LACORS
promoting quality regulation

DECIPHERING THE STUDENT HOUSING CODES

A Guide for local councils on the Code of Practice for managing larger student developments

Section 233 of the Housing Act 2004

INVESTORS IN PEOPLE | Silver

CUSTOMER SERVICE EXCELLENCE
UK
The Government Standard

In offering this advice, LACORS wishes to make it clear that:

- Legislation may change over time and the advice given is based on the information available at the time the guidance was produced – it is not necessarily comprehensive and is subject to revision in the light of further information.
- Only the courts can interpret statutory legislation with any authority; and
- This advice is not intended to be a definitive guide to, nor a substitute for, the relevant law and independent legal advice should be sought where appropriate.

LACORS would welcome any comments on this guidance. Please send comments to: Private Sector Housing Team, LACORS, Local Government House, Smith Square, London SW1P 3HZ. Tel: 0207 665 3888. Fax 0207 665 3887. Email: housing@lacors.gov.uk

Local Government Association

The Local Government Association is the national voice for more than 400 local authorities in England and Wales. The LGA group comprises the LGA and five partner organisations which work together to support, promote and improve local government.

I&DeA LACORS LGE Local Partnerships

CONTENTS

Acknowledgements

Special thanks go to Neil Marsden, Environmental Health Consultant, Residential Landlord Association and Simon Kemp, Code Administrator, ANUK/Unipol.

A.	**Summary of Guidance**	**5**
1.	**Introduction**	**6**
1.1.	Purpose of the guidance	6
1.2	Who should use the Codes?	6
2.	**Houses in Multiple Occupation**	**6**
2.1	Introduction	6
2.2	The law relating to larger student developments	7
2.3	Private providers of larger student developments	7/8
3.	**Knowing your local student developments**	**8**
3.1	Introduction	8
3.2	How to find the developments	8
3.3	Publicising the Code	8/9
4.	**Why local authorities should support the Code**	**9**
4.1	Introduction	9
4.2	Using the Codes to free up officer time	9
4.3	Supporting service improvement	9
5.	**Definition of larger developments**	**9**
5.1	Introduction	9
5.2	Types of development	10
5.3	Ownership and control	10
5.4	Services and facilities provided	10
6.	**Management challenges**	**10**
6.1	Introduction	10
6.2	Magnified health, safety and tenant welfare risks	10
6.3	On-site, off-site management	11
7.	**Content of the Codes**	**11**
7.1	Introduction	11
7.2	Operation of the Codes	11/12
8.	**The Codes and their administration**	**12**
8.1	Introduction	12
8.2	The origins of ANUK and UUK	12/13
9.	**How the Codes work**	**13**

9.1	Introduction	13
9.2	Differences between the Codes	13/14
9.3	Joining the schemes	14
9.4	Self-assessment and verification – *with ANUK/Unipol and UUK Flow Charts*	14/15/16
9.5	Complaints procedures	17
9.6	Failure to comply with the Code	17
10.	**Funding the schemes**	**17**
10.1	Fees levied for registration	17
10.2	Calculating and renewing annual fee	17
11.	**Local authority interventions**	**17**
11.1	Notification of compliance issues	17/18
11.2	Ceasing to be in membership of the Codes	18
11.3	Tribunal cases	18
B.	**Case Studies**	**19**
B.1	How codes have achieved their objectives	19
B.2	How the Codes promotes investment	20
C.	**Frequently asked questions**	**21**
C.1	Why should I support the Code?	
C.2	What are the benefits of the Code?	
C.3	How are the Codes enforced?	
C.4	How are tenant complaints dealt with?	
C.5	Do student developments need to be licensed by the local authority?	
C.6	What happens if a member drops out of the Codes?	
C.7	Are Code members exempt from the Housing Health and Safety Rating System (HHSRS)?	
C.8	Is failure to comply with the Codes an offence?	
D.	**Appendices - the legislation**	
Introduction		**22**
D.1	Section 233, Housing Act 2004	**23**
D.2	Schedule 14, Housing Act 2004	**24**
D.3	Statutory Instrument 2006, No. 646 Housing England: The Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2006.	**25**
D.4	Statutory Instrument 2008, No. 2345 Housing England: The Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2008.	**26**
D.5	Statutory Instruments 2009 No. 2298 Housing England: The Houses in Multiple Occupation (Specified Educational Establishments) (England) Regulations 2009	**27**
E.	**Bibliography**	**28**
F	**Glossary**	**29**

A. Summary of Guidance

LACORS has produced this guidance for local authority housing officers responsible for implementing the Housing Act 2004 where it relates to student accommodation in England. The student housing market has grown, in line with the current Labour government's pledge to have 50% of 18 – 30 year olds participating in higher education by 2010[1]. Currently about 1.6 million students are undertaking a higher education course, approximately 25% of whom live in university, or private, halls of residence.

Some of these larger student developments, and/or the flats within them, are Houses in Multiple Occupation (HMO) subject to inspection and sometimes to mandatory licensing. But, when developing the Housing Act 2004, the management of health, safety and tenancy welfare in these buildings was considered such a distinct sub-market that the government created separate Codes of Practice (or Management Standards) to sit alongside the Act. The Codes are voluntary and allow such educational establishment developments to be "excepted" from the Act's definition of an HMO and exempted from HMO licensing.

There are three government-approved Codes currently in operation administered by ANUK/Unipol and Universities UK (UUK). Two of them cover higher education establishments (the ANUK one also applying to further education colleges) and a third Code for non-higher education establishments (i.e. private halls of residence such as those offered by Liberty Living, Unite and others), which is administered by ANUK/Unipol.

Accommodation providers are expected to abide by the Codes when managing their properties and the conditions within them are monitored by ANUK/Unipol and UUK to ensure compliance. UUK and ANUK/Unipol are responsible for approximately 250,000 and 132,000 bed spaces respectively.

With their inbuilt compliance checking systems, the Codes are a bonus for local authorities because, by default, they check and enforce tenants' health, safety and welfare requirements. They enable local authorities to regulate conditions within larger student developments with minimal effort and without adding extra resources.

The Codes provide several further benefits for local authorities. For instance, they are self-financing - in the case of the ANUK/Unipol Codes, membership fees are linked to the number of bedspaces provided. Compliance with the Codes is monitored and enforced to ensure that standards are maintained. The Codes include a complaints procedure for tenants and ex-tenants which allows for serious issues of non-compliance to receive a full tribunal hearing, when informal negotiations have been unsuccessful. These self-regulatory systems provide excellent value for money, helping to drive up and maintain standards in the student housing sector, as well as providing good, modern accommodation as a benchmark for others to emulate.

This guide will explain how the Codes work and why local authorities should support them. It includes frequently asked questions, case studies, explanations of and reference to the legislation and web-links to the Codes.

By supporting the Codes, local authorities demonstrate their commitment to, and involvement in, enhancing standards in this type of accommodation. Most higher education institutions are already signed-up to the two relevant Codes, but awareness of the Codes may be limited in further education colleges with accommodation so it is important that local authorities promote the ANUK/Unipol Codes to them.

