A Guide to Accommodation for Students in Darwin College
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Accommodation at Darwin College

There are 248 rooms for single accommodation at Darwin for students, and 19 self-contained flats consisting of 12 one bed flats and 7 couples/family flats. This Guide tells you more about this accommodation in order to enable you to make an informed choice when applying for accommodation. The allocation of particular rooms, types of rooms, and locations is determined by the Accommodation Manager. Where possible this will take into account any personal preferences, financial, location, (please do not specify individual room numbers) that members have expressed; however, the overriding consideration is to offer some form of college accommodation to the maximum number of members.

1.1 Prices Grades (single rooms)

College rooms are occupied under a ‘licence to occupy’ upon payment of a licence fee. The fee includes electricity, gas, water, computer network access, and consumables such as toilet paper. The licence fee does not include bed linen.

When comparing the room fees at Darwin with private accommodation in Cambridge, please bear in mind what is included: the cost of utilities such as gas and electricity is often extra and can be considerably high. When looking at the prices at other Cambridge colleges, computer network access is often charged as an extra. Also bear in mind at Darwin we do not charge a Kitchen Fixed Charge or a Minimum Meals Charge.

As a student, you will also not be liable to pay the local Cambridge City Council tax.

The current rental prices are shown below; there will be a slight increase from September which will be updated on the web-site once agreed - http://www.darwin.cam.ac.uk/darwin-college-accommodation. A key deposit of £100 will be charged to your College account shortly after arrival along with your first terms rent. The licence will be for a minimum 26 weeks occupancy period.

There are ten main price grades. All prices are per week:

- Grade A1: £134.01 (2 rooms)
- Grade A2: £128.50 (64 rooms)
- Grade A3: £122.99 (13 rooms)
- Grade B1: £123.62 (4 rooms)
- Grade B2: £118.60 (120 rooms)
- Grade B3: £113.59 (4 rooms)
- Grade C2: £99.40 (27 rooms)
- Grade C2*: £89.40 (5 rooms)
- Grade C3: £92.40 (4 rooms)
- Grade C3*: £85.35 (5 rooms)

Licence fees for College study-bedrooms are calculated as follows:

a. the total floor area of the room, including en-suite facilities, is measured, classified and give the consequent base rent:
   (1) Grade A rooms have a floor area of 16m2 or greater,
   (2) Grade B rooms have a floor area of greater than 12m2 but less than 16m2 and
   (3) Grade C rooms have a floor area of less than 12m2;

b. a numeric suffix to the grade is added by examining subjectively the room’s facilities and calculating an average:
   (1) Location:
      (a) Grade 1: on Domus
      (b) Grade 2: properties that are close to Domus (e.g. Gwen Raverat House, Newnham Road or the Malting House
(c) Grade 3: properties that are more than a brief walk from Domus (5 Wordsworth Grove and beyond),

(2) Kitchens:
(a) Grade 1: self-catering possible (i.e., with freezer)
(b) Grade 2: ANUK standard in good condition, possibly recently refurbished
(c) Grade 3: ANUK standard but in poor decorative order,

(3) Bathrooms:
(a) Grade 1: en-suite or a higher ratio than ANUK requirements (e.g., Gwen Raverat House)
(b) Grade 2: ANUK standard, sink in room or showers rather than baths
(c) Grade 3: ANUK standard but poor decorative order, no sink in room or baths rather than showers,

(4) External communal spaces:
(a) Grade 1: main Domus facilities
(b) Grade 2: property has a garden
(c) Grade 3: limited or no outside space,

(5) Internal communal spaces:
(a) Grade 1: common rooms, etc.
(b) Grade 2: good-sized kitchen or a short walk to main College facilities
(c) Grade 3: kitchen and table only and

(6) Decorative quality:
(a) Grade 1: recently built of refurbished
(b) Grade 2: middle of decorative life-cycle
(c) Grade 3: in need of decoration;

c. Rooms graded A1, B1 or C1 attract an uplift to the base rent (5% for 2015/6); rooms grade A3, B3 and C3 attract a discount (again, 5% for 2015/6);

d. Room that are identified as ‘outliers’, such as exceptionally small rooms or rooms in brand-new properties attract a discretionary discount or uplift. The grade of such rooms is annotated with a ‘**’; and

e. A fixed costs charge, covering such items as utilities, network connection and PAT testing, is added to the base rent to produce the final licence fee.

In 2015/6, just over 50% of rooms were size Grade B; and 87% of rooms were facilities Grade 2.

Appeals regarding room grading should be made to the Domestic Bursar. Whilst room sizes are a matter of fact (although subject to checking), facilities grading is subjective and at his discretion according to the guidance at Paragraph 1b.

Duvet, Pillows, Bed Linen

The following information about bed linen applies to new residents starting the new academic year.

- We will provide new bedding for you at a cost of £30.00. The bedding pack will be available from the Porters Lodge for your arrival.
- The cost of the bedding pack will be charged to your College account.
- The bedding pack will consist of one standard size single duvet, one single duvet cover, one pillow (100% polyester, hollowfibre filling), one pillow case, and one single sheet.
1.2 Couples and Families

When you rent couples or family accommodation at Darwin College, the licence fee only includes water and does not include the following: electricity, gas and computer network access.

There are seven family flats, two of which are suitable for a couple plus two children and four of which are suitable for a couple with one child.

1.3 Definitions

First floor
Please bear in mind that in the UK the ground floor of a building is known as the ‘ground floor’, and the next floor up is the ‘first floor’. So a two-storey building will have a ground floor and a first floor. No building in Darwin has more than three storeys, i.e. ground floor, first floor and second floor. We have two buildings that have an attic room.

Bathroom
A bathroom is a room with a bath or/and shower in it. There may or may not be a toilet in such a room.

Shower room
A room with a shower in it, there may or may not be a toilet in such a room.

1.4 Security

Keys, Doors and Windows

You will be issued with a key to your room. You should lock your door at all times – even when nearby in a kitchen or bathroom. Cambridge is a city and opportunist thieves operate as in any city; and laptop computers and mobile devices are particularly susceptible to theft.

It is very important that you do not prop the door open – by doing so you would be compromising the security of the building as a whole. By keeping ground-floor entrances shut, you are greatly reducing the chances of theft, and you are also enhancing your own personal security.

Rooms on ground floors are particularly vulnerable if windows are left open when the room is empty.

Residents in ground floor rooms should always close their windows when leaving their rooms. Indeed, all residents are advised to close their windows when leaving their rooms in case of high winds.

Gates and CCTV

CCTV cameras are used throughout the Main College building for your security, and CCTV footage is monitored regularly by the Porters, who have the overall responsibility for security in the College. The rear gate (near the Study Centre) is automatically locked at all times, and entry is by your University/College card.

1.5 Fire Safety

Please make sure you understand the fire instructions in your College accommodation and familiarise yourself with your nearest escape routes and your assembly point.
If you discover a fire, sound the Fire Alarm immediately by pushing the ‘break glass’ on a call point and evacuate the building. Inform the Porters’ Lodge (Tel: 01223 (3) 35660) and report to the assembly point. Only attempt to put out the fire if it is safe to do so; do not put yourself or others at risk.

All corridors, stairwells, landings etc. must be kept clear at all times, any items found in these areas will be removed immediately (only the hoover and ironing board are allowed to be stored in the designated area). Door closers are not to be disconnected and fire doors must never be wedged open.

It is a criminal offence under UK law to tamper with or disable fire-alarm equipment or fire extinguishers.

With a large population living in close proximity on a small site, there is always a real risk of fire. All residents must play their part in minimising this risk.

