

# Cherwell District Council

## HMO standards 2012

### 1. Introduction

- 1.1 This document sets out the HMO standards which apply in the Cherwell District. The 2012 standards are a revision of those introduced by the Council in 2008 and replace them.
- 1.2 They are the standards the Council will use to determine the 'suitability for occupation' of HMOs for licensing purposes in accordance with the provisions of the Housing Act 2004, the Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 (as amended) and its own *HMO Licensing Policy*.
- 1.3 The Council will also use the bedroom space-standards in this document as the relevant standard for overcrowding enforcement in all other HMOs.
- 1.4 In the case of HMOs which are not subject to licensing, the standards in this document (other than bedroom space standards) are not enforcement standards but constitute good-practice guidance which the Council believes should be achieved. We will take this good-practice guidance into account when assessing hazards and so it will help inform decisions about the need for enforcement.

### 2. Types of HMO

At various points in this document, the relevant standards are set with reference to the type of HMO in question. The 4 types referred to are:

- 2.1 **Houses occupied and let by rooms (Category A)**

These are HMOs occupied and let as individual rooms. There is likely to be exclusive occupation of habitable rooms (usually in the form of bed-living rooms) and some sharing of amenities such as bathroom, toilet and possibly kitchen. Each occupant is likely to live independently of all others with little social interaction between the tenants. Occupants will usually have single tenancy agreements and will have taken up occupation at different times. Such houses will typically lack a communal living room. Bedsits are an example of this type of accommodation but houses comprising a mixture of bedsits and self-contained units are also covered.
- 2.2 **Houses occupied on a shared basis (Category B)**

These are HMOs where for certain activities the occupiers live as a single household but for others do not. Usually, but not always, the house will have been rented by an identifiable group of sharers as opposed to separate, lone individuals or a number of couples or families. Occupiers are typically small groups of students, work colleagues or friends. They will have exclusive use of certain rooms, usually the bedrooms, but share the kitchen, dining facilities, bathrooms, WCs etc. and there is likely to be a communal living room. There will be a significant degree of social interaction between the tenants and often, but not always, a single joint tenancy agreement.

### 2.3 **Temporary accommodation for households with no other permanent home (Category C)**

This category deals with premises such as Hotels, Hostels or Guest-houses which become HMOs because they are providing accommodation for people who have no other permanent place of residence. The category includes bona-fide hotels used for this purpose, whether on a permanent or temporary basis, and whether this is their sole activity or they accommodate a mixture of homeless households and commercial guests. (Note that the Council can issue a Declaration under section 255 Housing Act 2004 to confirm its judgement that premises are in use as an HMO to which the Act applies.)

### 2.4 **Properties occupied as staff accommodation (Category D)**

This category covers properties used for staff accommodation. It will usually be found above restaurants and the use of the accommodation will be specifically tied to the commercial premises. All of the residents will be employees of the business providing the accommodation.

### 2.5 **Judgements about HMO type**

In order that the Council can apply and use the standards in this document it will need to make judgements about the type of HMO in question. These will be made on the best information available following reasonable enquiry and will rely upon 'best fit'.

## 3. **Heating**

3.1 The Council will assess the suitability of heating in all habitable rooms, bathrooms and shower rooms by means of the Housing Health & Safety Rating System (HHSRS); but will, in particular, take into account the adequacy of thermal insulation, the adequacy of heat output, the control available and the suitability of arrangements for payment of fuel bills so as to secure continuity of supplies.

3.2 Pre-payment meters which control power supplies to shared facilities (such as fire detection, lighting, heating and hot-water) are unsuitable for use in HMOs because of the potential for disputes over responsibility for payment and the likelihood that supplies will be interrupted when credit payments expire. They are not recommended in any HMOs and will not be accepted in licensed HMOs of types A, C and D<sup>1</sup>. (Pre-payment meters serving only independent facilities within a letting room, which are not required by or accessible to other residents, are acceptable in principle.)

