served by One Team

South & East Lincolnshire Councils Partnership

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APPENDIX C

AMENITY AND SPACE STANDARDS FOR HMOs

2026 - 2029

HMO LICENSING POLICY

HOUSING STANDARDS

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DEFINITIONS

Where the term "Council" or "Authority" has been used, this refers to the relevant council applicable across the South & East Lincolnshire Councils Partnership (SELCP) being either; East Lindsey District Council, South Holland District Council or Boston Borough Council. This appendix has been adopted across the three and therefore aligns all standards and working practices.

SPACE STANDARDS FOR HMOs

Minimum Room Sizes

One Person	6.51 m2 sqm with separate kitchen
	10.22 m2 with kitchen facilities

Two Persons	10.22 m2 with separate kitchen
	14 m2 with kitchen facilities

Above sizes do not include any space allocated to bathing facilities.

Notes

- No bedroom or bedsit room shall be occupied by more than one person unless they are occupying that room as a co-habiting couple. Section 258 of the Housing Act 2004 defines a co-habiting couple as "persons who are married, or civil partners of each other, or live together as if they were a married couple or civil partners."
- No bedroom or bedsit room shall be occupied by more than two persons, irrespective of age
- A bedsit is a room usually consisting of a persons living and sleeping accommodation and may also contain cooking facilities, however, actual facilities provided within bedsits may vary from property to property.
- In some cases, cooking facilities for the exclusive use of the tenant are provided in a separate room accessible from a communal passage, although typically these facilities will be shared with other occupiers. Bedsitting HMOs often have a mixture of self-contained units and bedsits sharing some facilities such as shower rooms/bathrooms.
- The room shall be of a convenient and usable shape and should ideally be able to provide a degree of separation between sleeping space and living space.
- Where kitchen facilities are provided within a bedsit room a minimum distance of 1800mm must be maintained between any kitchen facilities and the escape point from the room.
- A single bedroom must not have a width or depth measured less than 1800mm, and a double bedroom must not have a width or depth measured less than 2400mm. In addition the room should have a minimum floor to ceiling height of at least 2140mm over not less than 75% of the floor area. Any floor area where the ceiling height is less than 1530mm should be disregarded.

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- Rooms such as conservatories and lean-tos will be disregarded unless sufficient level of thermal insulation is provided.

SHARED KITCHENS – MINIMUM ROOM SIZES

Number of occupants	Size Requirements
3-5 Occupants	$7m^2$
6-7 Occupants	$9m^2$
8-10 Occupants	$13m^2$ or 2 x kitchens equating to a minimum total of $13m^2$
11-15 Occupants	$17m^2$ or 2 x kitchens equating to a minimum total of $17m^2$
16+ Occupants	Please contact the Housing Standards Department (This will require a minimum of 2 separate kitchens)

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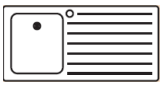
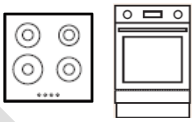
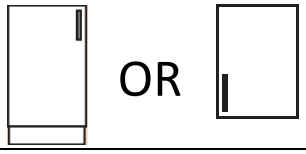
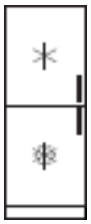
SHARED KITCHENS – AMENITY STANDARDS

The tables below provide an overview of required kitchen amenities based on the number of sharing occupiers:

3 – 5 Occupants		
Category	**Requirements**	***Visual representation of requirements***
Sink	1 single bowl sink and drainer	
Cooking appliances	1 Conventional cooker (Conventional cooker to include 4-ring hob, an oven & grill)	
Electrics	2 Double sockets and 1 single socket (This is in *addition to power needed for white goods and cooking appliances*)	
Worktops	1500mm for the first 3 occupants plus 250mm for each additional occupant	
Dry good storage	1 x 500mm base or wall unit per occupant.	
Refrigerated storage	1 Fridge freezer (or equivalent)	
Firefighting equipment	**Minimum:** 1 Fire blanket, to be located within 1800mm of each hob **Optional:** Fire extinguishers can be provided where it is ensured and recorded that all tenants have been given adequate instruction of proper and safe use. Additionally, fire extinguishers must be inspected annually by qualified technicians under British Standards to ensure they remain functional and legal. Monthly visual checks are also recommended to ensure extinguishers are accessible and undamaged.	

