

One-year HMO licences

When the Council makes a decision to grant an HMO licence it will normally be for the maximum five years allowed in accordance with the Housing Act 2004. However, where evidence exists that gives cause for concern about any person responsible for operating the HMO and/or the property conditions, it may be more appropriate to issue a licence for a shorter term. This means that in certain situations, the council will consider granting a licence for one-year period only.

The circumstances that give rise to a cause for concern are set out in the council's [Private Sector Housing Enforcement Policy](#). They include, but are not limited to, the following:

- Failure to provide Electrical Installation Condition Reports (**EICRs**) **obtained from a suitably qualified electrician who is registered with a competent person scheme specifically for the purposes of undertaking inspection and testing**
- Failure to comply with previous HMO licence conditions (where applicable)
- Failure to apply for a licence (including renewals) at the relevant time
- Failure to comply with HMO management regulations
- Unsatisfactory management arrangements in place to deal with repairs, poor property conditions and/or existence of significant hazards within the dwelling
- Applications containing material omissions and inaccuracies, deliberately misleading information, failing to notify relevant parties of an application.
- Failing to obtain relevant consents or approvals appropriate to the property use (such as non-compliance with planning requirements or building regulations)
- Failing to comply with obligations to tenants
- History of substantiated complaints in respect of the property, proposed licence holder or managing agent
- Failure to pay relevant charges, fines or penalties to the Council (including Council Tax)

The council may still take other appropriate enforcement action in line with the details in our [Private Sector Housing Enforcement Policy](#). Appendix B of the policy provides examples of circumstances where there will be a 'presumption in favour' of a one-year only licence being granted.

Any proposal to grant a one-year licence will be subject to the statutory consultation process and any representations received about the proposed licence will be considered before a final decision is made. We will explain our decisions to everyone we must legally consult with.

After a one-year licence has been granted, the licence holder will need to submit a new (renewal) application prior to the expiry of their licence. During the one-year period, the licence holder is expected to address the concerns that resulted in the granting of a one-year licence. This should allow a subsequent licence to be granted for the full five years. However, if upon licence renewal there are on-going concerns (or non-compliance with licence conditions) then a further one-year licence may be issued. The council may also consider it appropriate to take other enforcement action and this could include refusing to grant a new licence.

There is no reduction for issuing a one-year licence. This is because the fees are based on the costs involved in processing and determining the application and for the continued administration of the licence scheme and related enforcement costs. These costs are not dependent on the length of the licence term. See Camden's [Private Sector Housing Enforcement Policy](#)