[1] Page 8 of a speech made by Tony Blair in 2000 - http://www.ippr.org.uk/uploadedFiles/events/PMSpeech.pdf

1. Introduction

1.1. Purpose of the guidance

This guidance is for local authority housing officers in university towns and cities with responsibility for regulating health, safety and welfare in student accommodation. It highlights the role of local authorities in interpreting three Codes of Practice (or Management Standards) for such accommodation and underlines the aspects of good management needed to successfully administer larger student developments. It will help officers understand how the Housing Act 2004 deals with student accommodation and assist them when liaising with university accommodation staff and private providers. It will also be of interest to others seeking a better understanding of how local authorities engage with providers of this type of student accommodation.

1.2 Who should use the Codes?

The Codes are operated specifically for accommodation occupied by those undertaking a full-time course of further or higher education (Section 259 Housing Act 2004). They were developed to reduce the regulatory impact of licensing on larger student developments. Those in membership of the Codes range from the old collegiate universities (e.g. Oxford, Cambridge and Durham) to the newer universities, built around the 1960s, (e.g. Essex University in Colchester) as well as private providers of accommodation, such as Liberty Living, Unite and others and some residential social landlords, e.g. Sanctuary Management. Local authorities should bear in mind that the older universities will have particular issues relating to the age of their housing stock, traditions and customs and their buildings will often be listed. However, even the newer universities may not fully meet the current safety standards because the Housing Health and Safety Rating System (HHSRS) has raised the bar in this respect.

2. Houses in Multiple Occupation

2.1 Introduction

Parts 1- 4, 6 and 7 of the Housing Act 2004 gives housing enforcement officers greater powers to improve the standard of private sector housing in their local areas, including mandatory licensing of certain larger HMOs.

Larger student developments that fall within the HMO licensing criteria and are owned or managed by higher educational establishments, are exempt from licensing if the development is a member of an approved Code of Practice (or Management Standards) and is also listed in the relevant Regulations. The legal mechanism for this exemption is that by becoming a member of a Code the student development is 'excepted' from the definition of an HMO i.e. it is no longer an HMO for licensing purposes.

Housing enforcement officers should understand the term "excepted accommodation" as defined in Section 233(6) Housing Act 2004 as being a "description of living accommodation falling within any provision of Schedule 14 (buildings which are not HMOs for the purposes of provisions other than Part 1)…". HMOs owned and managed by educational establishments are 'excepted' from the definition of an HMO when they join one of the Codes and are listed in the relevant Regulations - and are therefore exempted from HMO licensing.

There are three Codes of Practice for larger blocks of student accommodation – two for education establishments and one for private providers – and all are administered by ANUK/Unipol and Universities UK (UUK). Establishments and providers who are members of a Code are, through their membership, giving a declaration that their properties meet the standards within it. It is expected that universities and further education colleges with accommodation in a local area, will be using a Code of Practice (or Management Standards). It is vital therefore that housing enforcement officers (as well as internal and external stakeholders dealing with student accommodation) understand the Codes and know whether their local university or further education college has signed up to them

2.2 The law relating to larger student developments

The Housing Act 2004 references the Codes in Section 233. The ANUK and UUK Codes were first approved by the Secretary of State under Statutory Instrument 2006/646, the Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2006. Subsequently, the ANUK/Unipol Code of Standards was revised by the Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2008 - Statutory Instrument 2008/2345, which came into force on 1st October 2008.

A new set of statutory instruments listing the larger student developments in membership of the Codes is laid on an annual basis. The current set are the Houses in Multiple Occupation (Specified Educational Establishments) (England) Regulations 2009 (No. 2298). All the statutory instruments can be found at the Office of Public Sector Information website, www.opsi.gov.uk. Where these buildings are owned and managed by a specified educational establishment, listed in one of the Codes and also contained in the Specified Education Establishments Regulations then the building is deemed not to be an HMO for the purposes of the Housing Act 2004 (excluding Part 1).

Local authorities must remember that larger student developments are not exempt from Part 1 of the Housing Act 2004 (Housing Conditions). The condition of all properties can now be assessed using the Housing Health and Safety Rating System enshrined in the Act and housing enforcement officers have a statutory duty to take action on any Category 1 hazards they find in residential accommodation.

Student accommodation must therefore be maintained in line with the health and safety requirements in Part 1 of the Housing Act 2004 (as well as within the requirements of the Codes) and can be inspected by local authority enforcement officers if issues such as fire safety come to their attention or they believe tenants are at risk. In addition, any properties that are managed by educational establishments under a "head lease scheme" for less than 3 years are not excepted from the definition of a HMO for licensing purposes.

In other parts of the Housing Act 2004, Sections 59 and 259 refer to buildings that are not HMOs for purposes of the Act and Schedule 14 lists these buildings. Paragraph 4 of Schedule 14 exempts properties from HMO licensing where the owner/landlord is an educational establishment providing a course of study and where the establishment is a member of one of the two Codes listed in the Regulations mentioned above and the developments they own and manage are listed in the schedule to the Code.

Between April and July each year ANUK/Unipol and UUK are responsible for providing the relevant government department (Communities and Local Government) with details of new members and those who have left the Codes. This must be done in the timeframe mentioned to meet the government's deadline for publishing a revised list of providers in membership of the Codes. If, for any reason, a provider misses the deadline, they could find themselves in breach of the law for not being in membership of any of the Codes and therefore subject to mandatory HMO licensing. In such circumstances they would have to apply to their local authority to license any premises that fall within the mandatory HMO licensing regime.

The appendices at the end of this guidance contain further details on the legislation.

2.3 Private providers of larger student developments

It is important to note that private providers of larger student accommodation are not exempt from HMO licensing, even if they sign up to the ANUK/Unipol Code of Standards. As such, private sector providers will need to determine whether each of their developments falls within the mandatory HMO licensing regime, as laid out in the Housing Act 2004. The government, when developing the legislation, stated that it was their intention that private providers by complying with the Code might anticipate lower HMO licensing fees and a lighter touch regulation than would exist under mandatory licensing.

Within this guidance, it is not possible to provide guidance on the application of HMO licensing criteria to privately owned larger student developments. However, both LACORS[2] and ANUK[3] have produced separate guidance on the application of HMO licensing to multiple occupied self-contained flats.

[2] LACORS self-contained flats guidance - http://www.lacors.gov.uk/lacors/ContentDetails.aspx?id=17726

Whilst membership of the Codes is voluntary and they lay down standards of conduct and practice for managing larger student developments, they also seek to raise and maintain management standards above those required by law.

3. Knowing your student developments

3.1 Introduction

Despite the fact that local authorities are responsible for regulating health and safety at larger student developments, much of that responsibility can be discharged when developments are in membership of an approved Code. For Code members this responsibility rests with ANUK/Unipol and the UUK. However, housing enforcement officers should ensure they liaise with managers of accommodation owned and managed by further education colleges and managers of private developments in order to ensure adequate housing standards are maintained.

Some local authorities, on implementation of the Housing Act 2004, organised seminars for educational establishments and private providers to explain the Codes and encourage membership – Cambridge City Council is an example. Should you decide now to offer such training for providers who are not members of the Code, this guide can help form the basis of your seminars.

3.2 How to find the developments in your area

In the event that a local university, further education college or private provider is not signed up to a Code, it is important that local authorities contact them and arrange an appointment to explain the benefits of membership. Information on the location of developments signed up to the Codes is available from:

1. The ANUK National Code website at http://www.anuk.org.uk/LargeCode/list.asp

2. The UUK Code website at http://www.uukcode.info/

Alternatively, you may enter *student accommodation,* or similar key words and phrases such as *student halls, halls of residence, larger student developments, catered halls, larger private housing schemes* followed by a *location* into an internet search engine.

