**Private Sector Landlords Enforcement Financial Penalty Matrix and Score Calculator**

| Factors | Score = 1 | Score = 5 | Score = 10 | Score = 15 | Score = 20 | Total |
|---|---|---|---|---|---|---|
| **1 - Deterrence & Prevention** <br><br> (*Pick only one box to the right and score against the relevant consideration*) | High confidence that a financial penalty will deter repeat offending. The offender has been engaged with the enforcement team. | Medium confidence that a financial penalty will deter repeat offending. The offender has been engaged with the enforcement team but with some resistance. | Low confidence that a financial penalty will deter repeat offending (e.g. no contact from offender). Enforcement intervention and publicity will be required to prevent similar offending in the landlord community. | Little confidence that a financial penalty will deter repeat offending. Likely that enforcement intervention is required to prevent similar offending in the landlord community. | Very little confidence that a financial penalty will deter repeat offending. Enforcement intervention will be required to prevent offending in the landlord community. | |
| **2 - Removal of Financial Incentive** (*Pick only one box to the right*) | No significant assets. No or very low financial profit made by offender. | Little asset value. Little profit made by offender. | Small portfolio landlord (between 2-3 properties). Low asset value. Low profit made by offender. | Medium portfolio landlord (between 4-5 properties) or a small Managing Agent. Medium asset value. Medium profit made by offender. | Large portfolio landlord (over 5 properties) or a medium to large Managing Agent. Large asset value. Large profit made by offender. | |
| **3 - Offence & History** (*Pick only one box to the right*) | No previous enforcement history. Single low level offence. | Minor previous enforcement. Single offence. | Recent second time offender. Offence has moderate severity or small but frequent impact(s). | Multiple offender. Ongoing offence of moderate to large severity or a single instance of a very severe offence. | Serial offender. Multiple enforcement over recent times. Continuing serious offence. | |
| **4 - Harm to Tenant(s)** (Weighting x 2) | Very little or no harm caused. No vulnerable | Likely some low level health/harm risk(s) to occupant. | Likely moderate level health/harm risk(s) to occupant. | High level of health/harm risk(s) to occupant. Tenant(s) | Obvious high level health/harm risk(s) and evidence that | Double score |

| (Pick only one box to the right) | occupants. Tenant provides no information on impact. | No vulnerable occupants. Tenant provides poor quality information on impact. | Vulnerable occupants potentially exposed. Tenant provides some information on impact but with no primary or secondary evidence. | will be affected frequently or by occasional high impact occurrences. Vulnerable occupants more than likely exposed. Small HMO (3-4 occupants), multiple occupants exposed. Tenant provides good information on impact with primary evidence (e.g. prescription drugs present, clear signs of poor health witnessed) but no secondary evidence. | tenant(s) are badly and/or continually affected. Multiple vulnerable occupants exposed. Large HMO (5+ occupants), multiple occupants exposed. Tenant provides excellent information on impact with primary and secondary evidence provided (e.g. medical, social services reports). | |
|---|---|---|---|---|---|---|
| **Final Total** | - | - | - | - | - | **Add total of above here** |

| Score Range | Fee |
|---|---|
| 1 – 5 | £375 |
| 6 – 10 | £500 |
| 11 – 20 | £850 |
| 21 – 30 | £1,000 |
| 31 – 40 | £2,500 |
| 41 – 50 | £5,000 |
| 51 – 60 | £10,000 |
| 61 – 70 | £15,000 |
| 71 – 80 | £20,000 |
| 81 – 90 | £25,000 |
| 91 – 100 | £30,000 |

## Scoring Matrix – Method

1. Each of the rows should be scored in order with only one option being chosen for each row.

2. All rows MUST be scored.

3. Note the score in the Total column.

4. Factor 4 – Harm to Tenants has an additional weighting, which will double the selected score.

5. In the final cell at the bottom of this column insert the final total.

6. The score should then be compared to the sliding scale of enforcement fee to be levied.

7. A 20% reduction of the total cost of the fine can be applied if paid in full within 28 days, or by a payment plan.