

**Isle of Wight
Housing and Community Services**

HOUSING RENEWAL

HOUSES IN MULTIPLE OCCUPATION

AMENITY & FACILITY GUIDELINES



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Revision 3/16

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1. INTRODUCTION

- This Guide has been written in response to the Housing Act 2004 and Decent Homes Standards. Its aim is to empower vulnerable households by tackling poor housing conditions and to sustain the Isle of Wight Council's mission statement for Aiming High and Improving Island Life. It will also empower Landlords by informing them of the standard level of amenities and facilities acceptable to the Isle of Wight Council.
- It is well documented that poor quality housing can have an impact on the health of the occupants and on the quality of life. Isle of Wight Council is committed to improving housing conditions in private sector housing, particularly in houses in multiple occupation (HMO's) where, at present, some of the worst housing conditions on the Island can be found.
- This document details that an 'exclusive use' standard of amenities and facilities be provided wherever possible in Houses in Multiple Occupation, with a 'shared standard' option allowable only where the provision of an 'exclusive use' standard may incur a high reduction in lettings, is not practicable, or is not appropriate for a use class type, i.e. hostel. The only other exception is where hot food is regularly provided in B&B type properties.
- It is considered that the standard for each letting should be that it is provided with its own amenities and facilities. The standards are outlined below.

2. EXCLUSIVE USE GUIDELINES

- Each letting should be provided with sufficient and adequate facilities and amenities for the exclusive use and enjoyment of the occupiers. Due to the existing layout, it may not always be practical for all amenities/facilities to be behind one front door and this is acceptable, so long as they are no further than one floor distant from the letting they serve. To be acceptable, it is the consideration of the Isle of Wight Council that each letting shall be provided with:-
 - Personal Washing Facilities in the form of a bath or shower in a separate room, properly connected to a satisfactory drainage system by means of a trapped waste pipe. Each bath or shower shall be provided with satisfactory supply of cold and a constant supply of hot water, designed to ensure reasonable temperature control.
 - Exclusive use of a suitably located, internal, water closet and wash-hand basin; provided in a properly compartmented room with artificial lighting having either natural or mechanical ventilation.
 - Exclusive use of adequate food storage, preparation and cooking facilities, located in reasonable proximity, in a kitchen or kitchen area and sited so as not to be prejudicial to safety.

2.1 AT-A-GLANCE

Each unit of accommodation shall be provided with its own bathing and toilet facilities for the exclusive use of the occupiers of that unit. Where this is not achievable, the following ratios are to be considered a minimum.

STANDARDS FOR PERSONAL WASHING AND WATER CLOSET FACILITIES

1 – 4 Persons	No requirement for wash hand basins in sleeping rooms. At least 1 bathroom & 1 WC (the bathroom & WC may be combined)
5 Persons	1 Wash Hand Basin (WHB) / sink required in each sleeping room where reasonably practicable – plus; 1 bathroom & 1 separate WC with WHB (but the WC can be contained within a second bathroom)
6 – 10 Persons	1 WHB / sink required in each sleeping room where reasonably practicable – plus; 2 bathrooms & 2 separate WCs with WHBs (but one of the WCs can be contained within one of the bathrooms)
11 – 15 Persons	1 WHB / sink required in each sleeping room where reasonably practicable – plus; 3 bathrooms & 3 separate WCs with WHBs (but 2 of the WCs can be contained within 2 of the bathrooms)

Each unit of accommodation shall be provided with its own facilities for the storage, preparation and cooking of food for the exclusive use of that unit. Where this is not achievable, the following ratios are to be considered a minimum.

FOOD STORAGE, PREPARATION AND COOKING

	Sink with draining board & supply of hot and cold water. Worktop for the preparation of food. Food storage cupboard. Refrigerator storage space. Cooker. Electrical sockets (8N ^o min). Refuse disposal facilities.
2 – 5 Persons	1
6 – 10 Persons	2
for additional 1 – 5 Persons	1

The above information provides an at-a-glance indication for the provision of amenity and facility standards required as a minimum in Houses in Multiple Occupation. For Dormitory style accommodation see Item 6.

A more detailed explanation, including adequate sizes & what will be required to enable the facilities to be fit for their purpose can be found in item 4.

