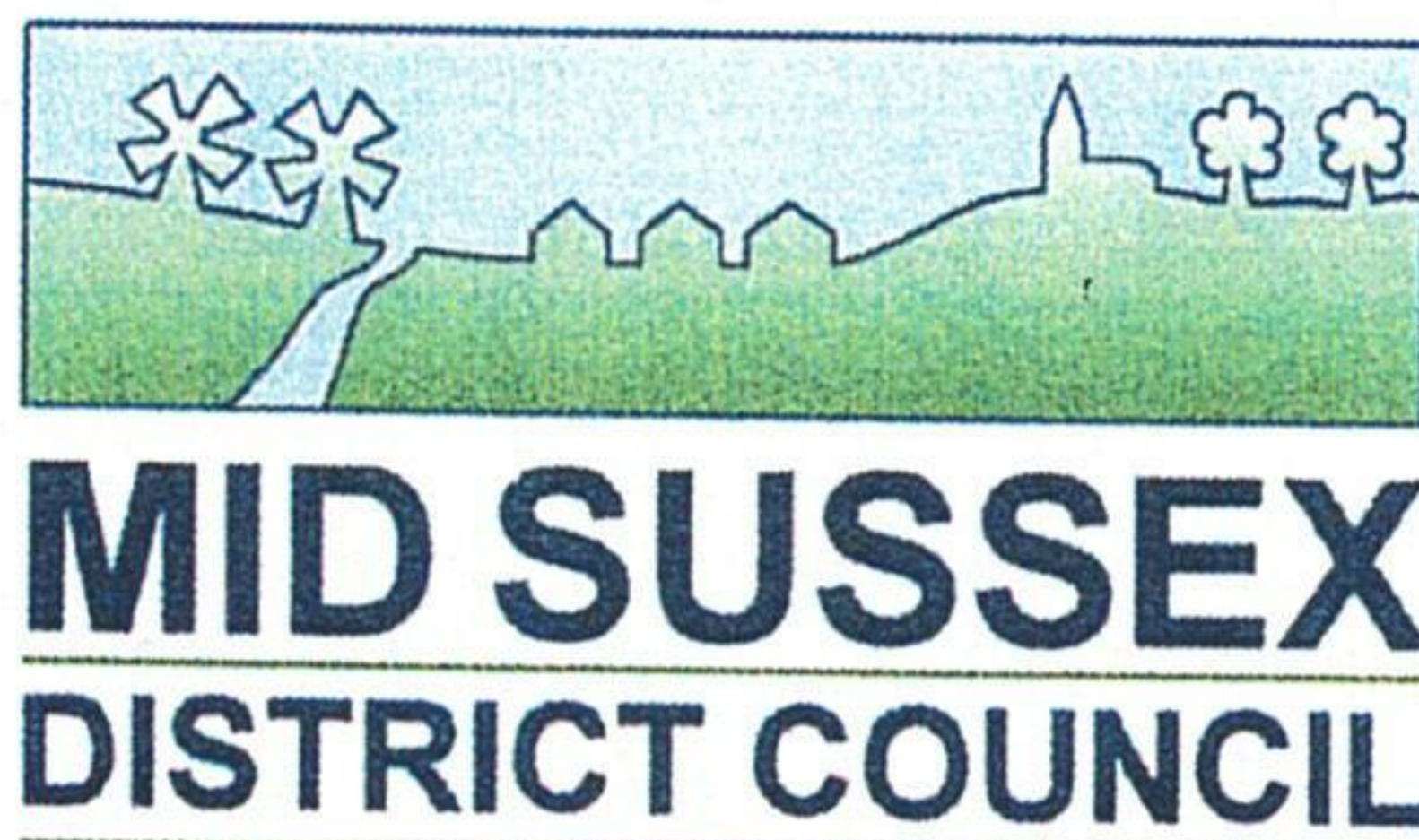




Housing Act 2004

Licence to Use a Property as a House in Multiple Occupation

**Mid Sussex District Council, Oaklands, Oaklands Road, Haywards
Heath, West Sussex, RH16 1SS**

Licence Number – 06/003/HMO

The house in multiple occupation situated at:

Drury Lodge, Cranston Road, East Grinstead, West Sussex, RH19 3HW

**is licensed by Mid Sussex District Council in accordance with the provisions of
Part 2 of the Housing Act 2004 from 14 February 2012**

Until:

14 February 2017

**subject to the conditions required by Schedule 4 of the Act and any additional
conditions imposed by virtue of Section 67 of the Act which form part of this licence**

