

Sheffield City Council



Standards for Houses in Multiple Occupation

Category E – Flats in Multiple Occupation

October 2018

Category E HMOs

This standard applies to a shared flat that is occupied by more than one household (which is defined as occupiers of the same family and includes spouses, co-habitees, same sex couples and any blood relative).

Any kind of 'flat share' arrangement, whether under one tenancy agreement or a number of agreements is a flat in multiple occupation.

This standard also applies to a shared flat within a purpose built block of flats.

Any flat without a shared lounge is considered as a cluster of bedsits, each of which is required to comply with the Category A Bedsit standard.

Licensing

A house in multiple occupation is required to be licensed by the Local Authority if it is occupied by 5 or more tenants, of which at least 2 households share one or more basic amenity including the kitchen, bathroom or WC. It is the landlords/manager's responsibility to apply to the Council to licence a property.

Management Regulations

Under The Licensing and Management of Houses in Multiple Occupation (Additional Provisions) (England) Regulations 2007, Regulations 2 to 11 apply to any HMO in England which is an HMO to which section 257 of the Housing Act 2004 applies and regulation 12 applies to any HMO in England to which Part 2 of that Act (licensing of houses in multiple occupation) applies.

The regulations apply to all HMOs regardless of whether or not they are required to be licensed. It is a licence requirement to comply with these regulations.

Section 1 – Fire Standards – Building converted to self-contained flats – up to two storeys

1.0 Automatic Fire Detection & Alarm System – A mixed system

Grade D, LD2 + system:

- Interlinked mains wired smoke alarms with integral battery back-up located throughout the common escape routes;
- Additional mains wired smoke alarms with integral battery back-up located in any cellar and at cellar head where electrical appliances are in use;
- Additional mains wired smoke alarms with integral battery back-up located in any laundry room etc;
- Interlinked heat alarms with integral battery back-up located in any kitchen and the room or lobby of the flat opening onto the escape route; and
- Additional non-interlinked, mains wired, smoke alarms with integral battery back-up located in the room or lobby of the flat opening onto the escape route

Note – the above requirements apply when the occupiers come together as part of a group. If this is not the case, i.e. the occupiers each have their own individual contracts and/or other high risk factors then the following additional fire detection will be required:

- Mains wired smoke alarms with integral battery back-up located in each living room; and
- Mains wired smoke alarms with integral battery back-up located in each bedroom

Where the above additional detection is required, all the mains wired smoke detection will be interlinked to form a mini system within the flat

In rooms, or areas, where bulkheads or ceiling projections exist, which are greater in depth than 10% of the floor to ceiling height, detection will be required to each of the compartments.

Detectors should be suitably positioned, preferably mounted on ceilings and should be located at least 300mm horizontally from any wall or light fitting.

One detector should be sufficient for each landing, however, when positioning smoke detectors, no point within a hallway or corridor should exceed 7.5m from the nearest detector.

1.1 Emergency Lighting

Emergency lighting to BS 5266 Part 1 (or equivalent) is required as follows:

- Ground floor escape route; and
- Each landing

Where escape routes are complex or long, it may be necessary to install additional emergency lighting

1.2 Fire Doors & Seals

- Flat entrance doors and frames within converted houses must offer a minimum of 30 minute fire resistance. The fire door will be fitted with a combined intumescent and cold smoke seal and a suitable self-closing device; and
- Additional FD30 fire doors are required to any cellar, laundry room etc within the communal spaces
- Doors to all other rooms within the flat will be in sound condition, of solid construction, close fitting and fitted with a suitable self-closing device (Bathrooms excepted). If doors are in poor condition, i.e. split panels or warped, they will not be accepted and must be replaced with FD30 fire doors
- Eggbox/hollow construction doors are not permitted

Note – the above requirements apply when the occupiers come together as part of a group. If this is not the case, i.e. the occupiers each have their own individual contracts and/or other high risk factors then fire doors and frames will be required to each room within the flat

- All fire doors will be hung on the required 3 x 100mm steel or brass hinges or, the appropriate number of other acceptable fire rated hinges certified to BS 476-22; or BS EN 1634-1
- Where a room contains smoke detection, the fire door, or frame, will be fitted with combined intumescent and cold smoke seals
- Where a room contains heat detection, or has no detection, the fire door, or frame, will be fitted with an intumescent seal only
- Where seals are required, they are to be fitted to the sides and the top of the door or frame leaving a gap of between 2mm – 4mm between the sides and the top of the door.