3. SHARED GUIDELINES

3.1 PERSONAL WASHING AND WATER CLOSET FACILITIES

3.1.1 ONE – FOUR PERSONS SHARING

- Wash basin in sleeping rooms not required.
- A minimum of one bathroom and one water closet, these may be combined.

3.1.2 FIVE PERSONS SHARING

- 1 WHB / sink required in each sleeping room where reasonably practicable.
- A minimum of one bathroom and a separate room containing a water closet and wash hand basin, the water closet and wash hand basin may be contained within a second bathroom. These shared amenities shall be suitably located and preferably not more than one floor distant from the users and shall be accessed from a common landing or stairway.

3.1.3 SIX - TEN PERSONS SHARING

- 1 WHB / sink required in each sleeping room where reasonably practicable.
- A minimum of two bathrooms and also two separate water closets with wash hand basins. One of the water closets with a wash hand basin may be contained within one of the bathrooms. These shared amenities shall be suitably located and preferably no more than one floor distant from the users and shall be accessed from a common landing or stairway.

3.1.4 ELEVEN – FIFTEEN PERSONS SHARING

- 1 WHB / sink required in each sleeping room where reasonably practicable.
- A minimum of three bathrooms and also three separate water closets with wash hand basins (but the water closets can be contained within two of the bathrooms). These shared amenities shall be suitably located and preferably no more than one floor distant from the users and shall be accessed from a common landing or stairway.

3.1.5 GENERAL PERSONAL WASHING AND WATER CLOSET FACILITIES

- All amenities are to be of a suitable quality, have a satisfactory overflow facility, be securely fixed and have piped, running hot and cold water. A minimum two-coursed tiled splash back (min height 300mm) is to be provided at all wash hand basins, sinks and baths, fully tiled walls are to be provided in shower cubicles.
- If there are a higher number of bathroom facilities than is required, this may affect wash hand basin requirements and the number of provision required may be affected if the sharers are disabled.

- All bathrooms, shower and WC compartments are to be lockable from inside. Bath, shower or WC rooms must not be sited in or directly off kitchens. WC's not accessible from the house are not reckonable.
- It is the responsibility of 'management' to ensure that a satisfactory level of cleanliness is maintained in all communal WC's and bath/shower rooms.

3.2 FOOD STORAGE PREPARATION AND COOKING

3.2.1 TWO – FIVE PERSON SHARING

- The provision indicated in item 4.3 shall be provided.
- A minimum of one room containing a full range of adequate facilities located in reasonable proximity in a kitchen or kitchen area and sited so as not to be prejudicial to safety. These shared amenities shall be preferably not more than one floor distant from the users and shall be accessed from a common landing or stairway.
- In the interest of security, food storage should normally be accommodated in each unit of accommodation. However, where this is not practicable, storage may be provided in a communal kitchen in lockable units, easily accessible to user's at all reasonable times.
- All facilities and appliances shall be designed and installed so as not to be prejudicial to safety. Sinks, worktops and adjacent walls and floors shall be non-porous and reasonably smooth so as to facilitate cleaning.
- Cookers shall not be located adjacent to doorways and there shall be sufficient space for items to be retrieved from the oven and for the safe circulation of occupants generally.

3.2.2 SIX – TEN PERSON SHARING

- The facilities indicated in item 4.3 are to be doubled and the provisions in item 3.2.1 above apply. Doubling of facilities may require use of a further room.

3.2.3 GENERAL FOOD STORAGE PREPARATION AND COOKING

- The kitchen floor covering is to be of an impervious, easy clean, non-slip finish. The layout shall provide a safe and workable area and access to the kitchen must be available at all times.
- 'Management' must ensure a satisfactory level of hygiene is maintained in all communal kitchens. Snack facilities are not reckonable as part of the kitchen provisions.

3.2.4 KITCHEN FACILITIES FOR PREMISES PROVIDING CATERING

- The facilities for preparation, cooking and serving of food shall comply with the European Community Act 1972, the General Food Regulations and the Food Hygiene (England) Regulations 2006, should this legislation change, compliance with any other subsequent or relevant legislation will be required. Kitchen facilities for the

cooking and preparation of food by the landlord, as part of the service provided by the establishment, shall not be allowed to be used by residents – i.e. B&B, Hotels etc.

