

The manager of a property when requested is required to provide the Council with details of the occupancy of the property.

## Tenants

are required to assist the manager by:

- Not hindering access
- Avoiding causing damage
- Keeping the property clean and tidy
- Taking note of and understanding the arrangements for fire safety
- Not interfering with or damaging fire safety apparatus

## Tenants what to do if there is a problem?

Contact the manager or Landlord, in writing if possible, to explain the problem in detail.

Give the manager or Landlord a reasonable time to sort the problem out.

Contact the Property Standards Officer for further advice or to make a formal complaint.

## Landlords not up to standard?

Landlords please contact us for advice if you are unsure whether your property meets current standards.

## Useful Contacts

### Wychavon District Council -

**Property Standards Officer -**  
01386 565356

**Main Switchboard -**  
01386 565000  
[www.wychavon.gov.uk](http://www.wychavon.gov.uk)

**Worcestershire Trading Standards -**  
01905 765373  
[www.worcestershire.gov.uk/home/ts-index](http://www.worcestershire.gov.uk/home/ts-index)

**The Council for Registered Gas Installers (CORGI) -**  
01256 372300

**Hereford & Worcester Fire Brigade -**  
01905 24454  
<http://www.hwfire.org.uk/>

### Further leaflets:

Complaints about Rented Property  
Houses in Multiple Occupation Fire Safety  
Gas Safety for Landlords  
Empty Homes

## A GUIDE FOR TENANTS & LANDLORDS

## HOUSES IN MULTIPLE OCCUPATION



## What are Houses in Multiple Occupation?

The definition of a House in Multiple Occupation (HMO) is 'Houses, or flats, occupied by persons who do not form a single household'

Typically an HMO will be described as bedsit type accommodation and will have some degree of shared facilities such as kitchens or bathrooms.

## However the definition includes

- Bedsits and rented rooms
- Shared houses
- Hostels and guest houses with permanent or long term occupation
- Staff accommodation
- Self contained flats with a common entrance
- Registered care homes.

The Council makes routine inspections of properties that are considered high risk.

The requirements for fire safety and amenity standards in HMO's depend on the property type and size, therefore we can only offer advice based on detailed information/or following a full inspection.

## Fitness for Habitation

All homes should meet the Housing Acts standards for habitation which include:

- Structural condition
- Serious disrepair
- Free from dampness
- Adequate lighting & ventilation
- Adequate water supply
- Satisfactory kitchen facilities
- Provision of sink with hot and cold water
- Suitably located toilet
- Suitably located wash hand basin, and bath or shower, with hot and cold water
- Effective system of drainage for foul and rainwater.

The following additional rules apply for HMO's

- Adequate means of escape from fire
- Adequate other fire precautions
- Suitable and adequate facilities for cooking and sanitation, considering the number of occupants in the dwelling
- Suitable room sizes for occupants.

## Management Regulations

The standard in HMO properties are enforced by the housing (Management of Houses in Multiple Occupation) Regulations 1990.

The manager, or person responsible, for the property shall ensure:

- All means of water supply and drainage is maintained in good order

- Gas and electricity supply is uninterrupted
- Gas appliances annually CORGI checked
- All common areas including passages and stairways are maintained in good order and kept free from obstruction
- Handrails and stair surfaces are maintained in good condition
- All installations and services are kept clean and in good working order, including kitchens, bathrooms, and electrical systems
- Living accommodation kept clean and in good repair
- Windows and ventilation be maintained weatherproof and in good working order
- All means of escape, fire precautions, and fire apparatus is maintained in good working order at all times
- All outbuildings yards, boundary walls and fences etc. kept clean and in good repair
- Adequate and suitable provision for collection and removal of refuse is made
- The manager should take all reasonable steps to protect the health, safety, and welfare of the occupants
- A notice with the managers and owners contact details is displayed at the property at all times.