- A suitable self-closing device is required which will close the fire door firmly against the rebates (Gibraltar closers are not permitted).
- Ideally, fire doors will be fitted into a matching frame. However, where existing frames are original and in good order, these will be accepted as long as any gaps behind the frame are filled with plaster or an alternative fire resistant material.
- All ironmongery fitted to fire doors should be certified to BS 476-22: 1987; or BS EN 1634-1: 2014 to confirm 30 minute fire resistance
- All doors should be latched, or fitted with a roller ball and keep, to ensure they cannot be blown open in a fire situation.

1.3 Escape Routes

- A 30 minute protected route is required, including 30 minute fire resisting construction. Travel distances must not be excessive
- Where the route of escape is through a risk room, i.e. kitchen/living room, emergency escape windows, a domestic water suppression system or, a suitable alternative route will be required
- Any bedrooms that form part of the escape route must have an emergency escape lock fitted to the door which is openable from the landing side without the use of a key

1.4 Fire Separation

- 30 minute fire resistance between flats throughout is the ideal, but on risk assessment there may be no requirement for additional fire-resisting separation between units providing walls and floors are of sound, traditional construction and compensatory detection is fitted
- In cases where the original construction has deteriorated, i.e. lath and plaster, replacement with 30 minute fire separation is required.
- In instances where flats are above commercial premises, walls, ceilings and doors, separating the flat from those premises, are required to be 60 minute fire resistant
- If a basement/cellar is present, ceilings which are not in sound condition, particularly lath and plaster type, or where no ceiling covering exists, the ceiling should be replaced or upgraded to provide 30 minute fire resistance
- All wall and ceiling surfaces at cellar head, including the underside of the stairs to first floor, must be upgraded to 30 minute fire resisting
- All recessed ceiling lights must offer a minimum of 30 minute fire resistance

Section 2 – Fire Standards – Three or four storey buildings converted to self-contained flats

2 Automatic Fire Detection & Alarm System – A mixed system

Grade A, LD2:

This type of system requires a control panel, manual call points located next to final exits and, on each landing, and fire proof cabling. The alarm signal must achieve sound levels of not less than 65dB in all accessible parts of the building and not less than 75dB at all bed-heads when all doors are shut, to arouse sleeping persons

Detectors, linked to the detection systems for the house, are required as follows:

- Smoke detectors are required to all escape routes at all floor levels;
- Additional smoke detectors are required to any cellars, and to cellar head if electrical appliances are in use
- Additional smoke detectors are required to any laundry rooms etc;
- Heat detectors are required to any kitchen and the room or lobby of the flat opening onto the escape route; and
- Additional non-interlinked, mains wired, smoke alarms with integral battery back-up located in the room or lobby of the flat opening onto the escape route

Note – the above requirements apply when the occupiers come together as part of a group. If this is not the case, i.e. the occupiers each have their own individual contracts and/or other high risk factors then the following additional fire detection will be required:

- Mains wired smoke alarms with integral battery back-up located in each living room; and
- Mains wired smoke alarms with integral battery back-up located in each bedroom

Where the above additional Grade D detection is required, all the mains wired smoke detection will be interlinked to form a mini system within the flat

Grade A systems require routine testing – at least one detector or manual call point in each zone should be tested weekly to ensure correct operation of the system. All tests and any defects should be recorded in the log book and action taken to correct it.

Routine maintenance – a six monthly service should be carried out by a competent person, usually a specialist alarm engineer, under a maintenance contract. It should be recorded in the log book and a periodic inspection and test certificate issued.

