

One year HMO licences

When the Council makes a decision to grant an HMO licence it will normally be for the maximum 5 years allowed in accordance with the Housing Act 2004.

However, where evidence exists that gives cause for concern with regards to any person responsible for operating the licence, managing the property and/or the property conditions, it may be more appropriate to issue a licence for a shorter term instead. This means the council will consider granting a licence for a shortened period of 1 year only.

The circumstances that will be 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:

- Proposed management arrangements in place
- Failure to obtain consents or approvals appropriate to the property use (such as for planning or building regulation purposes)
- Applications containing material omissions and inaccuracies, deliberately misleading information, failing to notify relevant parties of an application, or failing to submit timely applications.
- Management deficiencies and failings
- Failing to comply with obligations to tenants
- History of complaints
- Previous formal action
- Compliance issues with previous licences
- Failure to pay relevant charges, fines or penalties to the Council (including Council Tax)

In cases where the above circumstances come to light after a licence has been issued, the licence may be varied to reduce the licence period. We may also take 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 1 year only licence being granted.

Any proposal to grant a 1 year licence will be subject to the statutory consultation process for HMO licences and any representations received will be considered before a final decision is made. We will explain our decisions to everyone we must legally consult with.

Granting a 1 year licence will require the licence holder to submit a new licence application on expiry of the 1 year time period. It is expected that the concerns that resulted in the granting of a 1 year licence will be

satisfactorily dealt with during the 1 year licence period. This should allow a replacement licence to be granted for the full 5 years. If there are continuing concerns then a further 1 year licence may be issued. It may also be considered appropriate to take other enforcement action. 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](#).