

GREATER MANCHESTER **GOOD LANDLORD CHARTER**

DOING THINGS DIFFERENTLY FOR THE PLACES WE LIVE

LEGAL MINIMUM REQUIREMENTS

SUPPORTER

This guide provides an overview of the legal minimum requirements for Supporters of the Good Landlord Charter.





LEGAL MINIMUM REQUIREMENTS

A guide to legal minimum requirements for Good Landlord Charter Supporters.

Providing someone with a home is an important responsibility. In the UK, there are several legal obligations landlords must meet. Landlords who register as Supporters of the Good Landlord Charter demonstrate they meet these minimum standards and work towards meeting all the Charter's criteria.

This guide sets out some of the minimum legal requirements for landlords. Falling below these minimum standards can:

- lead to local authorities taking enforcement action against landlords, including fines
- negatively impact the quality of life for the tenant
- block landlords and tenants from accessing their basic rights

The Good Landlord Charter does not provide any enforcement or offer legal advice, but we can support landlords to evidence their minimum responsibilities.

You can [book drop-in sessions](#) with our Membership Team to help evidence your legal minimums. Alternatively, you can [join a webinar](#) anonymously, where our Membership Manager will answer your questions.

TENANTS' RIGHTS

SAFETY OBLIGATIONS

LICENSING

SUPPORT

ASK CHARLOTTE





TENANTS' RIGHTS

RIGHT TO RENT CHECK

Since February 2016, all new tenants (including renewals and tenancy changes) must have had their documents (or share-code) checked to ensure they can legally rent your property in England.

[VISIT GOV.UK](#)

SHARING THE HOW TO RENT GUIDE

Since October 2015, all new Assured Shorthold Tenancies (ASTs), including renewals and tenancy changes, must have received the most recent version of the How to Rent guide.

[VISIT GOV.UK](#)

PROTECTING THE TENANTS' DEPOSIT

Since 2007, all landlords of ASTs must protect tenant deposits in a tenancy deposit scheme approved by the government. Approved providers include: Tenancy Deposit Scheme TDS, Deposit Protection Service, MyDeposits.

[VISIT GOV.UK](#)



**COMPLETE LEGAL MINIMUM
SELF-DECLARATION**

ASK CHARLOTTE





SAFETY OBLIGATIONS

EPC CERTIFICATE

Since April 2020, landlords can no longer let or continue to let properties covered by the Minimum Energy Efficiency Standards regulations if they have an EPC rating below E, unless they have a valid exemption in place.

[VISIT GOV.UK](#)

GAS SAFETY CERTIFICATE

Since 1998, landlords have been required to ensure an annual gas safety check is completed on each appliance/flue. The record of this check must then be shared with tenants within 28 days.

[OPEN PDF](#)

EIC OR EICR

Electrical installation certificate (EIC) or electrical installation condition report (EICR). Since April 2021, all new and existing tenancies have required landlords to have the electrical installations in their properties inspected and tested by a person who is qualified and competent. This inspection must be completed at least every 5 years, and the report to be provided to the tenant(s).

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LICENSING

PROPERTY LICENSING

Landlords may need a license for their properties depending on the type of property and its location. Specifically, landlords need a House in Multiple Occupation (HMO) license if they rent to five or more people forming two or more households, where they share basic amenities. Additionally, some local authorities implement selective licensing schemes, requiring licenses for all privately rented properties within a specific area.

[VISIT GOV.UK](#)

FIRE SAFETY

FIRE SAFETY

Under the Housing Act 2004, landlords are legally required to ensure there is an adequate means of escape and depending on the size of the property, landlords may have to fit smoke alarms and fire extinguishing equipment.

[VISIT GOV.UK](#)



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OTHER OBLIGATIONS

This guide does not cover all your legal responsibilities as a landlord, and some will vary depending on your individual circumstances. For further information and advice, [refer to the government website](#).

To achieve Membership, landlords will be expected to evidence they exceed minimum expectations related to the Housing Health and Safety Rating System (HHSRS), entering the property and completing repairs and rent setting.

Support will be offered at every stage. Obligations on tax and insurance are outside of the criteria of the Charter criteria. However, we understand they can be complex to navigate, so Members will be invited to access guidance on this topic.



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gmgoodlandlord.org.uk

Will I be reported to the local authority if I don't have evidence for some legal minimum requirements?

The Good Landlord Charter is here to support and guide landlords through this process. We won't report you to the Local Authority if you let us know you're missing evidence for legal minimum requirements. As landlords improving Greater Manchester, we do not expect any Supporters to have any issues regarding their legal minimum requirements. The Good Landlord Charter maintains a duty of care to report safeguarding concerns as outlined in the [Care Act 2014](#).

When do I get my Supporter benefits?

Our benefits package for Supporters is constantly developing, so you will receive benefits throughout the Membership process. To unlock access to initial benefits, you must complete the legal minimum self-declaration form.

I don't like the form. Are there any other ways to submit?

Yes, everyone's circumstances are different, and there is no one-size-fits-all solution. If the form does not meet your needs, simply book a one-to-one session with Charlotte to discuss the best way to submit your evidence.

Do I have to provide all my certificates?

That depends. If your property is subject to licensing, then you only need to provide the license and gas safety certificate for that property. Also, if your properties share the same postcode, we can look up the EPCs for you.

How do I access the form to confirm Supporter status?

Complete the form online. If you need to request alternative formats, please email info@gmgoodlandlord.org.uk.

If you want to discuss the form, please [book a session with Charlotte](#) or send her an email at Charlotte.Vale@GMGoodLandlord.org.uk.

What if I don't have all the evidence ready?

Complete the form now and submit the evidence later. You can [email the evidence to us](#). Or [book a session with Charlotte](#) so you can discuss preparing the evidence and agree on a date for submission.

[Complete the form](#)

[Book a session](#)

[Email us](#)

I don't remember if I've completed a Right to Rent check. How do I find out?

You more than likely have completed the check. If you used a letting agent to find your tenant, they will have completed the check. You can share the contact details of your agent, and we will confirm on your behalf.

Do I have to employ somebody else to carry out manual Right to Rent document checks if I am not an expert?

No. You only have to be satisfied that the documents which you are checking seem genuine. You can make an arrangement with an agent who can carry out checks on your behalf. Anyone who is given a false document will only be liable for a civil penalty if it is reasonably apparent it is false.

[Guidance on Right to Rent on GOV.UK](#) explains how to check original documents:

- Check which adults will use your property as their main home (your 'tenants')
- Ask them for original documents that prove they can live in the UK
- Check their documents to see if they have the right to rent your property
- Check that each tenant's documents are genuine and belong to them, with the tenant present
- Make and keep copies of the documents and record the date you made the check.

All tenants must be checked to avoid discrimination.

If you worked with an agent for introductions and referencing, they will have completed this step for you. Please let us know who you worked with when letting your property.

How do I submit evidence?

If you have 5 or fewer properties, you can upload directly to the form.

[You can email Charlotte](#), attaching the requested documents.

You can share a link where the documents can be retrieved, for example, via Dropbox.

You can send the documents directly from your property management app – this will likely send individual emails for each property – this is no problem; please send to Charlotte.

You can ask your agent to share the evidence. Please copy Charlotte into the email so she can liaise with your agent. We will also invite them to join as a Champion of the Charter.