2.1 Emergency Lighting

Emergency lighting to BS 5266 Part 1 (or equivalent) is required as follows:

- Ground floor escape route; and
- Each landing

Where escape routes are complex or long, it may be necessary to install additional emergency lighting

2.2 Fire Doors & Seals

- Flat entrance doors and frames within converted houses must offer a minimum of 30 minute fire resistance. The fire door will be fitted with a combined intumescent and cold smoke seal and a suitable self-closing device; and
- Additional FD30 fire doors are required to any cellar, laundry room etc within the communal spaces
- Doors to all other rooms within the flat will be in sound condition, of solid construction, close fitting and fitted with a suitable self-closing device (Bathrooms excepted). If doors are in poor condition, i.e. split panels or warped, they will not be accepted and must be replaced with FD30 fire doors
- Eggbox/hollow construction doors are not permitted

Note – the above requirements apply when the occupiers come together as part of a group. If this is not the case, i.e. the occupiers each have their own individual contracts and/or other high risk factors then fire doors will be required to each room within the flat

- All fire doors will be hung on the required 3 x 100mm steel or brass hinges or, the appropriate number of other acceptable fire rated hinges certified to BS 476-22; or BS EN 1634-1
- Where a room contains smoke detection, the fire door, or frame, will be fitted with combined intumescent and cold smoke seals
- Where a room contains heat detection, or has no detection, the fire door, or frame, will be fitted with an intumescent seal only
- Where seals are required, they are to be fitted to the sides and the top of the door or frame leaving a gap of between 2mm – 4mm between the sides and the top of the door.
- A suitable self-closing device is required which will close the fire door firmly against the rebates (Gibraltar closers are not permitted).

- Ideally, fire doors will be fitted into a matching frame. However, where existing frames are original and in good order, these will be accepted as long as any gaps behind the frame are filled with plaster or an alternative fire resistant material.
- All ironmongery fitted to fire doors should be certified to BS 476-22: 1987; or BS EN 1634-1: 2014 to confirm 30 minute fire resistance
- All doors should be latched, or fitted with a roller ball and keep, to ensure they cannot be blown open in a fire situation.

2.3 Escape Routes

- A 30 minute protected route is required, including 30 minute fire resisting construction. Travel distances must not be excessive
- Where the route of escape is through a risk room, i.e. kitchen/living room, emergency escape windows, a domestic water suppression system or, a suitable alternative route will be required
- Any bedrooms that form part of the escape route must have an emergency escape lock fitted to the door which is openable from the landing side without the use of a key
- Final exit signage and signage along the escape route, if the escape route is complex, is required

2.4 Fire Separation

- 30 minute fire resistance between flats throughout is the ideal, but on risk assessment there may be no requirement for additional fire-resisting separation between units providing walls and floors are of sound, traditional construction and compensatory detection is fitted
- In cases where the original construction has deteriorated, i.e. lath and plaster, replacement with 30 minute fire separation is required.
- In instances where flats are above commercial premises, walls, ceilings and doors, separating the flat from those premises, are required to be 60 minute fire resistant
- If a basement/cellar is present, ceilings which are not in sound condition, particularly lath and plaster type, or where no ceiling covering exists, the ceiling should be replaced or upgraded to provide 30 minute fire resistance
- All wall and ceiling surfaces at cellar head, including the underside of the stairs to first floor, must be upgraded to 30 minute fire resisting
- All recessed ceiling lights must offer a minimum of 30 minute fire resistance

Section 3 – Fire Standards – Five or six storey buildings converted to self-contained flats

3 Automatic Fire Detection & Alarm System – A mixed system

Grade A, LD2:

This type of system requires a control panel, manual call points located next to final exits and, on each landing, and fire proof cabling. The alarm signal must achieve sound levels of not less than 65dB in all accessible parts of the building and not less than 75dB at all bed-heads when all doors are shut, to arouse sleeping persons

Detectors, linked to the detection systems for the house, are required as follows:

