APPENDIX A TO REPORT NO 772/08

Physical Standards

P1

See Appendix B regarding space and layout provision

Use of Structures
Portable units not coming under the definition of a caravan will require the benefit of a Building Warrant and Planning Permission; this will include communal facilities on caravan sites where portable units are attached to form a singular unit, or the use of permanent structures to house communal facilities.

Portable units and caravans require to be suitable for the purpose intended, units that are structurally substandard, i.e. not substantial free from rising and penetrating damp. Doors and windows that are inoperable etc will not be deemed fit for purpose. Sites containing caravans only still require the benefit of Planning permission.

Stairs/Steps
All external steps to caravans and portable units to have a max rise of 200mm and min going of 250mm, and be constructed of suitable materials to allow a slip free surface, where external steps rise greater that 600mm a landing shall be provided at least the length and width of the door being accessed and to be protected by a handrail 900mm high. Where children are present a protective balustrade designed so as not to allow the passage of a 100mm diameter sphere shall be provided.

Protective barriers
Where a sudden change in level occurs which is greater than 600mm this should be protected by a handrail 1100mm high and where children are present an 1100mm high protective balustrade designed so as not to allow the passage of a 100mm diameter sphere. It is not intended this would not apply to changes in gradient on grassed areas

Walkways
All walk ways, footpaths to be gravel or similar material laid on a suitable base and position to allow for the most direct route to and around facilities, any electrical cables to be buried so as not to cause a trip hazard, and any overhead cables to be positioned so as not to cause injury

Winter accommodation (November to March)
Where possible, more substantial forms of accommodation than caravans should be used. However, if the caravans and the facilities are of a high standard, caravan accommodation can be made suitable.

P2

See Appendix B regarding kitchen provision.

P3

See Appendix B regarding provision of sanitary facilities, water and drainage.

P4

See Appendix B regarding space heating

P5

See Appendix B regarding lighting and ventilation

P6

Risk Assessment
Prior to occupation a Fire safety Risk Assessment must carried out in accordance with Section 54 and Schedule 2 of the **Fire Scotland Act 2005** and the **Fire Safety Scotland Regulations 2006**.

Structure

Buildings
New, extended or converted premises must conform to the Building Standards (Scotland) Regulations and the Town and Country Planning (Scotland) Act 1997 and posses completion certificates. These standards determine many of the fire safety measures required including – Restriction of the Spread of Fire and Smoke, Means of Escape and Means for Fire Detection and Giving warning.

The Fire Safety Risk Assessment results may require a higher standard and the relevant guidance document for the specific premises type should be used. i.e. Sleeping Accommodation Premises Guides or Places of Entertainment and Assembly Guide, available at – www.infoscotland.com/firelaw

In an HMO all circulation areas and kitchens should have walls and ceilings which are no worse than Class 1 for the surface spread of flame as set out in BS 476: Part 7: 1987.

Caravans and Cabins
The **minimum** distance between any two caravans must not be less than 6 metres or 4.5 metres corner to corner when positioned in a 'chessboard' pattern.

Windows to all caravans and portacabins shall be readily openable in the event of an emergency and shall not be secured by way of bars or grills that will hamper means of escape.

Hard standing access roads must be provided to within 45 metres of any accommodation unit. These must capable of supporting axle weights of 14 tonnes.

Furniture, Textiles and Bedding
The choice of furniture, textiles and bedding influences the ease of ignition and growth of a fire. Any such materials provide must comply with modern British Standard requirements. The standards for these items are quoted in Technical Annex 13.15 of 'Practical Fire Safety Guidance for Medium and Large Premises Providing Sleeping Accommodation' available on the website quoted above. The use of second hand materials of an unknown standard must be avoided.

Fire Alarms and Detection

Buildings
The requirement for a fire alarm system will be determined by the use of the premises and the Fire Safety Risk Assessment.

In buildings not providing sleeping accommodation, a system using only manual call points may be sufficient, if required at all.

Only heat detection should be used in communal kitchen areas as smoke detection will give repeated false alarms, creating an attitude of complacency regarding the sounding of the alarm.

Larger buildings used for sleeping accommodation will require a fire alarm system installed to B.S. 5839: Part 1:2002 Category L2. In small buildings a system complying with B.S.5839: Part 6:2002 Category LD2 may be sufficient.

