

# **Houses in Multiple Occupation (HMO) management regulations**

## **HMO Manager's duties**

'The Management of House in Multiple Occupation (England) Regulation 2006' place a number of duties upon the managers of all HMO's which include to:

### **Provide information to occupiers**

The name, address and telephone number of the manager must be provided to each household in the HMO and the same information must be clearly displayed in a prominent position in the HMO.

### **Take safety measures**

Means of escape from fire must be kept free from obstruction and kept in good order and repair. Fire-fighting equipment and alarms must be kept in good working order.

All reasonable steps should be taken to protect occupiers from injury with regard to the design of the HMO, its structural condition and the total number of occupiers. In particular, in relation to any unsafe roof or balcony, they must be made safe or all reasonable measures taken to prevent access to them; and in the case of windows with sills at or near floor level provide bars or other safeguards to protect occupiers.

### **Maintain water supply and drainage**

These must be maintained in proper working order - namely in good repair and clean condition. Specifically, storage tanks must be effectively covered to prevent contamination of water and pipes should be protected from frost damage.

### **Supply and maintain gas and electricity**

These should not be unreasonably interrupted.

All fixed electrical installations must be inspected and tested by a qualified engineer at least once every 5 years and a results certificate obtained.

The latest gas test certificate and electrical test certificate must be provided to the council within 7 days of the council making a written request for such.

### **Maintain common parts, fixtures, fittings and appliances**

All common parts must be kept clean, safe, in good decorative repair and working order and free from obstruction. In particular handrails and banisters must be provided and kept in good order, any stair coverings securely fixed, windows and other means of ventilation kept in good repair and adequate light fittings available at all times for every occupier to use.

Gardens, yards, outbuildings, boundary walls/fences, gates and so on which are part of the HMO should be safe, maintained in good repair, kept clean and present no danger to occupiers.

### **Maintain living accommodation**

The internal structure, fixtures and fittings, including windows and other means of ventilation, of each room should be kept in good repair and in clean working order.

Each room and all supplied furniture should be in a clean condition at the beginning of the tenant's occupation.

### **Provide waste disposal facilities**

No litter should be allowed to accumulate, except for that stored in bins provided in adequate numbers for the requirements of the occupiers.

Arrangements need to be made for regular disposal of litter and refuse having regard to the Council's collection service.

### **Inform us about occupancy of the HMO**

If required to do so, the manager shall provide details of individuals and households accommodated in the HMO.

**Failure to comply with the above Regulations is a serious matter, which can be liable to prosecution or a civil penalty of up to £30,000.**