

**Members of your household**

Any person living at your property, either permanently or temporarily, even if their permanent address is elsewhere. This includes all members of your family living at the property, any relatives, friends or other lodgers staying with you and any sub-tenants of your property.

**Mutual exchange**

Exchanging your tenancy with another person by mutual agreement when permitted.

**Negligence**

When you fail to do something that it is your responsibility to do.

**Neighbour**

Includes anyone living in the area local to your home, including other tenants, people who own their own homes and local businesses.

**Notice of Seeking Possession**

This is a legal notification served on a secure tenant as the first stage before starting court action.

**Notice of Possession Proceedings**

This is a legal notification served on an introductory tenant as the first stage before starting court action.

**Notice to Quit**

This is a legal notification, usually of 28 days, served on a tenant to formally end the tenancy where security of tenure has been lost. Alternatively, it is also legal notification from a tenant that they will be giving up the tenancy.

**Nuisance**

Something that causes annoyance and/or distress.

**Overcrowding**

This is when a property has too many people occupying it.

**Partner**

Husband or wife or a cohabitee, including same-sex partner, who lives with you in a long-term or stable relationship.

**Permission (or consent)**

Where, in this agreement, it says that you must ask for permission or consent to do something, you must put your request in writing. This can be by letter or email. You must receive written permission from us before doing whatever it is that requires our consent.

**People residing in the locality**

All people living or staying, temporarily or permanently, in any part of the estate or locality in any type of property, whether rented or owned.

**Possession**

This is when the council takes back vacant use of a property by serving notice and taking court action. A Possession Order can be suspended on terms or take effect immediately.

**Property**

The dwelling, garden, yards, sheds and any other space which this Tenancy Agreement makes available for the sole use of you and your household.

**Relative**

Parents, children, grandparents, grandchildren, brothers, sisters, uncles, aunts, nephews, nieces, step-relatives and adopted children. This includes relatives by marriage.

**Remote gardens**

Some flats are allocated with individual gardens which are separated from the main dwelling by things such as footpaths or drying areas.

**Representative**

Someone who is acting on our behalf.

**Shared areas (communal)**

The parts of the building or estate which all tenants and leaseholders can use, for example, halls, landings, foyers, stairways, landings, lifts, bin stores, shared gardens, landscaped areas, car parks and any other area accessible to more than one household.

**Sheltered housing**

Accommodation targeted for people over 60 years of age. However, people under 60 with support needs will also be considered.

**Spouse**

The person you are legally married to, including a registered civil partner.