Caravans and Cabins
Domestic Smoke Alarms are deemed suitable for use in such premises but care must be taken in the selection and siting of the devices.

Mains powered units are preferable or sealed battery 10 year units, both of which prevent tampering.

Alarms using an optical detection sensor (as opposed to the ionisation type) are preferable as these are not so prone to false alarm by fumes. This is especially relevant where cooking takes place in the accommodation unit.

The alarm units must be sited away from the cooking facilities, close to the sleeping areas.

Means of Escape

Buildings

Any fire exit must not be secured with a locking device requiring use of a key from the inside. In larger premises push bar devices should be fitted. In smaller premises, ironmongery fitted with a turn button may be acceptable.

Where fire exits are not obvious, clear signs must be conspicuously displayed.

Caravans and Cabins

Doors must not be secured by devices requiring a key to open from the inside. A 'yale' type lock may be an acceptable solution.

Emergency Lighting

All Premises

Any sleeping accommodation for more than 6 persons or other premises with a capacity for more than 60 should be provided with emergency lighting installed in compliance with B.S.5266. In any HMO with two or more storeys the escape routes within the HMO should also be provided with adequate emergency lighting.

Emergency lighting to be included to the external areas in and around caravans and portacabins.
All emergency lighting to have a min 3 hour battery back up

Firefighting

All Premises

Fire Safety awareness training including the use of the firefighting equipment provided is essential, to ensure its safe use and to make potential users aware of the limitations of extinguishers. The input should also include – contacting the emergency services (and the required information), evacuation procedures and assembly areas.

Buildings

All buildings must be provided with fire extinguishers in compliance with B.S. 5306. The types and location of extinguishers required will be determined by the Fire Safety Risk Assessment.

Caravans and Cabins

Each accommodation unit should be fitted with a fire blanket. This should be wall mounted at the exit door at approximately 1.5 metres above floor level.

Fire Points

No accommodation should be more than 30 metres from a Fire Point. Each Fire Point must be **conspicuously** marked and contain at least –

1 Water or Foam extinguisher
1 CO2 Extinguisher
Means of raising a general alarm (gong, air horn etc.)

Emergency Notices and Telephones.

Notices must be displayed on the site indicating the action to be taken in the event of an emergency. They shall show the emergency number for the police, Fire Brigade, and Ambulance and it is recommended that details are shown regarding direct or telephone contact of a competent person to take control. The notices should also show the full address of the premises and if possible the OS map reference.

The notices should be copied into the first language of the residents and best practice is to display a notice in each residential unit.

There should be a telephone available for emergency use on each residential site but it is probable that many of the students resident will have personal mobile telephones. The manager must check that there are enough personal phones to give reliable emergency cover and that occupants are aware of how to contact the emergency services.

Gas Safety

Any building or unit with gas appliances must be fitted with a Carbon Monoxide Alarm. Combination units containing both Smoke and CO detection may prove a cost effective solution.

The siting and location of bulk storage tanks or cylinder compounds should be in accordance with LPGA guidance. Useful advice is available at www.calor.co.uk

LPG cylinders, when connected to premises, should be secured in the upright position, preventing them being toppled and liquid LPG entering the gas system.

Maintenance

Fire Alarms – Tested weekly, serviced six monthly with certification issued.

Smoke and CO alarms – Tested weekly, Cleaned and battery changed at least annually.

Emergency Lighting – Monthly, serviced annually with certification issued.

Extinguishers (inc. Fire Points) – Visual check weekly, serviced annually.

Housekeeping

Refuse to be stored remotely or in non-flammable containers and regularly disposed of.

Grass and vegetation should be cut regularly to prevent fire spread around and beneath caravans.

Storage of goods beneath caravans should be discouraged.

Barbeques should be restricted to designated areas and open fires prohibited.

