

Houses in Multiple Occupation Standards (HMO)

Housing Act 2004

Self-Contained Converted flats

Self Contained Converted flats

Houses or buildings which are constructed as or converted entirely into self-contained flats. Access to the house or building would be via a communal entrance doorway and hallway but thereafter the entrance to each individual flat is via a single doorway. All amenities (i.e. WC, wash hand basin, bath or shower plus kitchen facilities) must be accessible from within each individual flat. The flat must be occupied by a single household to be regarded as self-contained.

Houses which have been converted in to self-contained flats to a proper standard in accordance with the 1991 Building Regulations or equivalent are exempted from the HMO definition.

Houses which were converted prior to this date or which have been subsequently converted to a lesser standard not in accordance with Building Regulations are not included within the mandatory licensing requirements.

Larger individual flats which are occupied by groups of 3 or more unrelated persons are regarded as houses/ flats in multiple occupation in their own right and those standards relevant to Bedsit type or shared houses in multiple occupation would be applicable within each such flat.

The premises are subject to the Housing Health and Safety Rating System (HHSRS). The HHSRS applies to all residential properties and assess whether premises have any defects that may give rise to a hazard, which in turn could cause harm to the occupiers, or any visitors to the property.

Many of the items described in the following standards can also be required under the HHSRS (possibly to a higher level than described in this document).

A. SPACE STANDARDS

The minimum room sizes for existing properties are as given below. Please note that if a house is about to be converted into self-contained flats then Planning consent and Building Regulation approval must be obtained. Planning conditions may call for higher standards than those given.

All habitable rooms, bathrooms and WCs shall have a minimum floor to ceiling height of 2.3m, except in the case of existing attic rooms, which shall have a minimum height of 2.14m over not less than $\frac{3}{4}$ of the room area. Any floor area where the ceiling height is less than 1.5m shall be disregarded.

1. 1 Person, 1 bedroom flat:

Bedroom	7m ²
Living room	11m ²
Kitchen	5.5m ²

2. 1 Person flatlet with separate kitchen:

Bed/living room	14m ²
Kitchen	5.5m ²

3. 1 Person flatlet with separate bedroom:

Bedroom	7m ²
Kitchen/living room	14m ²

4. 2 Person, 1 bedroom flat:

Bedroom	11m ²
Living room	11m ²
Kitchen	5.5m ²

5. 3 Person, 2 bedroom flat:

Bedroom (2 persons)	11m ²
Bedroom (1 person)	7m ²
Living room	14m ²
Kitchen	5.5m ²

6. 4 Person, 3 bedroom flat:

Bedroom (2 persons)	11m ²
Bedroom (1 person)	7m ²
Bedroom (1 person)	7m ²
Living room	14m ²
Kitchen	5.5m ²

Ideally all bedrooms, living rooms and bathrooms to be directly accessible from a common lobby or hallway and not from another room.

B. NATURAL LIGHTING

1. All habitable rooms shall be provided with an area of clear glazing situated in either a window and/or a door, opening to the external air, equivalent in total area to at least 1/10th of the floor area of the room.

Basement rooms used for human habitation should, in addition, have sufficient natural lighting.

2. All kitchens, bathrooms and WCs should comply with 1 above. Where this is not practicable, adequate artificial lighting shall be provided in accordance with the requirements of section C (below).

All glazing to windows in bathrooms and WCs shall be obscure.

3. All staircases, landings and hallways shall be provided with an area of clear glazing in a window.

Where this is not practicable, adequate artificial lighting shall be provided in accordance with the requirements of section C (below).

C. ARTIFICIAL LIGHTING

1. All habitable rooms, kitchens, bathrooms, WCs, staircases, landings and passages shall be adequately lit.
2. There should be sufficient switches to operate the artificial lighting on each landing, hallway or passage and each switch should allow hallways, passages and stairways to be lit at the same time. All lighting to common parts to be provided, maintained and paid for by the landlord or their agent.
3. Time switches are only allowed to common landings, hallways and staircases and should stay on for an adequate time to allow a person to climb stairs etc and enter a room.

