



# Chichester Landlord Accreditation Scheme

## Frequently Asked Questions

### **What is the accreditation scheme?**

Accreditation is the recognition that a landlord has voluntarily complied with standards set by Chichester & Arun District Councils (CDC and ADC) regarding the condition and management of their properties. To join the scheme a landlord must be a 'fit & proper person', abide by the Code of Good Management and agree to accredit all his/her properties.

Although the scheme is not compulsory there are many advantages to joining, as set out below.

### **What does it cost?**

There is no cost to join the scheme

### **Who is a "fit and proper" person?**

A person who has not committed any offences, been subject to any proceedings brought by a local authority or Regulatory Body with regard to the Housing Act, Landlord & Tenant Act or any Approved Code of Practice in relation to the management of HMOs. Furthermore convictions relating to fraud, dishonesty, discrimination, drugs or Schedule 3 of the Sexual Offences Act 2003 may disqualify an applicant.

### **Who can become accredited?**

Only property owners can apply to accredit their properties.

### **What does the Code of Management require?**

The Code requires landlords to conduct themselves in a professional manner at all times and respond promptly to all issues raised by tenants.

### **What type of financial assistance is available?**

Accreditation Assistance is available for landlords who apply to join the scheme and helps pay for works required to meet the Accreditation Standards. The assistance is 50% of the cost of the works up to a maximum of £4,000.

## Do all properties have to be accredited?

Landlords who apply for accreditation must provide a list of all their properties which are available for letting in both Chichester & Arun Districts and agree that all his/her properties will become accredited within an agreed timescale. Landlords are encouraged to bring all their properties up to accreditation standard as soon as possible.

## What are the benefits of joining the scheme?

- Access to financial assistance to improve properties to the standards set out in the scheme.
- Full property listing on the University of Chichester Studentpad website, which is accessible to all students.
- Free website advertising of properties which is linked to Council website.
- The status of being publicly identified as a good landlord, including formal certification.
- Distancing themselves from incompetent or unscrupulous landlords.
- The business advantage of advertising their accredited status to tenants who place emphasis on good quality and well managed accommodation.
- Ease of access to, and support from, Environmental Health Officers.
- Information on housing management, access to training and development opportunities and consultation on future initiatives.

## How do I apply?

Please contact the CDC Environmental Housing Team for an application pack by email [accreditation@chichester.gov.uk](mailto:accreditation@chichester.gov.uk) or see the website [www.chichester.gov.uk](http://www.chichester.gov.uk)

## How long does accreditation last?

Accreditation will normally last for 5 years. However accreditation may be revoked if the Code of Management or the Standards are breached.

## Who operates the scheme?

The Landlord Accreditation Scheme is run by Chichester & Arun District Councils in partnership with private landlords, University of Chichester and West Sussex Fire and Rescue.

## Any other questions?

Please direct all your questions to Chichester District Council on **01243 785166** or [accreditation@chichester.gov.uk](mailto:accreditation@chichester.gov.uk)

