



Shropshire
Council

**AMENITY
STANDARDS
IN HOUSES
IN MULTIPLE
OCCUPATION
(HMOS)**

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**Guidance to Schedule 3 of
The Licensing and Management of Houses in Multiple
Occupation and Other Houses (Miscellaneous provisions) [England]
Regulations 2006**

This booklet is the Council's guidance on the appropriate measures landlords can take to meet the prescribed standards (highlighted).

HEATING

Prescribed Standard

- 1 Each unit of living accommodation in an HMO must be equipped with adequate means of space heating.

1.0 Heating – Guidance

- 1.1 Each unit of living accommodation in an HMO must be equipped with adequate means for heating rooms. The heating system should be designed to be of adequate size and capacity for the size of dwelling and its rooms.
 - 1,1,1 All habitable rooms and bathrooms shall be provided with a fixed heating appliance capable of maintaining a room temperature of 21 degrees (Celsius). (see “Insulation below”).
 - 1.1.2 The provision of heating should be available for use at any time and with controls to allow the occupants to regulate the temperature within each letting room.
 - 1.1.3 Suitable methods of heating are:
 - a) Central heating
 - b) Electrical storage heaters as a fixed installation and run on economy 7.
 - c) Fixed gas heaters connected to a suitable flue and terminal outlet.
 - 1.1.4 Radiators and other heating appliances shall be in a position to ensure they effectively heat the living space in the room.
 - 1.1.5 Portable heating appliances such as paraffin oil and LPG (bottled gas) should not be provided by the landlord.

1.2 Safety

Gas

Under the Gas Safety (Installation and Use) Regulations 1998, landlords are obliged to:

- ❑ Ensure gas fittings and flues are maintained in a safe condition.
- ❑ Ensure an annual safety check is carried out on each gas appliance and flue.
- ❑ Have all installation, maintenance and safety checks carried out by a “recognised engineer”, who is on the Gas Safety Register.
- ❑ Keep a record of each safety check for at least two years.

Electricity

Electrical appliances. Electrical appliances must be checked regularly for wear and tear and any defects remedied. It is strongly recommended that a Portable Appliance Test (PAT) should be undertaken by a trained person at least once every two years and a written record maintained.

1.3 Insulation and draught proofing

Achieving appropriate room temperature can be assisted by the provision of adequate insulation. This would include a minimum 250mm of loft insulation and where appropriate, cavity walls should be insulated.

Steps should be taken to reduce draughts from doors and windows through adequate draught proofing.

It is also important that adequate means of ventilation are provided in all rooms. In particular to avoid problems of condensation, attention should be given to provide adequate ventilation in bathrooms and kitchens preferably by means of mechanical ventilation.

WASHING FACILITIES

- 2 (1) 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 –
- (a) there must be an adequate number of bathrooms, toilets and wash-hand basins (suitable for personal washing) for the number of persons sharing those facilities; and
 - (b) where reasonably practicable there must be a wash hand basin with appropriate splash back in each unit other than a unit in which a sink has been provided as mentioned in paragraph 4(1),
- having regard to the age and character of the HMO, the size and layout of each flat and its existing provision for wash-hand basins, toilets and bathrooms.
- 2 (2) All baths, shower and wash hand basins in an HMO must be equipped with taps providing an adequate supply of cold and constant hot water.
- 2 (3) All bathrooms in an HMO must be suitably and adequately heated and ventilated.
- 2 (4) All bathrooms and toilets in an HMO must be of an adequate size and layout.
- 2 (5) All baths, toilets and wash hand basins in an HMO must be fit for the purpose.
- 2 (6) All bathrooms and toilets in an HMO must be suitably located in or in relation to the living accommodation in the HMO.

2.0 Washing facilities – Guidance

2.1 Number of facilities must be provided in accordance with the following table:

Washing Facilities

Provision of amenities for the number of people	
1-4 persons	<ul style="list-style-type: none"> ❑ No requirement for wash hand basins (WHB) in sleeping rooms. ❑ At least 1 bathroom and 1 WC (the bathroom and the WC may be combined)
5 persons	<ul style="list-style-type: none"> ❑ 1 WHB required in each sleeping room (where reasonably practicable) and ❑ 1 bathroom and ❑ 1 separate WC with WHB (but the WC can be contained within a second bathroom)
6-10 persons	<ul style="list-style-type: none"> ❑ 1 WHB required in each sleeping room (where reasonably practicable) and ❑ 2 bathrooms and ❑ 2 separate WCs with WHBs (but one of the WCs can be contained in one of the bathrooms)
11-15 persons	<ul style="list-style-type: none"> ❑ 1 WHB required in each sleeping room (where reasonably practicable) and ❑ 3 bathrooms and ❑ 3 separate WCs and WHBs (but two of the WCs can be contained within 2 of the bathrooms).