- Separate facilities shall be provided for residents to prepare and cook their own food on each occupied floor where practicable and in no case further than one floor distance from relevant users.
- Kitchens provided for this purpose shall contain the following facilities:-
 - a) A cooker to comply with (4.3)
 - b) A sink to comply with (4.3)
 - c) A fixed work surface (minimum size 1000mm x 500mm)
 - d) Refrigerated storage
 - e) A storage cupboard for dry food to comply with (4.3)
 - f) Adequate electrical socket outlets.
- Where it can be shown to the Council that, either by virtue of the scale of catering provided, or in the manner in which the premises are occupied, provision of kitchen facilities as described above would be excessive, then a lesser standard may be agreed.

4. THE GUIDELINES EXPLAINED

4.1 PERSONAL WASHING FACILITIES

- Lettings shall be provided with a bath or shower in a separate room.
- The bathroom or shower room shall contain either a bath (of minimum dimensions 1700mm x 760mm) or a shower (of minimum dimension 800mm x 800mm) properly connected to the existing drainage system by means of a trapped waste pipe.
- The bathroom or shower room shall be of adequate dimensions to provide an adequate changing and drying space for the users.
- Each bath or shower shall be provided with constant and adequate supplies of hot and cold water, designed to ensure reasonable temperature control.
- A tiled splash-back of minimum height 300mm shall be provided to each bath, and shower compartments shall be tiled from floor to ceiling and shall be provided with a fully enclosing cubicle.
- Bathrooms and shower rooms shall have surfaces which are reasonably smooth, non-absorbent and capable of being easily cleansed. Floors shall be slip resistant.
- An “en-suite” bath or shower shall be acceptable as the provision for any accommodation only where that provision is exclusive.
- An “en-suite” wash hand basin shall be acceptable as the sole provision for any accommodation only where that provision is exclusive.
- Each letting shall be provided with a suitable wash hand basin in a bathroom/shower room connected to the existing drainage system by means of a trapped waste pipe. The wash hand basin shall be provided with constant supplies of hot and cold water and shall be provided with a two course tiled splash-back (minimum height 300mm).

4.2 DRAINAGE AND WATER CLOSETS

- Lettings shall have the exclusive use of a suitably located water closet. Each water closet shall be provided in a proper compartmented room provided with artificial lighting and which is either naturally or mechanically ventilated. The water closet compartment shall be capable of being reached under cover without entering the outside air. Each water closet shall have a flushing apparatus and shall be connected to the existing drainage system through a trapped waste pipe. Each water closet shall be provided with a suitable wash hand basin either within the compartment or in an adjacent bathroom/shower room. Water closets shall be of suitable size and layout. They should not open directly onto an area of a kitchen where food is prepared.
- The water closet compartment shall have surfaces which are reasonably smooth, non-absorbent and capable of being easily cleansed. Floors shall be slip resistant.
- The house shall be provided with an effective system, both above and below ground, for the drainage of foul, waste and surface water.

4.3 FACILITIES FOR THE STORAGE, PREPARATION AND COOKING OF FOOD.

- Exclusive use households, or 1 – 5 Sharing, shall have use of adequate facilities located in reasonable proximity in a kitchen or kitchen area and sited so as not to be prejudicial to safety. The kitchen shall be located no further than 1 floor travel distance from any flat. If this is not the case, a further kitchen will be required, or a suitable dining room must be provided on same floor, and in reasonable proximity, to the kitchen.

- The facilities shall comprise:-

COOKING

- A gas or electric cooker with 4 burners / hobs, an oven and a grill. Up to 2 of the burners / hobs can be substituted by a microwave oven.
- In a one person unit the cooker must comprise at least two burners / hobs, an oven and a grill.
- The addition of a microwave oven within the kitchen would be sufficient to allow the cooking facilities to be used by an additional 2 persons. (In the case of smaller HMO's that would mean 7 persons) If more than 7 persons share the cooking facilities than the addition of a microwave oven is not acceptable – a second cooker must be provided. Account must be taken of the space guidelines in the kitchen and available worktop and storage.
- Where the HMO includes households that consist of more than one person, then the cooking facilities should be provided in the ratio of one standard sized cooker for every three lettings.

FOOD STORAGE

- A lockable dry food storage cupboard of 0.28m³ per household shall be provided.
- Dry storage shall not take place under sinks, drainers or any other wet area.

