



The Agent
The Landlord(s)

Telephone Extension: (01253) 65
Email: housing@fylde.gov.uk
Date: 15th July 2015

Housing Act 2004 Section 239

Dear Sir/Madame

RE: Proactive Inspection Program.

According to our records the above property is a House of Multiple Occupancy (HMO) and you are the responsible person for this property.

Fylde Borough Council is keen to maintain standards in such properties and have, therefore, a policy of routine inspection of all rented accommodation in the borough. In accordance with the housing act 2004 section 239 (7)) a proactive inspection program is being implemented and is due to take place in St Annes from September 2021. Housing services officers will be accompanied by an officer from Lancashire fire and rescue service and will require access to all parts of the property, including external areas and outbuildings.

NOTE: It is your responsibility to inform the occupants that access into their flats will be necessary.

There is a list of frequently asked questions on the reverse of this letter. A timescale of inspections and areas to be inspected has been enclosed for your convenience.

If you require any further information please, do contact anyone in the housing services team.

Yours faithfully

Housing services team.



FREQUENTLY ASKED QUESTIONS.

Why am I receiving this letter?

Landlords and agents have been identified using council tax and benefits records. You have been identified as the responsible person for an HMO in the Fylde area.

I am no longer or have never been the landlord.

Please inform us by email and we will amend our records. There is no need to do anything else. EMAIL ADDRESS

I own my home it is not an HMO

Please inform us by email and we will amend our records. There is no need to do anything else. EMAIL ADDRESS

I will not be available to attend the inspection

You do not need to attend the property. We will communicate with you further should we need to. However, if you would like to be in attendance, we can arrange a date and time that is mutually agreeable.

Will the tenants receive a letter from the council regarding the inspection?

It is your responsibility to inform the occupants that access into their flats will be necessary. This visit will also be conducted by Lancashire Fire and Rescue Service who jointly inspect properties for fire safety.

Why is an inspection necessary?

Recent complaints made to housing services regarding disrepair in HMOs have highlighted a need for an inspection program.

I do not want the council to carry out an inspection on my property

Power of entry. Housing Act 2004 Section 239

The requirement of Section 239 (5) Housing Act 2004, to give 24 hours notification of intended entry, does not apply for the purposes of ascertaining whether the management regulations have been breached. Therefore, an officer may enter a relevant HMO at any reasonable time without having to give prior notice (Section 239 (7)).



Area to be inspected