APPENDIX B TO REPORT NO 772/08

ANGUS COUNCIL – MIGRANT WORKER ACCOMMODATION STANDARDS 2008

FACILITIES	**PERMANENT SITES WITH SEPARATE COMMUNAL FACILITIES**	**TEMPORARY SITES WITH SEPARATE COMMUNAL FACILITIES**	**BUNKHOUSES/ PERMANENT BUILDINGS**
KITCHENS	1 sink for every 6 with integral drainer Adequate food storage for number of occupants Adequate impervious work surfaces Provide adequate natural+/or mechanical ventilation 1 cooker for every 6 persons with associated activity space see Annex C **Note**: If persons cannot be divided by 6 Additional microwave/dishwasher could be accepted e.g. 8 people	1 sink for every 6 with integral drainer Adequate food storage for number of occupants Adequate impervious work surfaces Provide adequate natural+/or mechanical ventilation 1 cooker for every 6 persons with associated activity space see Annex C **Note**: If persons cannot be divided by 6 Additional microwave/dishwasher could be accepted e.g. 8 people	1 sink for every 6 with integral drainer Adequate food storage for number of occupants Adequate impervious work surfaces Provide adequate natural+/or mechanical ventilation 1 cooker for every 6 persons with associated activity space see Annex C **Note**: If persons cannot be divided by 6 Additional microwave/dishwasher could be accepted e.g. 8 people
SANITARY FACILITIES	Adequate natural+/or mechanical ventilation 1 WC X 5 Persons 1 WHB X 5 Persons 1 SHOWER/or BATH X6 Persons 1 URINAL X 15 Persons maximum travel distance from sleeping accommodation 40m Facilities to be divided between male and female Drainage system to comply with the relevant British standards **<u>Caravans with own amenities</u>** 1 WC x 5 persons 1 WHB x 5 persons	Adequate natural+/or mechanical ventilation 1 WC X 10 Persons 1 WHB X 10 Persons 1 SHOWER/or BATH X10 Persons 1 URINAL X 15 Persons Drainage system to comply with the relevant British standards **<u>Caravans with own amenities</u>** 1 WC x 6 persons 1 WHB x 6 persons	Adequate natural+/or mechanical ventilation 1 WC X 5 Persons 1 WHB X 5 Persons 1 SHOWER X 6 persons or 1 BATH X 6 Persons Drainage system to comply with the relevant British standards

FACILITIES	PERMANENT SITES WITH SEPARATE COMMUNAL FACILITIES	TEMPORARY SITES WITH SEPARATE COMMUNAL FACILITIES	BUNKHOUSES/ PERMANENT BUILDINGS
HEATING	LPG gas not to be used for heating Each bedroom and living area to have a fixed space heating appliance capable of providing fixed heating and able to reach 18 degrees if minus 1 degree outside Specifications for solid fuel, oil/gas fired heaters see annex C	LPG gas not to be used for heating Each bedroom and living area to have a fixed space heating appliance capable of providing fixed heating and able to reach 18 degrees if minus 1 degree outside Specifications for solid fuel, oil/gas fired heaters see annex C	LPG gas not to be used heating Each bedroom and living area to have a fixed space heating appliance capable of providing fixed heating and able to reach 18 degrees if minus 1 degree outside Specifications for solid fuel, oil/gas fired heaters see annex C
LIGHTING/ VENTILATION	Roads/pathways/gateways suitably lit Every bedroom /living room should have natural lighting and suitable ventilation Glazed area must be equal to at least 1/15th of floor area + open at least 1/30th of floor area One lighting point to every circulation space Stairway lighting on each level Mechanical ventilation to comply with British standards for safety	Roads/pathways/gateways suitably lit Every bedroom /living room should have natural lighting and suitable ventilation Glazed area must be equal to at least 1/15th of floor area + open at least 1/30th of floor area One lighting point to every circulation space Stairway lighting on each level Mechanical ventilation to comply with British standards for safety	Roads/pathways/gateways suitably lit Every bedroom /living room should have natural lighting and suitable ventilation Glazed area must be equal to at least 1/15th of floor area + open at least 1/30th of floor area One lighting point to every circulation space Mechanical ventilation to comply with British standards for safety
DRAINAGE	Any permanent drainage including septic tanks and soakaways requires a building warrant and shall have a completion certificate accepted prior to use. Septic tank soak away requires S.E.P.A registration in place	Any permanent drainage including septic tanks and soakaways requires a building warrant and shall have a completion certificate accepted prior to use. Septic tank soak away requires S.E.P.A registration in place	Any permanent drainage including septic tanks and soakaways requires a building warrant and shall have a completion certificate accepted prior to use. Septic tank soak away requires S.E.P.A registration in place

