

## HMO (Houses in Multiple Occupation Regulations)

### Summary

These regulations were introduced in October 2000 to improve standards of shared rented housing, in terms of both physical accommodation and the management of tenancy issues. A property needs this licence if:

- it is the main home of three or more residents and the residents are members of more than two families

It is a criminal offence to operate an HMO without a licence. The maximum penalty is level 5 (£5000).

### How do I apply?

You can obtain an application form from the City of Edinburgh Council, Licensing Section, 343 High Street, Edinburgh, EH1 1PW. This should be completed and returned to the Licensing Section together with the application fee, four copies of a plan of the property, a copy of the lease/tenancy agreement in use, and a copy of rental records.

Copies of the application are then sent by the Licensing Section to Lothian and Borders Police, Lothian and Borders Fire Brigade and three Council Departments – Environmental and Consumer Services, City Development and Housing.

### Property Inspection

An Environmental Health Officer, who may be accompanied by a Fire Officer, will carry out the initial inspection. In most cases the Fire Brigade and Public Safety (City Development) will not need to visit the property.

An officer from Public Safety will then complete a revisit inspection upon completion of the upgrading works.

### Some Areas Considered During Inspection

- Adequate **space** must be provided for each resident
- The **kitchen** must have adequate sinks, cookers, food storage, appropriate work surfaces and disposal facilities
- Adequate **sanitation** must be supplied.
- Each bedroom and living room must be **heated**
- All properties must have adequate **fire detection/warning** and means of escape.
- An **electrical** inspection is required every three years. There should be adequate provision of working sockets. Everything in good working order.
- A **Gas Safety** inspection is required every year.
- There must be a written **tenancy agreement**

**This PDF is designed to give you an idea of what is involved. There is a lot to deal with when entering the world of HMOs, however Woodstar Property Management will be more than glad to help with all of this for no extra charge. It should also be said that most of the work is required for the first licence and that licence renewals are less labour intensive.**

**More information is available at the following website address.**

**[http://www.edinburgh.gov.uk/internet/Business/licensing/Licences/Civic/CEC\\_houses\\_in\\_multiple\\_occupation](http://www.edinburgh.gov.uk/internet/Business/licensing/Licences/Civic/CEC_houses_in_multiple_occupation)**