

Summary of Changes/Additions to the Leeds Code

- Members must comply with the Tenant Fees Act 2019.
- Where WiFi is referred to it should be made clear whether this is being provided within the rent or at an additional cost; it should also be made clear exactly what sort of provision is available to users, especially where the 'free' elements cover only a base service and a charge is made for enhancements to this;
- For inclusive utilities, the division of responsibility and any "fair use caps/limits" for energy use must be accurately reflected in the terms of the letting agreement;
- Tenants to be provided with the latest edition of the 'How to rent' checklist at the commencement of the tenancy agreement;
- Tenant data will be fairly and lawfully processed in accordance with GDPR and the Data Protection Act 2018;
- Planned and cyclical maintenance and servicing tasks are to be carried out at appropriate intervals (so as to minimise the need for reactive repair and maintenance) and with due regard to the convenience of occupants;
- Study desks and chairs should be adequately sized and suitable for purpose;
- Landlords must comply with The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020;
- Shared HMOs – overhead closers required to risk room fire doors which open onto communal route of escape in larger 3-4 storey HMOs with 5+ tenants (in line with LCC *Fire Safety Principles for Residential Accommodation*);
- Emergency lighting should be serviced and tested annually, in accordance with BS 5266. An emergency lighting testing certificate/report should be made available to Unipol on request;
- Security grilles must be easily openable without the use of a key, with a suitable cowl being fitted to prevent opening from the exterior;
- Any flat or house with ground floor occupancy should be equipped with a non-key operated burglar alarm;
- Members must take all reasonable measures to ensure that properties are let and remain vermin free throughout tenancies. Where vermin issues arise, the member must take reasonable steps to provide appropriate vermin control using professional pest control services where necessary. Premises and tenants should be managed to prevent any accumulations of waste that might form sustenance and harbourage for vermin;
- Areas within the boundary of the property but outside the dwelling are kept in good order and free of waste, litter **and graffiti**, so far as is reasonably practicable;
- Addition of "References" pages, which provide additional information and useful links to any technical legislation/regulations referred to throughout the document.