D. VENTILATION

1. All habitable rooms shall be ventilated directly to the external air by a window, the openable area of which shall be equivalent to at least $\frac{1}{20}$ of the floor area of the room. In addition, where a basement room is used as a habitable room there should be an unobstructed space immediately outside the window opening which extends the entire width of the window or more and has a depth of not less than 0.6m measured from the external wall or not less than 0.3m in the case of a bay window with side lights.
2. All kitchens, bathrooms and WCs should comply with 1 above, but if this is not practicable, mechanical ventilation that is automatically controlled with a humidistat switch or a minimum 15 minute overrun facility; fans should be wired to the lighting switch and be capable of giving a minimum of 4 air changes per hour. The minimum extraction rate is 60 litres of air per second for kitchens and 15 litres per second for bathrooms.
3. Suitable and sufficient permanent ventilation shall be provided and maintained in all kitchens, dining/kitchens, bathrooms, WCs and other rooms containing cooking or washing facilities.
4. Suitable and sufficient permanent ventilation shall be provided and maintained in any room in which there is a gas appliance.

E. SPACE HEATING

All habitable rooms and bathrooms shall be provided with a suitable appliance properly maintained and capable of giving a temperature of 21°C in the occupancy/ letting room and 18°C elsewhere (when the outside temperature is -1°C). Appliance means:

1. A fixed gas fire with an adequate flue; or
2. A fixed electric heater; i.e. the wiring to be spurred into the main electrical supply; or
3. An effective, efficient and economical space heating system.
4. The bathrooms must contain suitable space heating.
5. All forms of heating must be controllable by the occupant.

Portable oil or gas heaters shall be not used in any part of the property.

F. WATER SUPPLY

1. Each dwelling shall be provided with a supply of cold running water suitable for drinking purposes directly off the rising main, and located over a sink or wash hand basin.
2. Any down service pipe from any water storage tank in an upper storey or roof space should be provided with an accessible stopcock.
3. A turn off valve should be provided on the mains supply to each flat.
4. All water supplies shall be protected from frost damage.

G. PERSONAL WASHING FACILITIES

1. Each flat shall be provided with a wash hand basin together with adequate supplies of hot and cold water and waste drainage. Where practicable a 2 course tiled splash back or equivalent. An 'en-suite' wash hand basin shall be acceptable as the sole provision for any flat only where that flat is of the 'studio' variety. In all other cases the basin should be situated in the bath/shower room.
2. Each flat shall be provided with a bath or shower in a separate room. Where practicable, a 2 course tiled splash back or equivalent should be provided to the bath. Any shower cubicles provided should have fully tiled walls or have a complete self standing cubicle. An 'en-suite' bath or shower shall be acceptable as the sole provision for any accommodation only where that accommodation is of the 'studio' variety.

H. DRAINAGE AND SANITARY CONVENIENCES

1. Each flat shall be provided with a WC. Each water closet shall be in a separate room and shall not be entered from another room except in respect of an 'en-suite' arrangement. An 'en-suite' WC shall be acceptable as the sole provision for any accommodation only where that accommodation is of the 'studio' variety.
2. Each WC should be provided with a suitable wash hand basin, either within the compartment or in an adjacent bath/shower room.
3. The property shall be provided with an effective system, both above and below ground, for the drainage of foul, waste and surface water.

