

Pattalis Ltd (Apostolos Pattalis)
18 OAKWOOD PARK ROAD
OAKWOOD PARK ROAD
LONDON
N14 6QG
United Kingdom

London Borough of Haringey Council
River Park House
225 Station Road
London
N22 8HQ

020 8489 5521
HMO.Licensing@haringey.gov.uk

24 May 2022

Dear Pattalis Ltd (Apostolos Pattalis)

**Licensing of Houses in Multiple Occupation (Housing Act 2004 Part 2 Section 64)
Notice of Approval to Grant a Section 257 HMO licence (Schedule 5 Part 1)**

Re: 367-369, Green Lanes, Hornsey, London, N4 1DY

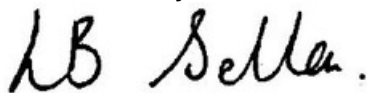
LICENCE REFERENCE: HAR-668026677687

I am now able to confirm that a licence has been granted under the above legislation for the above property. Enclosed are the licence documents. Please read through the licence carefully.

All person(s) associated with this licence are reminded that the conditions attached to this licence must be met. The licence holder and manager must not breach the conditions of the licence; doing so may result in penalties being imposed and legal action being taken. The property may be inspected by Council officers at any time and evidence that conditions are being adhered to can be requested.

It is an offence for a licence holder to fail to comply with any condition of a licence. If you have any further queries please do not hesitate to contact me.

Yours sincerely,



Lynn Sellar



Notice of Intention to Grant a Licence in Respect of a Housing in Multiple Occupation (HMO)

HOUSING ACT 2004 Part 2 and Schedule 5 (1)

LICENCE REFERENCE: HAR-668026677687

367-369, Green Lanes, Hornsey, London, N4 1DY

[Licence Holder]

To: Pattalis Ltd (Apostolos Pattalis)

Of: 18 OAKWOOD PARK ROAD, OAKWOOD PARK ROAD, LONDON, N14 6QG

The London Borough of Haringey, 'the Council' has approved an application for a licence for the house in multiple occupation known as 367-369, Green Lanes, Hornsey, London, N4 1DY "the house".

The decision to approve the licence was made on 24 May 2022.

The Council is of the opinion that the following matters have been satisfied and they are the reasons for granting the licence:

- ▶ The house is reasonably suitable for occupation by not more than the maximum number of households or persons specified, or that it can be made so suitable by the imposition of conditions as detailed in the attached licence.
- ▶ The licence holder is the most appropriate person to be the licence holder of the house.
- ▶ The licence holder is a fit and proper person.
- ▶ The manager of the house is either the person having control of the house or a person who is an agent or employee of the person having control of the house.
- ▶ The manager of the house is a fit and proper person to be the manager of the house.
- ▶ The management arrangements for the house are otherwise satisfactory.

If you do not agree with the decision to approve the licence, or disagree with any of the terms of the licence, you may appeal to a First Tier Property Tribunal within 28 days beginning on the date on which the decision was made. Full details for appealing this notice can be found in the attached notes that accompany this notice.

It is the licence holder's responsibility to ensure that they have read and understood the conditions attached to the licence.

Date
24 May 2022

Signature

Lynn Sellar

Notes

1. 257 HMOs: certain converted blocks of flats

- (1) For the purposes of this section a “converted block of flats” means a building or part of a building which—
 - (a) has been converted into, and
 - (b) consists of,self-contained flats.
- (2) This section applies to a converted block of flats if—
 - (a) building work undertaken in connection with the conversion did not comply with the appropriate building standards and still does not comply with them; and
 - (b) less than two-thirds of the self-contained flats are owner-occupied.
- (3) In subsection (2) “appropriate building standards” means—
 - (a) in the case of a converted block of flats—
 - (i) on which building work was completed before 1st June 1992 or which is dealt with by regulation 20 of the Building Regulations 1991 (S.I. 1991/2768), and
 - (ii) which would not have been exempt under those Regulations, building standards equivalent to those imposed, in relation to a building or part of a building to which those Regulations applied, by those Regulations as they had effect on 1st June 1992; and
 - (b) in the case of any other converted block of flats, the requirements imposed at the time in relation to it by regulations under section 1 of the Building Act 1984 (c. 55).
- (4) For the purposes of subsection (2) a flat is “owner-occupied” if it is occupied—
 - (a) by a person who has a lease of the flat which has been granted for a term of more than 21 years,
 - (b) by a person who has the freehold estate in the converted block of flats, or
 - (c) by a member of the household of a person within paragraph (a) or (b).
- (5) The fact that this section applies to a converted block of flats (with the result that it is a house in multiple occupation under section 254(1)(e)), does not affect the status of any flat in the block as a house in multiple occupation.
- (6) In this section “self-contained flat” has the same meaning as in section 254.