3.3 Publicising the Codes

The benefits of the Codes are not widely known, so by raising awareness of them to housing and other council colleagues you will help spread good practice within your authority. For instance, why not showcase, to your council Housing Committee, the increasing number of bedspaces covered by the Codes as an example of good practice. Or tell Committee members how students are protected in terms of their health and safety and the positive results of this accommodation being managed through self-regulation.

ANUK/Unipol and UUK expect members to publicise the Code to their students. If you suspect that this is not working as well as it should, ask your local university to circulate a letter about the Code to the students' union, university welfare officers and housing advisers (details of membership should be provided in developments and on members' websites). At housing forums or training sessions for providers, local authority enforcement officers can stress the benefits of UUK's scheme auditing and ANUK/Unipol's verification and inspection system. Verification and inspection is systematically undertaken by the independent verifiers who work on the ANUK/Unipol Code and is well received by providers. For council enforcement officers to satisfy themselves that they fully understand the workings of the Code before talking to third parties, they can clarify any issues with the Code Administrators whose contact details are in paragraph 8.1 of this guidance.

Some educational establishments will use their university radio stations to promote the Codes whilst others will use freshers' week packs to introduce the scheme to new students. Information to new students about the Codes often

[3] ANUK guidance on self-contained flats - http://www.anuk.org.uk/LargeCode/licence_advice.pdf

fails to reach them because of the amount of information they have to absorb in their first few weeks at university. If local authorities come across situations where they believe Code information is not getting to students they should inform the Code administrators and ask them to take action to ensure students are receiving the relevant advice.

4. Why local authorities should support the Code

4.1 Introduction

Local authorities have a statutory duty to ensure that larger student developments are legally compliant with health and safety legislation, in accordance with Part 1 of the 2004 Housing Act. In the first instance, support for the Codes can best be achieved if housing enforcement officers know where the educational establishment and private student developments are located in their local area (see paragraph 3.2 above).

4.2 Use of the Codes to free up officer time

Licensing larger student developments would have considerable resource implications and entail some logistical effort if left entirely to council enforcement officers (although non-educational establishments – i.e. private providers - may still have to apply to be licensed).

It is the responsibility of the Code Administrators, before an educational establishment or private provider is given provisional membership (of the ANUK Codes and the UUK Code), to contact the management of the development and ensure they complete self-assessment questionnaires. They then make arrangements for the verification visits, undertake compliance audits and administer the membership procedures. Thus the burden on council officers is reduced because the Codes allow student accommodation to be regulated without huge effort and resource from local authorities.

4.3 Supporting service improvement

Local authorities are constantly seeking ways of improving the services they provide to their local communities by delivering these more effectively and efficiently. The Codes help them achieve this objective because they are government approved, stringently monitored and require Code Administrators to produce an annual report on their activities to Communities and Local Government (CLG).

Both ANUK/Unipol and UUK have a group of stakeholders providing oversight of the Codes and issuing guidance on day to day management issues. In the case of ANUK/Unipol this is done by a Committee of Management, whilst at the UUK a Board of Governance performs this task. Both bodies meet regularly and are responsible for conducting an annual review and approving the annual reports on the Codes, monitoring financial and administrative arrangements, making proposals, monitoring promotion and publicity and approving amendments to the Code. Major amendments such as the revisions of the Codes have to be agreed by CLG.

LACORS and other local authority representatives (such as Decent and Safe Homes [DASH] – an East Midlands region group of local authority private sector housing practitioners) sit on the ANUK Committee and the UUK Board. The operation of the Codes is therefore subject to external scrutiny by different means, which helps advance the performance of the Codes and drive improvement in the management of this type of accommodation.

5. Definition of a larger development

5.1 Introduction

The ANUK/UNIPOL Code for private providers defines a 'larger development' as a development where in excess of fifteen students live in one building, in rooms off a central corridor, in cluster flats, or in self contained flats. The ANUK/Unipol Code for educational establishments does not specify a minimum number, because it may include developments of mixed tenure size.

The UUK Code applies to all the student housing managed and controlled by a higher education establishment, apart from small off-street properties head-leased from private landlords for less than three years.

5.2 Types of development

Larger developments tend to fall into the categories of:

(1) purpose built, and
(2) converted buildings that may have previously been used for residential, commercial or industrial use.

Most modern developments are purpose built and comprise self-contained cluster flats with en-suite bedrooms and shared kitchen/diner/living room. Older developments may consist of self-contained flats with shared bathroom facilities, or study bedrooms with shared bathrooms off a communal corridor (see paragraph 2.3 above). The number of bedrooms in these flats varies, although six is common. The developments themselves can vary in size, with the largest accommodating more than 1,000 bedrooms.

5.3 Ownership and control

Developments are typically owned by:

(1) educational establishments,
(2) property development companies, or
(3) larger portfolio private landlords e.g. Residential Social Landlords; Investment Funds and not-for-profit organisations.

Some educational establishments and private development companies work in partnership. This can mean a private company provides a building whilst the educational establishment has effective management control over it. Appendix 1 of the ANUK/UNIPOL Code explains how to determine which organisation has effective management control in these circumstances. This test is particularly important in determining whether a development should be "excepted" from the definition of an HMO for licensing purposes, as only those deemed to be managed and controlled by an educational establishment qualify for such exception.

5.4 Services and facilities provided

Accommodation may be rented directly through the provider. It can also be rented via a nomination arrangement, whereby the educational establishment's accommodation service allocates students to a private provider. Owners may self-manage the development or may employ a management company specialising in this type of accommodation.

Other services may include routine cleaning of communal areas within the flats, provision of laundry facilities, over-night security presence and the provision of health, safety and welfare information for students.

6. Management challenges

6.1 Introduction

A characteristic of larger developments is that they should be intensively and pro-actively managed. The management systems involved are sometimes set out according to procedures and complemented by staff operational manuals.

6.2 Magnified health, safety and tenant welfare risks

There are challenging risks associated with larger student developments mainly because of their size. In order to minimize these some health and safety services are monitored to ensure safe operation. These take account of the impact on students' physical, mental and emotional wellbeing. In educationally owned or managed developments, management services quite often extend into 'pastoral care' so that, in an unobtrusive way, staff can monitor students and provide support if needed.

6.3 On-site, off-site management

Members of these Codes should have in place measures for reporting issues to staff. Student developments will have on-site or off-site staff, but the larger the development, the greater the likelihood of the management being on-site. This is to allow emergency situations, if they arise, to be dealt with immediately.

On-site management facilities usually comprise a management office and a tenant reception area. Depending on their size, developments may have part-time (up to 24-hour) management presence and staff may be assisted by appointed 'student wardens'. These wardens (or tutors) are the first point of contact for students and are usually available at set times of the day. In order to create a friendly environment for the students, some of the managers make a point of knowing the names of everyone on-site – sometimes numbering as many as 1,000 tenants.

Larger developments often have on-site maintenance personnel. Arrangements for maintenance and repairs commonly include:

1. dealing with minor repairs and minor maintenance matters;
2. liaising with external specialist contractors to remedy more serious/technical defects, and
3. holding maintenance contracts with specialist firms to undertake statutory safety checks to gas, electrical, fire alarm and emergency lighting installations.

All three Codes include the requirement for developments to have a security plan highlighting measures that managers must ensure are in place and can be shown to tenants on request. Buildings and individual flats should have security to prevent unauthorised access e.g. secure doors and windows, locking systems and ways of identifying callers if they come through the communal areas.