3.3 All space heating appliances must be fixed. Portable or removable appliances are not acceptable.

## 4. **Fire Protection**

4.1 The Council will assess the suitability of means of escape and other fire precautions by means of the Housing Health & Safety Rating System (HHSRS); but will, in particular, take into account national guidance on fire safety standards issued by LACORS, Building Regulations and such other guidance as it judges appropriate.

---

<sup>1</sup> The Management of HMOs (England) Regulations 2006 place a duty on managers of all HMOs to maintain gas & electricity. Failure to do so is an offence. The Council may also take enforcement action in connection with any HMO if arrangements for the supply of gas or electricity are judged to give rise to a serious hazard assessed using the Housing Health & Safety Rating System.

4.2 Requirements will vary according to assessed risk. Matters taken into account will include: The size of the property, number of storeys, layout, number of occupants, type of accommodation and any particular characteristics applying to the intended tenant group. Assessed risk may vary if occupation changes.

4.3 An inadequate number of power points or their unsuitable location can result in increased fire risk as a result of overloading or the use of inappropriate or unsuitable extension leads. The Council will assess the adequacy of power-points on the basis of the guidance provided by the most recent edition of the IET Wiring Regulations. (Particular attention will be given to the adequacy of provision of bedsit rooms in Category A premises.)

## 5. Ventilation

5.1 The Council will assess the suitability of ventilation by means of the Housing Health & Safety Rating System (HHSRS), taking into account its impact on matters such as Pollutants and Hygrothermal Conditions, but will require the following:

5.2 All habitable rooms, kitchens, bathrooms and toilets must have a minimum floor to ceiling height of 2.14m (7ft) over not less than three quarters of the room area. Any floor area where the ceiling height is less than 1.5m (5ft) will be disregarded.

5.3 All habitable rooms, kitchens, bathrooms and toilet compartments should be ventilated directly to external air by a window which has an openable area equivalent to one-twentieth of the floor area. Where it is not practicable to have a window in a kitchen, bathroom or toilet compartment, mechanical ventilation will be acceptable provided it can provide the number of air changes specified by Building Regulations and is fitted with a 20-minute over-run device operated from an appropriate lighting circuit.

5.4 All habitable rooms, kitchens, bathrooms and toilet compartments must be provided with a permanent means of ventilation.

## 6. Water supply

6.1 The Council will assess the suitability of water supply to all appliances including those in kitchens, letting rooms, WC cubicles, bathrooms and shower rooms, by means of the Housing Health & Safety Rating System (HHSRS); but will, in particular, take into account the following: supplies must be wholesome, sufficient and uninterrupted. Water for drinking purposes should draw directly from a mains supply.

## 7. Drainage

7.1 The Council will assess the suitability of drainage by means of the Housing Health & Safety Rating System (HHSRS), taking into account its impact on matters such as Personal Hygiene, Sanitation and Drainage, but will expect dwellings to be provided with an effective system both above and below ground for the drainage of foul, waste and surface water. All new drainage works must comply with current Building Regulations.

## 8. Space standards

### 8.1 Houses occupied and let by rooms (Category A)

#### 8.1.1 One-person Accommodation:

##### One Room Letting

Bedsit with integral cooking facilities	11m <sup>2</sup> (120 sq ft)
Bedsit with no cooking facilities in room	8.5m <sup>2</sup> (90 sq ft)

##### Two Room Letting

Bedroom	6.5m <sup>2</sup> (70 sq ft)
Kitchen	5.5m <sup>2</sup> (60 sq ft)
Bedroom/Living Room (with separate kitchen)	8.5m <sup>2</sup> (90 sq ft)
Kitchen/Living Room (with separate bedroom)	8.5m <sup>2</sup> (90 sq ft)

#### 8.1.2 Two Person Accommodation

##### One Room Letting

Bedsit with integral cooking facilities	16m <sup>2</sup> (170 sq ft)
Bedsit with no cooking facilities in room	13m <sup>2</sup> (140 sq ft)

##### Two Room Letting

Bedroom (with separate living room)	10m <sup>2</sup> (110 sq ft)
Kitchen	5.5m <sup>2</sup> (60 sq ft)
Living Room (with separate kitchen)	11m <sup>2</sup> (140 sq ft)
Kitchen/Living Room (with separate bedroom)	13m <sup>2</sup> (120 sq ft)

