

Carlisle City Council

Amenity Standards in Licensable Houses in Multiple Occupation (HMO) **(Revised October 2007)**

These standards apply the National Minimum Standards and where no national standard exists, the Carlisle City Council approved standard has been applied.

The Document has been produced in consultation with local Landlords and aims to assist landlords of HMO's to improve and maintain their properties to a reasonable standard. The document only covers those HMO's that require to be licensed.

The Council appreciates the fact that different HMO's pose different health and safety risks, and vary dependent on their occupiers. In certain cases there may be circumstances where various types of HMO's would not be covered by this document and in such cases Council officers would be able to advise about standards which may be appropriate.

Advice and information on HMO's can be obtained by contacting Planning and Housing Services, Housing Section. Or visiting www.carlisle.gov.uk

Housing Health and Safety Rating System

All properties inspected by the Council will be inspected under the Housing Health and Safety Rating System and where appropriate further information will be provided to remove/reduce any identified hazards.

Applicable HMO Amenity Standards

The National Minimum standards come under two Statutory Instruments and forms the basis for Carlisle City Council's Amenity Standards - Statutory Instrument 373, 2006 and Statutory Instrument 1903, 2007.

1. Space Heating

Each unit of living accommodation must be equipped with an adequate means of space heating. Taking this into consideration the Council encourages landlords to provide energy efficient means of space heating and insulation where possible. Such heating provision must be capable of being operated at any time and tenants should be in control of heating to their rooms, wherever possible.

The use of portable paraffin or oil heaters and liquefied petroleum gas heaters (LPG) (Bottled Gas Heaters) shall not be acceptable under any circumstances, whether provided by the landlord or the tenant.

2. Washing Facilities

Where all or some of the units of living accommodation in an HMO do not contain bathing and toilet facilities for the exclusive use of each individual household, the following standards shall apply.

5 Persons	1 bathroom/shower room and 1 separate WC with WHB, the WC and WHB can be contained within a second bathroom
6 - 8 Persons	2 Bathrooms/shower rooms each with a WC and WHB
9- 11 Persons	2 Bathrooms/shower rooms each to include a WC with WHB and a separate WC with WHB or a third bathroom. WHB contained within every letting unit.
12 - 15 Persons	3 Bathrooms/shower rooms each to include a WC and WHB. WHB contained within every letting unit.

Notes;

- The splash back to a wash hand basin or bath if required shall be a minimum 300mm high and extend to at least a width equal to the size of the wash hand basin/bath, and all joints shall be adequately sealed.
- All baths, showers and wash hand basins in an HMO must be capable of providing an adequate supply of cold and constant hot water.
- All bathrooms/ shower rooms must be suitably and adequately heated and ventilated. (Energy efficient means of heating and hot water is encouraged)
- All bathrooms/shower rooms and toilets in an HMO must be of adequate size and layout and fit for purpose.
- All bathrooms and toilets in an HMO must be suitably located in relation to the living accommodation within the HMO.

The above notes are intended to be used as a guide only.

3. Kitchen Facilities

If the individual unit of living accommodation does not contain the kitchen facilities for the cooking and preparation of food, then there must be a kitchen, suitably located in relation to the living accommodation and of such layout and size and equipped with such facilities so as to enable those persons sharing the facilities to store, prepare and cook food.

Shared Kitchens Standards

5 persons	1 kitchen, with 1 x 4 ring oven. 1 drainer and sink. 3 double sockets. 0.5m of worktop per person.
6 - 8 persons	1 Kitchen with dining area/livingroom attached, adjacent or on the same floor. 1 large oven & 6 ring hobs or 2 x 4 ring oven. 2 drainers and sinks (a double drainer maybe acceptable or

	provision of a dishwasher). 4 double sockets. 0.5m of worktop per person.
9 - 11 Persons	1 Kitchen with large dining area/livingroom attached, adjacent or on the same floor. 2 x 4 ring oven. 2 drainers and sinks. 4 double sockets. 0.5m of worktop per person.
12 - 15 Persons	2 kitchens and 1 living/dining area, with 1 x 4 ring oven. 1 drainer and sink. 3 double sockets. 0.5m of worktop per person.

Notes:

- A suitable splash back, 300mm high (minimum) should be provided to the sink and draining board, and all joints should be adequately sealed.
- A suitable splash back, 300mm high should be provided to any work surface that abuts a wall and all joints shall be adequate sealed.
- 0.4m³ of combination of dry, refrigerated & frozen food storage should be allowed per person.
- The space in a sink unit below the sink will not be acceptable for food/utensil storage.
- Appropriate refuse disposal facilities should be provided.
- Appropriate extractor fans, fire blankets and fire doors, should be provided.

If catering services are provided, then the Council will consider such circumstances and negotiate with the individual landlord to determine the standards to suit the occupiers needs.

The above notes are intended to be used as guide only.