Here are some rules that you must adhere to:

- never leave cooking unattended in a kitchen
- do not use cooking equipment in your room
- do not leave heated hair devices (straighteners, curlers, tongs) unattended
- do not use unsafe or untested electrical equipment, and do not overload electrical sockets
- you must only use adapters that meet UK specification and are fused
- do not store combustible materials, including piles of paper
- do not use naked flames (e.g. candles)
- do not smoke in any room, and do not disable, tamper with or cover up smoke or heat detectors
- do not leave items in corridors or stairways
- keep all fire doors closed at all times, especially kitchen doors (never wedge them open)
- do not tamper with fire safety equipment (extinguishers, fire blankets)
- report anything that looks unsafe or hazardous to the Porters

1.6 IT network access and Wi-Fi

Internet access from student rooms on the main site and in College hostels is available through high-speed wired connections for use with the Ethernet/LAN socket on most computers. Standard LAN patch cables can be purchased from the Porter’s Lodge or local electronics shops if required. Before internet access is activated a registration process must be initiated by plugging in the computer to the wired network and opening a web browser, which will redirect to pages with further information.

Wireless network access is also available in most public areas and being gradually rolled out to residential areas of the College. Initial access can be made to the Darwin Wireless network using the username and password issued to members when they first arrive but all members are encouraged to configure their devices for eduroam as soon as they can, since this is available across the University and beyond. Further information about the use and configuration of eduroam is available directly from the Darwin Wireless login screen. All internet access within the College is governed by the rules set out by the College and University.
2. On-Site Accommodation

2.1 The Rayne Building

(Consisting of the following grades of rooms 2 x A1, 2 x A2, 3 x B1, 13 x B2, 3 x C2, 2 x C2*)

The Rayne Building is a 4-storey accommodation block on the main College site. The building is an excellent example of 1960s architecture found in Cambridge. It is incorporated into the main college structure, between Newnham Grange and the Hermitage.

Some of the Rayne Building rooms overlook a secluded part of the River Cam which runs through the College grounds. Other rooms face Silver Street and have prominent views of Queens' Green.

The first and second floors of the Rayne Building have ten rooms each with shared facilities: two shower rooms, two toilets and a large kitchen. The third floor has five rooms (each with shower); two toilets; and a shared kitchen.

There are also two guest rooms situated on the top floor, available to book for all Darwin members and their guests.
2.2 Newnham Grange

(Consisting of the following grades of rooms 19 x B2, 3 x C2)

Newnham Grange is an attractive building at the eastern end of the main College site. Some rooms overlook a large stretch of lawn, the Darwin Study Centre, and the west end of the Silver Street bridge; others either face along the back of the College, looking onto the gardens and the river with its two small islands (the islands themselves are accessible over a wooden bridge), or overlook Silver Street and Queens' Green. Some of the second-floor rooms share a view of the Mill Pond, a popular riverside area that is situated next to the University Centre, the Double Tree Hotel, and a variety of bars and restaurants. Some rooms have balconies.

The rooms themselves are in three groups: the five first-floor balcony rooms; the six second-floor balcony rooms; and the eleven second-floor rooms along the corridor that runs the length of the building. Each group of balcony rooms shares a kitchen, a shower and a toilet. The corridor rooms share a double-sized kitchen, two showers and two toilets.

Newnham Grange is the renowned childhood home of Charles Darwin's granddaughter, Gwen Raverat; it retains many of the features she described in her memoir, Period Piece.
2.3  **The Old Granary**

(Consisting of the following grades of rooms 7 x A2, 1 x B2, 2 x C2)

The Old Granary is currently being renovated and will not be available this year.

The Old Granary is a Grade II listed building with its main entrance on Silver Street and an internal entrance from the College garden. The building has extraordinary character: built in the early nineteenth century, it has been remodelled from its beginnings as a functional granary, becoming residential accommodation at the end of that century. It was also part of the Darwin residence from the time of Professor Sir George Darwin on.

Its appearance from the outside is matched inside with rooms of varying sizes and many original features. There are superb views of the Mill Pond from many of the bedrooms.

The Old Granary contains ten student rooms sharing two kitchens, one shower, one bath, three toilets and a dining area.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>4, 5, 6, 7, 9, 11, 12</td>
</tr>
<tr>
<td>B2</td>
<td>3</td>
</tr>
<tr>
<td>C2</td>
<td>8, 10</td>
</tr>
</tbody>
</table>

2.4  **Newnham Terraces**

Newnham Terrace hostels form part of the Darwin Domus. All rooms have Internet Connectivity and either face, the road or the river in the College Gardens.

2.4.1  **2 Newnham Terrace:**

(Consisting of the following grades of rooms 3 x A2, 3 x B2)

There are six student rooms, sharing a large kitchen, a bathroom with shower and a bathroom with a bath.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>1, 3, 5</td>
</tr>
<tr>
<td>B2</td>
<td>2, 4, 6</td>
</tr>
</tbody>
</table>
2.4.2 3 Newnham Terrace:

(Consisting of the following grades of rooms 4 x A2, 2 x B2)

3 Newnham Terrace is due to be refurbished over the summer 2018 so will only be available until 30th June 2018.

There are six student rooms, sharing a large kitchen, a bathroom with shower and a bathroom with a bath.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>1, 2, 3, 5</td>
</tr>
<tr>
<td>B2</td>
<td>4, 6</td>
</tr>
</tbody>
</table>

2.4.3 4 Newnham Terrace:

(Consisting of the following grades of rooms 1 x A2, 1 x B1, 4 x B2, 1 x C2, 1 x C2*)

There are eight student rooms, sharing a large kitchen, a bath, a shower and three toilets.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>3</td>
</tr>
<tr>
<td>B1</td>
<td>1</td>
</tr>
<tr>
<td>B2</td>
<td>2, 4, 5, 6</td>
</tr>
<tr>
<td>C2</td>
<td>7</td>
</tr>
<tr>
<td>C2*</td>
<td>8</td>
</tr>
</tbody>
</table>

2.4.4 9 Newnham Terrace:

(Consisting of the following grades of rooms 5 x A2, 4 x B2, 1 x C2)

There are ten student rooms, sharing a large kitchen, two bathrooms with showers and a separate toilet. One room is semi-basement level with its own shower and faces the garden. One room is an attic room with a view of the garden.
2.4.5 10 Newnham Terrace:

(Consisting of the following grades of rooms 8 x A2, 2 x B2)

There are ten student rooms, sharing two kitchens, two shower rooms, one bathroom and two separate toilets.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>2, 3, 4, 6, 10</td>
</tr>
<tr>
<td>B2</td>
<td>1, 7, 8, 9</td>
</tr>
<tr>
<td>C2</td>
<td>5</td>
</tr>
</tbody>
</table>

2.4.6 11 Newnham Terrace:

(Consisting of the following grades of rooms 7 x A2, 2 x B2)

There are nine student rooms, sharing a large kitchen, two bathrooms with showers: one with a bath and two separate toilets. One room is semi-basement level with its own shower and faces the garden.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>2, 3, 4, 5, 6, 7, 9</td>
</tr>
<tr>
<td>B2</td>
<td>1, 8</td>
</tr>
</tbody>
</table>
2.4.7 12 Newnham Terrace:

*(Consisting of the following grades of rooms 6 x A2, 2 x B2)*

There are eight student rooms, sharing a large kitchen, two bathrooms with showers and a separate toilet. One room is semi-basement level with its own shower and faces the garden.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>2, 3, 5, 6, 7, 8</td>
</tr>
<tr>
<td>B2</td>
<td>1, 4</td>
</tr>
</tbody>
</table>

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3. **Off-Site Accommodation**

```plaintext
THE MALTING HOUSE
45a & 49a NEWNHAM ROAD
GWEN RAVERAT HOUSE
5 WORDSWORTH GROVE
2 SUMMERFIELDS
FRANK YOUNG HOUSE
10 BARTON ROAD
```
3.1 Gwen Raverat House

(Consisting of the following grades of rooms; Ground Floor 14 x B2, 4 x C2, First Floor 13 x B, 4 x C2, 1 x C2*, Second Floor 1 x A2, 14 x B2, 3 x C2)

Gwen Raverat House is large purpose-built accommodation block named after Charles Darwin’s granddaughter. It has three floors, each floor having eighteen student rooms, nine showers/toilets and three kitchens. All rooms have fitted furniture, a wash basin and internet connectivity. Laundry facilities are provided in the largest kitchen on each floor.

