

## HMO Licensing - Local Authority license fees

This list has been compiled mainly from information received from Landlord-Law members and from those who receive our free newsletter, plus information obtained from Local Authority web-sites. The amount of detail given varies depending on the information we were provided with. **No warranty is given as to accuracy - if one of the entries is wrong, please let us know.** If you have an HMO in the area of one of the local authorities listed here you should make enquiries direct with Local Authority office concerned rather than rely on the information given in this list, which is just for general information. Contact details can be found in our Local Authority Directory at [www.localauthoritydirectory.co.uk](http://www.localauthoritydirectory.co.uk). The license fee is (so far as we are aware) for a period of 5 years unless stated otherwise in the entry.

Please email us at [info@landlordlaw.co.uk](mailto:info@landlordlaw.co.uk) if you have information for this list.

List last updated on 10 March 2010.

Local Authorities are in alphabetical order, save for Cornish authorities which are all together under Cornish, and the Gloucestershire authorities which are all together under Gloucestershire. You can navigate via the links below in the electronic version of this list.

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Local Authority	Basic fee	Additional information
<b>A</b>		
<b>B</b>		
Barnsley Metropolitan Borough Council	£300	
Basildon District Council	£75	per habitable unit
Basingstoke & Deane Borough Council	£250	Renewals £150, variation of existing license £100
Bath and North East Somerset	£330	For up to 5 accommodation units, then incremental increases to £630 for 15 units, for over 15 add £30 per additional unit. 10% discount for membership of a recognised landlord or agent association, 30% discount if the property is accredited with Bath and NE Somerset Council, 40% discount if both. Penalties for incomplete applications.
Bedford Borough Council	£150	per unit of accommodation. There



		will also be a fee for carrying out the Criminal Records Bureau check.
Birmingham City Council	£500	An extra charge of £20 will be made for every five units of accommodation over seven. 10% discount for applications before 6 July and for applicants who are members of Landlords Associations recognised by the council. Also reductions for multiple applications.
Blackburn with Darwen Borough Council	£500	£500 up to 10 lets. £50 for each extra let after 10. You can pay the fee by yearly instalments over five years.
Bolton Metropolitan District Council	£641 for first application	£527 for subsequent applications
Boston Borough Council	£447.79	Discounts for accredited landlords and multiple applications. Some supplemental fees may apply.
Brighton & Hove	£640	£50 reduction for 2 <sup>nd</sup> and subsequent properties if applications made at the same time, shared houses - extra £10 for each occupier if more than 5, mixed properties have an uplift of £40
Bournemouth Borough Council	Basic fee £317	Basic discounted fee for accredited landlords £238. Extra fees for larger properties, some penalties for late submissions etc
Bristol City Council	£360	This is the lowest fee (before discounts) for a property with up to 5 households. There is a complex license fee calculator you will have to obtain from the LA to work out your exact fee, plus there may be supplemental charges. Discounts available for local landlords association membership (10%), accreditation by Bristol City Council (80%) and 100% if rented through the Bristol City Council Deposit Bond Scheme. Penalties for incomplete



		applications.
Broadland District Council	£150 per letting unit (max £1,050 per bldg)	5% discount for 2 <sup>nd</sup> and subsequent properties where application at the same time 50% discount for fit & proper person check if check from another LA
Broxbourne Borough Council	£477.41	Per HMO with up to and including seven units of accommodation
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Cambridge City Council	£570	50% discount for members of the Cambridge accreditation scheme
Camden London Borough of	Administration fee £400 plus £30 per let	10% discount for members of the London Landlord Accreditation Scheme
Canterbury City Council	£356 per house	1. Quantity Discount (for 2nd and subsequent applications, all submitted at same time by the same lld) 25% 2. Minor changes to records (e.g. change of address, etc) free 3. variation of licence following significant changes to the ppty 50% 4. Discount on change of ownership where new owner already holds licences for other properties 25%
Cardiff City Council	£700	
Carlisle City Council	£330, based on five lets.	An extra £25 will be charged for every additional letting unit. A maximum of £500.
Carmarthenshire County Council	£450	£400 for accredited properties
Charnwood Borough Council	£500.00 basic fee	£390.00 per property thereafter, £390.00 (extra properties £280) if gold standard accredited, extra charge if more than 6 lettable rooms - £10.00 per additional room
Chester City Council	£425	This is for a up to 6 habitable rooms



