

Ref: 265850 - 11 Upper Redlands Road, Reading, Berkshire,

READING BOROUGH COUNCIL

HOUSING ACT 2004, PART 2
MANDATORY LICENSING OF HOUSES IN MULTIPLE OCCUPATION LICENCE

Licence Holder: Clifford Sinclair Ltd
Of: Sovereign Offices, 40 Craven Street, London, WC2N 5NG
Managing Agent: Mrs Dorothy Cox
Of: 44 Cressingham Road, Reading, RG2 7JR

Valid from: - 1 APR 2009

Expires: 31 MAR 2014

This licence relates to the premises known as:
11 Upper Redlands Road, Reading, Rg1 5JJ

In accordance with Section 67 of the Housing Act 2004, this licence restricts occupation of the house to NINE (9) occupants. An occupant being defined as any person using the premises as their main residence. In addition the following restrictions and prohibitions in the use or occupation of the following particular parts of the house by persons occupying it, shall apply (providing the occupation does not exceed the maximum number NINE (9) permitted in the whole house):-

Part of the House	Use prohibited	Occupation
Ground floor front and rear rooms	Not Applicable	Maximum: TWO (2) people per room
First floor front left, middle rear and rear rooms	Not Applicable	Maximum: ONE (1) person per room
First floor front right and front middle rooms	Not Applicable	Maximum: TWO (2) people per room
Second floor front room	Not Applicable	Maximum: TWO (2) people
Second floor rear room	Not Applicable	Maximum: ONE (1) person
All other rooms	Sleeping accommodation	ZERO (0) people

Bedrooms/Parts of the house are made with reference to the plans submitted with the application.

The licence conditions are continued overleaf.

Further details of this scheme are available from
HMO Team
Housing & Public Health
Reading Borough Council
Civic Centre
Reading
RG1 7TD
0118 939 0151

Signed



- 1 APR 2009

Designation ...**HEAD OF ENVIRONMENT AND CONSUMER SERVICES**
(authorised officer on behalf of the Council)

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Mandatory Licensing Conditions

In accordance with Sections 67 and Schedule 4 of the Housing Act 2004, the following are a condition of this licence:-

Facilities (condition and contents):

1. The following facilities and equipment shall be made available in the house for the purpose of meeting standards prescribed by Section 65 of the Housing Act 2004 and within the time period described:-

Facility/Equipment and Location	Time Period
A wash hand basin to be provided within each sleeping room connected with continuous hot and cold water supplies and the foul water drainage system.	Within 5 years of the commencement of the licence.
A suitably located fan or openable window to be present within each bathroom and WC compartment.	Within 5 years of the commencement of the licence.
Provide to the communal kitchen an additional sink or dishwasher. Or Remove the existing single bowled sink/drainer and replace with a new double bowled sink with integral drainer Each sink to have a base unit supplied; constant hot and cold water, trapped drainage and tiled splash back. In a shared kitchen an integral drainer to be provided. A wash hand basin shall not be used in place of a sink.	Within 2 years of the commencement of the licence.
Ensure adequate refrigeration storage is provided (a minimum of 0.15m ³ per three occupants)	Within 6 months of the commencement of the licence

2. All wash hand basins to be connected with continuous hot and cold water supplies and the foul water drainage system. Toilets to be connected to the cold water supply and the foul water drainage system.
3. The facilities and equipment described and those already present within the house to be kept in good repair and proper working order and kept available at all times. Any damaged or defunct equipment to be replaced so that the number of amenities does not reduce without the consent of the Council.

4. A visual inspection of the structure of the property at maximum intervals of 6 months and each change of tenancy, to include; all fittings, installations and appliances made available within the house (including electrical installations and appliances). All portable electrical equipment provided by the landlord must be regularly inspected and checked for disrepair, damage and general wear and tear. A written record of these inspections and any defects found together with remedial action taken to be kept for the duration of the licence and submitted to the Council within 28 days of a written request.
5. Ensure the door and frames from the ground floor communal hallway to the kitchen are of a half-hour fire resisting door set conforming to BS 476: Part 22 & 31 within six months of the issue of the licence. The door to be fitted with an overhead self-closer complying with BS EN 1154:1997 and to be effectively self-closing to give a tight seal against rebates of doorstops. Gaps between door edges and frames must not exceed 3mm. The fire door to be fitted with an intumescent strip and a smoke seal in the top and side edges of the door or frame (not the door stop).
6. Any fittings installations and appliances made available within the house (including electrical installations and appliances) found to be defective to be repaired by a competent person or removed from the house.

Management:

7. The HMO will comply with The Management of Houses in Multiple Occupation (England) Regulations 2006 within three months of the commencement of this licence.
8. The name, address and telephone number for licensee or manager is to be displayed in the common parts of the HMO in clear legible writing or type, securely fixed in a position readily visible to all occupants.
9. A copy of a valid gas safety certificate to be displayed in the common parts.
10. Annually provide to the Council, a copy of a gas safety certificate obtained over the previous twelve months from a CORGI registered operative, qualified in the inspection of all gas appliances within the property, beginning not later than April 2009 (current certificate expires 02/04/2009).
11. Keep electrical appliances and furniture in a safe condition. The Council may request a declaration of the safety of furniture and/or electrical appliances at any time during the term of the licence and a written declaration shall be returned to the Council within 28 days of such a request.