2. Household

The definition of household relates to any members of the same family, including spouses, aunts, uncles, nieces, nephews, grandparents etc and partners living together as husband and wife (or in an equivalent relationship in the case of persons of the same sex).

3. The most appropriate person.

The most appropriate person is normally the owner if s/he is receiving all rents directly. If however, a managing agent has financial control of the HMO they may be the more appropriate person to hold the licence.

Protected tenants or leaseholders with an un-expired rental period of less than three (3) years may wish to make comments about whether the licence should be issued to the applicant and/or about conditions being placed on the licence.

4. Fit and proper persons

The proposed licence holder and any proposed manager of the property must be “fit and proper” person. The Council will consider any evidence of offences committed/malpractice in deciding whether the proposed licence holder and/or manager are “fit and proper”. Offences to be considered include:

- ▷ Offences involving fraud/dishonesty/violence/drugs or certain sexual offences.
- ▷ Unlawful discrimination on the grounds of sex/colour/race/ethnic or national origins/disability, in, or in connection with, the carrying out of any business.
- ▷ Contravention of any Housing/Landlord and Tenant/Planning legislation.

5. Management Arrangements

The Council will ensure that management arrangements are satisfactory, and in deciding this, the Council must consider the following:

- ▷ Anyone involved in the management of the property must have a sufficient level of competence and be a fit and proper person.
- ▷ Management structures and funding arrangements must be suitable. Conditions on the licence may be applied to ensure management arrangements are satisfactory.

6. Penalties

A person having control or managing a house in multiple occupation who fails to:

- ▷ license the house or
- ▷ commits an offence under section 72 and may be subject to a financial penalty notice of up to £30,000 or an unlimited fine.

A licence holder or person who has restrictions or obligations placed on him by the licence and who fails to comply with the conditions of a licence commits an offence and is liable to an unlimited fine for each condition breached (section 72) and the potential loss of licence.

7. Advice

If you do not understand this licence or wish to know more about it, you can contact the Council. If you want independent advice about your rights and obligations, you should go to a Citizens Advice Bureau, Housing Aid Centre, Law Centre or a solicitor.

8. Right of Appeal

The applicant or any ‘relevant person’ may appeal against the licence approval or terms of the licence to a First Tier Tribunal within 28 days from the date the decision to grant the licence was made. (Schedule 5, section 31).

The ‘relevant person’ means any person having an interest or estate, managing or having control, of the house. It can also mean any person on whom any restriction or obligation is or is to be imposed by the licence.

An appeal can be made to the First Tier Tribunal – Property Chamber (Residential Property), 10 Alfred Place, London, WC1E 7LR; Tel: 0207 446 7700; Fax: 0207 637 1250.

LICENCE REFERENCE: HAR-668026677687



PROPERTY LICENCE

Housing Act 2004 Section 64

I hereby certify that the House in Multiple Occupation situated at

367-369, Green Lanes, Hornsey, London, N4 1DY

has been licensed by the London Borough of Haringey under the above legislation and is subject to the attached conditions.

Proposed Licence Holder: Pattalis Ltd (Apostolos Pattalis)

Valid from: 24 May 2022

Expiry date: 23 May 2027

Date
24 May 2022

Signature

A handwritten signature in black ink, appearing to read "LB Sellar.", written over a horizontal line.

Lynn Sellar

A copy of this licence must be displayed in a prominent and accessible position within the above property at all times. Please note: This licence is non-transferable and does not guarantee that the property has been inspected and approved as being of an acceptable standard. If you have any queries or complaints about the standard of the property, please contact the Council.