I. FACILITIES FOR THE STORAGE, PREPARATION AND COOKING OF FOOD AND FOR THE DISPOSAL OF WASTE WATER

1. Each flat shall be provided with facilities comprising:
- (a) a gas or electric cooker with 4 burners, oven and grill,
 - (b) a proper food store of minimum capacity of 0.16 m³ and a refrigerator of minimum capacity of 0.15m³ (it will be necessary to provide additional cupboard space and a larger refrigerator for 4 or more persons),
 - (c) a worktop of smooth and impervious material of minimum size of 0.5m² (1000mm x 500mm),
 - (d) 2 twin electric sockets in addition to any serving major appliances set at a convenient height and in a safe position.
 - (e) a metal or ceramic sink and drainer in good condition and of minimum dimensions 500mm x 600 mm set on a stable base with an adequate supply of hot water and cold water suitable for drinking and food preparation purposes. A 2 course tiled splash back or equivalent to be provided. The sink shall be connected to the drainage system by a suitable trap.
 - (f) All finishes are to be non-absorbent and readily cleansable including the floor covering which must be provided under all appliances and at least 1m in front of the appliances. No furniture, bedding, curtains etc. shall be within 600mm of the cooker.

J. REFUSE STORAGE AND DISPOSAL

Refuse storage containers shall be provided sufficient for the needs of the property (usually 1 per flat) and placed in such a manner as to prevent nuisances (smells, obstruction etc).

K. MEANS OF ESCAPE IN CASE OF FIRE

Appropriate fire precaution facilities and equipment must be provided and maintained in the property in accordance with current British Standards, the requirements of the Housing Act 2004 (The Housing Health and Safety Rating System), the Regulatory Reform (Fire Safety) Order 2005 & LACORs Fire Safety Guidance.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/9425/150940.pdf (HHSRS link)

http://www.cieh.org/library/Knowledge/Housing/National_fire_safety_guidance_08.pdf (LACORS link)

The following fire safety measures will reduce the risk of death or injury from fire:

- The provision of a 30 or 60 minute fire protected route of escape
- Fire separation between units of accommodation, including walls and ceilings
- Fire doors
- Cold smoke seals, intumescent strips and self-closing devices fitted to doors, and quick release locks
- Automatic fire detection systems
- Emergency lighting
- Whole stair lighting – one switch turns all lights on
- Escape windows
- Sprinkler and mist systems
- Fire extinguishers and fire blankets

Different minimum standards will apply to different types of HMOs. Detailed advice is available on request by contacting the Property Standards & Enforcement Service.

L. MANAGEMENT

1. A proper standard of management should be observed in the house, in particular to ensure the repair, maintenance, cleansing and good order of –
 - (a) all means of water supply and drainage in the property;
 - (b) all parts of the house in common use, including kitchens, bathrooms, WCs etc;
 - (c) all installations in common use;
 - (d) all means of ventilation;
 - (e) all means of escape from fire and all apparatus, systems and other things provided by way of fire precautions;
 - (f) outbuildings, yards and gardens in common use.
2. The manager shall ensure that such precautions are taken as are reasonably required to protect the residents from injury.
3. The manager shall display a notice in a suitable position in the house containing the name and address and the telephone number of any person who is the manager of the house.

The Council's Planning Authority should be consulted concerning any proposed works or change of use.

For advice and information on planning related matters please contact:

London Borough of Lambeth
Planning & Development
Phoenix House,
10 Wandsworth Road,
London SW8 2LL

Telephone: 020 7926 1139

Fax: 020 7926 1171

Website: www.lambeth.gov.uk/planning

For further information on the enclosed please contact:-

The London Borough of Lambeth
Property Standards & Enforcement Service
Environmental Health Team.
PO Box 67088
London
SW2 9JZ

Telephone 020 7926 4444 / 4018

Fax 020 7926 4351

Email: pse@lambeth.gov.uk

Website: www.lambeth.gov.uk/Services/HousingPlanning/PrivateHousing

Other Contacts and Useful Information:

Government Department for Communities and Local Government

Website: www.communities.gov.uk

The following publications can be obtained from HM Stationery Office Ltd or on-line at: Website: <http://www.opsi.gov.uk/si>

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006
Statutory Instrument 2006 No. 373

The Management of Houses in Multiple Occupation (England) Regulations 2006
Statutory Instrument 2006 No 372

London Landlord Accreditation Scheme
London Borough of Camden
C/o Environmental Health Team
Town Hall Extension
Argyle Street
London WC1H 8EQ
Website www.londonlandlords.org.uk/accreditation