- Smoke detectors are required to all escape routes at all floor levels;
- Additional smoke detectors are required to any cellars, and to cellar head if electrical appliances are in use
- Additional smoke detectors are required to any laundry rooms etc;
- Heat detectors are required to any kitchen and the room or lobby of the flat opening onto the escape route; and
- Additional non-interlinked, mains wired, smoke alarms with integral battery back-up located in the room or lobby of the flat opening onto the escape route

Note – the above requirements apply when the occupiers come together as part of a group. If this is not the case, i.e. the occupiers each have their own individual contracts and/or other high risk factors then the following additional fire detection will be required:

- Mains wired smoke alarms with integral battery back-up located in each living room; and
- Mains wired smoke alarms with integral battery back-up located in each bedroom

Where the above additional Grade D detection is required, all the mains wired smoke detection will be interlinked to form a mini system within the flat

Grade A systems require routine testing – at least one detector or manual call point in each zone should be tested weekly to ensure correct operation of the system. All tests and any defects should be recorded in the log book and action taken to correct it.

Routine maintenance – a six monthly service should be carried out by a competent person, usually a specialist alarm engineer, under a maintenance contract. It should be recorded in the log book and a periodic inspection and test certificate issued.

3.1 Emergency Lighting

Emergency lighting to BS 5266 Part 1 (or equivalent) is required as follows:

- Ground floor escape route; and
- Each landing

Where escape routes are complex or long, it may be necessary to install additional emergency lighting

3.2 Fire Doors & Seals

- Flat entrance doors and frames within converted houses must offer a minimum of 30 minute fire resistance. The fire door will be fitted with a combined intumescent and cold smoke seal and a suitable self-closing device;
- FD30 fire doors shall be fitted to the risk rooms within the flat with the correct seal; and
- Additional FD30 fire doors are required to any cellar, laundry room etc within the communal space
- All fire doors will be hung on the required 3 x 100mm steel or brass hinges or, the appropriate number of other acceptable fire rated hinges certified to BS 476-22; or BS EN 1634-1
- Where a room contains smoke detection, the fire door, or frame, will be fitted with combined intumescent and cold smoke seals
- Where a room contains heat detection, or has no detection, the fire door, or frame, will be fitted with an intumescent seal only
- Where seals are required, they are to be fitted to the sides and the top of the door or frame leaving a gap of between 2mm – 4mm between the sides and the top of the door.
- A suitable self-closing device is required which will close the fire door firmly against the rebates (Gibraltar closers are not permitted).
- Ideally, fire doors will be fitted into a matching frame. However, where existing frames are original and in good order, these will be accepted as long as any gaps behind the frame are filled with plaster or an alternative fire resistant material.
- All ironmongery fitted to fire doors should be certified to BS 476-22: 1987; or BS EN 1634-1: 2014 to confirm 30 minute fire resistance

All doors should be latched, or fitted with a roller ball and keep, to ensure they cannot be blown open in a fire situation

3.3 Escape Routes

- A 30 minute protected route is required, including 30 minute fire resisting construction. Travel distances must not be excessive
- Where the route of escape is through a risk room, i.e. kitchen/living room, emergency escape windows, a domestic water suppression system or, a suitable alternative route will be required
- Any bedrooms that form part of the escape route must have an emergency escape lock fitted to the door which is openable from the landing side without the use of a key
- Final exit signage and directional signage along the escape route is required

3.4 Fire Separation

- 30 minute fire separation between the units of accommodations is required throughout
- 30 minute fire separation is required across the stairway between the fourth and fifth floors and the first and second floors
- In instances where flats are above commercial premises, walls, ceilings and doors, separating the flat from those premises, are required to be 60 minute fire resistant
- If a basement/cellar is present, the ceiling should be upgraded to provide 30 minute fire resistance
- All wall and ceiling surfaces at cellar head, including the underside of the stairs to first floor, must be upgraded to 30 minute fire resisting
- All recessed ceiling lights must offer a minimum of 30 minute fire resistance

