

YA-PL-003

HMO Accommodation & Management Statement

1. Introduction

This HMO Accommodation & Management Statement has been prepared by Yallahs Architecture on behalf of Fairfield Property Investments Ltd in support of the retrospective planning application relating to the upper floors of 63–65 High Road, Wood Green, London N22 6BH.

The purpose of this Statement is to describe the accommodation provided within the building, the proposed occupancy arrangements and the management measures that will be implemented to support the long-term operation of the property.

This Statement should be read alongside **Document Reference YA-PL-001 – Planning Statement**, **Document Reference YA-PL-007 – Existing & Proposed Accommodation Comparison Schedule** and **Document Reference YA-PL-009 – HMO Room Schedule**.

2. Description of Accommodation

The application relates to the first and second floors of the building.

The accommodation comprises a Large House in Multiple Occupation (Sui Generis) arranged over two floors.

The proposed accommodation is summarised below.

Accommodation Provision	Quantity
Residential Floors	2
Letting Rooms	11
Maximum Occupancy	14 Persons
Kitchen Sets	4
Toilets	4
Wash Hand Basins	4

Accommodation Provision	Quantity
Showers	4

The proposal has been designed to improve the relationship between the number of occupiers and the communal facilities available within the building.

The proposed arrangement also forms part of a wider programme of planning regularisation, HMO licensing and Building Regulations compliance.

3. Occupancy Strategy

The accommodation will provide a maximum occupancy of 14 persons.

Occupancy will be controlled through the management arrangements for the property and shall not exceed the occupancy levels identified within this Statement and the accompanying room schedule.

The proposed occupancy strategy is set out below.

Room Reference	Occupancy
FF-01	1 Person
FF-02	1 Person
FF-03	1 Person
FF-04	1 Person
SF-01	1 Person
SF-02	1 Person
SF-03	1 Person
SF-04	1 Person
SF-05	2 Persons
SF-06	2 Persons
SF-07	2 Persons

Occupancy Summary	Number
Single Occupancy Rooms	8
Double Occupancy Rooms	3
Total Letting Rooms	11
Maximum Occupancy	14 Persons

The three double occupancy rooms are:

- SF-05
- SF-06
- SF-07

All remaining rooms are intended for single occupancy.

4. Shared Facilities

The accommodation has been designed to provide shared facilities distributed across both residential floors.

First Floor Facilities

Facility	Provision
Kitchen Sets	2
Toilets	2
Wash Hand Basins	2
Showers	2
Dining Room	1

The first floor also contains communal dining facilities intended for use by occupiers.

Second Floor Facilities

Facility	Provision
Kitchen Sets	2
Toilets	2
Wash Hand Basins	2
Showers	2

The distribution of facilities across both floors reduces reliance upon a single shared facility and improves access for occupiers throughout the building.

The proposed arrangement provides a significant improvement over the existing accommodation, which currently relies upon a single kitchen set serving the building.

5. Management Arrangements

The property will be managed by the property owner or an appointed managing agent acting on behalf of the owner.

Responsibility for the management of the property will include:

- occupancy control;
- room allocation;
- maintenance of communal facilities;
- maintenance of the building fabric;
- refuse and recycling management;
- inspection and maintenance of fire safety systems;
- management of common parts; and
- responding to occupier concerns and maintenance requests.

The objective of the management arrangements is to ensure that the property remains safe, well maintained and suitable for continued occupation.

The management arrangements shall operate in conjunction with any HMO Licence requirements imposed by the London Borough of Haringey.

6. Occupancy Control

The proposed accommodation provides a maximum occupancy of 14 persons.

Occupancy levels shall be controlled through tenancy management procedures and routine monitoring of the accommodation.

The maximum occupancy for each room is identified within **Document Reference YA-PL-009 – HMO Room Schedule**.

No room shall exceed the occupancy identified within the approved room schedule.

The approved occupancy strategy is summarised below.

Room Type	Number
Single Occupancy Rooms	8
Double Occupancy Rooms	3
Total Letting Rooms	11

Room Type	Number
Maximum Occupancy	14 Persons

The occupancy strategy forms an important part of the management framework for the property and is intended to ensure that the number of occupiers remains proportionate to the facilities provided within the building.

7. Fire Safety Management

The property owner or appointed managing agent will be responsible for the ongoing management of fire safety measures within the building.

Management responsibilities will include:

- maintenance of fire alarm systems;
- maintenance of emergency lighting;
- inspection of fire doors;
- maintenance of escape routes;
- ensuring that communal areas remain unobstructed;
- provision of fire safety information to occupiers; and
- arranging inspection, testing and certification where required.

The proposal forms part of a wider programme of fire safety improvements and Building Regulations regularisation works.

Whilst detailed Building Regulations compliance is addressed through a separate statutory process, the management arrangements described within this Statement are intended to support the continued safe occupation of the accommodation.

The property owner or appointed managing agent shall ensure that fire safety measures are maintained throughout the life of the development.

8. Refuse & Recycling Management

The property owner or appointed managing agent shall be responsible for the management of refuse and recyclable materials generated by occupiers of the property.

Management responsibilities shall include:

- monitoring refuse storage areas;
- provision of suitable refuse and recycling containers;

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- presentation of containers for collection;
- maintenance of refuse storage facilities;
- provision of guidance to occupiers regarding refuse disposal and recycling; and
- prompt removal of accumulated waste where necessary.

Occupiers shall be expected to dispose of refuse responsibly and utilise the recycling facilities provided.

The refuse management arrangements form part of the wider management framework for the property and are intended to support the continued safe and orderly operation of the accommodation.

Further information is contained within **Document Reference YA-PL-005 – Refuse & Recycling Statement**.

9. Maintenance Strategy

The property owner or appointed managing agent shall implement a programme of routine inspection and maintenance to ensure that the accommodation remains safe, functional and suitable for occupation.

The maintenance strategy shall include:

- routine inspection of communal areas;
- maintenance of communal kitchens;
- maintenance of toilets and shower facilities;
- maintenance of fire safety systems;
- maintenance of emergency lighting systems;
- inspection and repair of the building fabric;
- management of maintenance requests; and
- periodic review of the condition of the accommodation.

The objective of the maintenance strategy is to support the long-term management of the property and ensure that communal facilities remain available to occupiers in a satisfactory condition.

10. Conclusion

This Statement describes the accommodation and management arrangements proposed for the continued occupation of the upper floors at 63–65 High Road, Wood Green as a Large House in Multiple Occupation (Sui Generis).

The proposed accommodation provides:

Accommodation Provision	Quantity
Residential Floors	2
Letting Rooms	11
Maximum Occupancy	14 Persons
Kitchen Sets	4
Toilets	4
Wash Hand Basins	4
Showers	4

The accommodation comprises:

- 8 single occupancy rooms;
- 3 double occupancy rooms;
- communal dining facilities;
- shared kitchens; and
- shared sanitary facilities.

The management arrangements provide a framework for:

- occupancy control;
- maintenance;
- refuse and recycling management;
- fire safety management; and
- long-term operation of the property.

The applicant considers that the proposed accommodation and management arrangements provide an appropriate basis for the continued occupation and management of the building and support the wider objectives of planning regularisation, HMO licensing and Building Regulations compliance.

SUPPORTING DOCUMENTS

This Statement should be read together with:

- **Document Reference YA-PL-001 – Planning Statement**
- **Document Reference YA-PL-005 – Refuse & Recycling Statement**
- **Document Reference YA-PL-007 – Existing & Proposed Accommodation Comparison Schedule**
- **Document Reference YA-PL-009 – HMO Room Schedule**