*(Note: See below for space standards in shared kitchens)*

### 8.2 Houses occupied on a shared basis (Category B)

#### 8.2.1 Study/bedrooms

##### One-person unit of accommodation:

Study/bedroom (where separate living room provided)	6.5m <sup>2</sup> (70 sq ft)
Study/bedroom (where no separate living room provided)	8.5m <sup>2</sup> (90 sq ft)

##### Two-person unit of accommodation:

Study/bedroom (where separate living room provided)	10m <sup>2</sup> (110 sq ft)
Study/bedroom (where no separate living room provided)	13m <sup>2</sup> (140 sq ft)

In both cases the living room must be of suitable size (see below) and suitably furnished. It cannot be a kitchen/dining room and should be separate from the kitchen or kitchen/dining room.

#### 8.2.2 Other Room Sizes

Living room (1-6 persons)	11m <sup>2</sup> (120 sq ft)
---------------------------	------------------------------

8.2.3 The Council will use its discretion in determining appropriate room sizes for larger numbers of occupants than those shown and in exceptional other circumstances.

*(Note: See below for space standards in kitchens)*

### 8.3 Temporary accommodation for households with no other permanent home (Category C)

#### 8.3.1 Bedrooms

One person (where separate living room provided)	6.5m <sup>2</sup> (70 sq ft)
One person (where no living room provided)	8.5m <sup>2</sup> (90 sq ft)
Two person (where separate living room provided)	10m <sup>2</sup> (110 sq ft)
Two person (where no living room provided)	13m <sup>2</sup> (120 sq ft)
Three person (separate living room must be provided)	10m <sup>2</sup> (110 sq ft)
Four person (separate living room must be provided)	13m <sup>2</sup> (120 sq ft)

#### 8.3.2 Living rooms

Living room (1-5 persons)	11m <sup>2</sup> (120 sq ft)
Living room (6-10 persons)	14m <sup>2</sup> (150 sq ft)

8.3.3 The Council will use its discretion in determining appropriate room sizes for larger numbers of occupants than those shown and in other exceptional circumstances.

8.3.4 Occupation by families with a child aged 16 years old or less or including a pregnant woman will be restricted to a maximum duration of 6 weeks.

*(Note: See below for space standards in shared kitchens)*

### 8.4 Properties occupied as staff accommodation (Category D)

#### 8.4.1 Bedrooms

*In Category-D accommodation more than one household will be allowed to inhabit a particular room provided this is agreed with the occupants before they begin their occupation, the occupants are in the same employment and the room sizes below are met.*

One person (where separate living room provided)	6.5m <sup>2</sup> (70 sq ft)
One person (where no living room provided)	8.5m <sup>2</sup> (90 sq ft)

Two person (where separate living room provided)	10m <sup>2</sup> (110 sq ft)
Two person (where no living room provided)	13m <sup>2</sup> (120 sq ft)

Three person (separate living room must be provided) 15m<sup>2</sup> (161 sq ft)

Four person (separate living room must be provided) 20m<sup>2</sup> (215sq ft)

In all cases the living room must be of suitable size (see below) and suitably furnished. It cannot be a kitchen/dining room and should be separate from the kitchen or kitchen/dining room.

#### 8.4.2 Other Room Sizes

Living room (1-6 persons)	11m <sup>2</sup> (120 sq ft)
---------------------------	------------------------------

8.4.3 The Council will use its discretion in determining appropriate room sizes for larger numbers of occupants than those shown and in exceptional other circumstances.