Property Licence Conditions

Property Address: 367-369, Green Lanes, Hornsey, London, N4 1DY

2. Tenancy management

- 2.1 The licence holder shall supply the occupiers of the property with a written statement of the terms on which they occupy the property and details of the arrangements in place to deal with repair issues and emergency issues. Copies of the written statement of terms must be provided to the Council for inspection within 7 days upon demand.
- 2.2 The licence holder shall protect any deposit taken under an assured short-hold tenancy by placing it in a statutory tenancy deposit scheme. The tenant must be given the prescribed information about the scheme being used at the time the deposit is taken. This information must be provided to the Council within 28 days on demand.
- 2.3 The licence holder must provide to the Council details in writing of the tenancy management arrangements that have been, or are to be, made to prevent or reduce anti-social behaviour by persons occupying or visiting the property. Copies of these must be provided to the Council within 28 days on demand.
 - 2.3.1 The following arrangements shall be implemented to fulfil the requirements of this condition:
 - ▶ Provision of an emergency contact number (including out of hours response arrangements)
 - ▶ Formal arrangements for the disposal of rubbish and bulky waste
 - ▶ Update of written records of property inspections for management and repair issues at least once every 3 months
- 2.4 The licence holder shall ensure that inspections of the property are carried out at least every **3 months** to identify any problems relating to the condition and management of the property. As a minimum requirement the records must contain a log of who carried out the inspection, date and time of inspection and issues found, and action(s) taken. The records of such inspections shall be kept for the duration of this licence. Copies of these must be provided to the Council within 28 days on demand.
- 2.5 The licence holder shall effectively address problems of antisocial behaviour resulting from the conduct on the part of occupiers of, or visitors to the premises by complying with the requirements of paragraphs (a) to (i) below:
 - (a) The licence holder must not ignore or fail to take action, if he has received complaints of anti-social behaviour (ASB) concerning the visitors to or occupiers of the premises.
 - (b) Any letters, relating to antisocial behaviour, sent or received by the licence holder, or agent of the licence holder, must be kept for 3 years by the licence holder.
 - (c) The licence holder must ensure that written notes are kept of any meetings or telephone conversations or investigations regarding antisocial behaviour for 3 years.
 - (d) If a complaint is received, or antisocial behaviour is discovered, the licence holder must contact the tenant within 14 days. The tenant must be informed of the allegations of the antisocial behaviour in writing and of the consequences of its continuation.
 - (e) The licence holder shall from the date of receipt of the complaint of antisocial behaviour, monitor any allegations of antisocial behaviour.
 - (f) Where the antisocial behaviour is continuing after 28 days from receipt of the complaint, the licence holder, or his agent must within 7 days visit the premises concerned with a warning letter about the consequences should the anti-social behaviour continue.
 - (g) Where the licence holder or his agent has reason to believe that the antisocial behaviour

involves criminal activity the licence holder shall ensure that the appropriate authorities are informed.

- (h) If after 14 days of giving a warning letter the tenant has taken no steps to address the antisocial behaviour and the ASB is continuing the licence holder shall take formal steps under the written statement of terms for occupation, e.g. the tenancy agreement or licence and which shall include promptly taking any legal proceedings to address the antisocial behaviour.
- (i) Where the licence holder is specifically invited they shall attend any case conferences or multiagency meetings arranged by the Council or Police. Any correspondence, letters and records referred to in condition 2.5 above must be provided to the Council within 28 days on demand.

3. Property Management

GAS SAFETY

- 3.1 The licence holder shall ensure that all gas installations and appliances are in a safe condition at all times. The licence holder must have available a current valid gas safety certificate obtained within the last 12 months. This must be provided to the Council within 28 days on demand and copies must be provided to all tenants/occupiers at the start of their tenancy. All work on gas appliances must be carried out by gas safe certified operatives.