7. Content of the Codes

7.1 Introduction

The ANUK/Unipol National Codes have been developed to give educational establishments, private providers and students a framework to agree a transparent and useful set of undertakings about how they want to engage with each other. The UUK Code of Practice for the management of student housing offers a similar framework for HE developments owned and managed by educational establishments. All three Codes include compliance requirements for health and safety, security, equal opportunities, disputes, complaints, marketing of properties, rents, staff contact details, reporting repairs, laundry facilities, mail deliveries, kitchen, washing and storage facilities.

A copy of the ANUK/Unipol Codes may be obtained from the National Code Administrator, by emailing info@unipol.leeds.ac.uk, or via the internet at www.anuk.org.uk/LargeCode/.

The UUK Code requires members to comply with all statutory requirements under the housing, building, planning, disability discrimination, equal opportunities, data protection and other relevant legislation. This Code should be read in conjunction with each establishment's regulations, rules, codes and other local documentation relevant to their subject matter. It is available at http://www.uukcode.info/.

7.2 Operation of the Codes

The Codes cover standards for the physical condition of developments, including bedrooms, common areas and the grounds. There are also standards for the way the development is managed on a daily basis and tenant welfare standards which include regular dialogue with tenants and an annual tenant satisfaction survey.

Educational establishments who have signed up to the UUK Code are required to review the management of student accommodation as part of the annual internal audit plan. Under the terms of this Code, each institution must provide summary information to the UUK/Guild HE Code Governance Board, including the relevant sections of auditors' reports, management's response and the timescale for addressing auditors' recommendations. The UUK says their response rate for dealing with student queries is very fast and delivered from systems staffed on a 24

hour basis. For instance, many of their universities have a 24 hour, 365 day security presence and an information portal which is also staffed during holidays (when rooms are let for conferences and events).

Accommodation choice may be a factor in determining where someone decides to study so tenant satisfaction is important to both ANUK/Unipol and the UUK. Annual tenant satisfaction surveys (the result of which to be communicated to students) look at the following issues:

1 Staff responsiveness
2 Reporting and rectification of repairs
3 Mail handling arrangements
4 Level of amenities provided (i.e. catering, internet access, communal areas)
5 Adequacy of kitchen, ensuite, laundry etc. facilities
6 Student care
7 Security
8 The environment and sustainability
9 Overall level of satisfaction

A look at the detailed questions in this survey would lead the reader to the conclusion that the satisfaction rate of students in larger developments in terms of the quality of accommodation, is expected to be high.

8. The Codes and their administration

8.1 Introduction

The three Codes are administered by ANUK/Unipol and UUK. The ANUK/Unipol Codes are described as Codes of Standards whilst Universities UK describes theirs as a Code of Management Practice because they define their organisation as a "membership association" for universities which represents the wider interests of universities. They do, however, concede that the two codes are broadly consistent.

A protocol exists setting our how ANUK/Unipol and the UUK must conduct themselves in the administration of these Codes in terms of recognising each others' Codes, ensuring consistency between them and other measures. UUK Code members have only to declare a wish to remain in membership, but the ANUK/Unipol Code members have to register annually.

ANUK/Unipol has a National Code Administrator who can be contacted at Unipol Student Homes, 155-157 Woodhouse Lane, Leeds LS2 3ED. Tel: 0113 205 3404. The UUK Code of Management Practice is managed by CUBO – the College and University Business Officers – which is the professional association for senior managers in higher education with responsibility for the strategic planning, management, administration and development of the university's residential portfolio. Their contact details are: UUK/Guild HE CoP National Administrator, Sheffield Hallam University, City Campus, Howard Street, Sheffield, S1 1WB. Tel: 0114 2254505. Email: uuk-cop@shu.ac.uk.

The codes encourage improvement by motivating members to assess, for themselves, their own compliance and identify areas for improvement. In the case of ANUK/Unipol, a written self assessment is submitted and verified, and if satisfactory, a certificate of code membership is issued. If the necessary compliance is not evident, then the accommodation provider must show improvement on the areas identified before re-submitting a self assessment. Universities UK's Code reflects higher education establishments' distinctive management arrangements, including independent governing bodies, and has been developed from established good procedures and practices in the sector. Individual higher education establishments are the main accountable bodies for the operation of the Code (including operating a complaints procedure), and are required to instruct their internal auditors to review an establishment's operation of the Code as part of their annual work.

8.2 The origins of ANUK and UUK

ANUK (Accreditation Network UK) was formed in May 2002, in response to increasing interest in accreditation, to publicise, promote and share good practice. It is a network of professionals and organizations that promote

accreditation in private rented accommodation. Accreditation was being used to acknowledge and encourage good private landlords in the mid 1990s, particularly in the student sector. The early accreditation schemes were operated by higher educational institutions (the first two run by Unipol and Newcastle City Council) and/or their agencies and some local authorities. For further details on the history of ANUK, visit their website at www.anuk.org.uk. By the late 1990s several local authorities were operating accreditation schemes and government interest in the growth of accreditation had increased considerably. Consequently, Dr Philip Leather at the University of Birmingham was commissioned to carry out research into its operation and benefits. The findings led to government providing support and guidance in 2001 in the form of a report entitled *"Developing a voluntary accreditation scheme for private landlords"*[4].

The Universities UK (UUK) started life as the Committee of Vice Chancellors and Principals of the Universities of the United Kingdom (CVCP) in the 1930s. With the new wave of universities in the 1960s, the CVCP grew and by the 1980s there were 47 representatives on the Committee. In the 1990s, when polytechnics became universities, CVCPs numbers swelled again and by 2000 had become Universities UK with its current membership of 131 representatives. The Standing Conference of Principals (SCOP), founded in 1967, also became more diverse and is now known as the Guild HE. It is one of the two formal representative bodies for higher education in the UK and was established in 2006.

9. How the Codes work

9.1 Introduction

Higher education establishments can join either of the two Codes administered by ANUK/Unipol or UUK whilst further education colleges offering accommodation can only join the ANUK/Unipol Code. Private providers use the ANUK/Unipol code for larger developments not managed and controlled by educational establishments and, as stated, are not exempted from HMO licensing. ANUK/Unipol's list of private providers can be found at http://www.anuk.org.uk/LargeCode/list.asp.

Local authorities should enquire, from the educational establishments in their area, about any nomination arrangements that they might have with private providers so that they too can be signed up to the Code. Nomination arrangements exist when a university buys in bed spaces from an external private provider. It is a requirement of the ANUK/Unipol and UUK Protocol agreement that higher education establishments only enter into nomination agreements with non-educational establishment providers who are signed-up to the ANUK/Unipol Code.

Housing enforcement officers should address any questions concerning the Codes to the organisations that operate them i.e. ANUK/Unipol and UUK. If enforcement officers find developments that meet the requirements of the Code, although the development may not be a member, they should suggest they join the Code as it demonstrates that they are good providers. It is easy to see if an organisation is a member by visiting the relevant website – see the bibliography at the end of this guidance.

The National Union of Students (NUS) supports students through its welfare and student rights work. NUS representatives are involved in the work done by ANUK/Unipol and the UUK on the Codes and represented on their management committees and boards overseeing the Code.

9.2 Differences between the Codes

The Codes have different names and a different ethos. ANUK/Unipol operates a Code of Standards whilst the UUK operates a Code of Management Practice.

