

# House in Multiple Occupation Licence Conditions

## Schedule 1 – National mandatory conditions

1. If gas is supplied to the property; the licence holder must produce a satisfactory gas safety certificate obtained within the previous 12 months to the Authority within 7 days of receiving a request in writing.
2. From the 1<sup>st</sup> of July 2020, prior to the commencement of a new tenancy\*, the licence holder must ensure every fixed electrical installation is inspected and tested by a qualified person at least every 5 years. A copy of the Electrical Installation Condition Report must be obtained. If any category 1 or 2 faults are identified, the licence holder must ensure that further investigative or remedial work is carried out by a qualified person within 28 days; or the period specified in the report if less than 28 days. A copy of the report is to be supplied to the Authority within 7 days of receiving a request in writing. From the 1<sup>st</sup> of April 2021 the rules will apply to all existing tenancies.

\* a list of excluded tenancies can be found in Schedule 1 of The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020

3. The licence holder must keep electrical appliances and furniture made available in the house in a safe condition and must supply the Authority, on demand, with a declaration as to the safety of the appliances and furniture.
4. The licence holder must ensure that a smoke alarm is installed on each storey of the house on which there is a room used wholly or partly as living accommodation (includes a bathroom or lavatory), and to keep such alarms in proper working order – the alarms must be checked on the day the tenancy begins if it is a new tenancy. The licence holder must supply the Authority, on demand, with a declaration as to the condition and positioning of the smoke alarms.
5. The licence holder must ensure that a carbon monoxide alarm is installed in any room (includes a hall or landing) in the house which is used wholly or partly as living accommodation (includes a bathroom or lavatory) and contains a solid fuel burning combustion appliance; to keep any such alarm in proper working order – the alarm must be checked on the day the tenancy begins if it is a new tenancy; and to supply to the Authority, on demand, with a declaration as to the condition and positioning of any such alarm.
6. The licence holder must supply to the occupiers of the house a written statement of the terms on which they occupy it.
7. Bedrooms must be a minimum of 6.51m<sup>2</sup> for one person aged over 10 years and a minimum of 10.22m<sup>2</sup> for two persons aged over 10 years. Bedrooms for 1 person aged under 10 years must not measure less than 4.64m<sup>2</sup>. No account shall be taken of any floor space where the ceiling height measures below 1.5m.

8. The licence holder must provide suitable facilities for the storage and disposal of refuse and recycling in accordance with the Council's Waste and Recycling collection requirements. Additional containers can be provided by contacting the council's Streets and Open Spaces team on 01934 888802 or [streetsandopenspaces@n-somerset.gov.uk](mailto:streetsandopenspaces@n-somerset.gov.uk)

## Schedule 2 – North Somerset conditions

### For tenancies granted prior to the 1<sup>st</sup> of July 2020

9. **EITHER** at the expiry of the current Electrical Installation Condition Report (EICR) the licence holder must provide a new report indicating no defects under category 1 or 2 **OR** if there is no current EICR the licence holder must provide an EICR on the electrical installation indicating no defects under category 1 or 2 within 2 months of the date of licensing. Any report should be less than 5 years old at the date of submission, if this expires during the term of the licence a new report must be submitted.
10. A declaration must be provided on demand that the emergency lighting system is in proper working order. Emergency lighting to be maintained in accordance with the relevant British Standard (BS5266: Part 1: 2016).
11. If not already supplied with the application, within 2 months of the date of licensing the licence holder must provide a satisfactory certificate of inspection and testing as required under BS 5839-6: 2019 (as amended) fire alarm system. Also indicate in writing which rooms and communal areas contain a smoke detector or heat detector.
12. The licence holder must supply to the Authority, where applicable, a current Energy Performance Certificate (EPC) on demand.
13. The licence holder must comply with the minimum level of energy efficiency for privately rented property required under The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015. Landlords of privately rented properties must ensure that their properties reach a minimum Energy Performance Certificate (EPC) rating of E subject to any exemptions from the regulations.
14. There is to be no obligate sharing of bedrooms.
15. Tenants must have 24hr direct access to all toilet, personal washing and cooking facilities and equipment.
16. The HMO licensing standards document must always be complied with by the owner and any manager. This document may be updated during the term of the licence and it is the responsibility of the owner and any manager to ensure that they are aware of and are complying with the latest version. The latest version of the licensing standards can be found at <https://www.n-somerset.gov.uk/my-services/housing/help-landlords-letting-homes/houses-in-multiple-occupation-licence/>

17. Where the LACoRS “Housing - Fire Safety, Guidance on fire safety provisions for certain types of existing housing” has been used to determine fire precautions, the precautions must be reviewed annually. They must also be reviewed whenever there are alterations to the property or its contents and at changes of tenancy to ensure the fire precautions are appropriate to the risk.
18. Provide details of fire exit routes to tenants. Ensure that all tenants are aware of fire and fault indications of the fire alarm system, are adequately familiar with controls (e.g. resetting) and aware of measures to avoid false alarms. Tenants must be aware of what to do in the case of a fire.
19. The licence holder and manager (if there is one) must attend a recognised training course on the Approved Code of Practice relating to the management of HMOs within 5 years of the licence being granted or publication of the code (whichever is the later).
20. The licence holder must provide a list of all occupants within 28 days if requested to do so by the local authority.
21. The Code of Good Management Practice must be complied with. A copy of the Code must be permanently displayed in the common parts of the property to be visible by all tenants.
22. Any person becoming involved in the management of the property after the licence date must be a fit and proper person, an application for a test must be made.
23. The licence holder and/or manager must notify the local authority of any change of name, address and any other contact details.
24. Where food is provided, food handlers must have adequate food safety training.
25. The layout of the property, including any numbering of rooms must not be altered without first gaining written permission from the council. Requests to alter the layout should be made in writing and include a full description of the proposed changes and the reason for doing so.