- ❑ *Bathroom means a room containing a bath or a shower*

2.2 Bathroom Facilities – Guidance

The following standards apply:

- a) All bathrooms and toilets in an HMO shall be of an adequate size and layout.
- b) All baths, toilets and wash hand basins shall be fit for purpose.
- c) Each bathroom shall either have a bath of (minimum dimension 1700mm x 700mm) or a shower of (minimum dimensions 800mm x 800mm).
- d) A WHB shall be of minimum dimension 560mm x 430mm. Where the WHB needs to be provided in sleeping accommodation it is acceptable to provide a sink as an alternative.
- e) All bathrooms and toilets shall be in a suitably located position in relation to the living accommodation in the HMO.

- f) Suitably located bathrooms means that there shall be bathroom facilities not more than one floor distance from the living and sleeping accommodation.
- g) Suitably located water closets shall not be more than one floor distance from the living and sleeping accommodation.
- h) All baths, showers and WHBs in an HMO must be equipped with taps providing adequate supplies of hot and cold water.

Hot water may be provided by any of the following methods:

1. Piped from a boiler
 2. Immersion heater
 3. Fixed gas appliance (Multipoint).
 4. Instantaneous heater (only to WHB and electric showers).
- i) Bathrooms should be adequately heated with the heating maintaining a temperature of 21 degrees (Celsius).
 - j) Bathrooms to have adequate ventilation. Mechanical ventilation is to be to the outside air at a minimum extraction rate of 15 litres per second in addition to any window.
 - k) Each toilet in a separate compartment is required to have a window equivalent to 1/20th of the floor area or mechanical extraction to a minimum extraction rate of 6 litres per second.
 - l) Bathrooms in single brick extensions are found to be inadequately heated because of the poor insulation quality of the wall. Generally the only remedy is to provide adequate insulation to the walls and ceiling. This may mean dry lining of the walls internally or providing an insulated render coat externally.
 - m) The splash backs to baths, WHBs and sinks shall be a minimum of 300mm and extend to at least one equal width of the WHB or bath. All joints to be mastic sealed and all tiling to be fixed with waterproof adhesive and joints with waterproof grouting.
 - n) Showers whether in a cubicle or over a bath, the splash back shall be 150mm above the head of the shower and up to the edge of a fixed shower screen. Where a shower curtain is used, the splash back should extend 300mm beyond the curtain.

2.3 General

2.3.1 Bathroom fitments and water supply need to be installed in compliance with Building Regulations: Approved documents G and appropriate British Standards.

2.3.2 Drainage to bathroom and toilet fitments need to be installed in compliance with Building Regulations: Approved Document H and appropriate British Standards.

KITCHENS

Prescribed Standard

- 3 Where all or some of the units of accommodation within the HMO do not contain any facilities for the cooking of food –
- (a) 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 adequately enable those sharing the facilities to store, prepare and cook food;
 - (b) the kitchen must be equipped with the following equipment, which must be fit for the purpose and supplied in a sufficient quantity for the number of those sharing the facilities –
 - (i) sinks with draining boards;
 - (ii) an adequate supply of cold and constant hot water to each sink supplied;
 - (iii) installations or equipment for the cooking of food;
 - (iv) electrical sockets;
 - (v) worktops for the preparation of food;
 - (vi) cupboards for the storage of food or kitchen and cooking utensils;
 - (vii) refrigerators with an adequate freezer compartment (or, where the freezer compartment is not adequate, adequate separate freezers);
 - (viii) appropriate refuse disposal facilities; and
 - (ix) appropriate extractor fans, fire blankets and fire doors.

*Suitably located means not more than one floor distance from the living and sleeping accommodation.

3.0 Kitchen facilities – Guidance

3.1 This table below and overleaf sets out a range of measures which landlords can take to meet the prescribed standard depending on the number of people accommodated.

Facility	Minimum standard	Up to and including 5 persons	>than five persons
Sink with draining boards: an adequate supply of cold and constant hot water to each sink supplied	A fixed impervious sink with a drainer. It should be provided with an adequate and wholesome supply of cold water and an adequate supply of constant hot water.	1 for up to 5 occupiers	1 per 4 occupiers and part there after.
Installations or equipment for the cooking of food; (cooker)	Primary facility should comprise an electric or gas hob with 4 rings and an oven with a grill	1 for up to 5 occupiers	1 per 4 occupiers and part thereafter
Electric Sockets	30-amp supply for an electric cooker. Points should be set at a convenient height and safe position	6 sockets (3 doubles) Additional dedicated sockets are required for a cooker, refrigerator and washing machine	An additional double for each two persons over five sharing. Additional are required for a cooker, refrigerator and washing machine sockets.
Worktops for food preparation	Worktops should be secure, fixed and of an impervious material	500mm (length) x 600mm (width) per user to a maximum requirement of 2.5m length	Additional 500mm length per user.
Cupboards for the storage of kitchen and cooking utensils; note the space below the sink is not acceptable to comply with this standard		A floor based food storage cupboard 500mm wide and standard depth and height or a wall mounted food storage cupboard 1000mm wide and standard depth and height should be provided per person	Capacity to be increased proportionately for each additional occupant.