Built in 1996, this self-contained contemporary building is positioned behind Newnham Road, making it ideal for those looking for a quiet place to study. The hostel is only five minutes’ walk from the main College site.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
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</tr>
<tr>
<td></td>
<td>201, 202, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 218</td>
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<tr>
<td></td>
<td>301, 302, 303, 307, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318</td>
</tr>
<tr>
<td>C2</td>
<td>104, 105, 106, 107</td>
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<tr>
<td></td>
<td>203, 204, 205, 206</td>
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<tr>
<td></td>
<td>304, 305, 306</td>
</tr>
<tr>
<td>C2*</td>
<td>217</td>
</tr>
</tbody>
</table>

3.2 The Malting House

(Consisting of the following grades of rooms 4 x A2, 5 x B2, 3 x C2)

The Malting House is a Grade II listed building on Newnham Road overlooking the Granta (the Newnham area of the River Cam). The name, appearance and features of the Malting House highlight its original 19th century purpose and reflect the presence of old town life still visible in the city. The house has, however, undergone significant restoration and conversion in order to become a student hostel. It is a short walk from the main College site. The property has 12 student rooms and two en-suite guest rooms.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>1, 2, 4, 6,</td>
</tr>
<tr>
<td>B2</td>
<td>3, 8, 10, 11, 13</td>
</tr>
<tr>
<td>C2</td>
<td>5, 7, 12</td>
</tr>
</tbody>
</table>
3.3 45a and 49a Newnham Road

(45a consisting of the following grades of rooms 3 x B3, 3 x C3*, 49a consisting of 3 x A2, 1 x B2, 1 x C2, 1 x C2*)

45a and 49a Newnham Road are two hostels that are situated above ground-floor shops on Newnham Road, a short walk from the main College site. These are surprisingly spacious properties with rooms that overlook either Newnham Road at the front or a quiet courtyard and Gwen Raverat House at the rear of the property. The rooms in each hostel share modern kitchens, dining rooms, toilets and showers.

<table>
<thead>
<tr>
<th>45A Newnham Road</th>
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</thead>
<tbody>
<tr>
<td>Grade</td>
</tr>
<tr>
<td>-------</td>
</tr>
<tr>
<td>B3</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>49A Newnham Road</th>
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</thead>
<tbody>
<tr>
<td>Grade</td>
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<tr>
<td>-------</td>
</tr>
<tr>
<td>A2</td>
</tr>
<tr>
<td>B2</td>
</tr>
<tr>
<td>C2</td>
</tr>
<tr>
<td>C2*</td>
</tr>
</tbody>
</table>
3.4 5 Wordsworth Grove

(Consisting of the following grades of rooms 6 x A3, 2 x C3)

5 Wordsworth Grove is a large semi-detached house on a quiet residential street just a short distance from Frank Young House and a ten-minute walk from the main College site.

There are two bedrooms, a single toilet, a spacious kitchen with a communal area and shower room on the ground floor. On the first floor there are four bedrooms, a bathroom with shower and two toilets. There are two further bedrooms on the second floor.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
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<tbody>
<tr>
<td>A3</td>
<td>1, 2, 3, 4, 5, 7</td>
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<tr>
<td>C3</td>
<td>6, 8</td>
</tr>
</tbody>
</table>

3.5 2 Summerfield

(Consisting of the following grades of rooms 5 x A3, 1 x B3, 1 x C3, 1 x C3*)

2 Summerfield is a pleasant former family house situated down a quiet lane near the Gonville and Caius College playing field. The ground floor of the hostel has two bedrooms, a kitchen, dining room and a toilet. There are three bedrooms on the first floor as well as a toilet, a shower room and a bathroom with shower. There are three further bedrooms on the second floor. There is a small garden at the rear of the hostel.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
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</thead>
<tbody>
<tr>
<td>A3</td>
<td>1, 2, 3, 4, 6,</td>
</tr>
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<td>B3</td>
<td>7</td>
</tr>
<tr>
<td>C3</td>
<td>5</td>
</tr>
<tr>
<td>C3*</td>
<td>8</td>
</tr>
</tbody>
</table>
3.6 Frank Young House

(Side 8 consisting of the following grades of rooms 4 x A2, 10 x B2 and side 9 consisting of 5 x A2, 8 x B2, 1 x C2)

Frank Young House is named after the first Master of Darwin College, Professor Sir Frank George Young (a renowned biochemist, who contributed to the study of diabetes). The building is on Wordsworth Grove, a quiet residential street, and overlooks Gonville and Caius College's sports ground. There are a few car-parking spaces, so students who need to have a car and have permission from the Motor Proctor are likely to be accommodated here.

Outside, the hostel has a large wooden decking area providing a pleasant communal space for residents to enjoy. Frank Young House is only a few minutes’ walk from the College.

The hostel has four floors with kitchens, bathrooms and showers on each of the first three levels. There are ten student rooms on each of the ground and first floors, six rooms on the second floor and two on the top floor of the building. All rooms have a wash basin.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
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<tr>
<td>B2</td>
<td>1, 2, 4, 6, 7, 9, 11, 14, 15, 16, 20, 21, 22, 23, 24, 25, 26, 28</td>
</tr>
<tr>
<td>C2</td>
<td>12</td>
</tr>
</tbody>
</table>

3.7 10 Barton Road

(Consisting of the following grades of rooms 5 x A2, 2 x A3, 2 x B2, 1 x C2*, 1 x C3, 1 x C3*)

10 Barton Road is a large renovated house converted into student accommodation, situated on the main road that runs through the centre of Newnham. It has a large back garden with an extensive lawn.

A spacious open kitchen on the ground floor serves the main rooms of the property. Other facilities include a ground floor toilet, a ground floor bathroom with toilet and sink, a toilet on the first floor and bath with a shower and sink on the second floor. Two of the ground floor rooms have doors that open out on to the rear garden. There is also an annex to the side where two rooms have a self-contained area that includes a kitchen and a shower room.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Room number</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2</td>
<td>1, 2, 4, 6, 7</td>
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<tr>
<td>A3</td>
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<tr>
<td>C2*</td>
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</tr>
<tr>
<td>C3</td>
<td>5</td>
</tr>
<tr>
<td>C3*</td>
<td>10</td>
</tr>
</tbody>
</table>
4. Family Flats (Located on Eltisley Avenue, Kings Road, Ashworth Park and Croft Lodge)

4.1 One Bedroom Flats

This accommodation is suitable for couples without children. Most of the ground floor flats have access to a garden area. Gas and electricity charges are not included within the rental price, but accounts are already set up with a company (EON / British Gas) you won’t be able to change the company but you can negotiate a plan and payment with them after you arrive when you should let them know that you are renting the flat. Water is included within the price of the licence fee. A deposit equal to four weeks rent will be charged to your College account shortly after arrival along with your first terms rent.
Eltisley Avenue

The College owns four, one bedroom flats in Eltisley Avenue, in the Newnham village just half a mile from the main college building. (See plan of 57 Eltisley Avenue Lower below.)

1 Kings Road

The College owns a flat complex on Kings Road consisting of two one bedroom flats and two studio apartments, just over half a mile from the main college building. The building used to be a pub called The Hat and Feathers which was renovated. (See plans of Flat 1 and Flat 2 below.)
Ashworth Park

The College owns four, one-bedroom flats in Ashworth Park set in a quiet area just off Kings Road. In the sought after location of Newnham, just a short walk from the main college building, but with good access to the City, all major roads and local amenities. (See plan of Flat 11 below.)
4.2 Two Bedroom Flats

These flats are mainly suitable for couples with one child. These are located in the upper part of the buildings. Gas and electricity charges are not included within the rental price, but accounts are already set up with a company (EON / British Gas) you won’t be able to change the company but you can negotiate a plan and payment with them after you arrive when you should let them know that you are renting the apartment. Water is included within the price of the rent. A deposit equal to four weeks rent will be charged to your College account shortly after arrival along with your first terms rent

Eltisley Avenue

The College owns three, two bedroom flats in Eltisley Avenue in the Newnham village just half a mile from the main college building. (See plan of 57 Eltisley Avenue Upper below.)