*(Note: See below for space standards in kitchens)*

## 8.5 Matters applying to all rooms regardless of HMO type

- 8.5.1 In order to be counted, floor-space must be “usable space”. Space occupied by chimney breasts and bulkheads will not be counted as usable space but skirting boards will be ignored. Any part of a floor which has a ceiling height of less than 1.5m<sup>2</sup> (5ft) will be disregarded for the purpose of measuring the total space in the room.
- 8.5.2 Rooms must be able to accommodate the required amount of appropriate furniture, allow its effective use and provide sufficient space for movement around the room. Where this is judged not to be the case, for whatever reason, including unusually irregular or narrow layout, or the number and relative location of doorways, additional floor space over and above the minimum may be required.
- 8.5.3 The space standards given in this document are the minimum acceptable but there may be exceptional circumstances in which some variation is appropriate. Any permissible variation will be confirmed in writing by the Head of Regeneration and Housing.
- 8.5.4 In situations not expressly covered by these standards the Council will determine whether to apply whichever of its 4 adopted standards it judges most applicable, or an alternative, according to the facts of the case. The standard to be applied will be confirmed in writing by the Head of Regeneration and Housing.

## 9. Personal Washing Facilities and WCs

### 9.1 Location

- 9.1.1 Shared facilities must be accessible from a suitable common area.
- 9.1.2 WC cubicles, bathrooms and shower-rooms should not be more than one floor distant for the letting-rooms they serve.

### 9.2 Layout and space

- 9.2.1 WC cubicles, bathrooms and shower-rooms must be laid out in such a way to enable safe, unhindered use of the facilities. Bathrooms and shower-rooms must, in particular, allow users to undress, dry themselves and dress in a safe manner.
- 9.2.2 In order to judge suitability the Council will have regard to the following dimensions. Where facilities or available space fall short of these requirements they may be judged unsuitable:-

Amenity	Amenity size	Activity space*
Shower	800 x 800mm	900 x 700mm
Bath	1700 x 700mm	1100 x 700mm
Basin in WC cubicle	Hand-wash size only	-
Basins in other locations	500 x 400mm	1000 x 700mm
WC	700 x 400mm	800 x 600mm

(\*Note: activity spaces may overlap)

- 9.2.3 In the case of en-suite facilities in rooms occupied by one person only, the Council may accept a reduction in the activity space within the en-suite, provided the following requirements are met: 1) the en-suite bath/shower-room is accessed directly from the habitable room in question; 2) the habitable room can provide

appropriate activity space; 3) access to the facilities is not unreasonably compromised or hazardous as a consequence of the reduced space available, and 4) that use of the facilities is not judged unreasonably compromised or hazardous. Reduction in the activity space for WCs is least likely to be acceptable. Any agreed variation to the standard activity space will be confirmed in writing.

### 9.3 Room dimensions

Rooms of the following dimensions are likely to be judged acceptable for the proper and safe use of the amenities shown. Where they fall short of these requirements, are irregular in layout or unduly narrow, they may be judged unsuitable:

Room containing only	Dimensions
Shower	1600 x 900mm
Bath	1700 x 1400mm
Shower & basin	2000 x 900mm
Bath & basin	1700 x 1600mm
Shower, WC & basin	1900 x 1700mm
Bath, WC & basin	2000 x 1700mm
WC & basin	1500 x 800mm

9.3.1 Some reduction in en-suite size may be acceptable for en-suite facilities in rooms occupied by no more than one person. See section 9.2.3 above. Any agreed variation to the standard bath/shower-room size will be confirmed in writing.

9.3.2 Provision of en-suite facilities must not reduce the area of the associated habitable room below the minimum areas specified in Section 8 of these standards, and must not compromise the layout or appropriate use of the habitable room.

### 9.4 Bath & shower rooms

9.4.1 Each bath and shower must be provided with a constant supply of hot and cold running water. The supplies must be adequate and capable of effective temperature control.

9.4.2 Baths must be provided with an appropriate tiled splash-back to all abutting walls and must be sealed to the splash-back to prevent leakage. Showers must be provided with fully tiled walls (or an acceptable purpose made cubicle enclosure) and fitted with a suitable water-resistant curtain or shower-cubicle door.

9.4.3 Bathrooms and shower-rooms must be provided with easily cleaned, non-slip flooring.

### 9.5 WC cubicles and rooms containing WCs

9.5.1 WC cubicles and rooms containing WCs must have smooth, non-absorbent wall and ceiling finishes which can be readily and easily cleaned. The floor covering must be slip-resistant flooring and, where the cubicle or room is in shared use, must be impervious and capable of being readily and easily cleaned.