ELECTRICAL SAFETY

- 3.2 The licence holder shall ensure that all electrical appliances provided by the landlord in the property are in a safe condition. The licence holder must submit to the council, for their inspection, an electrical installation report (EICR) within 28 days upon request. (Note: The licence holder must ensure the EICR is supplied by a competent person, who is appropriately qualified to issue this report).
- 3.3 Provide a current electrical safety certificate for all fixed electrical wiring and installations in the property which has been obtained within the last 5 years.
- 3.4 The licence holder must ensure that: (for new tenancies from 1st July 2020 and all existing specified tenancies from April 2021) 11.
- 3.5 (a) Every electrical installation in the house is in proper working order and safe for continued use; and
- 3.6 (b) Supply the authority, on demand, with a declaration as to the safety of such installations;
- 3.7 For the purpose of condition 10, "electrical installation" has the meaning given in regulation 2(1) of the Building Regulations 2010. 12. "electrical installation" means fixed electrical cables or fixed electrical equipment located on the consumer's side of the electricity supply meter.
- 3.8 Provide a current portable appliance test certificate (PAT) covering all electrical appliances supplied with the HMO
- 3.9 Provide a current emergency lighting certificate for the property which has been obtained within the last twelve months.

FIRE DETECTION & SAFETY

- 3.10 The licence holder must take general fire precautions to ensure, as far as is reasonably practicable, the safety of the people on the premises and in the immediate vicinity to include the carrying out of a fire risk assessment for the purpose of identifying the general fire precautions and other measures needed to comply with the Regulatory Reform (Fire Safety) Order 2005.
- 3.11 Provide to the local authority a satisfactory fire detection and alarm system inspection and servicing report that details the required information in the FSG7 certificate or similar
- 3.12 Provide a copy of a fire risk assessment for the common parts of the premise.

All works to be carried out by a competent person. A competent person is defined by the HSE as “a person trained and experienced so as to be able to properly examine, test and undertake any remedial action and to present the information in a report”. In this context the competent person should be a suitably qualified electrical engineer, for example:

- ▷ A member of the Electrical Contractors Association (ECA).
- ▷ A member of the National Inspection Council for Electrical Installation Contracting (NICEIC).
- ▷ A member of the National Association of Professional Inspectors and Testers (NAPIT).

(NB We would recommend that you carry out works to rectify faults highlighted in the Periodic Inspection Report but there is no legal requirement for you to do so under this Notice.)

3.13 Each kitchen must be provided with a correctly installed fire blanket in accordance with BS EN 1869:1997

3.14 The licence holder shall install and maintain in good working order appropriate smoke alarms in the property and shall submit to the council, upon request, a declaration by him as to the condition and positioning of such alarms, in accordance with the LACORS housing fire safety guidance. A copy of the LACORS housing fire safety guidance can be accessed online and downloaded free of charge at: http://www.cieh.org/library/Knowledge/Housing/National_fire_safety_guidance_08.pdf.

- (a) The licence holder shall ensure that a smoke alarm is installed on each storey of the house (which includes half-landings) on which there is a room used wholly or partly as living accommodation. (A bathroom or lavatory situated on the landing/half landing which form part of a living accommodation is to be protected with the appropriate alarm system; the alarm system is to be sited away from direct contact with steam that is likely to interfere with the operation of the alarm).
- (b) The licence holder shall ensure each smoke alarm installed in any room in the house shall be kept in proper working order.
- (c) The licence holder shall submit to the Council, on demand, a declaration by him as to the condition and positioning of any such smoke alarm.
- (d) The licence holder shall ensure that a carbon monoxide alarm is installed in any room in the house which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance. (“room” includes a hall or landing. A bathroom or lavatory is to be treated as a room used as living accommodation).
- (e) The licence holder shall ensure any carbon monoxide alarm installed in any room in the house shall be kept in proper working order.
- (f) The licence holder must supply the authority, on demand, a declaration by him as to the condition and positioning of any such carbon monoxide alarm.

3.15 The licence holder shall ensure that any fire-fighting equipment and fire alarms are maintained in good working order. The licence holder must submit to the council, for their inspection, a copy of all periodical inspection report/test certificates for any automatic fire alarm system, emergency lighting and fire fighting equipment provided in the property. These must be provided to the Council within 28 days on demand.

3.16 The licence holder shall ensure that furniture made available in the property is in a safe condition. All upholstered furniture and covers and fillings of cushions and pillows should comply with current fire safety legislation. A declaration as to the safety of such furniture must be provided to the Council within 28 days on demand.