The UUK Code sets out the main elements of good management practice and aims to guide managers and those involved in the operation of student accommodation. It outlines best practice, providing benchmarks for the quality of student housing. It requires applicants to ensure their management practices are compatible with the Code.

[4] Dr Leather's guidance is available at - http://www.communities.gov.uk/documents/housing/pdf/138328.pdf

The UUK Code is applicable to England and Wales only whilst a number of non-educational establishment providers have signed-up developments in Scotland to the relevant ANUK/Unipol Code.

9.3 Joining the schemes

ANUK/Unipol requires that applicants for provisional membership of both Codes must complete the declaration form and the property schedule that appear on the final two pages of the Code documents. On receipt of these forms, the National Code Administrator will make contact with details of the assessment and verification procedures. ANUK only grants full membership when a verification visit has taken place, and this should normally happen within 12 weeks of an application being made.

For an HE institution to join the UUK Code they demand firstly an independent audit against the UUK Code (their document library includes audit guidelines and checklist – see bibliography). Before the results of the audit and appropriate management responses are submitted to the UUK/Guild HE CoP National Administrator, there is a second requirement of a covering letter from the Vice Chancellor/Principle which must include details of the institution's key contact for the Code. Once the application is received, the Sector Advisory Group will review it and make recommendations to the Governance Board. The key contact will then receive a letter confirming the Board's decision.

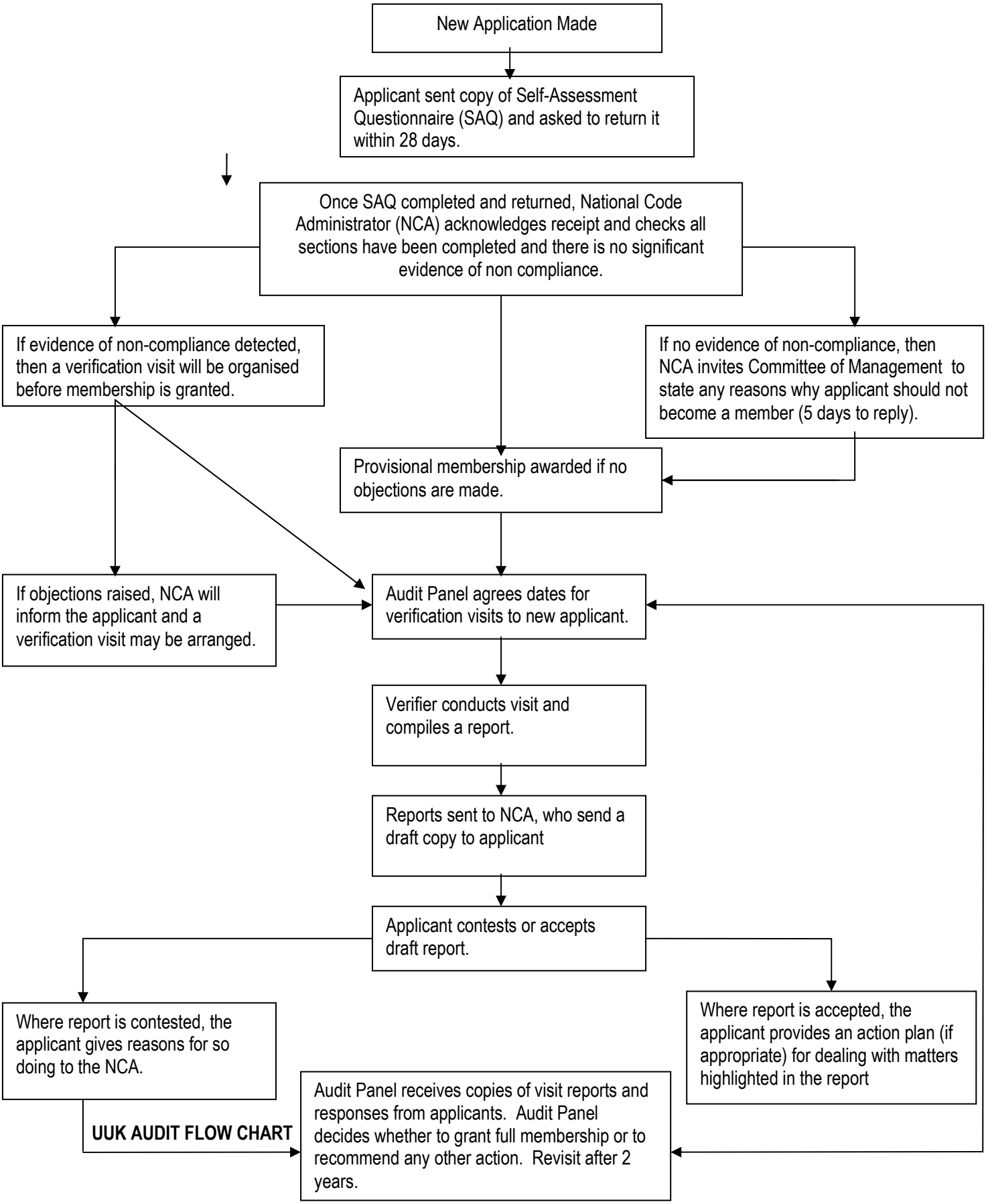
9.4 Self-assessment and verification

The UUK Code's management arrangements for higher educational establishments includes independent governing bodies that are subject to internal and external independent audit. The Code has mandatory and aspirational elements and covers fire safety, maintenance of gas and electricity installations, water supply and drainage, toilets, sinks, washbasins, installations for storing food, disposal of refuse and litter, maintenance of common areas (e.g. gardens), windows and ventilation, repair of internal structure and post boxes. Additional basic requirements are that tenants be advised on action to be taken in case of emergencies and that managers must be allowed reasonable access to the premises.

