

Standards for Licensable Houses in Multiple Occupation

This document sets out the **minimum** standards required in licensed Houses in Multiple Occupation (HMOs) within the London Borough of Lewisham. The Council will refer to these standards when deciding the maximum number of households or persons that can occupy a property.

Kitchens

Location, layout and condition	General	<p>Unless kitchens contain a suitable dining area, they must be positioned within 2 floors of any bedroom or unit of accommodation and must be directly accessible from the communal areas. The kitchen size and layout must enable the occupants to safely use the kitchen and to store, prepare and cook food in a safe and hygienic way.</p> <p>All floor surfaces must be reasonably smooth and impervious and capable of being readily cleansed. All corners and wall/floor junctions must be properly sealed.</p> <p>All wall surfaces must be smooth and capable of being readily cleansed. Where possible, a two course tiled splashback shall be provided behind the sink, worktop and cooker. A proprietary mastic sealant shall be used to seal all joints between the sink or worktop and the adjacent walls.</p> <p>All kitchen areas must be provided with adequate lighting, particularly over the cooking and food preparation areas.</p> <p>All kitchen areas must be properly ventilated to the external air (with particular regard to the cooking area), either by an operable window or suitable mechanical ventilation system.</p> <p>All facilities and equipment must be fit for the purpose.</p> <p>In relation to hostels and staff accommodation where all main meals are provided, a reduced kitchen standard may be applied. Please contact the Environmental Health Residential Team to discuss.</p>
Sinks	Shared use	<p>A sink and drainer of adequate size and set on a stable base must be provided for every five occupants (or part thereof) that share the kitchen. The surface of the sink and drainer</p>

		must be smooth, impervious and capable of being readily cleansed. Each sink must be provided with an adequate supply of cold and constant hot water and must be properly connected to the mains drainage system. The cold water supply shall be direct from the mains supply.
	Exclusive use	A sink and drainer of adequate size and set on a stable base, the surface of the sink and drainer being smooth, impervious and capable of being readily cleansed. The sink must be provided with an adequate supply of cold and constant hot water and must be properly connected to the mains drainage system. The cold water supply shall be direct from the mains supply.
Cookers	Shared use	A gas or electric full sized cooker with four burners\hobs, an oven and a grill for every five occupants (or part thereof) within the property.
	Exclusive use	A gas or electric cooker with at least two burners\hobs, an oven and a grill.
Electrical sockets	Shared use	Two double electrical sockets are required, plus one additional socket for each major appliance (e.g. cooker, refrigerator, freezer, washing machine), for every five occupants (or part thereof) within the property. The two double electrical sockets must be positioned within the food preparation area, at worktop level and in a safe position.
	Exclusive use	Two double electrical sockets are required, plus one additional socket for each major appliance (e.g. cooker, refrigerator, freezer, washing machine). The two double electrical sockets must be positioned within the food preparation area, at worktop level and in a safe position.
Worktop	Shared use	A securely fixed worktop of smooth impervious material, minimum size 2000mm X 600mm deep (excluding any area covered by a major appliance) for every five occupants (or part thereof) within the property.
	Exclusive use	A securely fixed worktop of smooth impervious material, minimum size 1000mm X 600mm deep (excluding any area covered by a major appliance).
Storage	Shared use	A dry goods storage cupboard of minimum capacity 0.15m³ (500 x 600 x 500mm) per

		<p>occupant, finished internally and externally with smooth impervious surfaces. The space in any cupboard below a sink will not be considered acceptable for this purpose.</p> <p>In relation to shared kitchens, the dry goods storage cupboard can either be positioned within the shared kitchen or a separate cupboard can be placed within each unit of accommodation.</p>
	Exclusive use	A dry goods storage cupboard of minimum capacity 0.15m³ (500 x 600 x 500mm) , finished internally and externally with smooth impervious surfaces. The space in any cupboard below a sink will not be considered acceptable for this purpose.
Refrigerators	Shared use	A refrigerator with a freezer compartment (or where there is no freezer compartment, provide a separate freezer), for every five occupants (or part thereof) within the property.
	Exclusive use	A refrigerator with a freezer compartment (or where there is no freezer compartment, provide a separate freezer).
Refuse	General	Suitable and sufficient provision for refuse disposal, both within the unit of accommodation and outside.
Bathroom and Toilet facilities		
Location, layout and condition	General	<p>All facilities should be located in enclosed rooms of an adequate size and layout within 2 floors of any bedroom or unit of accommodation and directly accessible from the communal areas unless provided as en-suite facilities for the exclusive use of that occupant. Facilities should be inside the main building.</p> <p>All bathroom and toilet facilities must be sited in a hygienically designed and constructed room which is provided with appropriate wall and floor surface finishes.</p> <p>All bathrooms and toilets must be suitably heated, lighted and ventilated.</p> <p>All baths, showers and wash hand basins must be fitted with taps and supplied with a cold and constant supply of hot water and properly connected to the mains drainage system.</p>