9.5.2 WC cubicles and rooms containing WCs must not open directly onto the area of a kitchen where food is prepared.

9.5.3 Separate WC cubicles must be fully compartmented and have a lockable door.

## 9.6 Wash basins in rooms

9.6.1 A wash basin with continuous supplies of hot and cold running water and with a tiled splash-back must be provided in each letting in a Category-A house unless there is a sink in the letting or the occupant has sole access to a room containing a basin or sink.

9.6.2 A wash basin with continuous supplies of hot and cold running water and with a tiled splash-back must be provided in each letting in Category-C premises unless the occupant has sole access to a bathroom containing a basin.

9.6.3 Wash basins will not be required in bedrooms in Category-B or Category-D houses

## 9.7 Wash basins in bathrooms and WCs

9.7.1 A wash basin with continuous supplies of hot and cold running water and with a tiled splash-back must be provided in each separate toilet compartment and each bathroom or shower-room containing a toilet.

9.7.2 Wash basins with continuous supplies of hot and cold running water and with a tiled splash-back must be provided in all shared bathrooms (whether or not a WC is present) unless basins are provided within separate letting rooms.

## 9.8 Sharing ratios

WCs and bathrooms/shower-rooms in shared use must be provided in the numbers specified in the following table. Households with exclusive access to a WC and a bathroom/shower-room will be excluded from the assessment of the number of sharers and the required numbers of shared WC and bathroom facilities.

<b>Number of people sharing</b> (irrespective of age)	<b>Facilities required</b> (minimum)
<b>1 - 4</b>	1 bathroom and 1 WC with wash basin (the bathroom and toilet may be combined)  <i>-minimum provision is one bathroom containing toilet, basin and bath or shower-</i>
<b>5 - 6</b>	1 bathroom and 1 separate WC (the WC may be contained in a second bathroom)  <i>-minimum provision is one bathroom containing toilet, basin, bath or shower and one separate toilet, but two bathrooms with toilet, basin, bath or shower is acceptable-</i>
<b>7 - 10</b>	2 bathrooms and 2 separate WCs with wash basins (but one of the WCs may be contained within one of the bathrooms).  <i>-minimum provision is two bathrooms containing toilet, basin and bath or shower and one separate toilet-</i>
<b>11-15</b>	3 bathrooms and 3 separate WCs with wash basins (but two of the WCs may be contained within two of the bathrooms).



	<p><i>-minimum provision is three bathrooms containing toilet, basin and bath or shower and one separate toilet-</i></p>
--	--

## 10. Facilities for the Storage, Preparation and Cooking of Food

*\* See also section 11 in relation to Category-D premises.*

### 10.1 Location

Each occupant must have access to a suitable kitchen which should not be more than two floors distant from the letting-room(s) occupied by the user(s) in question.

### 10.2 Availability

10.2.1 Kitchen facilities must be available for use 24-hours a day.

### 10.3 Layout, dimensions and space

10.3.1 Each kitchen must be large enough and laid out in such a way as to enable safe, unhindered use of the facilities. In particular, there must be adequate space for cookers, sinks and worktops and these must be placed in appropriate positions in the room and in relation to each other.

10.3.2 Kitchens must be a minimum of 1.8m wide so as to allow safe circulation and sufficient room for items to be safely retrieved from the oven.

10.3.3 Cookers must be located away from doors, door-openings and windows.

10.3.4 Sinks, worktops and immediately adjacent walls and floors should be non-porous and smooth, so as to facilitate cleaning. Walls abutting cookers, sinks and worktops should be provided with tiled splash-backs.

10.3.5 Where 2 sets of facilities are provided in one kitchen, the layout must allow both sets to be safely used at the same time. No more than 2 sets will normally be acceptable in a single room.

10.3.6 In cases where more than one kitchen is provided, each must be equipped with a suitable sink, traditional cooker and appropriate worktop.

