

No	Licensing Condition
	<b>Smoke Alarms, Furniture, Gas and Electricity Supply</b>
1	If gas is supplied to the property, the license holder must ensure that the gas installation and appliances are tested annually by an approved Gas Safe engineer. If requested at any time by the Council, the licence holder must supply, within 7 days, a current satisfactory gas safety inspection certificate for the property.
2	The licence holder must ensure that the property's electrical installation is inspected and tested at least every five years by a competent electrician. If requested at any time by the Council, the licence holder must supply, within 7 days, a current satisfactory electrical installation condition report (EICR) for the property. .
3.	<p>The licence holder must ensure that all furniture and any portable electrical appliances provided, by the landlord are kept in a safe condition.</p> <p>The licence holder must ensure that any upholstered furniture provided, whether new or second-hand, complies with the Furniture and Furnishings (Fire) (Safety) Regulations 1988, as amended.</p> <p>If requested by the Council, the licence holder will be required to supply a declaration as to the safety of electrical appliances and furniture.</p>
4	<p>The licence holder must ensure that smoke alarms are installed on each storey of the premises on which there is a room used wholly or partly as living accommodation.</p> <p>The landlord must ensure checks are made to ensure that each prescribed alarm is in proper working order on the day the tenancy begins if it is a new tenancy and that regular checks are made thereafter. All alarms must be kept in proper</p>

	<p>working order at all times.</p> <p>A declaration as to their condition and positioning must be provided on demand.</p> <p>Please see link below for further information on <i>The smoke and Carbon Monoxide Alarm (England) Regulations 2015</i>  <a href="https://www.gov.uk/government/publications/smoke-and-carbon-monoxide-alarms-explanatory-booklet-for-landlords">https://www.gov.uk/government/publications/smoke-and-carbon-monoxide-alarms-explanatory-booklet-for-landlords</a></p>
5	<p>The licence holder must ensure that a carbon monoxide alarm is provided in any room of the premises which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance</p> <p>The landlord must ensure checks are made to ensure that each prescribed alarm is in proper working order on the day the tenancy begins if it is a new tenancy and that regular checks are made thereafter. All alarms must be kept in proper working order at all times.</p> <p>Please see link below for further information on <i>The smoke and Carbon Monoxide Alarm (England) Regulations 2015</i>  <a href="https://www.gov.uk/government/publications/smoke-and-carbon-monoxide-alarms-explanatory-booklet-for-landlords">https://www.gov.uk/government/publications/smoke-and-carbon-monoxide-alarms-explanatory-booklet-for-landlords</a></p>
	<b>Letting arrangements</b>
6	<p>The licence holder shall supply to the occupiers of the house a written statement of the terms on which they occupy it. – This is commonly known as a tenancy or a license agreement.</p> <p>Copies of all tenancy or/ and licence agreements must be kept for the duration of the tenancy.</p> <p><i>Copies must be supplied to the Council within 21 days of receiving a request.</i></p>
7	<p>The licence holder shall demand references from persons who wish to occupy the house.</p> <p>The reference should satisfy the licence holder that the prospective occupier is of good character and is unlikely to be responsible for causing anti-social behaviour within the area. If it is only possible to obtain a verbal reference the</p>

	<p>licence-holder must make a written record of the reference including the date obtained and the name, address and telephone number of the person providing the reference. Copies and records of all references must be kept for the duration of the tenancy.</p> <p><i>Copies must be supplied to the Council within 21 days of receiving a request.</i></p>
8	<p>The licence holder shall give the tenant(s) a copy of the licence to which these conditions relate at the start of their tenancy together with an emergency contact number for the licence holder or manager of the property.</p>
9	<p>The licence holder must respect the legal rights of the tenants; this includes:</p> <ul style="list-style-type: none"> <li>• Issuing prior notice - 7 days for non-emergency repairs and 24 hours for emergency repairs) –and 7 days for inspecting the property/room/s.</li> <li>• Correctly terminating tenancies and licences.</li> <li>• Protecting rent deposits and supplying the tenant with details of the deposit scheme and reimbursing the deposit, in part or full where appropriate, at the end of the tenancy.</li> <li>• Where applicable (<i>for example - not paid through a direct debit, standing order or bank transfer</i>) issuing receipts for rent payments received.</li> <li>• Ensuring that gas, electricity and water supplies (to individual dwellings - when included in the rent - and all common parts) are not disconnected or unreasonably interrupted.</li> </ul>
10.	<p>The licence holder must not let the property or parts of the property to numbers of households and/or persons exceeding the maximum numbers allowed.</p> <p>Where the numbers are in excess of the permitted levels at the time of the granting of the licence, the licence holder must take the appropriate <b>legal</b> steps to reduce the numbers at the earliest opportunity.</p> <p>Where a tenant (or tenants) allows someone to move into their accommodation so that the permitted number for that accommodation is exceeded, the licence holder must again take the appropriate <b>legal</b> steps to reduce the numbers at</p>