		<p>All wash hand basins and baths must be provided with a two course tiled splashback and shower cubicles fully tiled or be complete self standing cubicles.</p> <p>All baths, toilets and wash hand basins must be fit for the purpose.</p>
Baths or showers and toilets	Shared use	<p>Where there are four or fewer occupants sharing bathroom and toilet facilities, there must be at least one fixed bath or shower, and a toilet (which may be situated in the bathroom).</p> <p>Where there are five or more occupants sharing bathroom and toilet facilities, there must be at least one fixed bath or shower for every five occupants (or part thereof) and at least one toilet separate to the bathroom for every five occupants (or part thereof).</p> <p>A wash hand basin shall be provided in each bathroom or compartment containing a toilet.</p>
	Exclusive use	<p>A fixed bath or shower and toilet with wash hand basin shall be provided either within the unit of accommodation or within reasonable proximity of the living accommodation.</p>
Wash hand basins	Shared use	<p>In properties with five or more occupants, where reasonably practicable there must be a separate wash hand basin within each unit of accommodation unless the unit of accommodation already has a sink for the exclusive use of the occupants.</p>
	Exclusive use	<p>There must be a separate wash hand basin, where reasonably practicable within each unit of accommodation unless the unit of accommodation already has a sink for the exclusive use of the occupants.</p>
Heating		
Fixed heating	General	<p>All units of accommodation must be equipped with adequate means of space heating which is capable of maintaining a temperature of 21°C when the outside temperature is -1°C. Electrical heating appliances must have a dedicated electrical socket.</p> <p>The heating must be available at all times and must be under the control of the occupant. The method of heating must be safe and should be efficient and affordable.</p>

		Where heating is provided by a gas or electric central heating system, the fuel supply must be via a quarterly credit meter and not a key or card meter (except where a system is exclusive to a unit of accommodation).
Fire Precautions		
Fire detection	General	An automatic fire detection and alarm system shall be provided to ensure early warning in the event of a fire. The actual works required in any particular case will depend on the size and layout of the property and will be specified by the Council following consultation with the Fire Authority. In all cases, kitchens will require an appropriate heat detector. The electricity supply to the automatic fire detection and alarm system shall be from a landlord's supply.
Emergency lighting	General	An emergency lighting system shall be provided with luminaries provided in such numbers and locations so as to adequately illuminate the staircase enclosure in the event of failure of the main lighting. The electricity supply to the emergency lighting system shall be from a landlords supply. The installation must comply with BS5266: Part 1: 2011.
Fire blankets	General	All kitchens and kitchen areas shall be provided with a properly mounted fire blanket.
Fire extinguishers	General	An extinguisher (appropriate to the risk) shall be provided on each floor level within the staircase enclosure. All fire extinguishers must be properly fixed to the wall in a suitable location, easily accessible to the occupants at all times and maintained in accordance with relevant standards.
Fire doors	General	All rooms containing kitchens or kitchen areas must be provided with a 30 minute fire door. Fire doors to risk rooms/areas (e.g. living rooms, bedrooms, and cupboards within the protected escape route) will also be required. The Council will provide full details of all additional requirements after inspecting the property and consulting with the Fire Authority.

Room Sizes		
Room Sizes	General	All units of accommodation shall be large enough to provide sufficient space for living, sleeping, food storage and preparation (except where a separate shared kitchen is provided).
	General	The room sizes specified below are the minimum sizes that will be accepted within licensed HMOs. In calculating the floor area, the Council will discount space occupied by corridors, bath/shower rooms, toilet compartments, chimney breasts and those areas with sloping ceilings where the floor to ceiling height is less than 1.5m (5ft).
Bedsit- type accommodation	Single bedrooms	Each single-person bedsit which contains exclusive kitchen facilities shall be minimum 13m² . The bedsit can be reduced to minimum 10m² if there is a separate shared kitchen.
	Double bedrooms	Each double-person bedsit which contains exclusive kitchen facilities shall be minimum 18.5m² . The bedsit can be reduced to minimum 15m² if there is a separate shared kitchen.
Shared- type houses or flats	Single bedrooms	Each single bedroom shall be minimum 6.5m² (assuming there are separate kitchen and bathroom facilities and that there is a separate living room)
	Double Bedrooms	Each double bedroom shall be minimum 10m² (assuming there are separate kitchen and bathroom facilities and that there is a separate living room)
Shared kitchens	Up to five people	Kitchens shared by up to five people must be at least 6.5m² .
	Up to ten people	Kitchens shared by up to ten people must be at least 11m² .
	Over ten People	Kitchens shared by more than ten people will only be permitted in exceptional circumstances. For further advice, please contact the Environmental Health Residential Team on Tel 020 8314 6420.