		where the property has not been registered before. There are other variations, fees ranging from £255 (if accredited) to £475 (more than 11 habitable rooms)
Congleton Borough Council	£425	This is for a up to 6 habitable rooms where the property has not been registered before. There are other variations, fees ranging from £255 (if accredited) to £475 (more than 11 habitable rooms)
Conwy County Borough Council	£595 per property	Fee is up to 8 lets
All Cornish authorities: (Carrick, Caradon, Restormel, Kerrier, Penwith and North Cornwall)	£157.50 per property	(Not per unit)
Coventry City Council	£750 (up to 7 units)	£10 per extra unit, £40 extra if the Council has to chase for information, variation fee £150. Discounts include 15% for accredited landlords
Croydon Council	£200 per unit	
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Doncaster Metropolitan Borough Council	£585	for 5 persons, plus £35 per extra bedroom. Discounts are given for multiple applications by landlords, provision of scaled plans of properties, & for membership of Accreditation schemes or Landlords Associations.
Durham County Council	£183 per bedroom	+ £108 fee with first application
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Ealing Council	£598	There is believed to be a discount for accredited landlords of £75. Higher fees where the form is incomplete or for an assisted new license application



East Cambridgeshire District Council	£300	
East Devon District Council	£350	Extra fees if form incomplete, or for assisted applications. Reduction of £30 for subsequent properties
East Lindsey District Council	£300 for properties comprising up to 5 lettable units	£50 for each additional unit in the property over 5
East Staffordshire Borough Council	£380	
Eastbourne Borough Council	£755	£50 discount for members of recognised landlords professional bodies, discount of £25 for multiple applications
Ellesmere Port & Neston Borough Council	£550 for 5 years or £110 per year	For over 2 properties cost £500 for 5 years or £100 per year. Payments can be made by credit card.  For landlords who are or become accredited during the course of the licence, a discount of £250, in the form of "cash-back" incentive will be paid at end of licence period.
Epsom & Ewell Borough Council	£ 562.40 (up to 6 units or lets)	Over 6 units (or lets) £ 93.70 per unit (or let)
Exeter City Council	£400	
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Fenland District Council	£300	
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<b>Gloucestershire</b> Comprising the following : Cotswold DC Cheltenham BC Forest of Dean DC Stroud DC Gloucester City C Tewkesbury BC	£370	



Gosport borough Council	£550	
Guildford Borough Council	£450	£550 if late application, an extra £100 for incomplete applications, £25 discount for members of recognised Landlords Associations
Gwynedd Borough Council	£90 per bedroom	
Forest Heath District Council	Basic fee of £500 plus extra fee of £100 for up to 5 units (i.e. £600)	Extra fee is £200 for 6 – 10 units or £300 for more than 10 units. But reduction of £250 of the basic fee for multiple applications and from charities
Gloucestershire City Council	£370.00 for a three year licence.	Additional charges will be made for incomplete applications and where the requirements of the licensing procedure are not met in full.
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Halton Borough Council	£285 (up to 6 habitable rooms)	£295 (up to 8 rooms), £300 (up to 10) £310 (11 or more).
Hambleton District Council	£500 for up to 6 occupancy	Rising to £620 for 7-9, £680 for 9-14, and £760 for more than 15. Extra charges of £25 for processing separate licence holder and manager applications
Hammersmith & Fulham London Borough	Standard fee £1,000	+ £15 per habitable room. Extra fees may be charged for incomplete applications or assisted applications, or if extra work is needed. £75 discount for accredited landlords or members of a regulatory body
Harborough District Council	£550 per application (ie £1,375 for 5 years)	Renewable every 2 years
Haringey – London Borough	£164 per letting	20% discount for accredited landlords, assistance at an extra £230 per property
Hastings Borough Council	£827	Variable uplift added to reflect



