

If a Section 21 Notice is served on a tenancy where a Deposit Bond Agreement has been used, we are committed to finding alternative accommodation by the expiry of the Notice. If we are unable to do so, and leave the landlord with no alternative but to begin possession proceedings, we will pay the court costs up to the value of the Deposit Bond amount.

SAFEGUARDING RENT AND ALTERNATIVE PAYMENT ARRANGEMENTS

If your tenant is in receipt of Local Housing Allowance or Universal Credit, we MAY be able to arrange for this to be paid direct to you, the landlord or agent.

INVENTORY SERVICE

If you are a landlord accepting the Deposit Bond, particularly if you are an individual landlord, we will conduct an inventory and take photographs ourselves so we have a clear record of the condition and contents of your property. This will make for a straightforward claim process at the end of the tenancy.

Some of the inventories recorded by landlords and agents are so comprehensive and detailed, that nothing could be added by us doing our own, so we won't duplicate the work unnecessarily.

Our aim is to work alongside you as landlords and agents not replace you.



TENANT SUPPORT

Ipswich Lettings Partnership also has a tenant liaison officer, dedicated to monitoring Ipswich Lettings Partnership tenancies.

This area of our work has proven to be invaluable to the success of the Lettings Partnership. By monitoring rent, undertaking home visits, re-visiting income and expenditures, and being a point of contact for both landlords and tenants, the Lettings Partnership has a proven low turnover of tenants.

It is still the responsibility of the landlord or agent to monitor rent accounts and maintain the condition of the property, but the Lettings Partnership will intervene as soon as a late or missed payment comes to our attention.

KEEPING YOU INFORMED

The Ipswich Lettings Partnership can keep you up to date with legislation affecting landlords in the private sector. If you have any queries, please contact us.

SINGLE POINT OF ON-GOING CONTACT

The Ipswich Letting Partnership is committed to keeping in touch with you for the duration of your tenancy, and to respond to any tenancy related queries that arise.

CONTACT US

For further information please contact:

Ipswich Lettings Partnership
Ipswich Borough Council
Grafton House, 4th Floor West,
15-17 Russell Road, Ipswich IP1 2DE

Private Lettings Co-ordinator - 01473 433221
Tenant Support Officer - 01473 433270

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