'Hostels'		
This category includes houses referred to as hostels, hostel type accommodation, guesthouses, bed and breakfast and similar establishments but does not include bona fide commercial establishments catering exclusively for tourists or visitors to an area. Generally (but not exclusively) these will be for temporary accommodation purposes.		
'Hostels'		
	Single bedrooms	Each single bedroom shall be minimum 6.5m² (if meals provided) or minimum 10m² (if meals not provided)
	Double bedrooms	Each double bedroom shall be minimum 10m² (if meals provided) or minimum 14m² (if meals not provided)
	Triple bedrooms	Each triple bedroom shall be minimum 15m² (if meals provided) or minimum 18.5m² (if meals not provided)
		Application of Standards
<p>All facilities in this standard must be available to the occupants at all times</p> <p>When a licensing application is received, the Council will check whether the property complies with these minimum standards. Please note these standards may be varied at the discretion of the Licensing Officer. If the property does not fully comply, any necessary remedial works will become a licence condition. When setting licence conditions, the Council will set a reasonable timescale for the work to be completed.</p> <p>Even if a property complies with these standards, the Council may still require other works to be carried out. Within five years of the licence being granted, a Council Officer will carry out a full inspection of the property. The Officer will decide whether any further work is required to bring the property up to a reasonable standard under the Housing Health and Safety Rating System (HHSRS). The Officer will also check that the property is being properly managed and maintained in accordance with the Management of Houses in Multiple Occupation (England) Regulations 2006. (see separate attached sheet)</p>		

Definitions	
Bedsit	Traditionally an exclusive room or room(s) with the sharing of one or more amenities (occupant lives independently of others)
Shared use	Where one or more basic amenities (e.g. bathroom, toilet or kitchen facilities) are shared by two or more households.
Shared type house or flat	Traditionally occupied by a defined social group, such as student lets (occupants have exclusive bedroom but would share other facilities including a communal lounge)
Exclusive use	Where one or more basic amenities are provided for the sole use of a single household.
Occupant(s)	Everyone living in the property regardless of age.
Single household	Person(s) of the same family group. If a group of people share a property, each person is defined as a single household unless they are all members of the same family.
Family	Includes husband, wife, partner, child, step-child, step-parent, grandchild, grandparent, brother, sister, half-brother, half-sister, aunt, uncle, niece, cousin, foster child.
Unit of accommodation	Part of the HMO occupied by a single household. This includes bedrooms in shared houses or flats, bed-sitting rooms or self-contained flats.
Further Information	
Should you require any further information, please contact:	
<p>Environmental Health Residential Team London Borough of Lewisham 5th Floor, Laurence House Catford Road London SE6 4RU Tel: 0208 314 6420 E- Mail: ehres@lewisham.gov.uk</p>	

The Management of Houses in Multiple Occupation (England) Regulations 2006

this is a brief summary of the contents of the Regulations

Duty of the manager to inform the occupier of contact details including name, address and telephone number and to display this information in a prominent place in the HMO.

Duty of the manager to take safety measures in relation to providing and maintaining the means of escape from fire & fire fighting equipment and to reasonably protect the occupiers of the HMO from injury.

Duty of the manager to maintain water supply & drainage

Duty of the manager to supply & maintain gas & electricity including the provision of the latest gas safety certificate to the local authority when requested and the uninterrupted supply of gas and electricity.

Duty of the manager to maintain common parts, fixtures, fittings and appliances including stairs, banisters, floor coverings, windows, lighting, shared appliances, yards, gardens and boundaries. Common parts must be kept free from obstruction, clean and in good order & repair.

Duty of the manager to maintain living accommodation and any furniture, fittings and appliances provided by the landlord

Duty to provide waste disposal facilities

Duties of occupiers to cooperate with, not to hinder or frustrate the manager in performance of his duties; to provide information, avoid causing damage, properly dispose of rubbish and comply with instructions regarding means of escape from fire