Units of living accommodation, without shared basic amenities. (e.g bedsits)

The minimum requirements are:

- Two rings/hot plates together with an oven/grill.
- Sink with drainage board and adequate supply of hot and cold running water.
- At least 1 double electrical socket for kitchen appliances only.
- At least 1m of worktop per person.
- At least 0.4m³ of combination of dry, refrigerated & frozen food storage space per person.

Notes:

- A suitably splash back, 300mm high (minimum) should be provided to the sink and draining board, and all joints should be adequately sealed.
- A suitable splash back, 300mm high should be provided to any work surface that abuts a wall and all joints shall be adequate sealed.
- The space in a sink unit below the sink will not be acceptable for food/utensil storage.
- Appropriate refuse disposal facilities should be provided.
- Appropriate extractor fans, fire blankets and fire doors should be provided.

4. Refuse, Storage and Disposal

Refuse and recycling bins and containers shall be provided in sufficient numbers for the needs of the household, and acceptable means of disposal provided.

All refuse containers should be located on hard standings with suitable access for cleansing of the area and removal of containers. Such hard standing should be located in an area away from habitable rooms and wherever practical, at the rear of a property.

5. Electricity Supply

Electricity socket outlets shall be provided to individual rooms or lettings to a minimum standard as follows:

Living Rooms	2 double sockets
Bedrooms	2 double sockets
Bedrooms, containing cooking facilities	2 double sockets and 1 additional double socket

In separate kitchens or bedsit areas, at least 1 double socket outlets should be located above the work surface for the use of portable appliances.

All socket outlets shall be located in positions which permit their safe, convenient and proper use at all times, having regard to likely room layouts. They should not be positioned where vulnerable to damage, likely to be obstructed or where the resulting appliance cables are likely to pose a health and safety hazard.

Electric cookers shall be provided with a dedicated cooker point outlet suitable for the rating of the cooker and fixed electric space or water-heating appliances shall be provided with a separate dedicated electric point.

All landlords must also provide an up to date electrical safety report from an NICEIC registered electrician or other suitably qualified electrician on the condition of the whole existing electrical system. This should be undertaken every 5 years.

6. Space Standards for Rooms

Room sizes must comply with the following standards set for each individual type of let.

Space standards for shared amenity accommodation

Bedroom/ 1 person	10m ²
Bedroom/ 2 persons max	14.9m ²
If a separate livingroom is provided then the minimum bedroom size is	6.5m ²

Space standards for rooms containing cooking facilities

1 room for 1 person	13.0m ²
1 room for 2 persons	18.6m ²

Management of HMOs

The Housing Act 2004 allowed for new Management Regulations. There are two new sets of Management Regulations, the first applying to most HMOs are detailed in Statutory Instrument number 372,2006 and for those for Section 257 HMOs (blocks of self contained flats that fall within the HMO definition) are contained in Statutory Instrument 1903, 2007. These came into force on 6 April 2006 and 1 October 2007 respectively.

The Management Regulations impose duties on both the managers and the tenants of an HMO. The duties imposed are to ensure the good order, repair and, as appropriate, cleanliness of the following:

- (a) Means of water supply and drainage.
- (b) Parts of the house in common use.
- (c) Installations in common use.
- (c) Living accommodation.
- (d) Windows and ventilation.
- (e) Means of escape from fire, including any fire apparatus.

The Manager is also given certain responsibilities in respect of the disposal of refuse and litter, and the taking of reasonable precautions to protect tenants and lodgers from dangers resulting from structural conditions in the premises.

The Housing Health and Safety Rating System (HHSRS)

All HMOs have to be assessed to ensure there are no category 1 hazards within 5 years from the licence application. A short guide to the 29 hazards and the background of HHSRS is available on Carlisle City Councils website.

Regulatory Reform (Fire Safety) Order 2005

Landlords of HMOs that require to be licensed will need to comply with the Regulatory Reform (Fire Safety) Order 2005, (often referred to as the RRO or just Fire Safety Order). For further information please visit the Communities & Local Government website for the sleeping guide which relates to HMOs. You can also obtain further information from Cumbria Fire and Rescue Services.

Further information on Fire safety measures applicable to HMO's can also be accessed in the Fire Safety measures guidance produced by LACORS adopted by the City Council in the Summer of 2008.

Building and Planning Regulation Approval

Some of the works to HMOs will require Building Regulation or Planning approval including change of use for houses occupied by more than 6 people; installation of plumbing and electrical works; thermal insulation or for structural alterations. Meeting Building Regulation and Planning regulation standards does not imply that the house meets HMO standards and will be free from HHSRS hazards. Landlords submitting an application for Building Regulations or Planning regulations should include HMO in the title of the application to enable the development to be identified so that we may advise you as to any requirements we might have. For further information on any Planning or Building regulations please contact Planning or Building control directly.