



INFORMATION TO TENANTS & TENANCY AGREEMENTS (LSM) 2018

1.0 Purpose

- 1.1 To ensure tenants are provided with health, safety and welfare related information commensurate with their obligations as a tenant and in line with the expectations of the Association.

2.0 Procedures

- 2.1 Whilst the Association incurs a range of legal obligations in relation to facilities related safety and these are defined throughout the Landlords Safety Manual (LSM), the safe operation and habitation of tenanted properties also relies on the co-operation of tenants.
- 2.2 In particular, tenants should not wilfully participate in unsafe acts and should comply with certain legal obligations in relation to fire, electrical safety, general housekeeping, etc.
- 2.3 Many of the individual topic-specific policies and procedures contained within the LSM note or suggest a requirement to inform tenants of their obligations in relation to that specific issue. This information may be contained within tenancy agreements or by means of leaflets, flyers, information packs, etc.
- 2.4 The Association will develop a strategy and system for providing tenants with the full range of information required as
- a) part of their tenancy agreement and
 - b) as general guidance,

and ensure this information is adequately communicated throughout the tenancies.

The process will be recorded to ensure records exist of all communications issued to tenants, thus, demonstrating the dissemination of information on risk control and best practice.

3.0 Review

- 3.1 This policy will be subject to review at least every 3 years.

George Tainsh
Director

13th December 2017

Policy Consultation and Review Process

Reviewed by Management Team & Assistant Technical Services Manager	6 th December 2017
Reviewed by the HSEHR Committee	13 th December 2017
APPROVED BY THE MANAGEMENT COMMITTEE	25th January 2018
Date of Next Review	December 2020

Approved