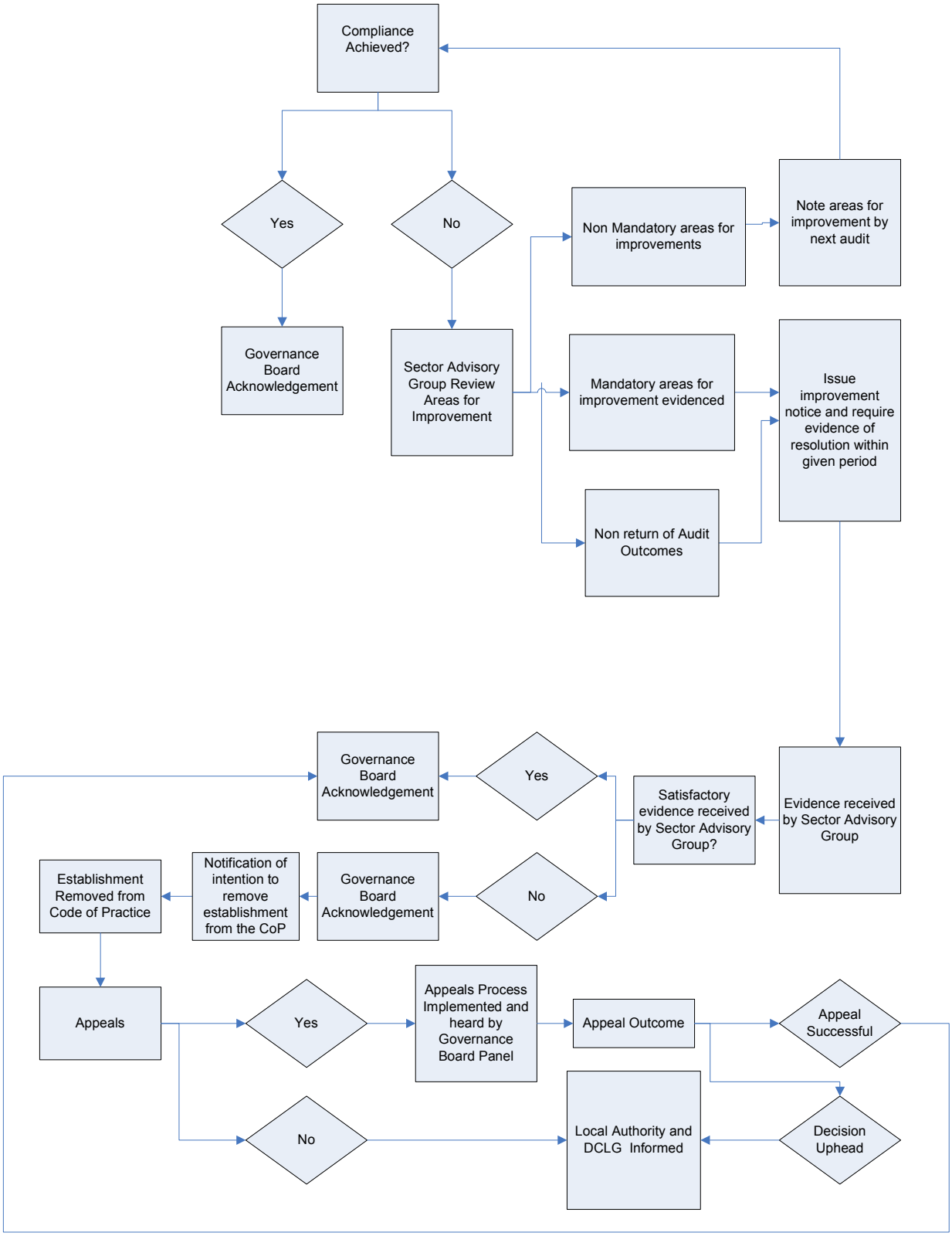
ANUK/Unipol requires all members to declare their compliance with the code through a compliance self-assessment. This is then reviewed centrally and independently verified or in the case of members of the educational establishment Code, they can choose to do so via a peer-to-peer process.

The ANUK/Unipol flow chart (page 15) shows the membership application process. It moves through the audit and verification visits to successful and approved membership of the scheme. The UUK has a similar flow chart, known as the Audit Flow Chart, showing the registration process and this is shown on page 16.

ANUK VERIFICATION FLOW CHART



Audit Compliance Process



9.5 Complaints procedures

ANUK/Unipol's complaints procedure requires:-

Tenants or ex-tenants having complaints under the Codes to make these themselves or via a representative. If the complainant is a parent or relative of the tenant or ex-tenant, then the complaint must be accompanied by written authority i.e. a statement that the tenant or ex-tenant has given his/her permission to be represented. Only written complaints will be accepted and they must be addressed to the National Code Administrator in Leeds.

Complaints about non-compliance with the Codes are firstly raised with the accommodation provider and they must access their internal complaints procedures in the first instance. If they cannot be resolved, the complaints are referred to the National Code Administrator. If this fails to provide a solution, the matter is referred to the Chair of the Complaints Tribunal. Failing a resolution at this stage, the complaint is referred to a full Tribunal hearing.

Formal complaints made by students involving the UUK's Code of Management Practice have to be reported to UUK as part of the monitoring process.

9.7 Failure to comply with the Code

It is not an offence to fail to comply with the Codes. However, the Codes may be used as evidence of good practice if a higher education institution or private provider finds themselves in front of a court or Tribunal. Tenants, or the accommodation provider whose development they reside in, may still take separate legal action but the Code provides an extra, voluntary layer of responsibility.

Ultimately, if a member of a Code persistently failed to comply with the Code's requirements, then their membership could be withdrawn. Such withdrawal, in the case of a licensable HMOs owned by an educational establishment, would mean that the HMO would no longer be exempt from mandatory HMO licensing and the educational establishment would therefore need to make an application to the local authority for an HMO licence. It might also be worth pointing out that in some instances the Tribunal might wish to involve the local authority in determining the outcome of a complaint.

10. Funding the schemes

10.1 Fees levied for registration

A fee, related to the number of bedspaces the applicant has in the property, will be charged for membership of the Codes. The scheme to manage larger student developments is self-funding and does not have to rely on other sources of income.

10.2 Calculating and renewing annual fee

Providers can use an online fee calculator, available on the ANUK website, to work out the fee they must pay. This online facility is currently being revised so in the meantime local authorities can approach the Code administrators for information about fees. Prior to August 2008, the organizations making up the UUK funded the Code through contributions. However, it was considered necessary to introduce fees for members of the Code from August 2008 to administer it and pay for the services provided by CUBO.

11. Local authority interventions

11.1 Notification of compliance issues

In the case of the ANUK/Unipol educational establishment Code, a Tribunal examines cases of serious non-compliance. Where there is persistent serious non-compliance with the Code, the Tribunal can arrange for removal of the higher education establishment's development from the Schedule to the Statutory Instrument that lists the developments in membership of the Codes. When this happens, the local authority in whose area the development

is situated, must be notified because the development ceases to belong to any of the Codes and must then be mandatorily licensed if the properties are licensable.

11.2 Ceasing to be in membership of the Codes

As stated above, the Code administrators must advise the government (CLG) annually of any amendments to their lists of members. If an institution ceases to be a member of a Code, or fails to re-register until after the deadline date for amendments to the Statutory Instruments, it will be in limbo – belonging to no Code and not mandatorily licensed. In such situations, the local authority must be advised because it will be their responsibility to inspect and license those licensable HMOs managed by educational institutions that are no longer in membership of a Code. The local authority may seek to licence these properties for the full five years (Section 68 (3), HA04) and request licence fees for this period.

11.3 Tribunal cases

ANUK/Unipol's complaints procedure may lead to a full tribunal case but it is the responsibility of the Tribunal's chair and vice chairs to make such a decision. If this happens, the complaint is heard by a panel of nine people including someone from the local authority. The owner and tenants attend the hearing to make their case and details of the tribunal's decision is posted on the ANUK/Unipol website and will remain in the public domain for a period of three years.

B. Case Studies

B.1 How the Codes have achieved their objectives

Case study B.1

Pavillion Mews, Leeds – member of the ANUK /Unipol Code

Pavillion Mews was built seven years ago and consists of three multi-storey blocks of flats. Two blocks comprise 12 four-bedroom flats and the third block comprises 6 six-bedroom flats. The site is managed from the owner's offices, conveniently located less than one mile away. There are no on-site management facilities.

As a modern development, the building's structure and amenity provision is satisfactory. However, following an application from the owners to join the Code, an inspection of the development in June 2009 found that a number of Code management requirements were not being complied with.

The owner's self-assessment of their compliance was realistically self-critical possibly reflecting their view that their primary skills were in the management of small student houses rather than larger student developments such as Pavillion Mews.

The owners were keen to be members of the Code and accordingly implemented a list of action points recommended by the Code Administrator as being necessary to achieve satisfactory compliance. A revisit to the development confirmed that the management of the development was sufficiently improved to accept the application for membership.