Section 4 – Amenity & Space Standards

4.1 Heating

- A suitable form of fixed space heating is required to all habitable rooms, bathrooms and circulation spaces which can be controlled by the tenants and incorporates a timer and a suitably positioned thermostat(s)
- The use of portable paraffin or individual oil fired heating, liquefied petroleum gas heaters (LPG or Bottled Gas Heaters) and halogen heaters is not permitted

4.2 Washing and Sanitary Facilities

There must be an adequate number of bathrooms, toilets and wash basins, suitable for personal washing, for the number of occupiers sharing those facilities:

Number of persons sharing	1 Bathroom with WC	1 Bathroom + 1 Separate WC	2 Bathrooms with WCs	2 Bathrooms with WCs and a separate WC or a third bathroom	3 Bathrooms with WCs	3 Bathrooms with WCs and 2 separate WCs
3 or 4	✓	✓	✓	✓	✓	✓
5	X	✓	✓	✓	✓	✓
6	X	X	✓	✓	✓	✓
7	X	X	✓	✓	✓	✓
8	X	X	✓	✓	✓	✓
9	X	X	X	✓	✓	✓
10	X	X	X	✓	✓	✓
11+	X	X	X	X	✓	✓
15+	X	X	X	X	X	✓

✓ means achieves agreed standards

X means does not meet agreed standard

- Where a separate WC is provided it should be fitted with a wash hand basin, with constant supplies of hot and cold running water, and an appropriate splashback.
- All bathrooms and separate WCs should not be more than two floors distant from sleeping accommodation
- All bathrooms and separate WCs must be suitably, and adequately heated and ventilated
- If any room is provided with its own bathroom or WC the facilities shall be provided in a separate, suitably heated and ventilated compartment
- Amenities shared by two or more households must be accessible from a common area
- Privacy door locks must be provided
- Where glazing exists in bathrooms, the glazing must be obscure
- The walls and floor covering of any bathroom, shower room or WC must be reasonably smooth, non-absorbent and capable of being readily cleaned
- Any alterations or additions, in respect of bathrooms or WC cubicles, shall be carried out in accordance with current Building Regulation requirements

4.3 Kitchens

Kitchens must be suitably located in relation to the living accommodation, have a suitable layout and size, and be equipped with adequate facilities so as to allow those sharing the facilities to store, prepare and cook food in a safe and hygienic manner.

Item	5 to 6 persons	7 to 8 persons	9 to 12 persons	13 to 17 persons	18 to 25 persons
Cookers	1 full size cooker with a minimum of 4 rings, an oven and a grill	1 full size cooker with a minimum of 4 rings, an oven and a grill + 1 combination microwave oven (800w minimum)	2 full size cookers each with a minimum of 4 rings, an oven and a grill + 1 combination microwave oven (800w minimum)	3 full size cookers each with a minimum of 4 rings, an oven and a grill + 2 combination microwave ovens (800w minimum)	4 full size cookers each with a minimum of 4 rings, an oven and a grill + 2 combination microwave ovens (800w minimum)
Sinks	1 sink with draining board	1 sink with draining board + 1 dishwasher	2 sinks with draining boards + 1 dishwasher	3 sinks with draining boards + 2 dishwashers	4 sinks with draining boards + 2 dishwashers
Worktops	Minimum 500mm depth with 2.0m length for 5 persons + 0.25m per person thereafter	Minimum 500mm depth with 2.5m length for 7 persons + 0.25m per person thereafter	Minimum 500mm depth with 3.0m length for 9 persons + 0.25m per person thereafter	Minimum 500mm depth with 4.0m length for 13 persons + 0.25m per person thereafter	Minimum 500mm depth with 5.0m length for 18 persons + 0.25m per person thereafter
Sockets above worktop	5 – 6 persons – 2 double sockets These are above worktop sockets in addition to dedicated sockets for washing machines, fridges/freezers and so on	7 – 8 persons – 3 double sockets These are above worktop sockets in addition to dedicated sockets for washing machines, fridges/freezers and so on	9 – 12 persons – 4 double sockets These are above worktop sockets in addition to dedicated sockets for washing machines, fridges/freezers and so on	16 – 17 persons – 6 double sockets These are above worktop sockets in addition to dedicated sockets for washing machines, fridges/freezers and so on	18 – 25 persons – 8 double sockets These are above worktop sockets in addition to dedicated sockets for washing machines, fridges/freezers and so on
Fridge	1 shelf per person in the fridge	1 shelf per person in the fridge	1 shelf per person in the fridge	1 shelf per person in the fridge	1 shelf per person in the fridge

