

**HMO MANAGEMENT REGULATIONS 2006 – A LANDLORDS GUIDE**

**The Licensing and Management of HMO (Additional Provisions) (England) Regulations 2007.**

These regulations apply to all HMOs, including those to which section 257 of the Housing Act 2004 applies (certain converted blocks of flats), imposing duties in the main on managers but with some requirements also on residents to ensure that good conditions are maintained.

These duties include the following.

**1. Maintenance of common parts, fixtures, fittings and appliances**

Managers are required to maintain the following in repair, good order and a clean condition:

- Water, gas and electricity supplies and drainage facilities;
- Appliances such as cookers, heaters, washing machines;
- Shared lighting and heating facilities, including hot water supplies;
- Shared toilets, baths, sinks and basins;
- Shared cooking, food storage and other installations;
- Staircase, handrails, halls and landings, including floor coverings;
- Windows and other means of ventilation;
- Outbuildings, paths, yards and gardens areas;

**2. Maintenance of living accommodation**

Managers must ensure that:

- Each unit of living accommodation and any furniture supplied with are in clean condition at the beginning of a person's occupation of it;
- The internal structure of living accommodation and any fixtures, fittings or appliances supplied within it are maintained in good repair and clean working order, subject to the tenant behaving in a tenant – like manner.

**3. Safety Measures**

Managers must take reasonable safety measures to ensure that:

- Tenants are protected from injury;
- Means of escape from fire are free from obstruction and in good order;
- The fire alarm system and any fire fighting equipment provided are maintained in good order;

#### **4. Supply and maintenance of gas and electricity**

Managers must:

- Not unreasonably interrupt supplies of gas or electricity;
- Supply to Leeds City Council within 7 days of request, the latest gas appliance test certificate for the HMO;
- Ensure that every fixed electrical installation is inspected and tested at intervals not exceeding five years by a person qualified to undertake such inspection and testing AND obtain a certificate from that person specifying the results of the test AND supply that certificate to Leeds City Council, within 7 days of receiving a request.

#### **5. Provision of information for tenants**

Managers must;

- Display a notice in the HMO giving the name, address and telephone number of the manager so that residents have someone to contact whenever necessary.

#### **6. Waste disposal facilities**

Managers must;

- Provide enough bins for refuse disposal, make sure rubbish does not accumulate and make arrangements for the disposal of refuse and litter having regard to any service provided by the Council.

#### **7. Duties of occupiers**

Tenants must:

- Take reasonable care to avoid damage and disrepair;
- Co-operate in a reasonable way with the manager, and provide information to allow him/her carry out their duties;
- Comply with any reasonable arrangements made by the manager regarding means of escape from fire and refuse storage and disposal;
- Allow the manager access to their rooms to carry out his/her duties.

**Further information is available from the Council's HMO team**

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