B.2 How the Codes promotes investment

CASE STUDY B2

Laisteridge Lane, Bradford

The Laisteridge Lane development in Bradford is owned by a real estate investment manger and the property is managed by CRM, a specialist management company. It was formally in the ownership of Bradford University.

The site comprises over 750 bedrooms divided into 8 separate multi-storey blocks. Two of the blocks were built in the 1960s and the remainder in the 1980/1990s.

The development received a Code compliance inspection in 2007 that revealed that the two older blocks were in need of considerable refurbishment to comply with the Code. At the time of purchase in 2006 from Bradford University, the new private owner had plans to improve the development but the need to comply with the Code prompted a prioritised £1 million pound refurbishment of the two older blocks.

A compliance revisit in 2009 showed that the two older blocks had been modernised to a high standard and further extensive refurbishments were planned in the following financial investment year for the 1980/1990s built blocks.

C Frequently asked questions

C.1 Why should I support the Codes?

- Local authorities have a community leadership role, because of the services they provide. As officers responsible for student accommodation you should ensure that all those who need to, know about the Codes for larger student developments and understand how they work. In addition you have a responsibility to ensure that larger student developments comply with health and safety legislation, in accordance with Part 1 of the 2004 Act.

C.2 What are the benefits of the Code?

- The main benefits are that the Codes are self-financing and self-regulating so need minimal effort or resources on the part of local authorities (unless a member drops out, when the local authority will need to decide whether any of the buildings are licensable HMOs). The Codes also seek to raise standards above those required by law.

C.3 How are the Codes enforced?

- Enforcement is through self-assessment and verification procedures. The Codes also have a complaints procedure that can address failures to meet the standards within it.

C.4 How are tenant complaints dealt with?

- The complaints procedures are set out in Appendix V of the ANUK/Unipol Code and in Annex C of the UUK Code. These are the website references: http://www.anuk.org.uk/LargeCode/complaints.asp?sch=complaint+Procedure and http://www.uukcode.info/complaint.html

C.5 Do student developments need to be licensed by the local authority?

- Larger student developments that are owned or managed by higher education establishments are exempt from licensing if the development is a member of an approved Code of Practice or Management Standards and the education establishment is listed in the relevant Regulations. See Chapter 2 of this guidance.

C.6 What happens if a member drops out of the Codes?

- If a higher education establishment ceases to be a member of the Code, they should immediately inform their local authority who will have to take steps to determine whether any of the buildings require licensing. See Chapter 11 of this guidance.

C.7 Are Code members exempt from the Housing Health and Safety Rating System (HHSRS)?

- No. All housing is subject to Part 1 of the Housing Act 2004, including larger student developments covered by the three Codes. Local authority enforcement officers can still use the HHSRS to tackle hazards in student developments.

C.8 Is failure to comply with the Codes an offence?

- Failure to comply with the Codes is <u>not</u> an offence, but procedures exist to prevent members from persistently flouting them.

APPENDICES

D. The Legislation

Introduction

The appendices that follow highlight the main legislative provisions that implement the Codes of Practice for larger student developments under the Housing Act 2004.

D.1 **Section 233, Housing Act 2004:** Approval of Codes of Practice with regard to the management of HMOs etc.

D.2 **Schedule 14, Housing Act 2004:** Buildings which are not HMOs for purposes of this Act (excluding Part 1 – Housing Conditions).

D.3 **Statutory Instrument 2006, No. 646 Housing England:** The Housing (Approval of Codes of Management Practice) (Student Accommodation) (England) Order 2006

D.4 **Statutory Instrument 2008, No. 2345 Housing England:** The Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2008

D.5 **Statutory Instrument 2009, No. 2298:** The Houses in Multiple Occupation (Specified Educational Establishments) (England) Regulations 2009

APPENDIX D.1

<u>Section 233, Housing Act 2004</u>: Approval of Codes of Practice with regard to the management of HMOs etc.

Section 233 allows the appropriate national authority (which in England is the Secretary of State and in Wales, the National Assembly for Wales) to approve, or approve a modification to, codes of practice relating to the management of HMOs or properties described in Schedule 14 of the Housing Act 2004 (buildings which are not HMOs other than for the purpose of Part 1, described as "excepted accommodation"). Before approval or modification, those managing and occupying the properties must be consulted and the appropriate national authority must be satisfied that the codes have been appropriately publicised to all involved. Non-compliance with a code is not in itself an offence, however, failure to comply with an approved code may be used in evidence in any proceedings before a court or a tribunal.

It is under this section that the Government have approved the ANUK/Unipol and UUK Codes of Practice for larger student developments.

Section 233 reads:

(1) The appropriate national authority (i.e. the Secretary of State in England and National Welsh Assembly in Wales) may by order

(a) approve a code of practice (whether prepared by that authority or another person) laying down standards of conduct and practice to be followed with regard to the management of houses in multiple occupation or of excepted accommodation;
(b) approve a modification of such a code; or
(c) withdraw the authority's approval of such a code or modification.

(2) Before approving a code of practice or a modification of a code of practice under this section, the appropriate national authority must take reasonable steps to consult:

(a) persons involved in the management of houses in multiple occupation or (as the case may be) excepted accommodation of the kind in question and persons occupying such houses or accommodation, or
(b) persons whom the authority considers to represent the interests of those persons.

(3) The appropriate national authority may only approve a code of practice or a modification of a code if satisfied that:

(a) the code or modification has been published (whether by the authority or by another person) in a manner that the authority considers appropriate for the purpose of bringing the code or modification to the attention of those likely to be affected by it; or
(b) arrangements have been made for the code or modification to be so published.

(4) The appropriate national authority may approve a code of practice which makes different provision in relation to different cases or descriptions of case (including different provision for different areas).

(5) A failure to comply with a code of practice for the time being approved under this section does not of itself make a person liable to any civil or criminal proceedings.

(6) In this section "excepted accommodation" means such description of living accommodation falling within any provision of Schedule 14 (buildings which are not HMOs for purposes of provisions other than Part 1) as is specified in an order under subsection (1).

APPENDIX D.2

<u>Schedule 14, Housing Act 2004</u>: Buildings which are not HMOs for purposes of this Act (excluding Part 1 – Housing Conditions).

Schedule 14 to the Housing Act 2004 describes buildings which are not HMOs for the purpose of mandatory licensing. It includes in paragraph 4 reference to buildings occupied by persons solely or principally for the purpose of undertaking a full-time course of higher or further education where the person managing or having control of the building is a specified establishment – i.e. it relates to the larger student developments run by education establishments that have signed up to one of the Codes. The relevant part of Schedule 14 is:

Buildings occupied by students

4 (1) Any building

(a) which is occupied solely or principally by persons who occupy it for the purpose of undertaking a full-time course of further or higher education at a specified educational establishment or at an educational establishment of a specified description, and
(b) where the person managing or having control of it is the educational establishment in question or a specified person or a person of a specified description.

(2) In sub-paragraph (1) "specified" means specified for the purposes of this paragraph in regulations made by the appropriate national authority.

(3) Sub-paragraph (4) applies in connection with any decision by the appropriate national authority as to whether to make, or revoke, any regulations specifying—

(a) a particular educational establishment, or

(b) a particular description of educational establishments.

