



Chartered Town Planners & Architectural Technicians

HMO MANAGEMENT PLAN

Property Address: 37 La Rose Lane, London, N15 3AP.

August 2026

1.0 INTRODUCTION

1.1 This Management Plan is a work in progress document as management procedures will evolve pending planning permission and HMO licensing. This is the finalised plan as far as reasonably possible at this stage.

2.0 SITE AND SURROUNDINGS

2.1 The application site comprises a 2 storey terraced dwellinghouse situated on La Rose Lane (formerly Black Boy Lane) in the St Ann's area of South Tottenham. The property has a private rear garden of an average size relative to the area.

2.2 The site is located within a predominantly residential area. Within walking distance of the site there are schools, community facilities, places of worship and the shops and services of the West Green Road local centre. The site is therefore conveniently located for day to day facilities, services and amenities.

2.3 Frequent bus services run within walking distance of the property along West Green Road and St Ann's Road, providing direct connections to Seven Sisters, Turnpike Lane and Tottenham Hale. Seven Sisters station (Victoria line and National Rail) and the Harringay Green Lanes and South Tottenham London Overground stations are all within walking distance, and the surrounding road network is conducive to cycling. The site has a PTAL rating of 2.

2.4 The property falls within the scope of HMO licensing under the Housing Act 2004. The property will be maintained in compliance with HMO licensing standards at all times.

3.0 HMO MANAGEMENT

3.1 The HMO will be licensed with Haringey Council's property licensing team. All licence applications and renewals will be carried out in a timely manner. Occupation will be limited to a maximum of 5 persons in accordance with the planning permission sought.

3.2 It will be ensured that the property meets relevant HMO layout standards in terms of shared amenity spaces, which at this property include the communal living room, separate dining room,

kitchen, bathroom and separate WC, together with the rear garden. As indicated on the plans, the HMO will be finished to a very high standard.

3.3 The licence holder / property manager will supply a tenancy agreement to the tenants at the start of their occupation and shall retain copies of all tenancy / licence agreements for the duration of the licence and provide necessary copies if requested by the local authority.

3.4 The HMO will target long term tenants (12 months plus).

3.5 The licence holder/ property manager will ensure the property continues to be properly managed at all times and comply with legal HMO regulations. The duties include the following;

- Licence holder / property manager's contact details must be provided to all tenants.
- Licence holder / property manager must ensure all tenants are aware of the procedures in the event of an emergency with the relevant contact details.
- Licence holder / property manager to perform checks/ inspections to communal areas regularly to ensure they are kept clean and tidy at all times. The boundary fence / wall to be maintained and be of safe and secure condition.
- In addition to regular inspections an annual inspection will be undertaken. Bin stores, external areas and fencing will be regularly inspected and any remedial work to be undertaken by competent contractors.
- There will be health and safety assessments and regular checks for gas safety, emergency lighting testing, fixed electrical testing and portable appliance testing (PAT). The licence holder shall supply relevant certificates when requested by the local authority.
- Ensuring compliance with quiet hours after 11pm
- Licence holder/ property manager will arrange monthly checks on fire alarms, smoke/ heat detectors, fire extinguishers, etc. by a person with adequate knowledge and a log kept recording test details. Smoke alarms will be maintained throughout the property and will be tamper resistant and in proper working order at all times.
- Licence holder / property manager will undertake checks on all escape routes for obstructions, and any obstructions will be removed, and warnings will be issued to any offending tenants.
- Licence holder / property manager will provide tenants with contact details for reporting faults or any maintenance issues as well as emergency services.
- Licence holder / property manager will keep electrical appliances in a safe and good condition. Provide copies of any instruction manual to all tenants to enable them to operate cookers,

boilers and any other similar appliance. PAT testing is presently undertaken annually. Alarm checks and gas safety inspections are also undertaken annually.

- Licence holder/property manager will provide immediate neighbours with contact details (telephone number and email) for use in the event of emergencies or matters of concern.
- If a pest problem or infestation occurs at the property within 6 months of any new tenancy, the licence holder will take steps to ensure that an appropriate treatment programme has been carried out to eradicate the pest/ infestation. Records of any treatment programme must be kept for 12 months and provided to the local authority when requested.

Refuse and waste;

- The landlord / property manager will provide bins. Tenants will be issued with details of the refuse store arrangements at the front of the property, including the collection date for refuse, recycling and green waste and how to present their waste for collection.
- A schedule of waste/recycling collection days to be posted on the noticeboard and tenants made aware of responsibility for proper disposal.
- Attention of tenants to maintain front and back gardens in a good state and free of rubbish or other unsightly objects.

Noise and disturbances:

- The conduct of the tenants will be monitored throughout the property including the communal areas.
- Attention of tenants relating to excessive noise (particularly between 11pm and 8am) and other antisocial or unreasonable behaviour.
- The landlord is expected to take all reasonable and practical steps for preventing and dealing with anti-social behaviour and effective steps to deal with any complaints that have been made directly to them by the local authority regarding their tenants.
- The Licence holder/ property manager shall keep copies of any complaints / correspondence relating to anti-social behaviour at the property for a period of three years and provide necessary copies if requested by the local authority.