Guidance Note: Room includes a hall or landing, a bathroom or lavatory is to be treated as a room used as living accommodation

REFUSE AND PESTS

- 3.17 No refuse shall be kept in the front or rear garden other than in an approved storage container for that purpose.
- 3.18 Where the licence holder becomes aware of a pest problem or infestation at the property he shall take steps to ensure that a treatment program is carried out to eradicate the pest infestation. Records shall be kept of such treatment programs and these must be provided to the Council within 28 days on demand.
- 3.19 The licence holder must ensure that where necessary for the emptying of waste and recycling containers from secure areas the council has the required access key / code or that arrangements are made to make these containers accessible for collection on the days and times specified by the council.

4. Documents to be displayed

- 4.1 The licence holder shall display a copy of the licence to which these conditions apply in the common parts of the property.
- 4.2 The licence holder shall display a notice with the name, address and emergency contact number of the licence holder or managing agent in the common parts of the property.
- 4.3 The licence holder shall display a copy of the current gas safety certificate in the common parts of the property.
- 4.4 If there have been new tenancies issued after 1st October 2008 for the premises, the licence holder must obtain a valid Energy Performance Certificate (EPC) Copies must be/have been made available to all tenants/occupiers at the start of their tenancy and provided to the Council within 28 days on demand. Where individual rooms in a building are rented out and there are shared facilities (e.g. kitchen and/or bathroom), an EPC is not required.

5. Financial Management

- 5.1 No person other than the licence holder or the agent named on the licence may collect and receive rental monies from the occupants of the property. The licence holder and/or agent may pass on the rental monies to any third parties as required.
- 5.2 Where rents are collected or received from occupants, the licence holder must ensure that the payment is recorded and that the occupants receive a receipt for the payment, unless the occupant is an assured shorthold tenant and pays their rent via bank standing order or direct debit. The licence holder must keep a copy of all such records and receipts and must provide the council with a copy of the same within 28 days of any request to inspect them.

6. General

- 6.1 The licence holder must advise the Council's Property Licensing Team in writing of any proposed changes to the construction, layout or amenity provision of the house that would affect the licence or licence conditions. For planning and building regulation queries please refer to the planning pages on the Council's website.
- 6.2 The licence holder must arrange for access to be granted at any reasonable time and must not obstruct Council officers carrying out their statutory duties including the surveying of the property to ensure compliance with licence conditions and any relevant legislation.
- 6.3 The licence holder shall if required by written notice to provide the council with following particulars as may be specified in the notice with respect to the occupancy of the house:
- ▶ The names and numbers of individuals/households accommodated specifying the rooms they occupy within the property
 - ▶ The number of individuals in each household

The particulars shall be provided to the Council within 28 days on demand.

- 6.4 The licence holder shall inform the Council of any change in ownership or management of the house.
- 6.5 The licence holder shall ensure that whilst any alteration or construction works are in progress, the work is carried out to ensure the safety to all persons occupying or visiting the premises.
- 6.6 The licence holder shall ensure that on completion of any works, the property shall be left in a clean tidy condition and free from builders' debris.

Failure to comply with any licence condition may result in proceedings including unlimited fines, loss of the licence or may be subject to a penalty notice of up to £30,000.

The property licence and conditions do not imply or grant by inference or otherwise any approval or permission for any other purposes including those for Building Control, Development Control and under The Regulatory Reform (Fire Safety) Order 2005. Conversely compliance with any of those requirements does not confer or imply compliance with the requirements of the Housing Act 2004 including property licensing.

Any HMO for more than six people may also require planning permission. Please contact the planning team to clarify what planning permissions are already in place for the property and advice on the process. Please note that unlawful HMO's may be subject to planning enforcement action. The Council do have powers of enforcement against breaches of planning control and that, upon summary conviction, continued failure to meet the Council's enforcement requirements could ultimately result in an unlimited fine.

For planning and building regulation queries please refer to the planning and building pages on the Council's website.

Any requirements relating to the licence and conditions are without prejudice to assessments and appropriate actions including enforcement actions under the Housing Act 2004. This includes actions to deal with category 1 and category 2 hazards as may be identified under Housing Health and Safety Rating System (HHSRS) and does not preclude such action.