



Leeds
CITY COUNCIL

ADVISORY STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION

HOUSING REGULATION TEAM

HOUSING SERVICES

LEEDS CITY COUNCIL

ADVISORY STANDARDS FOR HOUSES IN MULTIPLE OCCUPATION

Introduction

These advisory standards assist landlords, managing agents and developers to design, improve and maintain houses in multiple occupation (HMOs) to a reasonable standard. The standards cover both licensed and non-licensable HMOs. These standards relate to Category A – bedsit and Category B – shared houses only. Separate advice is available for Category C – hostels

Further information about standards for privately rented houses is available on the council's website including fire safety standards, HMO management standards and risk assessments

Enquiries about HMOs can be made to the council's HMO Team. Telephone: 247 6248 or e.mail: hmo.team@leeds.gov.uk.

There is considerable diversity in the way HMOs are occupied and in the health and safety risks that may be evident. This advice therefore suggests standards that are appropriate for a wide range of the most common types of HMO. The standards have been compiled in consultation with landlord representatives of the Leeds private rented sector.

The advisory standards are flexible and can be adapted to suit circumstances. The exception is in regard to licensed HMOs where certain national minimum HMO standards must be complied with and in particular the level of bathroom, WC and wash basin provision.

As part of the HMO licensing process the council can discuss with landlords any variations from the advisory standards that may be appropriate for a particular HMO.

Explanation of categories

The number of amenities and the health and safety precautions that are appropriate for an HMO are related to the needs of different types of occupiers. These advisory standards take this into account and suggest different standards for different categories of HMOs as described below.

Category A HMOs

These are HMOs comprising parts that are rented as individual lettings with exclusive use of certain rooms. Occupiers may share washing, WC and kitchen facilities, but do not usually have a communal living room. The occupiers of this

type of HMO tend not to have the characteristics of a single household. Individuals or households may have a letting agreement that specifies the part(s) of the accommodation that they may occupy.

Typical examples are:

1. Single room bedsits – may have exclusive use of, or may share, personal washing, WC and kitchen facilities
2. Flatlets – multi-room lettings sharing some personal washing, WC and kitchen facilities
3. None self-contained flats - single or multi-room lettings with their own exclusive amenities

Category B HMOs

These are HMOs that are rented to a group of people, commonly students or young professional adults, on a group/joint contract. Occupiers share personal washing, WC and kitchen/dining facilities and usually have a communal living room. The occupiers of this type of HMO tend to have some of the characteristics of a single household.

General notes to be read in conjunction with the HMO standards provided on the next pages

No kitchen facility should be more than one floor distance from the users of that facility. This will not apply if dining facilities are provided on the same or not more than one floor distance from the kitchen.

No personal washing or WC facility should be more than one floor distance in the case of a category A HMO, or two floors distance in the case of a category B HMO, from the users of those facilities.

The term 'bathroom', as used in the standards, normally means a bathroom containing a bath or shower and a wash hand basin but also includes a shower compartment. The basin should be of an adequate size for normal personal hygiene purposes including personal washing, the cleaning of teeth and shaving.

A washbasin with a constant adequate supply of hot and cold running water must be provided for each WC. If the WC is separate from a bathroom then a small hand rinse basin will suffice.

A standard cooking appliance may comprise four rings or hot plates, an oven and a grille. Microwave ovens may be satisfactory as supplementary cooking appliances.

The advisory room sizes are exclusive of any en-suite bathroom facilities that may be provided, and exclusive of any floor area that is not effectively useable.

An appliance with 2 rings is satisfactory for a one person unit of accommodation.

Sinks must be provided with a draining board and adequate constant supplies of hot and cold running water.

The provision of a second sink in a shared HMO may not be necessary if a dish washer is provided.

CATEGORY A & B HMOs - SHARED PERSONAL WASHING & WC FACILITIES

	CATEGORY A HMO	CATEGORY B HMO
Bathroom	1 per 5 occupiers	1 per 5 occupiers
WC	<p>1 per 5 occupiers.</p> <p>For up to four occupants sharing facilities, the WC may be located within the bathroom.</p> <p>In HMOs where five or more occupants are sharing, a WC must be located separate from the bathroom for every five occupants (see note 1 below)</p>	<p>1 per 5 occupiers</p> <p>For up to four occupants sharing facilities, the WC may be located within the bathroom.</p> <p>In <u>licensed</u> HMOs where five or more occupants are sharing, a WC must be located separate from the bathroom (see note 1 below)</p> <p>In <u>non licensable</u> HMOs accommodating five occupants, a WC may be located within the bathroom. Where six or more occupants are sharing, a WC must be provided separate from the bathroom (see note 2 below)</p>
	Continued on the next page	Continued on the next page
	CATEGORY A HMO	CATEGORY B HMO
Wash basin	<p>One to be provided within each letting. This is not a requirement if a sink is provided within the letting</p> <p>A wash basin must be provided with every WC</p>	<p>A wash basin must be provided with every WC</p>
Cooker	1 per 3 occupiers	1 for up to 6 occupiers and 1 per 3 occupiers thereafter
Sink	1 per 3 occupiers	1 for up to 6 occupiers and 1 per 3 occupiers thereafter

NOTE

1. In category A HMOs and licensed category B HMOs accommodating 5 or more people, a WC must be provided separate from the bathroom for every 5 persons. However a WC located within an additional bathroom is satisfactory as a 'separate WC' provided that the arrangements are in accordance with those described in table 1 provided on page 6.

2. In a non licensable category B HMO accommodating 6 or more people, a WC must be provided separate from the bathroom for every 5 persons. However a WC located within an additional bathroom is satisfactory as a 'separate WC' provided that the bathroom is shared by no more than four people.