	the earliest opportunity.
11	<p>The license holder must keep the property free of Housing Health and Safety Rating System (HHRS) Category 1 (serious) hazards.</p> <p>Please see link below for further guidance</p> <p><a href="https://www.gov.uk/government/publications/housing-health-and-safety-rating-system-guidance-for-landlords-and-property-related-professionals">https://www.gov.uk/government/publications/housing-health-and-safety-rating-system-guidance-for-landlords-and-property-related-professionals</a></p>
12	The licence holder must ensure that the property or units of accommodation and any furniture supplied are clean and in good repair at the commencement of a tenancy, and that any fixtures, fittings or appliances within the letting are clean and in good working order.
	<b>Dealing with Anti-Social Behaviour</b>
13	<p>The licence holder shall take all reasonable and practical steps for preventing and dealing with anti-social behaviour and ensure that any complaints that have been made directly to you or via Haringey Council or the Metropolitan Police are investigated.</p> <p>The licence holder shall keep copies of any complaints and/or correspondence and action taken relating to anti-social behaviour at the property and supply to London Borough of Haringey on request.</p>
	<b>Property inspections and repairs and maintenance</b>
14	The licence holder shall ensure that inspections of the property are carried out on a regular basis (at a minimum every 6 months) to identify any problems relating to the condition, occupation and management of the property and a log shall be kept recording inspection details. The log shall include the date and time of inspection, name of person conducting the inspection, issues found and actions taken. Any remedial work/action must be carried out within a reasonable period of time.

	<i>Copies must be supplied to the Council within 21 days of receiving a request</i>
	<b>Property Management</b>
15	<p>The licence holder shall inform the Housing Improvement Team at the Council in writing within 21 days of any of the following:</p> <ul style="list-style-type: none"> <li>• A change in ownership or management of the house;</li> <li>• Any changes to their circumstances which could affect their fit and proper person status i.e. any cautions or convictions for any offence involving fraud or other dishonestly, violence, drugs, discrimination, or breach of housing or landlord / tenant law.</li> </ul>
16	<p>The licence holder shall provide suitable and sufficient refuse and recycling bins with lids in a suitable and easily accessible location for occupants of the property to use.</p> <p>The licence holder shall ensure that all tenants on commencement of tenancy are given details about the refuse storage arrangements, including the collection date for refuse, recycling and green waste and how to present their waste for collection.</p>
17	<p>The licence holder must ensure that all gardens, yards and forecourts within the curtilage of the property are kept in a reasonably clean and tidy condition. Under no circumstances should old furniture, bedding, rubbish or refuse from the property be left immediately outside the property, on the public highway or on private land by either the licence holder, tenant or tenant's visitors.</p> <p>If the licence holder becomes aware of a breach of the above by the tenant or their visitors, a warning letter must be issued within 14 days. Copies of warning letters must be maintained.</p>
18	<p>The licence holder is responsible for the security of the property and must ensure:</p> <ul style="list-style-type: none"> <li>• That locks, latches and entry phone systems are maintained and in good working order at all times.</li> </ul>

	<ul style="list-style-type: none"> <li>• All keys, including window keys are provided to the occupiers at the start of the tenancy</li> <li>• Where previous occupants have not returned keys, the relevant locks will be changed prior to new occupants moving in.</li> </ul>
19	The licence holder must arrange for access to be granted upon receipt of a reasonable request and must not obstruct council officers carrying out their statutory duties including the surveying of the property to ensure compliance with licence conditions and any relevant legislation.