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South & East Lincolnshire Councils Partnership

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APPENDIX B

EMPTY HOMES SCORING AND RATING MATRIX

2026 - 2029

EMPTY HOMES POLICY

HOUSING STANDARDS

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DEFINITIONS

Where the terms “Council”, “Authority” and/or “Local Housing Authority” have been used, these refer to the relevant council applicable across the South & East Lincolnshire Councils Partnership (SELCP) being either; East Lindsey District Council, South Holland District Council or Boston Borough Council. This policy has been adopted across the three and therefore aligns all standards and working practices.

Each empty home identified will be assessed using a scoring sheet which considers various criteria. The result of this assessment is that the property will be placed in a category which determines the priority level it is given, and the subsequent course of action taken.

Properties will be reassessed when necessary / new information is obtained to ensure they remain situated in the correct categories and the correct level of priority is given. The categories will be classified as follows:

<u>High: scores 50 or over</u>

Cases which fall into this category will be prioritised. All avenues will be explored with the owner to return their property to use in a way that suits their own needs, the needs of the community and the Council. Where assistance is refused and the owner is unwilling to cooperate, all enforcement options will be considered to establish the most appropriate course of action.

<u>Medium: scores 25 - 49</u>

Cases which fall into this category will be considered a lower priority than those in the High category. Resources will still be invested in these cases and officers will work with owners in an attempt to prevent empty homes from deteriorating and being reassessed to a higher category. Where necessary, enforcement options will be employed if considered the most appropriate course of action. Cases in this category will be monitored on a more frequent basis than those properties which fall within the Low category and will be reassessed where necessary.

<u>Low: scores less than 25</u>

Cases which fall into this category will be given a lower priority for action, but owners will be contacted and offered any advice they may need to return their property back into use. These properties will be monitored for any change and reassessed where necessary.

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EMPTY HOMES ASSESSMENT SCORING SHEET

Listed within Criteria showing classification and score.

Time Empty

- Less than 1 year = 0
- 1 to 2 years = 5
- 2 to 5 years = 10
- 5 to 10 years =15
- Over 10 years = 20

Location

- Extremely isolated with no access = 0
- Isolated property with access = 5
- Rural residential area = 10
- Urban residential neighbourhood = 15
- Prominent position = 20

Special Interest

- Listed Building = 10
- Located in a Conservation Area = 5

General Condition

- Well maintained = 0
- Acceptable for surrounding area = 5
- Noticeably empty/unattractive = 10
- Extremely unsightly/detrimental to the area = 20

Unwanted Attention

- Attracting criminal activity such as graffiti, fly tipping, vandalism, anti-social behaviour = 20

Debts Owed to the Council

- No outstanding monies owed = 0
- Less than £500 = 5
- £500 to £2,000 = 10
- £2,000 to £5,000 = 15

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- Over £5,000 = 20

Owner Interaction

- High level of cooperation = 0
- Average level of contact and efforts made = 5
- Minimal contact & little efforts made = 10
- No contact/untraceable/no efforts made = 20

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DELEGATED AUTHORITY AND COMPETENCY OF OFFICERS

All officers involved with the enforcement of legislation covered by this appendix will be competent to perform their duties in accordance with the legislation and agreed internal procedures and will carry out continuous professional development to do so. The Council has delegated the authority to serve notices/orders under various Acts and Regulations where the Safer Communities Group Manager has in turn delegated the service of some of these directly to enforcement officers. All notices/orders will be served having regard to this delegation scheme.

Officers authorised under section 113 of the Local Government Act 1972, are able to carry out Council functions outside of their sovereign council.

GOVERNANCE AND REVIEW

The Council's Safer Communities Group Manager is authorised to make amendments to the appendix to ensure it remains up to date and to reflect statutory requirements in consultation with the Portfolio Holder.

Version Control			
Issue No	**Author**	**Issue date**	**Reason For Issue**
1.0	Group Manager – Safer Communities		Full update of prevailing legislation, plus alignment of appendix to a single appendix across the South & East Lincolnshire Councils Partnership (SELCP)

Approval		
Issue	**Approval Authority**	**Approval Date**
1.0	(ELDC) (BBC) (SHDC)	

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