10.3.7 The Council's Guidance note entitled: *Kitchen Layouts*, sets out the relative location of appliances and the location and extent of worktop we expect to be achieved. Kitchens which fail to comply with this guidance are likely to be judged unsuitable.

10.3.8 In order to judge suitability of shared kitchens the Council will also have regard to the following space standards. Where they are not met a kitchen may be judged unsuitable:-

Kitchen	(1-6 persons)	7m <sup>2</sup> (75 sq ft)
Kitchen/diner	(1-6 persons)	13m <sup>2</sup> (140 sq.ft)

### 10.4 Kitchen Facilities

Each kitchen must be provided with the facilities set out below, which comprise a 'set of facilities'. Where the number of users is such that 2 or more kitchens are

required (see Sharing Ratios below), each kitchen will require a 'set of facilities'. Similarly, (where the size of the room permits it) the provision of 2 kitchens in a single room will require provision of 2 full sets of the facilities below.

## 10.5 Food preparation facilities

- 10.5.1 A stainless-steel sink with integral drainer, on a secure base, provided with constant supplies of hot and cold running water and connected to a drainage system. Both water supplies must be adequate and capable of effective temperature control. The cold supply must be direct from the mains supply. A tiled splash back must be provided to walls abutting the sink and drainer.
- 10.5.2 A minimum of one undivided and securely supported worktop measuring 1000 x 600mm plus additional lengths of worktop necessary to ensure provision on both sides of each cooker and next to each sink bowl (in accordance with the Council's guidance provided sheet entitled *Kitchen Layout*). A tiled splashback must be provided to walls abutting all worktops.
- 10.5.3 A gas or electric cooker with 4 rings/burners, oven and grill, all of which are capable of simultaneous use. (In kitchens to which only a single household of no more than 2 people has access, the cooker can be a 2-ring 'Baby Belling' type, but this must stand on securely fixed additional worktop (ie worktop over and above that specified above).
- 10.5.4 A minimum of 2 twin 13amp sockets provided at appropriate heights directly above fixed worktop(s) plus such additional sockets, in appropriate locations, as are needed to serve fixed appliances such as washing-machines and fridges.
- 10.5.5 Sinks, worktops and immediately adjacent walls and floors should be non-porous and smooth, so as to facilitate cleaning. Walls abutting cookers, sinks and worktops should be provided with tiled splash-backs.
- 10.5.6 **Sharing ratios**  
Kitchens in shared use must be provided according to the following tables (and must be provided with a full 'sets of facilities' in each case). Any household with exclusive access to a kitchen will be excluded from this assessment.

### 10.5.6.1 Category A premises

Number of people sharing (irrespective of age)	Facilities required (minimum)
<b>1 - 5</b>	1 kitchen (as above)
<b>6 - 10</b>	2 kitchens (as above)

### 10.5.6.2 Category B & C premises

Number of people sharing (irrespective of age)	Facilities required (minimum)
<b>1 - 5</b>	1 kitchen (as above)

<b>6</b>	1 kitchen (as above) plus the provision of a microwave cooker
<b>7 - 12</b>	2 kitchens (as above) plus the provision of 2 microwave cookers

## 10.6 Food storage facilities

### 10.6.1 Category A & C premises

10.6.1.1 Each household must be provided with the following, which may be provided in a shared kitchen (provided there is sufficient space) or in the household's letting room:

10.6.1.2 A food storage cupboard in the form of either a 500mm wide fixed base cupboard or a 1000mm wide wall cupboard. The space below a sink unit is unsuitable for food storage and cannot be counted. If the cupboard is provided in a shared kitchen it must be capable of being locked.

10.6.1.3 A refrigerator (of notional size (h) 850 x (w) 580 x (d) 580mm, such as is intended to fit under standard worktop) incorporating an adequate freezer compartment. (The refrigerator must be connected to a dedicated socket.)

### 10.6.2 Category B premises

Each shared kitchen must be provided with the following:

10.6.2.2 A food storage cupboard in the form of either a 500mm wide fixed base cupboard or a 500mm wide wall cupboard for each household. The space below a sink unit is unsuitable for food storage and cannot be counted.