Ashworth Park

The College owns three, two bedroom flats in Ashworth Park set in a quiet area just off Kings Road. In the sought after location of Newnham, just a short walk from the main college building, but with good access to the City, all major roads and local amenities. (See plan of Flat 27 below.)
4.3 Two Bedroom Flats (with bunk beds)

This accommodation is suitable for couples with two children. Gas and electricity charges are not included within the rental price, but accounts are already set up with a company (EON / British Gas) you won’t be able to change the company but you can negotiate a plan and payment with them after you arrive when you should let them know that you are renting the apartment. Water is included within the price of the rent. A deposit equal to four weeks rent will be charged to your College account shortly after arrival along with your first terms rent.

Ashworth Park

The College owns one, two bedroom flat with bunk beds in Ashworth Park set in a quiet area just off Kings Road, located in the upper part of the building. In the sought after location of Newnham, just a short walk from the main college building, but with good access to the City, all major roads and local amenities. (See plan for Flat 18 below.)
Croft Lodge

The College lets one, ground floor two bedroom flat with a bunk bed in Croft Lodge set in an apartment block just off Barton Road. In the sought after location of Newnham, just a short walk from the main college building, but with good access to the City, all major roads and local amenities. (See the plan for the Flat 4 below.)
5. **The Rules**

*Furniture & Furnishings:*

You may not bring your own furniture or curtains into your room. Furniture and curtains provided by the College cannot be removed from your room.

All rooms have curtains or blinds and are fully carpeted. Beds are standard single size and have mattresses and a mattress protector fitted. You may purchase a bedding pack (see Page 4) or bring your own bedding. There are self-service laundries with washing machines and tumble dryers within the Main College Building. Crockery, cutlery, cooking utensils and towels are not provided by the College but items are often left by previous students for your use.

*Heating:*

Central heating is provided in all College living areas from October (sometimes September) through to April (sometimes May). Please do not have the radiator on when your windows are open. Please turn your radiator down, or off, when you are away from your room.

*Electrical items:*

All appliances used in College properties (Inc. kitchens) should conform to a British Standard and should be PAT tested before use. If you are unsure of whether any electrical equipment you have conforms to this standard please speak to the Clerk of Works. The College arranges PAT testing to be carried out in October on all electrical appliances, including student owned equipment. The Maintenance Department will issue details of PAT testing arrangements. The College reserves the right to remove unsafe electrical items from student accommodation. Students who purchase electrical equipment after the October PAT testing week are to contact the Clerk of Works to arrange PAT testing of that equipment. A charge may be levied for this testing.

Items such as fridges & freezers (in addition to those supplied by the College), microwaves, hobs or rice cookers are not permitted in individual rooms. Washing and drying (condensing) machines are allowed in certain areas subject to prior permission from the Clerk of Works.

Square electrical adaptors are no longer legal for use in College properties – 4-way extensions are allowed but Fire Regulations ban multiple usage (i.e. extensions plugged into extensions). If you are travelling from overseas, you are advised to bring the minimum of personal electrical equipment because it may not conform to British Standards. This applies to leads, adaptors and plugs as much as to appliances.

*Cleaning:*

Your room will not be cleaned by a College cleaner. Residents are responsible for the tidiness of their own rooms, washing up their dishes, making their beds, and helping to keep any communal area, especially the kitchens and bathrooms clean and tidy.

*Keys:*

You will receive one room key on arrival and a front door key to the main College. There is a charge for providing a duplicate key if the original is lost.

*Giving notice of vacating a room/flat:*

Residents must give a minimum of two weeks’ notice if they wish to vacate a room to the Accommodation Office. Notices given to any other department will not be accepted. Anyone vacating a room without due notice (two weeks) and being given to the correct department will be charged. Flats occupants are required to provide four weeks’ notice.
**Vacating a room:**

When you vacate a room, you must clear it of all possessions and any rubbish. If you leave it in a state that requires Darwin College staff to clear it, you will be charged an amount at the discretion of the Domestic Bursar. The keys can only be returned to the Porters Lodge unless during working hours and they are not available, in which case they can be given to the Accommodation Office.

**Changing rooms:**

Normally a change of room is not permitted. But if you have a special reason for wanting to move, you need to put this in writing to the Accommodation Office.

**Damage:**

Any damage to rooms will have to be paid for by the occupant(s). If damage to rooms or communal areas is not traceable to individuals, costs may be charged equally among all residents in that property.

**Cooking:**

Please note that cooking is only allowed in the designated kitchen for your room. Cooking in your room is not allowed. You should never leave cooking unattended. Please make sure to switch off cookers and kettles at the switch on the wall.

**Smoking:**

Smoking is not permitted in any buildings at all in Darwin College.

**Candles etc:**

Please note that you are not permitted to use any lighted candles, joss sticks or other naked flames of any kind in the accommodation.

**Guests:**

Not to have overnight guests except occasionally and for Fire Safety reasons, all overnight guests should be registered at the Porters’ Lodge.

**Bicycles:**

You cannot keep a bicycle in your room. If you have a particularly valuable bicycle which you would like to store securely, please ask the Porters.

**Fire alarms and fire drills:**

You must always respond to a fire alarm, by leaving the building and reporting to your designated fire assembly point, the location of which is available on the notice boards within the property. There will be at least one fire drill in the course of the year, which is a legal requirement. Tampering with Fire Safety equipment (such as extinguishers), fire detection equipment (such as plastic covers over smoke/heat detector heads) contravenes the Fire Safety regulations. If you tamper with any of this equipment the College retains the right to cancel your licence agreement.
6. Policies

PAYMENT OF LICENCE FEE INVOICES

1. Accommodation licence fees are invoiced quarterly in advance.\(^1\) If a student wishes to vacate College accommodation, he or she is required to give notice\(^2\) and is only entitled to a refund of the key deposit once all licence fees, damages and other reasonable charges have been settled.\(^3\)

2. Not all students will stay in accommodation until their licence expires; most will leave early, typically after the fourth quarter invoice has been issued. Previously, students have been able to state a leaving date and only pay the proportion of the invoice due up to that date. This has caused problems when the student does not leave on that date or fails to inform accommodation of the proposed departure date, thus incurring extra charges in the form of the licence fee for the notice period.

3. As a result, from 1\(^{st}\) October 2016, all quarterly invoices are due in full. Students will be expected to give notice in accordance with the terms and conditions of their licence agreement. Once the room has been vacated the balance will be refunded, together with the key deposit. If there is any damage to be paid for or other charges accruing, then these will be deducted from the refund.

4. In exceptional circumstances a student may apply to the Domestic Bursar\(^4\) who may, at his discretion, sanction a part invoice to be issued. Because of the inevitable diversity of circumstances that might lead to such discretion being exercised, it is impossible to give examples but any such application must include documentary proof of the confirmed departure date and strong reasons why the procedure in Paragraph 3 above cannot be followed.

MATTHEW EDWARDS
Domestic Bursar

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\(^1\) Paragraph 3g in v3.0 of the College’s license terms and conditions, dated 18\(^{th}\) August 2015.

\(^2\) A minimum of 4 weeks during the ‘Minimum Occupancy Period’ and a minimum of two weeks thereafter (Ibid, paragraph 4ll).

\(^3\) Ibid, paragraph 4nn.

\(^4\) Or, in his absence or by delegation, the College Accountant.
Appendix A

Darwin College, Silver Street, Cambridge CB3 9EU

ACCOMMODATION LICENCE

Introduction

1. This agreement governs the licence granted by Darwin College, Cambridge to [Insert name] (the Licensee) for the purpose of occupying the room provided and known as [Insert room number and building] for the period beginning on (the start date) [insert date] and ending on (the end date) [insert date] inclusive in return for the payment of a licence fee of [insert licence fee] per week howsoever levied.