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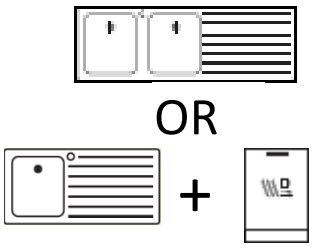
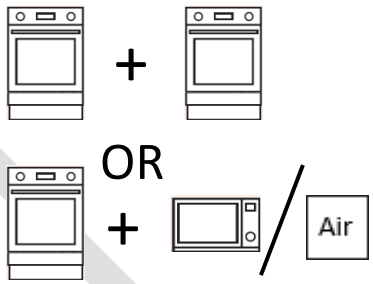
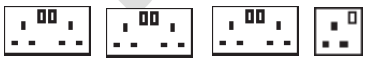
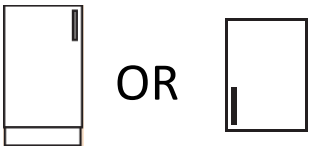
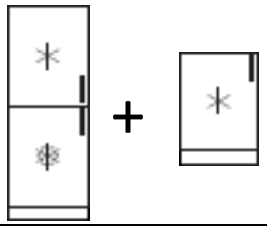
6 – 7 Occupants		
Category	**Requirements**	***Visual representation of requirements***
Sink	1 double bowl sink with drainer (or equivalent) or… …1 single bowl sink with drainer and a dishwasher	
Cooking appliances	2 Conventional cookers or 1 conventional cooker and a combi-microwave/equivalent e.g. air fryer. (Conventional cooker to include 4-ring hob, an oven & grill)	
Electrics	3 Double sockets plus 1 single socket *(This must be in addition to power sockets needed for white goods and cooking appliances)*	
Worktops	1500mm for the first 3 occupants plus 250mm for each additional occupant	
Dry good storage	1 x 500mm base OR 1 x 500mm wall unit per occupant.	
Refrigerated storage	1 Fridge freezer (or equivalent) and 1 under-counter fridge	
Firefighting equipment	**Minimum:** 1 Fire blanket, to be located within 1800mm of each hob **Optional:** Fire extinguishers can be provided where it is ensured and recorded that all tenants have been given adequate instruction of proper and safe use. Additionally, fire extinguishers must be inspected annually by qualified technicians under British Standards to ensure they remain functional and legal. Monthly visual checks are also recommended to ensure extinguishers are accessible and undamaged.	

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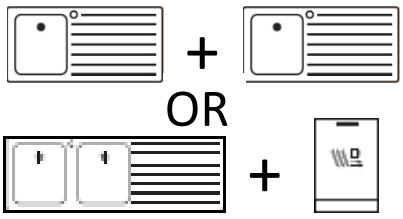
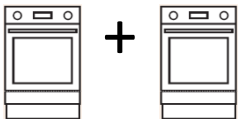
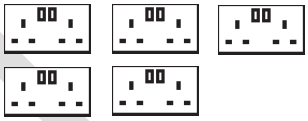
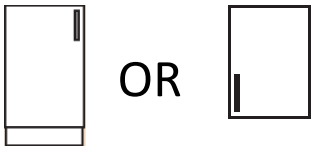
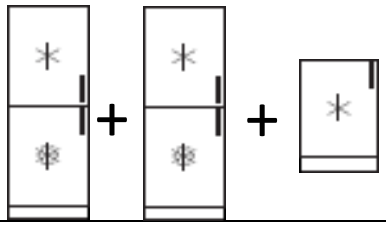
8 – 10 Occupants		
Category	**Requirements**	***Visual representation of requirements***
Sink	2 single bowl sinks with drainers (or equivalent) or… …1 double bowl sink with drainer (or equivalent) and a dishwasher	
Cooking appliances	2 Conventional cookers (Conventional cooker to include 4-ring hob, an oven & grill)	
Electrics	5 Double sockets *(This must be in addition to power sockets needed for white goods and cooking appliances)*	
Worktops	1500mm for the first 3 occupants plus 250mm for each additional occupant	
Dry good storage	1 x 500mm base OR 1 x 500mm wall unit per occupant.	
Refrigerated storage	2 Fridge freezers plus 1 under-counter fridge (or equivalent)	
Firefighting equipment	**Minimum:** 1 Fire blanket, to be located within 1800mm of each hob **Optional:** Fire extinguishers can be provided where it is ensured and recorded that all tenants have been given adequate instruction of proper and safe use. Additionally, fire extinguishers must be inspected annually by qualified technicians under British Standards to ensure they remain functional and legal. Monthly visual checks are also recommended to ensure extinguishers are accessible and undamaged.	