- Households that comprise more than one individual will require larger food storage space.

REFRIGERATED STORAGE

- For a single let room, with incorporated cooking facilities, a refrigerator (approx 2 cu ft (600m³) capacity) provided within the letting is sufficient.
- A standard sized 'under worktop' refrigerator (approx 5 cu ft (1.5m³) is to be provided in any shared kitchen for every 5 persons occupying the property.

PREPARATION

- Worktops to be provided on each side of the cooker and sink amounting to 2.5 lin/m. All worktops are to have impervious, easy clean surfaces and all cuts and joints are to be effectively sealed.
- Note: Should the number of persons be between 5 and 9, then allow 500mm worktop per additional person. Please note that a sink / drainer does not qualify as worktop.
- A two course tiled splash-back of minimum height of 300mm shall be provided behind the work surface.
- Two twin outlet power sockets (in addition to any power socket outlets serving major appliances) set at a convenient height and safe position.

SINK

- A sink unit comprising a fixed impervious bowl with a drainer located within a base unit and properly connected through an adequate sized trapped waste pipe to the foul water drainage system.
- NOTE: A dishwasher can be counted as an additional sink.
- A two course tiled splash-back of minimum height of 300mm shall be provided behind the sink.
- An adequate and constantly available wholesome cold drinking water supply and an adequate and constantly available supply of hot water shall be provided at the sink.

DINING ROOM

- If provided this room shall be easily accessible internally within the building, in close proximity to the appropriate kitchen facilities, and provided with a satisfactory amount of suitable tables and chairs.

4.4 STANDARDS IN RESPECT OF WATER SUPPLIES

4.4.1 WATER SUPPLY FOR DRINKING

- A satisfactory supply of cold running water suitable for drinking and food preparation purposes shall be provided directly from the rising main. The supply is to be provided, as a minimum, to kitchen sinks. The water supply shall be

wholesome: i.e. it must conform to current standards of bacteriological and chemical quality and safety. A turn-off valve shall be provided for each branch in the rising main. The water supply should be protected where necessary from frost damage.

4.4.2 COLD WATER SUPPLY

- All wash hand basins, showers, baths and WC's to have a constant, piped, uncontaminated running water supply, tank or mains fed. Cold water storage tanks should have a close fitting cover which excludes light, insects and ingress of any other foreign material. Cold water temperatures are to be kept below 15°C. Where water is tank fed, a sign shall be placed at the tap that reads "NOT DRINKING WATER"

4.4.3 HOT WATER SUPPLY

- All wash hand basins, sinks, showers, baths and WC's to have a constant, piped, uncontaminated running water supply, tank or mains fed. Hot & Cold water storage tanks should have a close fitting cover which excludes light, insects and ingress of any other foreign material. Hot water should be stored at a temperature that will remove salmonella bacteria but not scold at the tap.

4.4.4 GENERAL STANDARDS IN RESPECT OF WATER SUPPLIES

- The hot and cold water supplies are to give a continuous flow of water at all drawing off points and the system must be capable of servicing peak demand situations.
- All bathing and washing amenities (except showers which should be thermostatically controlled) should be provided with a plug to enable hot and cold water mixing at drawing off points.
- A stop tap is to be provided to each chargeable water supply in a location readily accessible to all users.
- All sinks, wash hand basins and baths should have an adequate overflow facility properly connected to the waste outlet.

4.5 VENTILATION

4.5.1 NATURAL VENTILATION

- All habitable rooms shall have adequate ventilation directly to the external air by means of the openable parts of a window.
- Ventilation shall be provided by means other than solely by an external door, to ensure security and to control the amount of ventilation.
- The total size of window openings in a habitable room and naturally ventilated kitchen, bathroom or W.C. compartment shall be not less than 1/20th of the floor area. In living rooms and kitchens some part of the opening should be at least 1.75 metres above floor level.

4.5.2 MECHANICAL VENTILATION

- All kitchens, bathrooms and W.C. compartments shall be ventilated directly to the external air as described above or by suitably sited mechanical extract ventilation which shall be operated manually and/or automatically by a humidistat sensor controller.

4.5.3 EXTRACT VENTILATION RATES

- Room Extract Ventilation Fan Rate
- Kitchen, 30 litres/second adjacent to a hob 60 litres/second elsewhere
- Bathroom, 15 litres/second (with or without WC) WC compartment 6 litres/second.