Facility	Minimum standard	Up to and including 5 persons	>than five persons
Refrigerators with an adequate freezer compartment (or where the freezer compartment is not adequate separate freezer)	A larger standard combined fridge/freezer. Refrigeration with a minimum capacity of 0.15m ³ (a standard refrigerator)	A refrigerator with a minimum capacity of 0.15m ³ and a freezer with a minimum capacity of 0.11m ³ .	Additional fridge freezer capacity to be increased proportionately for each additional occupant.
Appropriate refuse disposal facilities.	The refuse should not cause problems of hygiene or attract pests and should not obstruct the means of escape in case of fire.	A sufficient number of refuse receptacles must be provided for the storage of refuse awaiting collection both internally and externally.	A sufficient number of refuse receptacles must be provided for the storage of refuse awaiting collection both internally and externally.
Appropriate extractor fans.	Electrical extraction in accordance with approved document F under Building Regulations 2006	A minimum standard	A minimum standard
Appropriate fire blankets	To be supplied and sited in accordance with fire guidance.	To be supplied and sited in accordance with fire guidance.	To be supplied and sited in accordance with fire guidance.
Appropriate fire doors	30 minute fire doors set with cold smoke seals and intumescent strip and a suitable self-closing device.	30 minute fire doors set with cold smoke seals and intumescent strip and a suitable self-closing device.	30 minute fire doors set with cold smoke seals and intumescent strip and a suitable self-closing device.
Appropriate finishes	Kitchen floors should have cleansable floor coverings. Kitchen walls adjacent to cookers, sinks and food preparation areas shall be provided with impervious splash backs. Kitchen ceilings shall be in good repair.		

Units of living accommodation without shared basic amenities: Kitchen Facilities

Prescribed standard

4.1 (1) Where a unit of living accommodation contains kitchen facilities for the exclusive use of the individual household, and there are no other kitchen facilities available for that household, that unit must be provided with –

- (a) Adequate appliances and equipment for the cooking of food;
- (b) a sink with an adequate supply of cold and constant hot water;
- (c) a work top for the preparation of food;
- (d) sufficient electrical sockets;
- (e) a cupboard for the storage of kitchen utensils and crockery; and
- (f) a refrigerator.

(1A) The standards referred to in paragraphs (a) and (f) of sub-paragraph (1) shall not apply in relation to a unit of a accommodation where –

- (a) the landlord is not contractually bound to provide such appliances or equipment;
- (b) the occupier of the unit of accommodation is entitled to remove such applicants or equipment from the HMO; or
- (c) the appliances or equipment are otherwise outside the control of the landlord.

4.0 Kitchen Facilities – Guidance

4.1 This table below sets out a range of measures, which landlords can take to meet the prescribed standards.

Facility	Minimum standard	Each unit
Sinks with draining boards: an adequate supply of cold and constant hot water to each sink supplied.	A fixed impervious sink with a drainer. It should be provided with an adequate and wholesome supply of cold water and an adequate supply of constant hot water.	Each unit.
Adequate appliances and equipment for the cooking of food.	A cooker with at least two rings with an oven and grill	Each unit
Sufficient electrical sockets.	Points should be set at a convenient height and safe position.	4 sockets (2 doubles) additional dedicated sockets are required for a cooker and refrigerator.
A worktop for the preparation of food.	The worktop should be secure, fixed and of impervious material.	Minimum size 600mm x 1000mm.
A cupboard for the storage of kitchen utensils and crockery.	Floor or wall mounted. The space below the sink is not acceptable to comply with this standard.	A floor based storage cupboard of 500mm wide and standard depth and height or a wall mounted food storage cupboard of 1000mm wide and standard depth and height.
A refrigerator	A standard refrigerator	A refrigerator with a minimum capacity of 0.15m ³

Bathroom facilities

Prescribed standard

- 4.2** (2) Where there are no adequate shared washing facilities provided for a unit of living accommodation as mentioned in Prescribed Standard 2 (page 3), an enclosed and adequately laid out and ventilated room with a toilet and bath or fixed shower supplying adequate cold and constant hot water must be provided for the exclusive use of the occupiers of that unit either –
- (a) within the living accommodation; or
 - (b) within reasonable proximity to the living accommodation

Bathroom facilities – Guidance

See **2.2** on page 4.

Fire Precaution Facilities and Equipment

Prescribed standard

- 5.0** Appropriate fire precaution facilities and equipment must be provided of such type, number and location as is considered necessary.

Fire Precaution – Guidance

Please refer to the Lacors document “ HOUSING - FIRE SAFETY. Guidance on fire safety provisions for certain types of existing housing.