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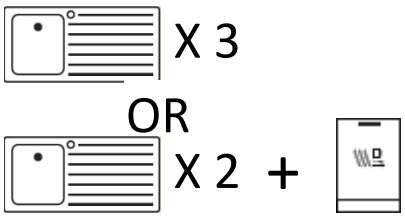
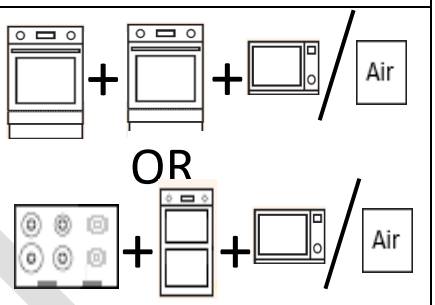
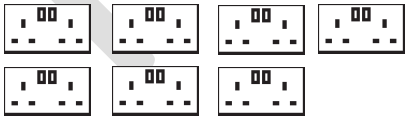
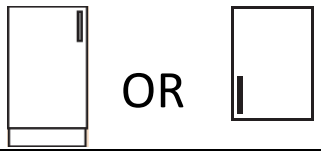
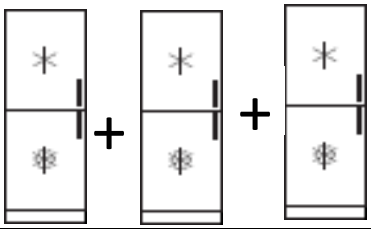
11 – 15 Occupants		
Category	**Requirements**	***Visual representation of requirements***
Sink	3 single bowl sinks with drainers (or equivalent) or… …2 single bowl sinks with drainers (or equivalent) and a dishwasher	
Cooking appliances	2 Conventional cookers and a combi-microwave /equivalent e.g. air fryer. (Conventional cooker to include 4-ring hob, an oven & grill) Or a 6-ring hob with double oven and grill and a combi-microwave /equivalent e.g. air fryer.	
Electrics	7 Double sockets *(This must be in addition to power sockets needed for white goods and cooking appliances)*	
Worktops	1500mm for the first 3 occupants plus 250mm for each additional occupant	
Dry good storage	1 x 500mm base OR 1 x 500mm wall unit per occupant.	
Refrigerated storage	3 x Fridge freezers (or equivalent)	
Firefighting equipment	**Minimum:** 1 Fire blanket, to be located within 1800mm of each hob **Optional:** Fire extinguishers can be provided where it is ensured and recorded that all tenants have been given adequate instruction of proper and safe use. Additionally, fire extinguishers must be inspected annually by qualified technicians under British Standards to ensure they remain functional and legal. Monthly visual checks are also recommended to ensure extinguishers are accessible and undamaged.	

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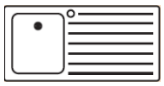
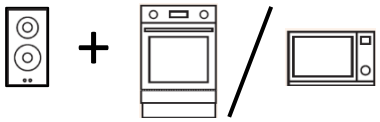
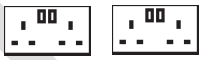
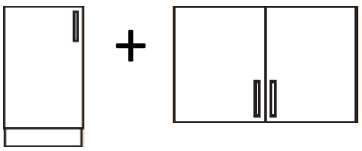
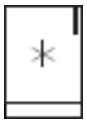
EXCLUSIVE KITCHENS – AMENITY STANDARDS

Where room is occupied by a Single Person or a Co-Habiting Couple.

Category	Requirements	*Visual representation of requirements*
Sink	1 single bowl sink and drainer	
Cooking appliances	2-ring hob and oven (combi-microwave oven is acceptable)	
Electrics	2 Double sockets (This is in *addition to power needed for white goods and cooking appliances*)	
Worktops	1000mm	
Dry good storage	1 x 500mm base and 2 x 500mm wall unit with doors or equivalent	
Refrigerated storage	1 under-counter fridge	
Firefighting equipment	**Minimum:** 1 Fire blanket, to be located within 1800mm of each hob **Optional:** Fire extinguishers can be provided where it is ensured and recorded that all tenants have been given adequate instruction of proper and safe use. Additionally, fire extinguishers must be inspected annually by qualified technicians under British Standards to ensure they remain functional and legal. Monthly visual checks are also recommended to ensure extinguishers are accessible and undamaged.	