Item	5 to 6 persons	7 to 8 persons	9 to 12 persons	13 to 17 persons	18 to 25 persons
Freezer	Freezer space or compartment within the refrigerator	Freezer space or compartment within the refrigerator	Freezer space or compartment within the refrigerator	Freezer space or compartment within the refrigerator	Freezer space or compartment within the refrigerator
Dry Food Storage	<p>1 x 500mm wall or base cupboard per person</p> <p>Storage for crockery, pans and cutlery must be supplied separately</p> <p>Cupboards beneath the sink are discounted</p>	<p>1 x 500mm wall or base cupboard per person</p> <p>Storage for crockery, pans and cutlery must be supplied separately</p> <p>Cupboards beneath the sink are discounted</p>	<p>1 x 500mm wall or base cupboard per person</p> <p>Storage for crockery, pans and cutlery must be supplied separately</p> <p>Cupboards beneath the sink are discounted</p>	<p>1 x 500mm wall or base cupboard per person</p> <p>Storage for crockery, pans and cutlery must be supplied separately</p> <p>Cupboards beneath the sink are discounted</p>	<p>1 x 500mm wall or base cupboard per person</p> <p>Storage for crockery, pans and cutlery must be supplied separately</p> <p>Cupboards beneath the sink are discounted</p>
Fire Blankets	1 blanket suitably sited and wall mounted	1 blanket suitably sited and wall mounted	1 blanket suitably sited and wall mounted	2 blankets suitably sited and wall mounted	2 blankets suitably sited and wall mounted
Mechanical Extraction	Mechanical extract ventilation must be provided which extracts to the outside space	Mechanical extract ventilation must be provided which extracts to the outside space	Mechanical extract ventilation must be provided which extracts to the outside space	Mechanical extract ventilation must be provided which extracts to the outside space	Mechanical extract ventilation must be provided which extracts to the outside space
Refuse disposal facilities	<p>Adequate refuse disposal facilities must be provided within the kitchen</p> <p>Adequate and appropriate refuse disposal and recycling bins must be provided externally</p>	<p>Adequate refuse disposal facilities must be provided within the kitchen</p> <p>Adequate and appropriate refuse disposal and recycling bins must be provided externally</p>	<p>Adequate refuse disposal facilities must be provided within the kitchen</p> <p>Adequate and appropriate refuse disposal and recycling bins must be provided externally</p>	<p>Adequate refuse disposal facilities must be provided within the kitchen</p> <p>Adequate and appropriate refuse disposal and recycling bins must be provided externally</p>	<p>Adequate refuse disposal facilities must be provided within the kitchen</p> <p>Adequate and appropriate refuse disposal and recycling bins must be provided externally</p>

Note – A maximum of 2 sets of kitchen facilities per kitchen unless agreed otherwise, in writing, with the Local Authority

- In general terms, kitchens must be laid out safely so as not to put users and others at risk. In particular, the design of the kitchen should allow for cookers to have 300mm of worktop to either side of the cooker, and where two cookers are next to each other, 300mm between cookers. Cookers shall be positioned so that there is 900mm free space in front of the cooker, without door swings entering that space
- All sinks must have a constant supply of hot and potable cold water
- Walls and floor surfaces must be non-absorbent and capable of being readily cleaned

4.4 Space Standards

Room sizes should comply with the standards set out below:

Bedrooms	
Bedroom for 1 person aged over 10 years where a separate living area is provided	6.51m ²
Bedroom for 1 person aged over 10 years where there is <u>no</u> separate living area	10.22m ²
Bedroom for 1 person aged under 10 years where a separate living area is provided	4.64m ²
Bedroom for 1 person aged under 10 years where there is <u>no</u> separate living area	6.51m ²
Bedroom for 2 persons* aged under <u>or</u> over 10 years where a separate living area is provided	10.22m ²
Bedroom for 2 persons* aged under <u>or</u> over 10 years where there is <u>no</u> separate living area	15m ²
Bedroom for 2 persons not living together as a couple or, as family* where a separate living area is provided	13m ²
Bedroom for 2 persons not living together as a couple or, as family* where there is <u>no</u> separate living area	15m ²

** The room may be occupied by no more than 1 household as defined by S258 of The Housing Act 2004*

** The sharing of rooms by children of opposite sexes over the age of 10 years is not permitted*

** Any persons sharing rooms on a non-cohabitee, or non-family, basis will have to agree in writing*

- Any part of the floor area of a room in relation to which the height of the ceiling is less than 1.5 metres is not to be taken into account in determining the floor area of that room
- All bedroom doors must be fitted with a privacy lock and they must be of the type that can be opened from the inside without the use of a key, i.e. thumb turn lock

Kitchens

5 occupants	5.0m ²
6 occupants	7.0m ²
7 occupants	8.0m ²
8 occupants	10.0m ²
Additional area required for each occupant above 8	2m ²

Rooms used as living room only

Up to 6 occupants	12.0m ²
7 to 9 occupants	16.0m ²
10 to 15 occupants	20.0m ²
15 to 20 occupants	25.0m ²
Additional area required for each occupant above 20	2m ²

Rooms used as living kitchen diner

5 occupants	13.0m ²
6 occupants	15.0m ²
7 occupants	17.0m ²
8 occupants	20.0m ²
Additional area required for each occupant above 8	2.0m ²

4.5 Windows, Glazing & Natural lighting

- All habitable rooms should be provided with a window which provides sufficient natural light to allow normal daytime activities without the need for artificial light. The window should be of a size not less than 10% of the floor area. To allow adequate ventilation to the room, the opening light of the window should be not less than 5% of the floor area
- Where bottom or side opening windows exist at first floor and beyond, and the sill level is below 900mm from the floor, window restrictors are required
- All windows must be operable without the need for standing on something
- Louvre windows are not permitted
- Glazing in critical locations, as defined by Part K of the current Building Regulations, must be safety glass. Alternatively, safety film or an adequate solid bar can be fitted to the glazing and/or frame

4.6 Artificial Lighting

- All rooms, escape routes, staircases and cellars shall be adequately lit with suitable switching, including two-way switching to stairs and landings
- All bedrooms should be fitted with sufficient artificial lighting which must be switched from inside the room

General Standards

- A Carbon Monoxide (CO) alarm is required to any room in the house which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance or a gas appliance. The alarm must be fitted and maintained using the manufacturer's instructions and should be tested at the commencement of any new tenancy by the landlord/manager.
- Any accommodation above shops etc shall have separate gas, electric and water supplies, separately metered as appropriate. Access to meters, fuse boards and gas and water cut offs shall be readily available at all times.
- Polystyrene ceiling and wall tiles are not permitted
- External doors/security gates and bedrooms doors (when fitted with locks) require a type of lock that can be opened from the inside without the use of a key.
- Internal staircases, including the steps to the cellar, must have a correctly fitted handrail when the flight is greater than 600mm
- External steps must have a correctly fitted handrail when the flight is greater than 600mm
- At least two double electrical sockets are required in each bedroom - 4 single sockets would be acceptable in place of two double sockets
- At least two double sockets are required in any shared lounge – 4 single sockets would be acceptable in place of two double sockets
- Any existing fire extinguishers can be retained if they are serviced annually and correctly sited. Any extinguisher must be sited in accordance with the manufacturer's instructions
- Any furniture or furnishings, supplied as part of the tenancy, must comply with The Furniture and Furnishings (Fire) (Safety) Regulations 1988