Amenity level provision for Category A (bedsit accommodation)(see also note 3) and Category B (shared houses) in both Licensable and Non Licensable Houses in Multiple Occupation (HMOs) – (revised August 2007)

Number of persons sharing	1 Bathroom with WC	1 Bathroom + 1 separate WC	2 Bathrooms with WCs	2 Bathrooms with WCs and a separate WC or a third bathroom	3 Bathrooms With WCs
3 or 4	✓	✓ (see note1)	✓	✓ (see note 1)	✓
5	X	✓ (see note 1+2)	✓	✓ (see note 1)	✓
6	X	X	✓	✓ (see note 1)	✓
7	X	X	✓	✓ (see note 1)	✓
8	X	X	✓	✓ (see note 1)	✓
9	X	X	X	✓ (see note 1)	✓
10	X	X	X	✓ (see note 1)	✓
11+	X	X	X	X	✓

✓ means achieves agreed standards

X means does not meet agreed standards

The term "*bathroom*" means a room containing a bathing facility which can either be a suitable bath or shower compartment or both

NOTE 1

Where a separate WC is provided it should be fitted with a wash hand basin with hot and cold running water (or a continuous supply of adequately heated water) together with a glazed splashback. Only in exceptional circumstances will the requirement of personal washing facilities be relaxed. Alternative forms of personal hygiene will be considered in such situations. Any relaxation must be agreed in writing with the HMO Licensing team.

NOTE 2

It is expected that 5 bedroomed properties will be provided with a WC separate from any shared bathroom. In exceptional circumstances this requirement may be relaxed but any relaxation must be agreed in writing with the HMO Licensing Team. Any compartment containing solely a WC facility should be in compliance with note 1.

NOTE 3

Category A HMOs – Each unit of accommodation within bedsit accommodation must be provided with personal washing facilities which will require the provision of a suitable wash hand basin with hot and cold running water and glazed splashback unless the unit of accommodation has its own kitchen facilities.

OTHER REQUIREMENTS

All bathrooms and WC facilities must be suitably and adequately heated and ventilated. They must be of adequate size and layout and must be suitably located and be fit for purpose.

Each unit of accommodation either within shared accommodation or bedsit accommodation must be provided with adequate means of space heating.

KITCHEN FACILITIES STANDARDS

FACILITY	CATEGORY A	CATEGORY B
Cooker	1 per 3 occupiers	1 for up to 6 occupiers and 1 per 3 occupiers thereafter
Sink	1 per 3 occupiers	1 for up to 6 occupiers and 1 per 3 occupiers thereafter
Adequate no. of suitably located electrical power points (adjacent to worktop)	4 sockets (2 doubles) plus an additional double socket for each additional household sharing the kitchen up to a max. requirement of 4 double sockets. Additional sockets are needed for a cooker or refrigerator.	6 sockets (3 doubles) plus an additional double for each additional two persons over 6 sharing the kitchen. Additional sockets are needed for a cooker or refrigerator.
Worktops	0.5 m ² per user to a max. requirement of 2 m ²	0.5 m ² per user to a max. requirement of 2 m ²
Food storage	0.4 m ³ of a combination of dry, refrigerated & frozen food storage per user	0.4 m ³ of a combination of dry, refrigerated & frozen food storage per user
Extractor fan	To be provided	To be provided
Fire door to shared kitchen	30 minute fire door set with cold smoke seals and intumescent strip	30 minute fire door set with cold smoke seals and intumescent strip
Fire blanket	To be supplied but not to be sited immediately adjacent to or over a cooker	To be supplied but not to be sited immediately adjacent to or over a cooker
Storage space for crockery & kitchen utensils	Adequate cupboard and/or drawer space	Adequate cupboard and/or drawer space

SPACE STANDARDS

ROOM(S)	CATEGORY A	CATEGORY B
One room unit for one person	13 m ² including kitchen facilities. 10 m ² where separate shared kitchen	Not applicable
One room unit for a co-habiting couple	17.5 m ² including kitchen facilities. 14m ² where separate shared kitchen	Not applicable
Two or more roomed unit for one person	Kitchen – 4m ² Living kitchen – 11m ² Living room – 9m ² Bedroom – 6.5m ² Bed/living room – 10m ²	Not applicable
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ROOM(S)	CATEGORY A	CATEGORY B
Two or more roomed unit for two persons living as a single household	Kitchen – 5.5 m ² Living kitchen – 15 m ² Living room – 12m ² Bedroom – 10.25m ² Bed/living room – 14m ²	Not applicable
Shared kitchens	3 m ² per user up to a maximum requirement of 12 m ²	7m ² for up to 6 persons with 2.5m ² per additional user up to a maximum requirement of 12m ²
Bedroom/study	Not applicable	10m ² except where a separate communal living room is provided in which case the bedroom may be 6.5 m ²
Dining kitchen	Not applicable	11.5 m ² for up to 6 persons, with 3m ² per additional person up to a maximum of 19.5 m ²
Communal dining/living room	Not applicable	11.5 m ² for up to 6 persons, with 2.5m ² per additional person up to a maximum of 16.5 m ²

Guidance on taking measurements:

Only practical useable living space must be measured. The following space is excluded:

- Area taken up by bathroom/wc facilities within the room
- Chimney breasts and small alcoves within the room
- Floor areas where the ceiling height is less than 1.9 metres
- Any floor area in the eaves of a room where the soffit height is less than 1.53 metres
- Area within a room occupied by the swing of a door
- Entrance lobby/corridor within a room
- Any floor space which for any other reason renders it un-useable by the occupant