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GENERAL NOTES APPLICABLE TO ALL KITCHENS

Shared Kitchens

Legal requirements:

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 SI 373 require: 1. 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.

The kitchen must be equipped with the following equipment, which must be fit for 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 fan, fire blankets and fire doors.

Exclusive Kitchens

Legal requirements:

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 SI 373 requires that 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 worktop for the preparation of food
d. Sufficient electrical sockets
e. a cupboard for the storage of kitchen utensils and crockery; and
f. a refrigerator

All Kitchens

- All kitchens and kitchen areas shall have a safe and practical layout

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- Kitchen should be located not more than two floors distance from the bedrooms. This is to ensure that tenants are able to prepare and eat meals without having to transport them three or more floors away from the kitchen
- Cooking appliances should have an adjacent work surface of at least 300mm
- No soft furnishings are to be located within 600mm of the cooker rings or hotplates
- The minimum clearance between the cooker rings or hotplates and any cupboard or extractor above must comply with the manufacturer's instructions
- Slip resistant, impermeable and easily cleanable flooring sealed at all edges and free of any damage must be provided
- Each kitchen shall have mechanical ventilation to the outside air at a minimum extraction rate of 30 litres/second if the fan is sited within 300mm of the centre of the hob or a rate of 60 litres/second is sited elsewhere in the kitchen. This is in addition to any windows.

Sinks

- Space within the unit under the sink must not be included as dry goods storage.
- Each sink must be set on a suitable base and provide hot and cold water and be properly connected to the drainage system
- Easily cleanable and impervious splashback (such as tiles) must be provided to all abutting walls and extend to 300mm height. Where a sink is positioned underneath a window where there is less than 300mm height from sill to sink, any available height and the windows sill itself must be fitted with an easily cleanable and impervious splashback (such as tiles) ensuring all joins are watertight.

Cooking Appliances

- All appliances must be connected correctly by suitably qualified persons to the gas or electricity supply
- Cooking appliances must be connected as instructed by the manufacturer
- Hobs should be set at the same height as adjacent worktop
- Each cooker should have a full width splashback of impervious and durable material to at least 300mm height
- If two sets of facilities are provided the layout must allow them to be used safely at the same time

Electrics

- The requirements in the tables are in addition to power needed for white goods and cooking appliances

Worktops

- The requirements in the table above are in addition to space needed to house cooking appliances such as hobs.
- The worktop should be of easily cleanable and impervious material, securely fixed and sealed at all edges

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- Easily cleanable and impervious splashback (such as tiles) must be provided to all abutting walls and extend to 300mm height

Dry Goods Storage

- The requirements in the table above are in addition to units underneath the sink and drainer

Refuse

- Suitable refuse facilities must be provided for the number of occupiers

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PERSONAL WASHING FACILITIES/SANITARY CONVENIENCES

Shared Bathrooms - Requirements

All washing facilities and sanitary conveniences shall have a safe and practical layout, and meet the following minimum requirements:

Number of people sharing	Number of bathrooms or shower rooms	Number of toilets	Additional notes
3 – 5	1	1	Toilet can be located within a bathroom/shower room
6 – 10	2	2	Toilet can be located within a bathroom/shower room
11 – 15	3	3	1 toilet must be separate
16 +	Please contact the Housing Standards Department		

GENERAL NOTES APPLICABLE TO ALL BATHROOMS

Legal Requirements

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 SI 373 sets standards for washing facilities and sanitary conveniences asset out below:

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) Where there are four or fewer occupiers sharing those facilities there must be at least one bathroom with a fixed bath or shower and a toilet (which must be situated in the bathroom)
   b) Where there are five or more occupiers sharing those facilities there must be:
      i. One operable toilet with a wash hand basin with appropriate splash-back for every 5 sharing occupiers; and
      ii. At least one bathroom (which may contain a toilet) with a fixed bath or shower for every five sharing occupiers
2. All baths, showers and wash hand basins in an HMO must be equipped with taps providing an adequate supply of cold and constant hot water

