

# London Borough of Lewisham

## Schedule of Fees for HMO Licensing

### Licence fee for first application within the London Borough of Lewisham

- **£180** per unit of accommodation
- **20%** discount for landlords accredited through the London Landlord Accreditation Scheme (LLAS) or members of a recognised Landlord Association
- The maximum fee is **£1,800** (or **£1,440** if the discount applies)

### Subsequent applications or relicensing by the same landlord

- **£120** per unit of accommodation
- **20%** discount for landlords accredited through the LLAS or members of a recognised Landlord Association
- The maximum fee is **£1,200** (or **£960** if the discount applies)

### Other charges

- Visit by an Environmental Health Officer (EHO) or Technical Officer (TO) to draw up floor plans which satisfy the HMO Licensing application process only and are not intended for any other purpose (if the landlord does not wish to draw up floor plans themselves): **£220**
- Registering a change of ownership or change of managing agent: **£275**
- Registering changes in the use or layout of the property: **£275**

### Frequency of Review

- The schedule of charges will be reviewed on an annual basis.

### General

- Any owner-occupied units of accommodation will be discounted when calculating the licence application fee.
- All registered charities will be eligible for an additional 50% discount in respect of application fees for any licensable HMOs that they operate within the borough.
- Cheques should be made payable to the 'London Borough of Lewisham'.

## Definitions

- Unit of accommodation: accommodation which is occupied by a single household (as defined in section 258 of the Housing Act 2004). For example, a bed-sit, bedroom in a shared house or hostel. In the case of a flat in multiple occupation, each bedroom will count as a separate unit.
- Recognised Landlord Association: an association where members sign up to a code of practice that has been approved by the Council. e.g. the Southern Private Landlords Association Tel 0845 456 9313 or email [info@spla.co.uk](mailto:info@spla.co.uk) ; or the National Landlords Association Tel 0870 241 0471 or email [info@landlords.org.uk](mailto:info@landlords.org.uk) . Other associations may be added in the future.
- London Landlord Accreditation Scheme Tel 020 7974 1970 or email [LLAS@camden.gov.uk](mailto:LLAS@camden.gov.uk)

## Examples of discounted fees

No of Units	Fee	Discounted Fee (20%)
2	£360	£288
3	£540	£432
4	£720	£576
5	£900	£720
6	£1,080	£864
7	£1,260	£1,008
8	£1,440	£1,152
9	£1,620	£1,296
10 or more	£1,800	£1,440

Registered charities will receive a further 50% discount on the fees listed above

If you have any queries regarding the calculation of the fee, please do not hesitate to contact:

Environmental Health Residential Team  
5th Floor, Laurence House  
1 Catford Road  
London SE6 4RU  
Tel: 020 8314 6420  
[ehres@lewisham.gov.uk](mailto:ehres@lewisham.gov.uk)