

Tenancy Deposit Protection Schemes

Any cash deposit that you receive must be placed in a tenancy deposit scheme within 30 days of the money being received and you must serve "prescribed information" to the tenant about which scheme you have used, how claims are made against the deposit etc.

Failure to register the deposit and serve the prescribed information can incur penalties and affect how you are able to seek possession.

There are three schemes available:

- [Deposit Protection Service](http://www.depositprotection.com)
www.depositprotection.com
- [MyDeposits](http://www.mydeposits.co.uk)
www.mydeposits.co.uk
- [Tenancy Deposit Scheme](http://www.tds.gb.com)
www.tds.gb.com

We would recommend that you look at all three sites before selecting a scheme, and if you have any queries, contact them directly.

Right to Rent

You must carry out Right to Rent checks on all prospective tenants. If you accept a bond from the Council we will provide you with a letter which you can use as evidence that your tenants have the right to rent.

Energy Performance Certificate

Tenants entering into new tenancies new have to be provided with an Energy Performance Certificate and an up to date Gas Safe certificate if applicable.

Get in Touch

Housing Options

Craven District Council

1 Belle Vue Square

Broughton Road

Skipton.

BD23 1FJ

- Phone: 01756 706475
- Email: housing@cravencd.gov.uk
- Website: www.cravencd.gov.uk/housing

Other Useful Contacts

For further advice about tenancy deposits, and your responsibilities as a landlord we would recommend that you visit a dedicated landlord website such as:

- The Residential Landlords Association.
www.rla.org.uk
- Landlord Zone
www.landlordzone.co.uk
- National Landlords Association
www.nla.org.uk

For further advice about the Right to Rent visit www.gov.uk and search Right to Rent.

You will find information about the checks you need to make, and other useful advice.

Housing Options and Advice Service

Bond and Rent In Advance Scheme

Information for Landlords



Local Authorities achieving the

10 Local Challenges 

Peer-led Practitioner Prevention Partnership

BRONZE STANDARD

Craven District Council is committed to working with local landlords to promote the private rented sector as a sustainable and affordable housing option.

We provide a Bond and Rent in Advance Scheme to assist households who want to rent privately but do not have the up-front costs required.

Assistance is given in the form of a loan which tenants agree to pay back within a certain timescale.

What the Scheme Covers

- Rent in Advance
- Cash Bond (which must be registered in the name of the Council in a recognised deposit scheme) or a
- Bond Guarantee (see later)

The maximum amount loaned will be up to four weeks or one months rent in advance and similar for the bond. We do not pay fees for administration or credit checks.

All payments are made directly to you by cheque or bank transfer.

Do you carry out credit checks?

No. Credit checks only show store cards, credit cards, HP agreements etc. so they are not a guarantee that someone will pay their rent.

We will carry out a financial assessment and will only provide assistance if the property is affordable.

You are free to carry out your own credit check

What checks do you carry out?

As well as checking with former landlords and our Housing Benefit team, we will contact Environmental Health and the Community Safety team to check that there is no history of nuisance or anti-social behaviour. Applicants with a history of rent arrears, anti-social behaviour or any other significant breach of tenancy conditions will not usually be offered a bond or rent in advance unless they can show a material change in circumstances and demonstrate that they can hold a tenancy.

It is always the landlords final decision as to whether or not they offer a tenancy.

What if I have a problem with my tenant?

In cases where we have provided a bond and rent in advance, if things start to go wrong we will work with both the landlord and tenant to find a solution to prevent a tenancy failing.

We would ask that you make contact with us as soon as you realise there is a problem.

For example, in a case of rent arrears we would liaise with our Housing Benefit department, arrange direct payments if these weren't already in place, apply for a Discretionary Housing Payment to clear the arrears, provide intensive support for as long as needed to make sure that the tenant keeps to any arrangements and provide debt advice and budgeting support.

If you wish to take legal action to end the tenancy, we will sign post to relevant websites but are not in a position to give legal advice or provide you with the relevant notices etc.

Help in Finding Tenants

We can nominate prospective tenants for your consideration, which reduces your costs as there is no need to advertise. You will of course have the final say whether to accept the tenant.

What is a Bond Guarantee?

This is a written guarantee from the Council in lieu of a cash deposit that is issued on behalf of the tenant. The guarantee enables the landlord to make a claim on the bond from the Council when the tenant leaves.

The advantage of accepting a guarantee is that you do not have to register with one of the Tenancy Deposit schemes.

What Does the Bond Guarantee Cover?

We cover any uninsured damage, theft or loss to the property or it's contents which is the fault of the tenant. We will only pay claims for theft if a report has been made to the Police.

The bond does not cover repairs that are the responsibility of the landlord, general cleaning costs or reasonable wear and tear.

Do you cover rent loss?

No. There are insurance companies that you can pay into that will cover any unpaid rent. To minimise rent arrears we will ensure that a Housing Benefit claim is made by the incoming tenant (unless the tenant is working) and request that payments are paid direct to you.