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3. All bathrooms in an HMO must be suitably and adequately heated and ventilated
4. All bathrooms and toilets in an HMO must be of an adequate size and layout
5. All baths, toilets and wash hand basins in an HMO must be fit for purpose
6. All bathrooms and toilets in an HMO must be suitably located in or in relation to the living accommodation in the HMO

- All bathrooms/shower rooms and toilets must have a suitable layout, providing appropriate drying and changing space and must be constructed to ensure privacy with locks/bolts fitted to ensure privacy.
- a bathroom/toilet facility must not be entered via another room
- Obscured Glazing/film should be fitted to windows or doors as necessary to ensure privacy
- All baths, showers and wash hand basins must provide constant hot and cold water and be connected to a drainage system.
- All installations should comply with relevant building regulations.
- Where bathing and toilet facilities are shared between occupiers, a certain number of toilets, wash hand basin (WHB) and baths/showers are required.
- Any shared facilities should be in a Lockable room.
- No bedrooms should be more than two floors away from a bathroom/shower room or WC. Example: Facilities provided on the ground floor are suitably located to be used by occupiers of the second-floor bedrooms.
- Number of sharing occupiers does not include occupiers having exclusive use of facilities such as ensuites. Where additional bathrooms/shower rooms containing a WC are provided in addition to minimum requirements, or additional washing facilities elsewhere in the property are being provided, the requirement for separate toilet may be relaxed.
- Separate WC must be a minimum of 1300mm x 900mm and include a basin for hand washing located in the same compartment as the toilet

<u>Bathrooms</u>

- Well fitted screen or curtain must be provided where over-bath showers are used

<u>Shower Room</u>

- Fully tiled walls within the cubicle (alternative easily cleanable and impervious materials are also acceptable)

<u>Wash Hand Basins (WHB)</u>

- WHBs must be provided in all bathrooms/shower rooms/separate toilets
- 300mm tile or alternative easily cleanable and impervious splash back above the whb. Where a sink is positioned underneath a window where there is less than 300mm height from sill to sink, any available height and the windows sill itself must be fitted with an easily cleanable and impervious splashback (such as tiles) ensuring all joins are watertight.

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General

- Slip resistant impermeable and easily cleanable flooring sealed at all edges
- Fixed heating equipment must be provided to all bathrooms and shower rooms and must be capable of maintaining a temperature of 21^{o}C when outdoor temperature is -1 dig C.
- Suitable lighting should be provided in all bathrooms, shower rooms and toilets to provide good visibility
- Each bathroom shall have mechanical ventilation to the outside air at a minimum extraction rate of
  15 litres/second. This is in addition to any windows.

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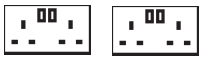
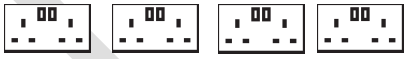
PROVISION OF ELECTRICAL SOCKETS

Sockets – Requirements

The requirements in this table are in addition to power needed for white goods and cooking appliances

Category	Minimum Requirements*	*Visual representation of requirements*
Single bedroom or Bedsit room (from 6.51 m^2 – 10.21m^2)	2 twin sockets	
Double bedroom or Bedsit room (10.22 m^2 +)	4 twin sockets	

***** Single sockets may be installed to provide an equivalent number, e.g. 4 single sockets may be provided to replace 2 twin sockets.

DELEGATED AUTHORITY AND COMPETENCY OF OFFICERS

All officers involved with the enforcement of legislation covered by this appendix will be competent to perform their duties in accordance with the legislation and agreed internal procedures and will carry out continuous professional development to do so. The Council has delegated the authority to serve notices/orders under various Acts and Regulations where the Safer Communities Group Manager has in turn delegated the service of some of these directly to enforcement officers. All notices/orders will be served having regard to this delegation scheme.

Officers authorised under section 113 of the Local Government Act 1972, are able to carry out Council functions outside of their sovereign council.

GOVERNANCE AND REVIEW

The Council's Safer Communities Group Manager is authorised to make amendments to the appendix to ensure it remains up to date and to reflect statutory requirements.

Version Control

DRAFT

Issue No	Author	Issue date	Reason For Issue
1.0	Group Manager – Safer Communities		Full update of prevailing legislation, plus alignment of appendix to a single appendix across the South & East Lincolnshire Councils Partnership (SELCP)

Approval		
Issue	**Approval Authority**	**Approval Date**
1.0	(ELDC) (BBC) (SHDC)	

DRAFT