The Licence is issued to:	Mr M G Hawes
The maximum number of households is:	12
The maximum number of occupants is:	20

Room No.	No. Households	No. Occupants
Ground Floor Front Right Room (Room 1)	1	2
Ground Floor Rear Right Room (Room 2)	1	2
Ground Floor Rear Left Flat (Room 3)	1	2
Ground Floor Front Left Room (Room 4)	1	1
First Floor Rear Left (Mezzanine) Room (Room 5)	1	1
First Floor Front Right Room (Room 6)	1	2
First Floor Rear Right Room (Room 7)	1	2
First Floor Rear Left Room (Room 8)	1	1
First Floor Front Left Room (Room 9)	1	1
Second Floor Front Room (Room 10)	1	2
Second Floor Rear Right Room (Room 11`)	1	2
Second Floor Rear Left Room(Room 12)	1	2

The Register of Licences is available for public inspection during the hours of 8.45am to 5.10pm from Environment Division, Mid Sussex District Council, Oaklands, Oaklands Road, Haywards Heath, West Sussex RH161SS

Date: 3rd May 2013

Signe

Business Unit Leader – Environmental Health and Building Control

SCHEDULE 1 – Mandatory Licence Conditions

- 1 The manager shall produce to Mid Sussex District Council annually a gas safety certificate for inspection if there is gas provided to the house.
 - 2 The manager shall keep electrical appliances and furniture (provided by licence holder) in a safe condition and to supply upon demand to the Local Authority a declaration stating the safety of such appliances and furniture.
 - 3 The manager shall supply to the occupiers of the house a written statement of the terms on which they occupy it.
 - 4 The manager shall ensure that smoke alarms are installed in the house and to keep them in proper working order and to supply the Local Authority on demand, a declaration as to the condition and positioning of these alarms.
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SCHEDULE 2 – Discretionary Licence Conditions

- 5 The manager shall ensure that the fire alarm system is maintained and tested in line with the provisions of BS 5839 and shall upon demand from the Local Authority provide evidence of the aforementioned testing and maintenance.
- 6 The manager shall ensure that the emergency lighting installed within the property is maintained and tested and shall employ a competent person to do so, and shall upon demand from the Local Authority provide evidence of the aforementioned testing and maintenance.
- 7 The manager shall ensure that any faults identified affecting the fire precautions and equipment contained within the property are remedied within a reasonable time period, by, if necessary, the appropriately competent person and shall keep a log of all faults, indicating date of when fault found and the date the fault was remedied and shall upon demand from the Local Authority provide a copy of the log.
- 8 The manager shall provide, and maintain the provision of, suitable refuse and litter bins or other suitable receptacles on a scale adequate to the requirements of residents, except in so far as such provision is made by the Local Authority and, make such supplementary arrangements for the disposal of refuse and litter from the house as may be necessary having regard to any service provided by the Local Authority.
- 9 The Manager shall provide within each unit of living accommodation an adequate means of fixed space heating, properly fitted and maintained by a competent person.

Note: Portable heating appliances are not acceptable means of space heating.

- 10 The manager shall ensure that all parts of the house in common use are in and are maintained in repair (including, where appropriate, decorative repair), a clean condition and good order.
 - 11 The manager shall ensure that all installations within the house in common use are in and are maintained in repair (including where appropriate, decorative repair), a clean condition and good order. This includes kitchen, bathroom and laundry facilities.
 - 12 The manager shall ensure that such parts of the house in common use as comprise staircases, passage ways, corridors, halls, lobbies, balconies and entrances (including entrance doors, porches and steps) are kept free from obstruction.
 - 13 The manager shall ensure that any water fitting which is liable to damage by frost shall (unless it is an overflow pipe) be reasonably protected against such damage.

For this purpose "water fitting" includes any pipe (other than a main), tap, cock, valve, ferrule, meter, cistern, bath, water closet, soil pan or other similar apparatus used in connection with the supply or use of water.
 - 14 The manager shall not unreasonably cause a supply of gas or electricity to any resident in the house to be interrupted.
 - 15 The manager shall ensure that the installations in the accommodation for the supply of water, gas and electricity, for space heating and heating water and for sanitation are in and are maintained in repair and proper working order.
 - 16 The manager shall not unreasonably cause a supply of water to any resident in the house to be interrupted.
 - 17 The manager shall ensure that installations for lighting serving any part of the house in common use are readily available for use by residents to such extent and at such times as they may reasonably require.
 - 18 The manager shall ensure that all means of water supply and drainage in the house are in and are maintained in repair, a clean condition and good order (including where appropriate, proper working order).
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