

**Enquires to:** Amabara Douglas  
**Direct Line:** 0151 233 3055  
**Email:** amabara.douglas@liverpool.gov.uk  
**Our Ref:** WK/000574995



Mr Anthony O'leary  
18 Beechfield Road  
LIVERPOOL  
Merseyside  
L18 3EH

Date: 14<sup>th</sup> May 2013

Dear Sir

**Housing Act 2004 Part 2 and Schedule 5 – Licensing of Houses in Multiple Occupation**

**Re: 40 Heathfield Road, LIVERPOOL, Merseyside, L15 9EZ**

**YOU ARE ADVISED TO FULLY READ THE CONTENTS OF THIS NOTICE AND HMO LICENCE CONDITIONS**

I refer to my previous correspondence regarding "Notice of Proposal to Grant HMO Licence".

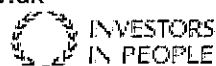
In the absence of any representations from you or other relevant persons made in accordance with the notice and not withdrawn, Liverpool City Council is to renew your existing HMO Licence in respect of the above property, for a **term of "3 Years"**

Attached herewith is the notice to grant the licence together with a copy of the licence and licensing conditions. A copy of the licence must be displayed in the property and I have enclosed a laminated copy of the licence for this purpose. You are advised to read the enclosed documents carefully and should you disagree with any of the terms you may appeal against the decision to grant a licence.

Any such appeal must be in writing to the residential property tribunal within **28 days** of the date of this notice.

I would remind you that this document relates only to HMO licensing and further works may be required in order for the premises to comply with the Housing Health and Safety Rating System and other legislation.

**Liverpool City Council**  
**Public Protection**  
Municipal Buildings, Dale Street, Liverpool, L2 2DH  
T: 0151 233 3055  
E: amabara.douglas@liverpool.gov.uk [www.liverpool.gov.uk](http://www.liverpool.gov.uk)



**it's liverpool**

**IT IS IMPORTANT THAT YOU READ ALL OF THE LICENCE CONDITIONS CONTAINED WITHIN THIS DOCUMENT PARTICULARLY TO THE CONDITIONS IN SCHEDULE 4, AS THEY RELATE SPECIFICALLY TO YOUR PROPERTY. FAILURE TO COMPLY WITH THE CONDITIONS IN SCHEDULE 4 MAY RESULT IN YOU RECEIVING A SHORTER LICENSED PERIOD UPON RENEWAL AND ADDITIONAL WORKS AT YOUR EXPENSE MAY BE REQUIRED.**

**Please note that if an HMO licence is granted it does not automatically imply that you have permission to operate the property as a house in multiple occupation. The licensed property may also require appropriate planning permission depending on the number of occupants. IT IS YOUR RESPONSIBILITY to ensure that you have all necessary permissions where they are required. Please contact the local planning authority on 233 3000 if you are unsure.**

The licence holder will also find attached a landlord's guide to fire risk assessment in residential property. This guide will help you to comply with your responsibilities under the Regulatory Reform (Fire Safety) Order 2005. Whilst a fire risk assessment is not required as part of your licence conditions, I must advise you that the responsible person for any licensable property has a duty to complete the risk assessment.

Should you require any further information, please do not hesitate to contact me on the above telephone number.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Amabara Douglas', with a long horizontal stroke extending to the right.

Amabara Douglas  
HMO Licensing Enforcement Officer  
Public Protection



To: Mr Anthony O'leary  
18 Beechfield Road  
LIVERPOOL  
Merseyside  
L18 3EH

**Licensing of Houses in Multiple Occupation (HMOs)  
Housing Act 2004 Part 2 and Schedule 5 (7)(2)(b)**

**NOTICE TO GRANT HMO LICENCE**

TAKE NOTICE THAT –

You are the licence holder of the house in multiple occupation known as:

**40 Heathfield Road, LIVERPOOL, Merseyside, L15 9EZ** ("the house").

Liverpool City Council ("the Authority") is to grant a licence to operate the House in Multiple Occupation in accordance with Part 2 and Schedule 5(7)(2)(b) of the Housing Act 2004. The decision to grant a licence was made on **14th May 2013**; the reasons for granting the licence are contained in Schedule 1. The main requirements of the licence are contained in Schedule 2, and licensing conditions in Schedules 3 & 4. Also enclosed is a copy of the licence.

Should you disagree with any of the terms of the licence, you may appeal the decision to grant a licence. Any such appeal must be made in writing to the residential property tribunal within **28 days** of the date specified in the notice.

**Dated: 14th May 2013**

Authorised Officer:

Designation: Principal Environmental Health Officer

Communications to:  
Liverpool City Council  
Public Protection  
HMO Licensing Team  
Municipal Buildings  
Dale Street  
Liverpool  
L2 2DH



## Schedule 1

### Notice to grant a licence for a House in Multiple Occupation

In accordance with the Housing Act 2004 ("the Act") Liverpool City Council ("the Authority") proposes to grant a licence to operate an HMO in respect of the property known as:

**40 Heathfield Road, LIVERPOOL, Merseyside, L15 9EZ**

The reasons the Council is granting a licence to operate a house in multiple occupation are:-

- The Council considers that the HMO is reasonably suitable for occupation by the number of people applied for under the licence, this being **Eight** persons.
- There is no Management Order in force on the property.
- There is no Temporary Exemption Notice in force on this property.
- The property is of a type of HMO that is required to be Licenced.
- The property can be made suitable for occupation by not more than the maximum number of people specified in the licence (**Eight persons**) by the imposition of conditions.
- The Licence Holder appears to be a fit and proper person.
- The Licence Holder is the most appropriate person to hold the licence.
- The management structures are satisfactory.
- The person involved in the management of the HMO appears competent.
- The financial arrangements for the management of the house appear suitable.

## Schedule 2

### Notice to grant a licence for a House in Multiple Occupation

The main requirements of the licence are that the licence holder must:-

- Allow no more than **Eight** persons to occupy the house.
- If gas is supplied to the house, produce to the Council annually a gas safety record obtained in respect of the house obtained within the last 12 months (see Schedule 3, mandatory condition 1)
- Produce to the Council on demand a declaration as to the safety of electrical appliances within the house (see Schedule 3, mandatory condition 2).
- Ensure that an automatic fire alarm system that meets the requirements of the LACORS fire safety guide and British Standard 5839 Parts 1 and 6 is installed in the house and kept in working order (see Schedule 3, "Requirement to make Facilities and Equipment Available and Meet Standards" and Schedule 4).
- Maintain the furniture and furnishings to acceptable standards (see Schedule 3, mandatory condition 2).
- Provide written tenancy agreements to ALL tenants (see Schedule 3, mandatory condition 4).
- Maintain the property in a reasonable state of repair both internally and externally so that it does not present a threat of harm to the occupants.
- Notify the Council of relevant changes in tenure at the property.
- Comply with any Special Conditions Requiring Further Action.