London Borough of Sutton

Environment & Leisure
Executive Head of Environmental Sustainability – Chris Reid

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Date: 04 December 2017

To Whom it May Concern:

POWERS OF ENTRY – Housing Act 2004 Section 239

I hereby authorise: (the authorised officer) to enter the premises

FULL ADDRESS

At any reasonable time for the purpose of carrying out a survey or examination of the premises. I consider that entry is necessary in order to carry out inspections under the provisions of Parts 1,2,3,4 or 7 of the Housing Act 2004 (The "Act").

The inspections will commence on DATE.

Before entering any premises in exercise of this power the authorised person must have given at least 24 hours notice of his intention to do so –

(a) to the owner of the premises (if known), and
(b) to the occupier (if any),

except, where it is considered that any premises need to be entered for the purpose of ascertaining whether an offence has been committed under Section 72 (In relation to licensing of Houses in Multiple Occupation), 95 (In relation to the licensing of Houses in Multiple Occupation) or 234(3), (Management Regulations in respect of Houses in Multiple Occupation).

The authorised officer may –

(a) take other persons with him;
(b) take equipment or materials with him;
(c) take measurements or photographs or recordings;
(d) leave recording equipment on the premises for later collection;
(e) take samples of any articles or substances found on the premises.

It is an offence under Section 241 of the Act to obstruct the a relevant person in the duly authorised performance of his duty and a person committing such an offence may be liable upon summary conviction of a fine not exceeding level 4 on the standard scale.

Any subsequent enforcement action will be taken under the Act and may result in the following:

- A Hazard Awareness Notice
- An Improvement or Suspended Improvement Notice
- A Prohibition or Suspended Prohibition Order

- An Emergency Prohibition Order
- Emergency Remedial Works
- A Demolition Order
- The Declaration of a Clearance Area
- Prosecution for failure to comply with any regulations relating to the Management of Houses in Multiple Occupation.

By virtue of Section 243 (authorisation for enforcement purpose etc.) of the Act, I am the appropriate officer to give this authorisation.

Signed…….. Date……..
Jan Gransden, Head of Environmental Services, Department of Environment and Leisure (an officer within the meaning of section 2 of the Local Government and Housing Act 1989).