

HOUSING ACT 2004 Section 64

LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION (HMO)

SUBJECT TO ADDITIONAL LICENSING PROVISIONS

(THIS LICENCE IS NON-TRANSFERABLE)

The Slough Borough Council ("the Authority") hereby grant to

of

Licence under section 64 of the Housing Act 2004, subject to the conditions set out in the schedules attached, in respect of premises situate at:-

The Authority has decided that the house is reasonably suitable for occupation by not more than the maximum of: **[*Insert number households]** [, *and]
[*Insert number persons].

This Licence is granted on : **[*Insert Date]**
It shall come into force on : **[*Insert Date]**,
and shall remain in effect for a period of ... months from **[XXXX DATE]** to **[EXPIRY DATE]**,
unless revoked.

Date: [*Insert Date]

Signed

Designation: **Housing Supply & Regulation Manager**
The officer appointed for this purpose

Number of Schedule 1 attachments **INSERT NO#**Number of Schedule 2 attachments **INSERT NO#**

Address for all communications:

**Housing & Environment Services
Resources, Housing and Regeneration,
Slough Borough Council,
St Martins Place,
51 Bath Road, Slough,
Berkshire SL1 3UF**

Enquires by telephone should be made to:-
Josephine Abranches

Telephone Number **01753 875264**
Our reference number **LIC/008074**

Schedule 1 Mandatory Conditions

**Referred to in the 'Licence of a house in multiple occupation' in respect of
dated [*Insert Date]**

1. The licence holder shall, if gas is supplied to the house, produce to the local housing authority annually for their inspection a gas safety certificate obtained in respect of the house within the last 12 months.
2. The licence holder shall keep electrical appliances and furniture made available by him in the house in a safe condition.
3. Without prejudice to the generality of paragraph 2
 - a. The licence holder shall ensure that all electrical equipment at the property provided by the licence holder shall be safe and compliant with the Electrical Equipment (Safety) Regulations 1994.
 - b. The licence holder shall ensure that all furniture and furnishings provided are compliant with The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended).
4. The licence holder shall supply the authority, on demand, with a declaration by him as to the safety of such appliances and furniture.
5. Without prejudice to the generality of paragraph 2,
 - a. all electrical equipment provided by the landlord shall be tested by a competent electrical engineer (i.e. a member of one of the following 'full competence' schemes; BRE Certification Limited, British Standards Institution (Kitemark Scheme for electrical installation work), ELECSA Ltd, NAPIT Certification Limited, NICEIC Certification Services Limited (Domestic Installer Scheme), or other appropriate scheme). A copy of the test report, identifying the equipment tested and recording the type of tests carried out and the results of those tests shall be provided on demand to the authority.
 - b. The licence holder shall supply the authority, on demand, with a declaration that all furniture and furnishings provided are compliant with The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended).
6. All works specified in Part A of the attached schedule shall be completed within INSERT DATE of the date of this licence.
[NB. This condition is to be used to ensure provision of fire precautions and, if alarms are not already installed, is MANDATORY]
7. All works specified Part B of the attached schedule shall be completed within INSERT TIME of the date of this licence.
[NB. This condition to be used to ensure provision of adequate facilities and/or amenities as specified in the licensing and management of HMOs and other Houses (misc provisions) (England) Regs 2006.]

8. Any means of giving warning in case of fire shall be inspected and serviced at periods not exceeding six months in accordance with the recommendations of Clause 45 of BS 5839-1:2004. An inspection and servicing certificate of the type contained in G.6 of BS 5839-1:2002 should be issued and the licence holder shall supply a copy of this certificate to the local housing authority within 1 month of the said inspection or service.
9. The licence holder shall supply the authority, on demand, with a declaration by him as to the condition and positioning of such alarms.
10. The licence holder shall supply to the occupiers of the house a written statement of the terms on which they occupy it (for example, a tenancy agreement). Copies of the relevant documents shall be supplied to the authority on demand.

Schedule 2 Other Conditions

Referred to in the 'Licence of a house in multiple occupation' in respect of
dated [*Insert Date]

1. The written statement of the terms on which they occupy the property, shall include provisions relating to antisocial behaviour, and shall include conditions such that the occupant shall be under an obligation:
 - a. Not to carry on or permit to be carried on the premises any profession trade, business or any illegal, immoral or improper activity whatsoever; and
 - b. Not to do or suffer to be done in or on the Premises any act or thing, including the use of radios, stereos and televisions, which may cause nuisance or annoyance to the landlord or to the occupiers of any adjoining premises, or other occupiers of the Premises. Radios stereos and televisions should be kept at to an acceptable level of noise especially after 11:00 pm.
2. A valid Periodic Electrical Inspection Report for 'the property' shall be provided to 'the council' within **INSERT DATE** of the date of this licence.
3. Any alterations or additions to the electrical installation shall be done by a suitably qualified and competent electrician (i.e. a member of one of the following schemes; BRE Certification Limited, British Standards Institution (Kitemark Scheme for electrical installation work), ELECSA Ltd, NAPIT Certification Limited, NICEIC Certification Services Limited (Domestic Installer Scheme), or other appropriate scheme), and on completion of such works, a copy of the Electrical Installation Certificate conforming to the requirements of British Standard 7671: 1992 (as amended) shall be forwarded to Housing Standards Team.
4. All facilities and amenities provided in connection with the property shall be maintained in good repair and working order.
5. All furniture provided shall be in good repair and working order.
6. All works specified in Part C of the attached schedule shall be completed within **INSERT TIME** of the date of this licence.
[NB. This condition to be used to ensure provision of adequate facilities and/or amenities and fire precautions as specified in the licensing and management of HMOs and other Houses (misc provisions) (England) Regs 2006]
7. There is to be no obligate sharing of bedrooms.
8. Tenants are to have 24hr direct access to all toilet, personal washing and cooking facilities and equipment.
9. The property is to be occupied in accordance with and by no more than the number of persons and households specified below:

[illegible]

(NB the total number in this table may be higher than the total number of persons permitted under the licence since a lower overall number may be determined by the number of facilities in the property. The permitted number as shown on the front of the licence shall not be exceeded under any circumstances)

Conditions to be attached only when deemed necessary:

10. The [**INESRT LOCATION**] room shall not be used for [**SPECIFY PURPOSE**]
11. The licence holder and manager (if there is one) is to attend a recognised course on the Approved Code of Practice relating to the management of HMOs within 5 years of the licence being granted or publication of the code (whichever is the later).
12. The [**LICENCEE AND /OR MANAGER**] shall attend an approved training course on management of 'houses in multiple occupation' in relation to any applicable code of practice approved under section 233 and provide proof of attendance to this department within 6 months of the date of this licence.
13. The [**LICENCEE AND /OR MANAGER**] shall attend a training course on management of 'houses in multiple occupation'