4.5.4 GENERAL VENTILATION

- The extract ventilation system must be provided with a 20 minute overrun, unless capable of being operated by a humidistat (the latter will not apply to a separate water closet). Basement rooms used as habitable rooms shall be provided with natural ventilation direct to the external air (a basement room is a room the floor of which is more than 0.9 metres below the surface of the adjacent street or ground). In such situations there shall be an unobstructed space immediately outside the window opening which extends the entire width of the window or more and has a depth of not less than 0.6 metres measured from the external wall or not less than 0.3 metres in the case of a bay window with sidelights. Permanent means of ventilation shall be provided in all kitchens, bathrooms, water closets and other rooms containing cooking or washing facilities.

4.6 ARTIFICIAL LIGHTING

- All habitable rooms, kitchens, bathrooms, water closet compartments, staircases, landings and passages and all other common parts, including (where necessary) entrances, pathways and car parks, shall be provided with adequate electrical lighting and all wiring and fittings shall be maintained in a safe condition. The artificial lighting shall be available at all times and no lighting points shall be controlled with a time switch
- All lighting to common parts is to be provided, maintained and paid for by the landlord and/or their agent.
- All habitable rooms, kitchens, bathrooms and W.C. compartments shall have at least one ceiling or wall lighting outlet, suitably located with the capacity to allow normal domestic activity to be undertaken without strain after dark. Light switches shall be fixed and conveniently located near the entrances to rooms and circulation spaces.
- Bathrooms shall have ceiling pull switches or a wall switch outside the room.

4.7 NATURAL LIGHTING

- All habitable rooms (i.e. bedroom, living & dining rooms) shall have an adequate level of natural lighting to enable normal domestic activities to be carried out safely and conveniently, without the use of artificial lighting during daytime lighting conditions.

- Natural lighting shall be provided by means of a clear glazed window or windows and/or doors. The aggregate glazed area of the windows/doors shall not be less than 1/10th of the floor area of the room. The opening part of the windows shall not exceed 1.75 metres above the floor level of the room.
- Where there is a continuous solid external obstruction within 3 metres of the window or windows of a habitable room, as may occur outside a basement, there should normally be a glazed area totalling not less than 1/10th of the floor area of the room above the point on the window, or:
 - windows from which a line can be drawn upwards at an angle of 30° to the horizontal to pass the top of the obstruction. For further advice on this matter please contact the Housing Renewal Officer dealing with your house.
- Where practicable all kitchens, bathrooms and water closet compartments shall also comply with the above standard.

4.8 HEATING & EXCESS COLD

- Portable heaters are not acceptable. These may include; liquid petroleum gas (LPG) appliances, electric, paraffin or oil filled (except sealed oil filled radiators).
- Each letting shall have a minimum of a heater in each habitable room that is Appropriate, Efficient, Controllable, and is well Installed and Maintained. Landlords should review the existing situation in non-habitable rooms and areas, and decide if heating is needed.
- Habitable rooms are taken as- lounge, bedroom, dining room, study or room that could be or is used as a habitable room.
- Sufficient permanent ventilation shall be available for rooms containing gas and other combustion appliances such as boilers, fires and cookers.
- Where solid fuel burning appliances are utilised, there must be a maintained working carbon monoxide alarm installed to the same room. This set under The Smoke and Carbon Monoxide Alarm (England) Regulations 2015.
- If in doubt, contact the Housing Renewal Section and/or refer to Housing Enforcement Policy.
- Each room and common area shall have effective thermal insulation and be free from any unnecessary draughts.

4.9 STORAGE AND DISPOSAL OF REFUSE

- Suitable refuse storage containers shall be readily accessible to all occupants. They shall be adequate for the needs of the house with a minimum of 1 standard dustbin with cover, per household, located away from habitable rooms. However, a lower standard could be acceptable if recycling facilities are made available.
- As an alternative, bulk storage would be acceptable by the provision of 1100 litre wheelie bins.
- An area in the rear yard or other suitable location, on a hard standing, adjacent to the house is to be provided. If located at the front or other exposed position, the bin storage area shall be suitably screened. The area is to be readily accessible and kept in a clean and hygienic condition.

