

APPENDIX A

CITY & COUNTY OF SWANSEA HMO LICENCE DECLARATION OF UNDERSTANDING

PREMISES

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FIRE PRECAUTIONS

The use and purpose of the fire precaution facilities as set out below have been explained to me and I understand them:

1. The fire alarm
2. The means of escape
3. Protection of the escape route and keeping it free from obstruction
4. The importance of fire doors
5. Fire-fighting equipment

WASTE MANAGEMENT

The arrangements for waste storage, collection and recycling have been explained to me as set out below and I understand them:

1. Non-recycling waste to be placed for collection in black refuse bags.
2. Waste recycling requirements specified by the Council will be met.
3. Refuse & recycling bags & food waste bin must be placed at the kerbside in front of the property no earlier than 7.00 pm the night before collection.
4. No refuse bags or any other type of waste must accumulate in the garden or yard before collection. They must be stored correctly in the bins or other storage area provided by the landlord.
5. Only normal household waste may be disposed of within a refuse or recycling bag. Sharp objects must always be wrapped. Oil, grease, asbestos, clinical waste, building waste or garden waste must not be disposed of in this manner. The contact telephone number for any queries is 01792 635600.

ANTI-SOCIAL BEHAVIOUR

The requirements relating to anti-social behaviour as set out below have been explained to me and I understand them:

1. What may constitute anti-social behaviour
2. The impact of anti-social behaviour on other people
3. The standard of behaviour expected
4. The consequence of anti-social behaviour
5. The possible consequences in terms of my tenancy agreement.

THE MANAGEMENT OF HOUSES IN MULTIPLE OCCUPATION (WALES) REGULATIONS 2006 and THE LICENSING AND MANAGEMENT OF HOUSES IN MULTIPLE OCCUPATION (ADDITIONAL PROVISIONS) (WALES) REGULATIONS 2007

The duties of occupiers under Regulation 10 of these Regulations (Regulation 11 of the 2007 Regulations for Section 257 HMOs) as set out below have been explained to me and I understand them:

1. Act in a way that will not hinder or frustrate the manager in the performance of the manager's duties
2. Allow the manager, for any purpose connected with the carrying out of any duty imposed on the manager by these Regulations, at all reasonable times to enter any living accommodation or other place occupied by me
3. Provide the manager, at the manager's request, with any such information as the manager may reasonably require for the purpose of carrying out any such duty
4. Take reasonable care to avoid causing damage to anything which the manager is under a duty to supply, maintain or repair under these Regulations
5. Store and dispose of litter in accordance with the arrangements made by the manager
6. Comply with the reasonable instructions of the manager in respect of any means of escape from fire, the prevention of fire and the use of fire equipment.

I have read and understood the Declaration of Understanding in relation to Fire Precautions, Waste Management, Anti-Social Behaviour and the Management Regulations summary.

I understand that if I fail to comply with these, I may be committing an offence for which I may be prosecuted.

I understand that the Licence holder of this property may have to provide a copy of this document, including my details below, to the City & County of Swansea as required under the conditions of the HMO licence for the property. My details will only be used in connection with the enforcement of legislation and conditions relating to the letting of this property as a licensable house in multiple occupation.

OCCUPIER			LICENCE HOLDER
Full Name	Signature	Date	Signature & Date