		permitted no of occupants
Harrow, London Borough	£110.00p per household	20% discount for accredited landlords 50% reduction for non-profit making or charitable institution.
Havering London Borough	£110 per habitable room	There are reductions for certain applicants for example, accredited landlords and registered charities.
Herefordshire Council	£60 per unit of living accommodation	
High Peak Borough Council	Variable – Average £255.96	Cost depends on work done by Council
Hillingdon – London Borough	Typically £480.00 minus any eligible discounts	
Huntingdonshire District Council	£300	
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Islington, London Borough	£120 per letting	£87 for accredited landlords. Assisted application, extra £218 per HMO.
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Kettering Borough Council	£465	
Kingston upon Thames	£75 per habitable room let or available for letting	(in the case of an application to vary an existing licence or to change the name of the licence holder, the fee will be £25 per habitable room let or available for letting).
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Liverpool City Council	Band A, £189 for up to 7 beds Fee calculated <b>per annum</b> Equivalent fee for 5 years would be £945. All fees include VAT	Band B, 8/11 beds £196 (5 yrs £980) Band C, 12/18 beds £203 (5 yrs £1,015) 19 + beds calculated individually on the basis of £2 per additional letting.  Discounts for accredited properties Band A £87, Band B £90, Band C £93, 19+ has an additional £1 per letting.



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Manchester City Council	£395	Subsequent properties £300. Selective licenses are/will be introduced for all HMOs in Harpurhey, Lightbowne (in Moston), Bradford and Gorton
Merton, London Borough	£750	Additional £150 per person if over 5 people
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Newcastle City Council	£1100 per property	This fee is reduced to £850 if the property is already accredited. There is an additional £25 per room if there are more than 5 beds. You also pay the full fee on transfer to another owner.
North Somerset Council	£330	Basic fee for up to 5 households. The increases of £30 for a fit and proper person check plus £30 per additional household. Discount of 10% for membership of a recognised agents or landlords association.
Norwich City Council	£270	Locally accredited landlords £135. There is a penalty fee of £620 for landlords who fail to apply after warning letters where investigation work is required.
Nottingham City Council	£340	Discount of £60 for second applications where there is no need for a landlord check, and to members of an approved landlords/letting agents organisation.
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Oxford City Council	£700 per 5 unit letting	plus £20 for each additional letting unit, for an unassisted application, ie where the landlord provides all documentation.  Assisted application is £800 plus the £20 for additional units.



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Peterborough City Council	£80 per bedroom	Additional licensing is now mandatory for all rented properties with 3 bedrooms plus with 2 or more households
Plymouth City Council	£500	£50 discount for members of a landlord association or those registered with the Plymouth University Accommodation Office
Portsmouth	£534 for a four bed house	
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Sandwell MMBC	£300 per licensable property	20% discount for members of recognised landlords associations, £250 for extra properties
Sedgefield Borough Council	£330 up to 5 bedrooms	£50 per extra bedroom let
Sheffield City Council	£520.00	for 5-6 units, £620 for 7-8 and £720 for 9+ units plus a £100 fee if you want the Council to provide a plan, with a £20 discount for 2nd and subsequent applications. See also <a href="http://www.sheffield.gov.uk/hmo"><u>www.sheffield.gov.uk/hmo</u></a>
South Gloucestershire Council	£330	This is the lowest free where there is not fit and proper person charge and for up to 5 households. There are incremental charges for more households up to £1,080 for up to 30 households. 10% discount available for membership of recognised agent and landlord associations.
South Somerset District Council	£300 per house	
Southend on Sea Borough Council	£660 for <b>2 years only</b> Equivalent fee for 5 years would be £1,650.	For up to six 'lettable units' thereafter £50 per lettable unit.
Swansea City and County	£550	£500 for accredited landlords



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Taunton Deane, Somerset	£50 per unit	
Test Valley Borough Council	£550	
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Vale of Glamorgan Council	£630 per property	There is a 10% discount for membership of a recognised professional association.
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Waverley Borough Council	£450 per property	Penalty of £100 for late or incomplete applications. Discount of £25 for members of an approved landlords association.
Warwick District Council	£550	for up to 5 occupiers, then incremental increases to £950 for 26+. Discounts for accredited HMOs and multiple applications
Warrington Borough Council	£30 per habitable room	Reductions for properties registered in previous schemes
Weymouth & Portland Borough Council	£132 per unit	£95 for members of the Weymouth & District Private Landlords' Association
Worcester City Council	£650 per property licence	then another £60 per landlord licence. Once a landlord has a licence he can have as many property licenses as he wants
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York, city of, Council	£450	For up to 6 occupiers. 7-9 occupiers £645, 10-14 £645 and over 15 £705. Discounts if previously registered or if signed up to code of conduct. Add £22.50 for checks.

Many thanks to all of you who have contributed to this list.

