

This leaflet is intended to provide a brief overview of the mandatory houses in multiple occupation licensing scheme which has been introduced under the Housing Act 2004. It is not intended as a detailed guide and should not be relied on as such. The Housing Act 2004 and associated explanatory notes are available at www.communities.gov.uk

If you have any questions regarding any issues contained in this leaflet please do not hesitate to contact Stockton Council's Private Sector Housing Division as follows:

Private Sector Housing Division

Stockton-on-Tees Borough Council
16 Church Road
Stockton-on-Tees
TS18 1TX

Tel: 01642 527797

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Opening Hours

The office is open from:

8.30am - 5.00pm Monday to Thursday

8.30am - 4.30pm Fridays.

To find out more about the services we provide visit us at www.stockton.gov.uk

If you would like this information in any other language or format for example large print or audio please contact 'Private Sector Housing' on 01642 527797.

إذا كنت ترغب الحصول على هذه المعلومات بلغات أو بأشكال أخرى على سبيل المثال بالطبعة الكبيرة أو بالشريط المسجل فالرجاء الإتصال 'بدايفرستي تيم' على هاتف رقم 01642 527797 [Private Sector Housing Division] ARABIC

欲要這份資訊的其它語言版或其它版式例如大字體印刷/錄音帶，請致電 01642 527797 接洽 '多元化隊'(Private Sector Housing Division) MANDARIN

اگر شما این اطلاعات را به زبان یا شکل دیگری مثلا چاپ بزرگ یا بصورت صدا میخواهید لطفا با تیم دایورسیتی (گوناگونی) [Private Sector Housing Division] با شماره 01642 527797 به تماس شوید FARSI

Si vous souhaitez obtenir ces informations dans d'autres langues ou sous un autre format, par exemple, en gros caractères / version audio, veuillez contacter l'équipe "Private Sector Housing Division" au n° 016 42 527797 FRENCH

نه گهر جهزت لى به نهم زانياره به دهستت بکه وئت به زمانه کانی تر یان به شپوهه کی تر یو نمونه چاپی گه وره/یان به تیبی تومارکراو تکایه په بوهندی بکه به 'تیمی دایفرستی' 01642 527797 له سهه ژماره کی ته له فون [Private Sector Housing Division] KURDISH

ਜੇ ਤੁਸੀਂ ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਜਾਂ ਫਾਰਮੈਟ ਵਿੱਚ ਚਾਹੁੰਦੇ ਹੋ, ਉਦਾਹਰਣ ਵਜੋਂ ਵੱਡੇ ਫੋਂਟ ਜਾਂ ਆਡੀਓ ਵਰਜ਼ਨ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ 'Private Sector Housing Division' ਨੂੰ 01642 527797 ਨੰਬਰ 'ਤੇ ਸੰਪਰਕ ਕਰੋ। PUNJABI

اگر آپ ان معلومات کو کسی بھی اور زبان یا اندازہ میں چاہتے ہیں تو براہ کرم اس پر مشتمل نمبر پر 01642 527797 (Private Sector Housing Division) کو اس نمبر پر فون کیجئے URDU



Stockton-on-Tees
BOROUGH COUNCIL

PRIVATE SECTOR HOUSING

Houses in Multiple Occupation (HMO) Licensing

A Guide for Owners and Managing Agents



What HMOs Require a Licence?

In April 2006 the Housing Act 2004 introduced Mandatory Licensing for certain Houses in Multiple Occupation (HMOs).

It is important that owners and managers of HMOs are aware of the requirements which relate to HMO licensing.

Mandatory licensing applies to HMOs that comprise of:

“three or more storeys and occupied by five or more people who form more than one household.”

Stockton Council has already done much work to improve the condition of HMOs in the Borough through its' HMO Registration Scheme. However the definition of a HMO has changed under the Housing Act 2004 which means that certain properties (which were not required to be registered under Stockton Council's HMO Registration Scheme) may now be required to have a licence. For example student accommodation which was previously exempt may now require a licence.

Who Should Apply For a Licence?

The Housing Act 2004 states it is the responsibility of the person having control of the property (the owner/manager) to apply for a licence. Controlling or managing a HMO without a licence, when it is required to have one, will be a criminal offence.

A licence will specify conditions such as:

- The maximum number of occupants
- Restrictions or prohibitions on parts of the property
- Provisions for the management of the property
- Requirements for carrying out works to the property and equipment within specified timescales
- Minimum numbers of amenities and facilities required
- Requirements regarding the condition of the property and its contents

Licences will be issued for a maximum period of five years and the person applying for the licence will be required to pay a fee for the issuing of the licence and associated costs involved in the licensing procedure.

Licences are held by the individual and are not transferable. The most appropriate person, that is, the person having control of the HMO, must hold the licence. A licence must be held for each separate HMO a person has control of.

The licence holder must be “fit and proper person”. When determining if an owner/manager is a fit and proper person to hold a licence the Private Sector Housing Division will take into account a number of factors. For example:-

- Relevant convictions - such as fraud, sexual offences, violence or drugs.
- Previous conduct in relation to the management of HMOs
- Who else is involved in the management of the property and running of the business.

Finally...

If you are unsure if the property you own or manage requires a licence or if you require further information regarding any of the issues mentioned in this leaflet please contact the Private Sector Housing Division.