12. Obtain a current test report and certificate on the electrical installations within the property and carry out all necessary works identified and required to make the installations safe within five years of the issue of the licence (current certificate expires 20/03/2012). The test and works should be carried out in accordance with the 17th Edition Wiring Regulations, BS 7671 by a suitably qualified electrician that is approved by the NICEIC, ECA or equivalent organisation. A satisfactory certificate is required within 28 days of a written request. This is in addition to any certificate provided with the application
13. All electrical equipment provided with the house must be safe for use from the commencement of the licence and tested by a competent person within five years of the commencement of the licence. A log must be kept of all tests and checks, any work required or the replacement of any equipment and a copy provided to the local authority within 28 days of a written request.
14. Ensure smoke alarms are installed in the house and keep smoke alarms in working order.
15. Test the smoke/heat alarms at least every month by operating all alarm sounders in the property using the test button. The alarms' ability to detect smoke/heat should be tested at least once every year to ensure that they respond to smoke/heat and cleaned at least once a year in accordance with manufacturers instructions. (The electrical safety certificate required in condition 12 to be submitted must also confirm the installation and operation of the system is satisfactory.
16. Provide copies of reports of fire detection, alarm system, emergency lighting and electrical testing and/or a declaration of the condition and positioning of smoke alarms to the Council within 28 days of a written request by the Council.
17. Provide tenants with a written tenancy agreement or if the occupants are not tenants (e.g. licensees), a written statement of terms on which they occupy the property within three months of their occupation.

Tenancy

18. A copy of the front page of this licence to be displayed in the common parts, securely fixed in a position readily visible to all occupants.
19. Tenancy agreements or written statement of terms must set out how occupants are to report any damage to the property or contents, to the landlord or landlord's agent. This applies to all new tenancies created once the licence has been issued.
20. Tenancy agreements or written statement of terms must set out how owners or managers intend to deal with antisocial behaviour from tenants or visitors including behaviour affecting other occupants and neighbours. This applies to all new tenancies created once the licence is in force.

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21. Any anti-social behaviour arising in the HMO is to be dealt with under the terms of any tenancy agreement.

Notes

General conditions

- This licence is subject to the provisions of the Housing Act 2004 Part 2 - Mandatory Licensing of Houses in Multiple Occupation.
- The possession of this document does not guarantee that the licence is in force. Its validity may be established by reference to the Council's HMO Team.
- This licence is not transferable.
- Any changes in the personal details of the licence holder must be notified to Reading Borough Council as soon as reasonably practicable.
- The licence holder has a duty to notify Reading Borough Council of any relevant convictions as soon as reasonably practicable.
- Application to renew this licence should be made to Reading Borough Council as the issuing Authority.
- It must be emphasised that the work specified on this licence may require approval under the requirements of planning and/or building regulations and we advise you to seek advice from the relevant department(s) before works commence.

Revocation, Enforcement and other Sanctions

This licence may be revoked under the following circumstances:-

- a) with the agreement of the licence holder;
- b) there has been serious or repeated breaches of a licence condition;
- c) the licence holder is no longer a fit and proper person to hold the licence;
- d) the management of the property is no longer being carried out by persons who are fit and proper persons to be involved in its management;
- e) in respect of a property subject to selective licensing, a HMO license has been granted (allowing for the selective licence to be revoked);
- f) the property ceases to fall within the mandatory, discretionary or selective licensing regimes and the LHA considers, were a new application to be made for a licence;
- g) the structure of the property is such that a new licence would not be granted.

The Council can arrange for an authorised officer to enter any premises at a reasonable time for the purpose of ascertaining if an offence has been committed. Where entry is refused the Council may apply to the court for a warrant authorising entry by force if necessary.

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It is an offence, committed by any person who manages or controls a property, where it is required to be licensed, but is not. Any person who manages or controls a property who knowingly permits another person to occupy the house, which results in the house being occupied by more households or persons than authorised by the licence, commits an offence. Upon conviction of the offence a fine of up to £20,000 can be imposed for each of these offences.

A licence holder or other person on whom restrictions or obligations are made in the licence under section 67(5) of the Act commits an offence if he fails to comply with any condition of the licence. Upon conviction of this offence a fine of up to level 5 on the standard scale can be imposed.

Where Housing Benefit has been paid in respect of an unlicensed property the Council may apply to the Residential Property Tribunal for an order that the persons receiving rent payments repay a sum equivalent to the benefit paid. Any occupier who has paid rent on an unlicensed property may do the same.

Where a property is unlicensed and has no prospect of becoming so the Council may apply to the Residential Property Tribunal for a Management Order. No notice under Section 21 of the Housing Act 1988 can be served on an assured shorthold tenant of an unlicensed property.

Death of Licence Holder

This Licence shall cease to be in force upon the death of the Licence Holder. However from a period of 3 months from the date of the Licence Holder's death, the property shall be treated as if, on the date of death, a Temporary Exemption Notice (TEN) has been served under the provisions of Section 62 of the Housing Act 2004.

Sale of the Property

If the property is sold and the Licence Holder is no longer the landlord or manager of the property, then this licence is no longer effective. The new owner will need to make arrangement to either apply for a new licence or a Temporary Exemption Notice (TEN) as appropriate.

Register of Licences

The Local Authority is under an obligation to establish and maintain a register of licences granted under the Housing Act 2004 Section 232. The particulars of the register are prescribed by The Licensing (HMOs and Other Houses) (Applications, Standards, Publications of Designations and Keeping of Registers) Regulations 2006.

The contents of the register are to be available for inspection by members of the public at all reasonable times.