5. GENERAL INFORMATION

5.1 GAS SAFETY

- There is a general duty, under Section 3 of the Health and Safety at Work etc Act 1974, on landlords to do all that is reasonably practicable to protect the health and safety of their tenants.
- In addition, there are specific duties on landlords under The Gas Safety (Installation and Use) Regulations 1998 detailed below.
- Ensure gas fittings and flues are MAINTAINED in a safe condition.
- Ensure an ANNUAL SAFETY CHECK is carried out on each gas appliance/flue. Before any new lease starts, you must make sure that these checks have been carried out within one year before the start of the lease date, unless the appliances in the property have been installed for less than 12 months, in which case they should be checked within 12 months of their installation date.
- Have all installation, maintenance and safety checks carried out by a CORGI registered gas installer.
- Keep a record of each safety check for two years.
- Issue a copy of the safety check record to each existing tenant within 28 days of the check being completed, or to any new tenant before they move in (in certain cases there is an option to display the record). The Regulations specify the gas safety matters to be covered. You should not assume that an annual service inspection meets the safety check requirement, or that a safety check will be sufficient to provide effective maintenance. Ask the advice of a CORGI registered gas installer where necessary.
- **Which gas equipment is covered?** The safety check and maintenance requirements generally apply to any gas appliance or flue installed in the 'relevant premises' except that:
 - Appliances owned by the tenant are not covered.
 - Flues/chimneys SOLELY connected to an appliance owned by the tenant are not covered although there are obligations under the Landlord and Tenant Act which require landlords to maintain the structure of the building which includes the structural integrity of the flue. If a tenant has a test carried out on a gas appliance that they own and this identifies a defect in the flue then it is the landlords' responsibility to repair it.
 - Any appliances and flues serving 'relevant premises' (such as central heating boilers not installed in tenants' accommodation, but used to heat them) are covered. It is the landlords' duty to maintain and carry out safety checks; they apply to fixed as well as portable appliances, such as Liquid Petroleum Gas cabinet heaters. Sleeping rooms must not be fitted with gas fires or gas water heaters unless the appliances are room sealed or fitted with a device to shut down the appliance before a dangerous level of carbon monoxide builds up in the room or oxygen is depleted. Landlords must prevent the use of any faulty gas appliances reported to them by CORGI registered installers. These regulations are currently enforced by the **Health and Safety Executive** and apply to all rented property.

- The Management of Houses in Multiple Occupation (England) Regulations 2006 also places a duty on managers of houses in multiple occupation to maintain and keep clean, where appropriate, installations for the supply and use of gas. These Regulations are enforced by the Local Housing Authority. Complaints should be responded to promptly and you should seek further specialist advice to ensure that you have complied with your duties.
- Where gas appliances are used, or where gas flues are in the vicinity of rooms it is recommended that carbon monoxide detectors are installed and maintained. This will reduce the risk of CO poisoning, and also to give an earlier than otherwise indication of a fault with an appliance.

5.2 ELECTRICAL SAFETY

INSTALLATION

- This should be checked by a competent electrical engineer and a Periodic Inspection Report issued on every change of tenancy. Or, as a minimum, at least once every five years.
- To ensure the safety of tenants, it is recommended that all circuits should be fitted with Residual Current Devices (RCD's).
- Consumer units should have a cover and be out of the reach of children. The number of sockets should be adequate for normal use, without the need for adaptors. Sockets should all be individually switched.

APPLIANCES

- It is recommended that all portable electrical appliances provided in connection with the accommodation are checked and serviced at least annually. This includes portable electric cookers and fires, kettles, refrigerators, microwave ovens, washing machines, vacuum cleaners and any other electrical domestic appliances. Portable means 'able to be plugged in'.
- Where Residual Current Devices are fitted to power circuits, appliances may not need to be tested annually. However, the condition of leads, and plug guards should be checked visually for defects by a competent person and it is recommended that the Residual Current Device test switch is operated monthly and a full electrical test carried out annually on the Residual Current Devices.
- Fixed electrical appliances such as cookers, electric fires connected to a fused spur or permanently wired in refrigerators, should be checked at least every five years.
- Light fittings to all common parts must be fitted with bulbs at all times and maintained in good condition.
- Check that light switches and power points are in good condition.
- All electrical work, inspection or installation shall be carried out by a contractor (person) who is a competent person registered with an electrical self-certification scheme authorised by the Secretary of State in accordance with Part P 'Competent Persons Scheme'.
- Provision of electrical sockets:
 - 2 double sockets must be provided within the kitchen area. (these sockets would be in addition to any sockets used for the cooker, dishwasher, refrigerator/freezer, or washing machine)