Interpretation

2. In this agreement:
   a. This agreement means this document and any attached annexes and schedules unless expressly excluded from this agreement;
   b. The College means Darwin College, Cambridge and other forms are to be construed accordingly;
   c. The Licensee is referred to as you and other forms are to be construed accordingly;
   d. The parties are you and us;
   e. The room means the specific room identified in Paragraph 1 above;
   f. The accommodation means the room and the building in which it is situated;
   g. College property means all College buildings and gardens;
   h. any clause that specifies agreement with the College or similar is to be taken as meaning agreement with the Domestic Bursar, Clerk of Works or the Head of Accommodation and Conferencing as appropriate.
The Licence

3. It is agreed between the parties that:

   a. the licence covers the Licensee’s sole use of the room provided whilst the Licensee is undertaking an approved and formally recognised course of study or research in the University of Cambridge and/or another organisation approved by the College;

   b. the licence is subject to a minimum occupancy period of 26 weeks from the start date.

   c. In the event the Licensee vacates the room before the end of the minimum occupancy period the Licensee remains responsible for the licence fee until such time as the College re-licenses the room or the College waives that responsibility in writing;

   d. In the event the Licensee vacates the room after the end of the minimum occupancy period the Licensee remains responsible for the licence fee until the end date inclusive;

   e. the end date or the date the required notice in accordance with paragraph 4(jj) expires is the date on which all keys issued must be returned to the Porters’ Lodge. In the event no notice is given in accordance with paragraph 4(jj) then the date on which the keys are returned will be deemed to be the date on which notice is given;

   f. the licence fee covers all utilities including but not limited to gas, electricity and wired and wireless internet access where available;

   g. the licence fee will be invoiced quarterly in advance in such form as the College determines;

   h. the Licensee does not enjoy exclusive possession of the room, is required to share the use of bathrooms, kitchens, laundry and other similar rooms in the building and is subject to various conditions on the use of the room and building as detailed in this agreement;

   i. the Licensee may be required, with or without notice, to move to another or vacate the room temporarily or permanently;

   j. the licence is not protected under the Rent Acts, the Housing Act 1988 or any other associated legislation.

Specific terms and conditions

4. The Licensee agrees:

   On arrival and whilst in occupation:

   a. to pay a key deposit of £100 within seven days of an invoice for such being raised by the College. Loss of a key may result in the Licensee being charged not only for its replacement but also for the replacement of associated locks in addition to any administrative fee levied to cover items such as but not limited to College maintenance staff time;

   b. to become familiar with College fire procedures howsoever published and/or displayed and especially:

      (1) keep stairways, landings and corridors clear at all times,

      (2) not to wedge open or obstruct fire doors in any way and

      (3) not to tamper with fire alarms, door closers and other fire detection and fire-fighting equipment (which may additionally be an offence under the Regulatory Reform (Fire Safety) Order 2005);
c. to pay the full amount of the quarterly licence fee within seven days of an invoice being raised by the College;

d. to place in writing to the Accommodation Office within 4 weeks of signing this agreement any discrepancies regarding the room inventory such as but not limited to missing items or items not recorded as damaged or worn;

e. subject to the College’s liability under paragraph 5(a) below, to accept the risk personally or to provide his or her own insurance against loss or damage to belongings brought into the accommodation or damage to the accommodation itself.

f. not to sub-let the room or any part of the accommodation;

g. not to smoke inside any College building and only smoke outside in designated areas;

h. not to bring into, store or consume in any College property any illicit or illegal drugs;

i. not to use in the accommodation any cooking, heating or lighting appliance that burns paraffin or any other liquid or solid fuel. Examples of such appliances include, but are not limited to, shisha pipes, incense or candles;

j. with the exception of cigarette lighters and small (125ml or smaller) containers of lighter fuel, not to keep in the accommodation any liquid or solid fuel including but not limited to paraffin, liquid barbecue fuel and firelighters;

k. not to bring into the accommodation any explosives, fireworks, or firearms (including but not limited to compressed air weapons and shotguns);

l. only to bring into the accommodation furniture with the written permission of the College. Furniture includes but is not limited to beds, mattresses, futons and sofas;

m. only to have in the accommodation furniture and soft furnishings that comply with current fire safety regulations regarding fire-retardant material;

n. only to keep and use kitchen appliances in shared kitchens. Examples of such appliances include, but are not limited to, kettles, toasters and rice cookers. Additional fridges and freezers are not permitted;

o. to ensure all electrical equipment, including extension leads and adapters, used in the accommodation is electrically sound and used in accordance with the manufacturer’s instructions and other statutory requirements and agrees to the removal of unsafe equipment by College staff. Square adaptors and connecting extension leads into other extension leads are not permitted;

p. to allow the College to PAT test his or her electrical equipment and specifically:

i. to conform with the requirements of the arrangements made for PAT testing of which the College will issue notice in the Michaelmas Term;

ii. to grant College organised PAT testers access to his or her room for the purposes of testing of and certifying by way of applying an adhesive sticker to his or her electrical equipment;

iii. to present electrical equipment purchased subsequent to any College organised PAT testing to the Clerk of Works and to agree that there may be an extra charge levied for such testing;

q. not to use a portable electric heater without written permission from the College;

r. not to install any satellite receiving dish, cable TV equipment or similar on the outside of the accommodation;

s. to be responsible for any TV or other telecommunications licence required in connection with use of such equipment in the accommodation;
t. to allow College officers, staff and contractors access to the Licensee’s room to carry out essential duties including, but not limited to, emergency repairs, replacement and/or cleaning of fixtures and fittings and health and safety and hygiene inspections;

u. not to paint, redecorate or otherwise alter the accommodation in any way without permission in writing from the College;

v. not to use items such as but not limited to adhesive putty (Blu-tack or similar), picture hooks, adhesive tape, staples or drawing pins to attach posters, pictures or similar to the wall without the written permission of the College. Any unauthorised use of such items may result in a charge being made as a result of the damage caused;

w. not to remove any fixtures or fittings belonging to the College from the accommodation in which those fixtures or fittings were originally located;

x. not to remove the mattress’s protective cover and to use sheets and pillowcases;

y. to maintain the room, the accommodation and any garden attached thereto in a clean and tidy state;

z. to report to the Clerk of Works any fault with the accommodation as soon as is reasonably practicable after such fault becomes known to the Licensee;

aa. to replace light bulbs in the room using only those light bulbs provided or approved by the Clerk of Works;

bb. not to barbecue or otherwise cook outside on any College property except when using the Small Island in accordance with the terms and conditions applicable at the time of using that island;

c. not to make any unreasonable noise or disturbance between 2359 hours and 0600 hours on Sunday evenings to Friday mornings and 0200hrs to 0700 hours on Saturday and Sunday mornings;

d. to register any bicycle owned or leased by the Licensee with the Porters’ Lodge in accordance with the policy in place at the time of signing this agreement;

e. not to bring any bicycle into the accommodation;

f. not to keep animals on College property without permission in writing from the College;

g. to be environmentally responsible including but not limited to switching off lights and electrical equipment when he or she is not in the room or the accommodation and to follow recycling and other environmental requirements and guidelines;

With respect to computers and data networks

hh. to comply with those rules and guidelines for the use and misuse of computers laid down by the Cambridge University Computing Service and associated groups including but not limited to the Information Strategy and Services Syndicate, the Cambridge University Data Network and the Janet Network;

ii. to allow statistical data being gathered on the Licensee’s network usage, including identification of remote sites and traffic volumes to or from those sites. This data may be used for network administration, advice to or cautioning of that user and/or possible charging for excessive use. This data may be shared between the network administrators of the College and of the University;

jj. agrees the University or the College can at its own discretion and without advance warning disconnect the Licensee for any breach of paragraph 4(hh) above or in the event that the College IT Department judges the device or usage to be a threat to the good operation or integrity of the network;
With respect to guests:

kk. not to have overnight guests except occasionally and only then having informed the Porters’ Lodge in order to comply with fire evacuation procedures;

With respect to vacation:

ll. to give in writing to the Accommodation Office a minimum of four weeks’ notice of vacation during the minimum occupancy period and a minimum of two weeks’ notice thereafter;

mm. on vacation to remove all personal belongings from the accommodation and to leave the room and those parts of the accommodation for which the Licensee has been responsible clean and tidy;

nn. that the key deposit will only be returned by the Accounts department only after the return of all keys issued and payment of all licence fees, damages and other charges reasonably levied by the College;

oo. that monies held on laundry cards will only be refunded by the Porters’ Lodge during weekday office hours;

Extra charges:

pp. that a failure to be environmentally responsible in accordance with paragraph 4(gg) may result in administrative charges being levied;

qq. to pay for damaged items and any cleaning necessary because the room is not left in a clean and tidy state in accordance with the attached list of housekeeping and room damage charges which is not part of this agreement and which may change from time to time.

