

LICENSING CONDITIONS

CEC1	The licenceholder must provide each tenant with a clear statement, in a form they can understand and keep for reference, of what is expected of them and what they can expect from the licenceholder. The agreement must include key elements – see attached tenancy management standards.
CEC2	The licenceholder must take steps to ensure that the property, fittings and furniture, including fire precautions and gas and electrical installations, are maintained throughout the period of the licence to the standard required.
CEC3	The licenceholder must act lawfully and reasonably in requiring any advanced payments, handling rents, returning deposits, and making deductions from deposits.
CEC4	Actions to secure repossession must only be by lawful means.
CEC5	The licenceholder must comply with all relevant legislation affecting private sector residential tenancies, and all legislation relating to other activities carried on in the premises, such as the provision of care or support, or food preparation.
CEC6	The licenceholder must manage the property in such a way as to seek to prevent or deal effectively with any anti-social behaviour by tenants to anyone else in the HMO or in the locality of the HMO.
CEC7	The licenceholder shall give notice in writing to every occupier of premises in the same building as the licenceholder's premises or occupiers of adjoining premises advising them of the name of the licenceholder or managing agent, a contact address and day time telephone number and an emergency contact number. This notice shall be given within 28 days of the licence holder's receipt of the licence document. An emergency contact telephone number for the licenceholder and/or management shall be available and notified to the Council for 24-hour contact purposes for emergencies or antisocial behaviour from the property.
CEC8	The licenceholder must ensure that a telephone line is available in an area of the property accessible to all tenants, where the tenants can provide a handset and arrange for the telephone service to be provided.

CEC9	Tenants must be given clear advice on action to be taken in the event of an emergency.
CEC10	The use of the premises shall be as authorised from time to time by the City of Edinburgh Council in terms of the Building (Scotland) Acts 1959 and 1970.
CEC11	Adequate facilities must be provided for the storage and disposal of refuse, and the licenceholder shall make the tenants fully aware of their responsibilities.
CEC12	The licence holder shall display the licence and these conditions in a prominent position within the premises.
CEC13	The number of persons residing in the premises at any one time shall not exceed the maximum number stated on the licence.
CEC14	The premises shall comply with the CEC physical standards, as set out by the Council's Joint Inspection Team, which are based on the Scottish Executive published guidance.

(Adopted by Executive 18 January 2005)