10.6.2.3 Refrigerator(s) of total capacity 142 litres (5 cubic feet). Plus additional freezer capacity of 56 litres (2 cubic feet). (The refrigerator(s) and freezer(s) must be connected to dedicated sockets.)

The penalty for failure to have the required licence is a fine of up to £20,000 so it's important that landlords make sure they check with the Council if they are in any doubt.

## 10.7 Mini-kitchens

10.7.1 A number of manufacturers make compact all-in-one mini-kitchens typically comprising sink, fridge, storage and some form of cooking facility (most usually hot plates). Unless these units satisfy the requirements for kitchen provision set out above, they will not be judged to provide adequate facilities for the storage, preparation and cooking of food. They are, in particular, unlikely to provide sufficient worktop, food storage or an appropriate cooker. As a result the provision of typical mini-kitchens will not be accepted as an alternative to the kitchen and cooking provisions set out in the sections above. However, mini-kitchens can provide an additional level of facilities welcomed by residents, and may allow some limited reduction in the provision of sinks, cookers and microwaves in shared kitchens. Any such revision will be determined following an assessment of the circumstances of each case and confirmed in writing.

10.7.2 Mini-kitchens must be securely fixed and appropriately connected to services. Cold water supplies must be directly from the cold-water main. Their installation must avoid the creation of actionable hazards identified by means of the HHSRS.

10.7.3 Mini-kitchens will not be acceptable in rooms of less than 8.5m<sup>2</sup> and may not be acceptable if the available, free floor space in the room is reduced below 8.5m<sup>2</sup> as a result of their installation.

## 11. Kitchen facilities in Category-D premises

11.1 The Council requires either the provision of kitchen facilities exclusive to each household or shared kitchens with a minimum ratio of one set of kitchen facilities to five occupiers, all as specified in Section 10. However the Council may consider some relaxation of this standard where there is an element of meal provision within the residential accommodation (or associated commercial premises) as part of the occupants' terms of employment. The circumstances in which relaxation may be possible are as follows:

### 11.2 Full Meal Provision

11.2.1 Full meal provision means a service, provided on the premises, which makes available three meals a day which the Council considers to be sufficient and suitable for the occupants. These meals are to be provided on each day on which the accommodation is occupied.

11.2.2 The dining facilities must be readily accessible (and, in any event, not more than five minutes walk away from the lodgings) and provided by the employer.

11.2.3 The following facilities should also be provided within each bedroom, irrespective of any meal provision:

- A refrigerator (of notional size (h) 850 x (w) 580 x (d) 580mm, such as is intended to fit under standard worktop) incorporating an adequate freezer compartment. (The refrigerator must be connected to a dedicated socket.)
- A food storage cupboard, minimum (minimum size 600mm x 500mm x 600mm)
- Hot and cold drinks must also be available at other times between meal times.

### 11.3 Partial meal provision

Where there is only partial meal provision by the employer the occupants will require the use of kitchen facilities whenever meals are not available. Ideally this will be through the provision of exclusive use or shared facilities as set out in Section 10. In certain circumstances the use of the commercial kitchen may be accepted. However, for this arrangement to be acceptable, the Council will have to be satisfied that access by the occupants to the kitchen is available at all times. In addition, the Council's Public Protection Team will have to be satisfied that there is appropriate and effective management of the kitchen, that all of the users have adequate food safety training to be using the commercial kitchen and that all users are complying with all applicable food hygiene regulations. **(Note: Failure to meet these obligations could result in prosecution under legislation concerned with food safety and hygiene.)**

11.4 In addition each occupant must be provided with:

- A refrigerator (of notional size (h) 850 x (w) 580 x (d) 580mm, such as is intended to fit under standard worktop) incorporating an adequate freezer compartment. (The refrigerator must be connected to a dedicated socket.)
  - A food storage cupboard, minimum (minimum size 600mm x 500mm x 600mm)
  - Provision to make Hot and cold drinks at all times.
-