5. The College agrees to:

a. accept liability for loss or damage caused by its breach of the terms of this agreement, its statutory obligations or wilful or negligent acts or omissions of its servants, agents and contractors;

b. give notice wherever possible of any visits by College staff or contractors to the Licensee’s room;

c. give notice where possible if the Licensee is required to move to another or vacate the room temporarily or permanently;

d. make best efforts to re-licence the room in the event of the Licensee’s vacation before the end of the minimum occupancy period;

e. give notice in writing of any changes made to list of charges referred to in paragraph 4(nn) above.

Exemptions and reviews

6. Any applications for an exemption from the above terms and conditions or for a review of any decision made by the College in respect of an application made in accordance with the above terms and conditions should be made in writing to the Domestic Bursar who will reply, with reasons, in writing.

Breaches of terms and conditions

7. In the event the Licensee:

a. is in breach of his or her obligations under this agreement;

b. is found guilty by the College, the University or the courts of a serious offence including but not limited to substance abuse or supply, violent or aggressive
behaviour, harassment or damage to property; or

c. intermits or ceases to be a full-time student of the University

then the College retains the discretion to:

d. terminate the license made under this agreement;

e. refuse any application to extend this license or issue a new license for College accommodation; or

f. impose an academic sanction including but not limited to withholding presentation of the licensee for graduation.

8. Should the College decide not to terminate the license under 7(a) or (b) but the breach or behaviour continues or is repeated then the College reserves the right to terminate the license on that basis. A written warning to this effect will be served on the Licensee.

9. If the College decides to terminate the license under 7(b) then it may continue to do so even if an appeal is made by the Licensee with regard to those disciplinary or criminal proceedings that gave rise to the termination of the license under 7(b).

10. In the event the College decides to terminate this license then a written Notice to Quit shall be served on the Licensee giving him or her not less than four weeks to quit those premises made available under this Agreement.

11. The Licensee remains liable for the license fee up to and including the date of vacation. The College will return to the Licensee any excess license fee, key deposit or other monies paid by the Licensee and refundable under this Agreement less any reasonable costs and expenses of the termination.

12. Monies payable to the Licensee will only be paid after the Licensee has quit to the satisfaction of the College those premises made available under this Agreement.

13. In the event the Licensee has not quit those premises made available under this Agreement the College may apply to the court for an order for possession of those premises. In the event such an order is granted the College will ask the court further to order the Licensee pays the College loss of income and its reasonable legal costs and expenses incurred in the contemplation, preparation, prosecution and enforcement of those legal proceedings with interest.

Agreed by the Licensee:

Signed: 

Print name: 

Date: 

Agreed on behalf of the College:

Signed: 

Print name: 

Date: 

Position: 

Keys issued:
Appendix B

Darwin College, Silver Street, Cambridge CB3 9EU

COMMON LAW TENANCY

\[s8\] of the Rent Act 1977 and paragraph 8 of Schedule 1 to the Housing Act 1988 ('the Acts') excepts from the definition of 'protected tenancy' and 'assured tenancy' in section 1 of the respective Acts a tenancy granted to a student, or prospective student, at a specified educational institution if the tenancy is granted by that or another specified institution or body. Under \(r3\) of the Assured and Protected Tenancies (Lettings to Students) Regulations 1988 Darwin College is such a specified institution. Consequently, this tenancy is made under common law and is not subject to the Acts, although the Protection from Eviction Act 1977 still applies.

Introduction

7. This agreement governs the common law fixed-term tenancy granted by Darwin College, Cambridge to

[Insert name] ('the Tenant')

for the purpose of letting the Dwelling

[Insert address of dwelling]

for the period ('the fixed term') beginning on ('the Start Date')

[insert date]

and ending unless otherwise terminated in accordance with this agreement on ('the End Date')

[insert date]

inclusive in return for the payment of a rent of

[insert rent]

and a contribution to the annual service charge of

[insert service charge contribution]

per week howsoever levied.

Interpretation

8. In this agreement:

i. ‘this agreement’ means this document and any attached annexes, appendices and schedules unless expressly excluded from this agreement;

j. ‘the College’ means Darwin College, Cambridge and ‘we’, ‘us’, ‘our’ and other forms are to be construed accordingly;
k. ‘the Landlord’ means the College. The Landlord’s duties may be discharged by the Domestic Bursar or an employee delegated by him (this includes the issuing and signing of notices and other documents including this agreement on behalf of the College);

l. The Tenant is referred to as ‘you’ and ‘your’ and other forms are to be construed accordingly;

m. ‘the parties’ are you and us;

n. ‘the Dwelling’ means the accommodation identified in Paragraph 1 above and those areas identified in Paragraph 4;

o. ‘the Property’ means the building which the dwelling is situated and any land in which that building sits;

p. ‘common parts’ means any part of the Property listed in Paragraph 5 which the Tenant is entitled under the terms of this agreement to use in common with other occupiers of the Property;

q. for clarity, both the Dwelling and the Common Parts are part of the Property;

r. any clause that specifies agreement with the College or similar is to be taken as meaning agreement with the Domestic Bursar or an employee delegated by him.

Other occupiers

9. The Landlord agrees that in addition to the tenant the following persons (who for the avoidance of doubt are not tenants) may live in the Dwelling:

a. the Tenant’s children or other dependents who are under 18 years of age at the start of the Tenancy; and

b. the following adults (if any): [insert name of partner]

The Dwelling

10. The Dwelling includes:

<table>
<thead>
<tr>
<th></th>
<th>Eltisley Avenue</th>
<th>Ashworth Park</th>
<th>King’s Road</th>
<th>Croft Lodge</th>
</tr>
</thead>
<tbody>
<tr>
<td>An identifiable parking place</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>An identifiable garage</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>The garden</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

11. The common parts the Tenant has use of are:

<table>
<thead>
<tr>
<th></th>
<th>Eltisley Avenue</th>
<th>Ashworth Park</th>
<th>King’s Road</th>
<th>Croft Lodge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shared parking</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Shared access within the Property</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>The cycle shelter</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>The garden</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
</tr>
</tbody>
</table>

12. The Landlord will provide the Tenant with such information about the Dwelling, the Dwelling’s installations and any services provided to the Dwelling as is reasonably necessary to enable the Tenant to comply with the obligations contained in Paragraph 20 (payment of council tax, utilities and other charges) and Paragraph 22 (care and maintenance of the Property) of this agreement.

13. The dwelling is not currently subject to a mortgage.
The Term and Expiry of the Fixed Term

14. The Tenancy created by this agreement lasts for the period specified in Paragraph 1 unless terminated early in accordance with Paragraphs 41 to 43 or by mutual agreement between the parties.

15. If the Tenancy is not terminated before the End Date then the Tenant must vacate the property by 2359hrs on the End Date unless otherwise agreed with the Landlord.