(4) The appropriate national authority may have regard to the extent to which, in its opinion—

(a) the management by or on behalf of the establishment in question of any building or buildings occupied for connected educational purposes is in conformity with any code of practice for the time being approved under section 233 which appears to the authority to be relevant, or

(b) the management of such buildings by or on behalf of establishments of the description in question is in general in conformity with any such code of practice,

as the case may be.

(5) In sub-paragraph (4) "occupied for connected educational purposes", in relation to a building managed by or on behalf of an educational establishment, means occupied solely or principally by persons who occupy it for the purpose of undertaking a full-time course of further or higher education at the establishment.

APPENDIX D.3

D.3 <u>Statutory Instrument 2006, No. 646 Housing England</u>: The Housing (Approval of Codes of Management Practice) (Student Accommodation) (England) Order 2006

This Order approved all three ANUK/Unipol and UUK Codes of Practice in 2006 which lay down standards of conduct and practice in relation to larger student developments occupied solely or principally by full-time students. Since 2008, this Order has only related to the UUK Code and the ANUK Code for private sector providers as the ANUK Code for educational establishments was updated by another Order in 2008 (see Appendix D4). The relevant part of the 2006 Order is:

1.*—(1) This Order may be cited as The Housing (Approval of Codes of Management Practice) (Student Accommodation) (England) Order 2006 and shall come into force on 6th April 2006.*
(2) This Order shall apply in relation to premises in England only.

Approval of codes of practice

2.*—(1) The codes of practice mentioned in paragraph (2) which lay down standards of conduct and practice to be followed with regard to the management of—*

*(a) houses in multiple occupation that are occupied solely or principally by persons who occupy them for the purpose of undertaking a full-time course of further or higher education (**b**); or*
(b) buildings falling within paragraph 4 of Schedule 14 to the Housing Act 2004 (buildings occupied by students),are approved for the purposes of section 233 of that Act.

(2) The codes of practice are—

*(a) the Universities UK/Standing Conference Of Principals Code of Practice for the Management of Student Housing dated 20th February 2006(**c**);*

*(b) the Accreditation Network UK/Unipol Code of Standards for Larger Developments for Student Accommodation Managed and Controlled by Educational Establishments dated 20th February 2006(**a**); and*

*(c) the Accreditation Network UK/Unipol Code of Standards for Larger Developments for Student Accommodation Not Managed and Controlled by Educational Establishments dated 20th February 2006(**b**).*

Signed by authority of the First Secretary of State

APPENDIX D.4

D.4 Statutory Instrument 2008, No. 2345 Housing England: The Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2008

This Order amends the ANUK/Unipol Codes for education establishments that was originally approved by the Housing (Approval of Codes of Management Practice) (Student Accommodation) (England) Order 2006 (SI 2006/646). This Order approves a revised Code of Practice laying down standards of conduct and practice to be followed with regard to the management of larger student developments operated by educational establishments and occupied solely or principally by full-time students. The relevant part of the 2008 Order is:

1.*—(1) This Order may be cited as the Housing (Approval of a Code of Management Practice) (Student Accommodation) (England) Order 2008 and shall come into force on 1st October 2008.*

(2) This Order shall apply in relation to premises in England only.

Approval of code of practice

2. *The ANUK/Unipol Code of Standards for Larger Developments for Student Accommodation Managed and Controlled by Educational Establishments, which is dated 28th August 2008(2) and which lays down standards of conduct and practice to be followed with regard to the management of—*

(a) houses in multiple occupation that are occupied solely or principally by persons who occupy them for the purpose of undertaking a full-time course of further or higher education(3); or

(b) buildings falling within paragraph 4 of Schedule 14 to the Housing Act 2004 (buildings occupied by students)(4), is approved for the purposes of section 233 of that Act.

Withdrawal of approval of code of practice

3.*—(1) The approval of the Accreditation Network UK/Unipol Code of Standards for Larger Developments for Student Accommodation Managed and Controlled by Educational Establishments dated 20th February 2006 ("the 2006 Code") is withdrawn.*

(2) The Housing (Approval of Codes of Management Practice) (Student Accommodation) (England) Order 2006(5), which approved the 2006 Code, is amended by the omission of paragraph 2(2)(b).

Signed by authority of the Secretary of State for Communities and Local Government

APPENDIX D.5

D.5 Statutory Instrument 2009, No. 2298: The Houses in Multiple Occupation (Specified Educational Establishments) (England) Regulations 2009

These Regulations revoke the Houses in Multiple Occupation (Specified Educational Establishments) (England) Regulations 2008. They specify certain educational establishments managing or having control of buildings which are not HMOs for the purposes of the Housing Act 2004 (excluding Part 1 – Housing Conditions). The relevant part of the Regulations is:

1.—(1) These Regulations may be cited as the Houses in Multiple Occupation (Specified Educational Establishments) (England) Regulations 2009 and shall come into force on 1st October 2009.

(2) These Regulations apply in relation to England only.

Educational establishments specified for certain purposes of the Housing Act 2004

2. An educational establishment is specified for the purposes of paragraph 4 of Schedule 14 to the Housing Act 2004 where—

(a) it is listed in the Schedule to these Regulations; and
(b) it is listed as the relevant educational establishment in respect of a building—

(i) listed on or before 3rd July 2009 in the Schedule annexed to The Universities UK/Standing Conference of Principals Code of Practice for the Management of Student Housing dated 20th February 2006(b); or

(ii) listed on or before 30th April 2009 in the second column of Schedule 1 of Appendix VII to the ANUK/Unipol Code of Standards for Larger Developments for Student Accommodation Managed and Controlled by Educational Establishments dated 28th August 2008(c).

Signed by authority of the Secretary of State for Communities and Local Government

E.
BIBLIOGRAPHY

ANUK

Accreditation Network UK/Unipol Code (for educational establishments) – April 2009
http://www.anuk.org.uk/LargeCode/Revised%20Ed%20establishment%20Code.pdf

Accreditation Network UK/Unipol Code (for private providers) – April 2009
http://www.anuk.org.uk/LargeCode/Largercodeprivate.pdf

Members of the ANUK Code - http://www.anuk.org.uk/LargeCode/members.asp

UUK

Universities UK's Code – February 2006
http://www.universitiesuk.ac.uk/PolicyAndResearch/Guidance/AccommodationCodeofPractice/Documents/COP%20Mar%202006.pdf

Members of UUK Code
http://www.universitiesuk.ac.uk/PolicyAndResearch/Guidance/AccommodationCodeofPractice/Pages/Members.aspx

UUK Audit Guidelines
http://www.universitiesuk.ac.uk/PolicyAndResearch/Guidance/AccommodationCodeofPractice/Pages/How-to-Implement-the-Code.aspx

Protocol between UUK/SCOP and ANUK/Unipol for the ANUK/Unipol National Code for larger student developments
http://www.anuk.org.uk/LargeCode/UUK%20ANUK%20Protocol%20(final)%20.pdf

Legislation

The Housing Act 2004
http://www.opsi.gov.uk/acts/acts2004/ukpga_20040034_en_1

The Housing Health and Safety Rating System (England) Regulations 2005
http://www.opsi.gov.uk/si/si2005/20053208.htm

F.

GLOSSARY

ANUK – Accreditation Network UK

UUK – Universities UK/Guild HE

CLG – Communities for Local Government

HMO – Houses in Multiple Occupation

HHSRS – Housing Health and Safety Rating System

CoP – Code of Practice

CVCP – Committee of Vice Chancellors and Principals of the Universities of the United Kingdom

SCOP – The Standing Conference of Principals