- 2 double sockets must be provided elsewhere within the bedsit for non-kitchen appliances (eg: TV's, table lighting etc)
- 2 double sockets must be provided within the kitchen area for every 5 persons. (these sockets would be in addition to any sockets used in shared kitchen for the cooker, dishwasher, refrigerator/freezer, washing machine or microwave oven (if provided to supplement otherwise inadequate cooking facilities))
- Elsewhere, 2 double sockets must be provided within each habitable room of the property and 1 single socket on the landing and 1 single socket in the hallway.

5.3 DRAINAGE

- All drainage, above and below ground must comply with the requirements of the Building Regulations, the Public Health Act 1961, the Building Act 1984 and the Local Government (Miscellaneous Provisions) Act 1976 and any other subsequent or relevant legislation.

5.4 METERING OF GAS, ELECTRIC AND WATER SUPPLIES

- Each letting to be separately metered for electric, gas and where applicable, water. The landlord will be responsible for supplies in the common areas and to communal rooms – including all installations in common use. The means of isolation to each supply must be accessible to users and service providers. The landlord, manager or agent must not disconnect, or cause to be disconnected, any such supplies, as this may lead to enforcement action or prosecution by the Council.

5.5 STORAGE

- Adequate storage within the letting should be provided for cleaning equipment and other such domestic items.

5.6 FIRE SAFETY

- The Smoke and Carbon Monoxide Alarm (England) Regulations 2015. Ensure that there is a maintained working smoke alarm on each storey of the premises on which there is a room used wholly or partly as living accommodation and this must be adhered to.
- However, because the property in question is a HMO and has inherently greater fire safety risk than single family dwellings, the appropriate fire detection and alarm system will almost certainly be required to be more complex than single battery operated smoke alarms. To this end, ensure there is provision of a mains operated fire detection / alarm system to meet the minimum requirements of the Housing - Fire Safety Guidance 2008 as issued by LACORS. Inclusive of appropriate emergency lighting, fire doors and fire exit signage.
http://www.cieh.org/library/Knowledge/Housing/National_fire_safety_guidance_08.pdf
- **THE FIRE SAFETY ORDER (REGULATORY REFORM (FIRE SAFETY) ORDER 2005** applies in England and Wales to all premises that are not a single private dwelling. It covers general fire precautions and other fire safety duties which are needed to protect 'relevant persons' in case of fire in and around most 'premises'. The Order requires fire precautions to be put in place 'where necessary' and to the extent that it is reasonable and practicable in the circumstances of the case. Responsibility for

complying with the Order rests with the 'responsible person'. If you are the responsible person you must carry out a fire risk assessment. See the following web pages for advice/further assistance. www.firesafetyguides.communities.gov.uk

- Additional information is available on www.fire.gov.uk/.
- Useful documents are available on the Isle of Wight Fire and Rescue Service website at <http://www.iwfire.org.uk/> or by contacting the Fire Safety Officer.

6 **DORMITORY STYLE WASHING / BATHING FACILITIES:-**

- A wash hand basin must be provided in each bedroom, connected to a satisfactory supply of hot and cold water, and a suitable waste drainage system.
- Any dormitory bathroom is to have at least as many facilities as the existing standards for other HMO's, and the arrangements do not provide any hazards under the HHSRS (e.g. increased risk of falls due to space/crowding)It is recommended that an improved standard of ventilation be supplied over and above the standard for other HMO's due to the increased use of one room. Ideally the facilities should be on the same floor level, and certainly no more than one floor level change away, and without the need to travel externally.
- Any dormitory style washing facility should be heated with a suitable fixed heater.
- Each dormitory w/c / bathing area is to be same sex only. Therefore if the dormitory building has both sex occupants, at least two dormitory style bathrooms are required, to the necessary standards.

7. **CURRENT INFORMATION**

- The Health and Safety Executive, Local Housing Authority or any other body with enforcement powers in relation to HMO's should be contacted to ensure the above information is current.