16. If with the agreement of the Landlord the Tenant continues to live in the Dwelling after the End Date and no further tenancy has been entered into by the parties, then:
   a. from the expiry of the Fixed Term the Tenant shall occupy the property on a month-by-month basis under the terms of this agreement less those regarding the payment of rent and any service charge contribution;
   b. the rent and any service charge contribution shall be due monthly in advance levied and paid howsoever the Landlord specifies; and
   c. this continuing occupation may be terminated by either party with a month’s notice or by mutual agreement between the parties.

17. The Tenancy will in any event be terminated if the Tenant ceases to undertake an approved and formally recognised course of study or research in the University of Cambridge and/or another organisation approved by the College;

Service charge contribution

18. The contribution to the service charge (see Paragraph 1) for the Dwelling covers payment for:

<table>
<thead>
<tr>
<th></th>
<th>Eltisley Avenue</th>
<th>Ashworth Park</th>
<th>King’s Road</th>
<th>Croft Lodge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water and sewerage</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>charges</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Window cleaning</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Internet access</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Payment of rent

19. The licence fee will be invoiced quarterly in advance in such form as the College determines and must be paid in accordance with the Terms and Conditions specified in that invoice.

20. Interest of 3% above the Bank of England’s base rate will be payable on any rent which is more than 14 days overdue. The interest will be payable from the date on which the rent fell due until the date it is paid.

Inventory and meter readings

21. An inventory and condition report, together with meter readings for those utilities the Tenant is expected to pay, is enclosed with this agreement.

22. Unless the Landlord receives written comments on and agrees amendments to the inventory, the Tenant shall be taken as accepting the inventory and condition report as a full and accurate record of the condition of the Dwelling and its contents.

The deposit

23. The Tenant must pay a deposit of one month’s rent within one week of signing this agreement. The deposit will be held by the Landlord under its own arrangements.

24. The Tenant agrees that the Landlord may make reasonable deductions from the deposit at the end of the Tenancy for the following purposes:
a. except for fair wear and tear, to make good any damage to the Property or any of the items listed in the inventory caused by the Tenant’s failure to comply with the Tenant’s obligations under this agreement;

b. to replace any items listed in the inventory which are missing from the Dwelling at the end of the Tenancy;

c. to pay any rent which remains unpaid at the end of the Tenancy;

d. where the Tenant has failed to comply with Paragraph 32 of this agreement, to cover the reasonable removal, storage and disposal costs incurred by the Landlord;

e. where the Tenant has failed to comply with Paragraph 31 of this agreement, to pay the reasonable cleaning costs incurred by the Landlord to remedy that failure;

f. where the Tenant has failed to comply with the obligation in Paragraph 20d, to recover any reconnection charge paid by the Landlord;

g. where the Tenant has made any addition or alteration to the Property or has redecorated the Property without the Landlord’s prior written consent (see Paragraph 22b), to cover the reasonable costs incurred by the Landlord in removing or reversing any such addition or alteration or in reinstating the former decorative scheme.

Tenant’s obligations

25. The Tenant must pay the rent in accordance with Paragraph 13 above;

Payment of Council Tax, utilities and other charges

26. The Tenant:

a. except where included in the rent or the service charge contribution (see Paragraphs 1 and 12), the Tenant must pay to the relevant local authority all council tax due in respect of the Dwelling during the Tenancy;

b. except where included in the rent or the service charge contribution (see Paragraphs 1 and 12), the Tenant must pay to the relevant suppliers all charges in respect of any electricity, gas or water (including sewerage) services used at or supplied to the Dwelling during the Tenancy and pay all charges to the provider for the use of any telephone, satellite, cable or broadband services at the Dwelling during the Tenancy;

c. except where included in the rent or the service charge contribution (see Paragraphs 1 and 12), the Tenant must pay any television licence fee payable in respect of the Dwelling during the Tenancy; and

d. where any service mentioned in Paragraph 20b has been disconnected as a result of the Tenant’s failure to comply with the Tenant’s obligation to pay for the service, any reconnection charge will be payable by the Tenant.

Use of the Dwelling, pets and prohibited conduct

27. the Tenant must:

a. occupy the Dwelling as the Tenant’s only or principal home;

b. not use the Property for the purposes of a business, trade or profession except with the prior written consent of the Landlord which must not be unreasonably withheld or delayed. In particular, it will not be unreasonable for the Landlord to withhold consent if there is a reasonable likelihood that the use proposed would:
i. give rise to a tenancy to which Part II of the Landlord and Tenant Act 1954 (business tenancies) applies; or

ii. cause a nuisance to the occupiers of neighbouring Dwellings or significantly increase wear and tear to the Dwelling or Property;

c. not use the Property for any illegal, immoral, disorderly or anti-social purposes;

d. not do anything to or in the Property which may reasonably be considered a nuisance or annoyance to the occupiers of neighbouring properties; and

e. the Tenant must not keep any pets or other animals at the Property without the prior written consent of the Landlord which must not be unreasonably withheld or delayed. If permission is given, it may be given on the condition that the Tenant pays an additional reasonable amount towards the deposit.

Care, maintenance and redecoration of the Dwelling

28. The Tenant:

a. must take reasonable care of the Property and any items listed in the inventory. This includes (but is not limited to):

i. taking reasonable steps to keep the Dwelling adequately ventilated and heated so as to prevent damage from condensation;

ii. taking reasonable steps to prevent frost damage occurring to any pipes or other installations in the Dwelling, provided the pipes and other installations were adequately insulated at the start of the Tenancy; and

iii. disposing of all rubbish in an appropriate manner and at the appropriate time;

b. must not make any addition or alteration to the Property or redecorate the Property (or any part of it) without the Landlord’s prior written consent which must not be unreasonably withheld or delayed;

c. must notify the Landlord as soon as reasonably possible about any repairs that are needed to the Property or to any items listed on the inventory for which the Landlord is responsible (see Paragraphs 36 to 38);

d. will be liable for the reasonable cost of repairs where the need for them is attributable to the Tenant’s failure to comply with the obligations set out above in Paragraphs 22a and 22b or where the need for repair is attributable to the fault or negligence of the Tenant, any Member of the Tenant’s Household or any of the Tenant’s visitors; and

e. shall promptly replace and pay for any broken glass in windows at the Property where the Tenant, any Member of the Tenant’s Household or any of the Tenant’s visitors cause the breakage.

Security of the Property and periods of absence of more than 28 days

29. The Tenant must:

a. not leave the Property unoccupied for more than 28 consecutive days without giving notice in writing to the Landlord; and

b. take reasonable steps to ensure that the Property is secure whenever the Property is unoccupied.

Access to the Property by the Landlord

36
Routine access

30. Provided the Landlord has given the Tenant at least 24 hours’ prior notice in writing, the Tenant must give the Landlord (or any person acting on behalf of the Landlord) access to the Property at reasonable times of day for the following purposes:

   a. to inspect its condition and state of repair;
   b. to carry out the Landlord’s repairing obligations and other obligations under this agreement; and
   c. to carry out any inspections required by law including (but not limited to) gas safety inspections, fire safety inspections and inspections of any smoke or carbon monoxide alarms installed in the Property and to carry out any works, repairs, maintenance or installations (including the installation of any smoke or carbon monoxide alarm) required by law.

Access for the purposes of selling or re-letting the Property

31. Provided the Landlord has given the Tenant at least 24 hours’ prior notice in writing, the Tenant must give the Landlord (or its agents) access to the Property at reasonable times of day to show prospective tenants or purchasers, letting agents or estate agents around the Property, but only during the last 3 months of the Tenancy.

Access during periods of more than 28 days

32. The Tenant agrees that if the Property is to be unoccupied for a period of more than 28 consecutive days, the Landlord may have access during that period for the purposes of keeping the Property insured and taking such steps as may reasonably be necessary to mitigate the risk of damage to the Property during that period. Such access will not be subject to any notice requirements.

Emergency Access

33. The Tenant must give the Landlord (or persons acting on the Landlord’s behalf) immediate access to the Property in the event of an emergency on the Property;

Assignment and sub-letting

Assignment

34. The Tenant must not assign (i.e. transfer to another person) the tenancy, either in whole or in part without the consent of the Landlord in writing. Such consent must not be unreasonably withheld.

