

## What the council can do

We want local people to have access to good quality homes which is why we want to work with and support landlords so that you know about the law and the things you need to do to keep your property to an acceptable standard.

## Our rating system

The Housing Health & Safety Rating System (HHSRS) is a national scoring system which we use to identify risks and hazards in the home. It also allows us to recommend works to reduce the risk of those hazards. We'll always try to work with landlords to get problems sorted – but in some serious cases we could step in and do the work – and recharge you for the cost involved.



## To find out more you can:

Call us on  
**01902 696000**

Email us at  
**env.protection@sstaffs.gov.uk**

Visit our website at  
**www.sstaffs.gov.uk**

## Local Authority Enforcement Powers

South Staffordshire Council is committed to working closely with landlords/partner organisations in providing housing advice and assistance, so seeking to maintain the quality and condition of the area's housing stock by active informal means.

Where informal action fails to bring about the necessary improvements to remedy Category 1 hazards then formal action will be used to ensure necessary work is done, charges will be made for all formal action taken and costs will include both administration and officer time.

# Renting out your property?

## Landlords - Know the law



If you're renting out your property to private tenants then you've got certain legal obligations to make sure the property is safe and maintained to a good standard.

## What are landlords responsible for?

There are a whole host of things which as a landlord you're responsible for. You can find out more about your responsibilities by contacting the National Landlords Association at [www.landlords.org.uk](http://www.landlords.org.uk) where they will be able to tell you exactly what the law requires you to do.<sup>1</sup>

But in general terms, these are the things landlords are responsible for:

### Gas

Gas appliances need to be checked and serviced by a qualified Gas Safe registered professional every year. You must keep the certificate and also provide a copy to the tenant.

### Electricity

Your tenants are responsible for paying the bills – but you need to make sure that the electrical installation and any appliances that you provide are safe.

### Water

You need to make sure that your property has hot and cold water and that the water supply, washbasins, sinks, baths, showers and toilets are safe and fit for use.

### Repairs

You need to make sure the outside of your property, including the structure, is maintained and kept in good repair.

### Fires

You need to make sure that the furniture complies with the latest fire resistance regulations.<sup>2</sup>

### Heating

You need to make sure that the property is provided with an efficient and suitable heating system.

### Food safety

This covers sinks, draining boards and work tops. You don't have to provide things like a cooker or a fridge – but you do need to make sure that there is space for items like these. You also need to provide shelves and/or cupboards for storage.

## Here's a handy checklist of the things you will need to do:

### ***Before the tenant moves in, make sure that***

- the property is clean.
- instructions are on all the relevant appliances.
- all relevant equipment is labelled correctly.

### ***When the tenant moves in you will need to:***

- Give them a current gas safety certificate and maintenance book.

- Show them how certain equipment works, such as the boiler or central heating.
- Explain how to use safety equipment and extinguishers.
- Give them an emergency contact number
- Handover a full set of keys



## Other Useful Tips

Being a good landlord and making sure your property is up to scratch makes good business sense. The better the standards, the better your chances of getting good tenants and reducing the amount of time your property lies empty.

### ***You should also look at:***

- Joining groups like the National Landlords Association
- Joining our Landlord Accreditation Scheme
- Making sure you know all the current legislation and keep yourself up-to-date with any changes.