Subletting of whole Property

35. The Tenant must not sublet the whole of the Property:

   a. for the entire duration of the Tenancy; or
   b. for any period which is less than the entire duration of the Tenancy without the consent of the Landlord in writing. Such consent must not be unreasonably withheld.

Subletting of part of the Property

36. The Tenant cannot request sublet the whole or part of the Property for either the whole or part of the duration of the Tenancy.

Moving out at the end of the tenancy

37. Except for fair wear and tear, the Tenant must return the Property and any items listed on the inventory to the Landlord in the same condition and state of cleanliness as they were at the start of the Tenancy.
38. The Tenant must remove all possessions (including any furniture) belonging to the Tenant, any member of the Tenant’s household or any visitors and all rubbish from the Property at the end of the Tenancy. If any such possessions are left at the Property after the Tenancy has ended, the Tenant will be responsible for meeting all reasonable removal and storage charges. The Landlord will remove and store the possessions for one month (other than any perishable items which will be disposed of immediately) and will take reasonable steps to notify the Tenant. If the items are not collected within one month, the Landlord may dispose of the items and the Tenant will be liable for the reasonable costs of disposal. The costs of removal, storage and disposal may be deducted from any sale proceeds.

39. The Tenant must give vacant possession and return all keys to the Landlord at the end of the Tenancy.

40. The Tenant must provide the Landlord with a forwarding address at the end of the Tenancy.

The Landlord’s obligations

41. The Landlord, whose obligations in this Paragraph and Paragraphs 36 to 40 below may be discharged directly or indirectly via a trust or management company to whom the Landlord pays a service charge as a consequence of the Landlord owning the beneficial leasehold interest in the Dwelling:
   a. must give the Tenant possession of the Property at the start of the Tenancy;
   b. must not interrupt or interfere with the Tenant’s right to quiet enjoyment of the Property;

Repair and maintenance of the property and items listed on the inventory

42. In accordance with section 11 of the Landlord and Tenant Act 1985 (repairing obligations in short leases) the Landlord shall:
   a. keep in repair the structure and exterior of the Property (including drains, external pipes, gutters and external windows);
   b. keep in repair and proper working order the installations in the Property for the supply of water, gas and electricity and for sanitation (including basins, sinks, baths and sanitary conveniences, but not other fixtures, fittings and appliances for making use of the supply of water, gas or electricity); and
   c. keep in repair and proper working order the installations in the Property for space heating and heating water.

43. In accordance with section 11 of the Landlord and Tenant Act 1985, the Landlord is not required:
   a. to repair anything which the Tenant is liable to repair by virtue of the Tenant’s duty to take reasonable care of the Property (see Paragraph 22);
   b. to rebuild or reinstate the Property in the case of destruction or damage by fire, storm or flood; or
   c. to keep in repair or maintain anything which the Tenant is entitled to remove from the Property.

44. The Landlord must keep in repair and proper working order any furniture, fixtures, fittings and appliances which are listed in the inventory, except where the damage or need for repair is a result of the Tenant’s failure to comply with the obligations in Paragraph 22.

Insurance and rent suspension

45. The Landlord must insure the Property against fire, flooding and other risks usually covered by a comprehensive insurance policy and must use all reasonable efforts to arrange for any damage caused by an insured risk to be remedied as soon as possible. The Tenant is responsible for arranging insurance of the Tenant’s own belongings;
46. Where the Property is uninhabitable because of damage caused to the Property by an insured risk then, unless the damage was caused by the Tenant’s negligence or failure to comply with the Tenant’s obligations under this agreement, the Tenant shall not be required to pay rent until the Property is fit for occupation and use;

**Landlord’s grounds for possession during the fixed term**

47. If any of the grounds specified in Paragraph 43 apply, the Landlord may seek to repossess the Property (sometimes referred to as forfeiture and re-entry) during the fixed term by giving the Tenant notice to quit in accordance with the Protection from Eviction Act 1977 and further informing the Tenant of his intention to apply to court for possession and, subsequently, applying to the court for a possession order.

48. In the event the Tenant has not quit the Dwelling the Landlord may apply to the court for an order for possession of the Dwelling. In the event such an order is granted the College may ask the court further to order the Tenant pays the Landlord loss of income and its reasonable legal costs and expenses incurred in the contemplation, preparation, prosecution and enforcement of those legal proceedings with interest.

49. The grounds referred to in Paragraph 41 are:

a. a mortgagee is entitled to possession;

b. at least 8 weeks’ or two months’ rent are in arrears;

c. suitable alternative accommodation is available for the tenant or will be available for him when the order for possession takes effect;

d. some rent is overdue;

e. the tenant persistently late in paying rent;

f. the tenant is in breach of any term(s) of this agreement;

g. the condition of property or common parts has deteriorated due to acts etc. of tenant or other occupant;

h. the tenant or another person residing in or visiting the property is guilty of nuisance or annoyance in the locality or is convicted of a criminal offence in relation to the property or committed in the locality;

i. the condition of furniture provided under the tenancy agreement has deteriorated due to ill-treatment by tenant or other occupant;

j. the Tenant ceases to undertake an approved and formally recognised course of study or research in the University of Cambridge and/or another organisation approved by the College; and

k. the landlord was induced to grant the tenancy by a false statement made knowingly or recklessly by the tenant or a person acting on the tenant’s behalf.

**Additional terms between Landlord and Tenant**

50. The Tenant must comply with those obligations and requirements that are specific to the Dwelling and Property and are contained within the Annex to this agreement or appended to it, such annexes and appendices being listed at the end of this agreement.

**The Landlord’s contact details and service of notices on the Landlord**

*Service of written notices, requests and other documents by post or delivery by hand*
The Landlord agrees that any notices given, requests made or other documents to be served under or in connection with this agreement which are required to be given in writing may be served on the Landlord either by being left at the address given below or by being sent to that address by first class post. Notices, requests and other documents shall be taken to be received the day after being left at the property or the day after posting. The address for service of written notices and other documents on the Landlord is:

The Domestic Bursar
Darwin College
Silver Street
CAMBRIDGE CB3 9EU

**Service of written notices by email**

52. The Landlord agrees that any notices given under or in connection with this agreement which are required to be given in writing may, alternatively, be sent by email. Notices sent by email shall be taken to be received the day after being sent. The Landlord’s email address for these purposes is domestic.bursar@darwin.cam.ac.uk

**Landlord’s Emergency contact details**

53. The Landlord’s telephone number is the Porters’ Lodge on 01223 335660.

**The Tenant’s contact details and service of notices on the Tenant**

**Service of written notices by post or delivery by hand**

54. The Tenant agrees that any notices given under or in connection with this agreement which are required to be given in writing may be served on the Tenant during the Tenancy either by being left at the Property or by being sent to the Tenant at the Property by first class post. Notices shall be taken to be received the day after being left at the Property or the day after posting.

**Service of written notices by email**

55. The Tenant agrees that any notices given under or in connection with this agreement which are required to be given in writing may, alternatively, be sent by email (except as set out in Paragraph 50 below). Notices sent by email shall be taken to be received the day after being sent. The Tenant’s email address for these purposes is:

[insert Tenant’s email address]

56. Any notice given in accordance with Paragraphs 41 and 42 above must always be given to the Tenant in hard copy.

**Tenant’s Emergency contact details**

57. The Tenant’s telephone number for use in emergencies is: [insert Tenant’s telephone number]

**Signature**

**Tenant:**

Signature:

Full name:

Date:

**For the Landlord:**
Signature

Full name:

Date:

Annexes (only supplied if relevant to the Tenancy):

A. Specific obligations and requirements for residents of flats in Eltisley Avenue.
B. Specific obligations and requirements for residents of flats in Ashworth Park.
C. Specific obligations and requirements for residents of flats in King’s Road.
D. Specific obligations and requirements for residents of flats in Croft Lodge.

Enclosures:

1. Inventory and condition report.