FACILITIES	PERMANENT SITES WITH SEPARATE COMMUNAL FACILITIES	TEMPORARY SITES WITH SEPARATE COMMUNAL FACILITIES	BUNKHOUSES/ PERMANENT BUILDINGS
COMMUNIAL LIVING SPACE	1 m² per person	1 m² per person	Where provided 3 – 6 persons 11 m² 7 – 10 persons 16.5 m² 11 – 15 persons 19.5 m² >15 persons 19.5m2 plus 1m2 per person over 15
MAX OCCUPANCY FOR CARAVANS	6 berth x 4 persons 8 berth x 5 persons	6 berth x 4 persons 8 berth x 6 persons	Not applicable
SPACE STANDARD FOR BEDROOMS	**Bedrooms with common living room** 1person 6.5 m² 2 people 10.5 m² 3 people16.5 m² over 3 people + 4.5 m² **Bedrooms with no communal living area** 1 adult 10 m² 2 adults 15 m² 3 adults 19.5 m² over 3 adults 19.5 m² per person over 3 **Bedroom with a cooker** 1 adult 13 m² 2 adults 19 m² Must provide a bed, clothes storage and activity space	**Beds** 1 person 5.5 m² 2 person 9.0 m² 3 person 12.0 m² 4 person 16.0 m² 5 person 20.0 m² each extra bed + 4 m² **Bunks** 2 Persons 7.5 m² 4 persons 13.0 m² 6 persons 18.0 m² 8 persons 24.0 m² 10 person 30.0 m² each extra bunk + 6m² Must provide a bed, clothes storage and activity space	**Bedrooms with common living room** 1person 6.5 m² 2 people 10.5 m² 3 people16.5 m² over 3 people + 4.5 m² **Bedrooms with no communal living area** 1 adult 10 m² 2 adults 15 m² 3 adults 19.5 m² over 3 adults 19.5 m² per person over 3 **Bedroom with a cooker** 1 adult 13 m² 2 adults 19 m²

FACILITIES	PERMANENT SITES WITH SEPARATE COMMUNAL FACILITIES	TEMPORARY SITES WITH SEPARATE COMMUNAL FACILITIES	BUNKHOUSES/ PERMANENT BUILDINGS
LAUNDRY	If more than a mile from the laundrette - 1 washing machine x 20 people Suitable arrangements should be provided internally/externally for drying clothes	If more than a mile from the laundrette - 1 washing machine x 20 people Suitable arrangements should be provided internally/externally for drying clothes	Suitable arrangements should be provided internally/externally for drying clothes
ELECTRIC SOCKETS	6 in each kitchen 2 per head in bedrooms/living rooms	6 in each kitchen 2 per head in bedrooms/living rooms	6 in kitchen 4 in bedroom + living room 4 additional sockets
ELECTRICAL/ GAS SAFETY	Gas – shall be installed/tested and certified by a competent person registered with corgi Certification that electrical system + appliances provided have been examined and tested in accordance with BS 7671: 2001 by a competent person Any external electrical cables to be to be buried so as not to cause a trip hazard, and any overhead cables to be positioned so as not to cause injury	Gas – shall be installed/tested and certified by a competent person registered with corgi Certification that electrical system + appliances provided have been examined and tested in accordance with BS 7671: 2001 by a competent person Any external electrical cables to be to be buried so as not to cause a trip hazard, and any overhead cables to be positioned so as not to cause injury	Gas – shall be installed/tested and certified by a competent person registered with corgi Certification that electrical system + appliances provided have been examined and tested in accordance with BS 7671: 2001 by a competent person
SAFETY/ SECURITY/ REFUSE COLLECTION	Ensure refuse is uplifted regularly Each accommodation unit and communal facilities be accessed by a suitable hard surfaced path	Ensure refuse is uplifted regularly Each accommodation unit and communal facilities be accessed by a suitable hard surfaced path	

ANNEX C

MANDATORY LICENSING OF HOUSES IN MULTIPLE OCCUPATION: GUIDANCE FOR LICENSING AUTHORITIES

TECHNICAL SPECIFICATIONS FOR BENCHMARK STANDARDS (SECTION 3-3)

P1 - SPACE AND LAYOUT

Bedrooms where common living room available

Single room (1 adult)	6.5 sq. metres
Double room (2 adults)	10.5 sq. metres
Triple room (3 adults)	16.5 sq. metres
Over 3 adults	16.5 sq. metres
	+ 4.5 sq. metres per person over 3

Family room

(2 adults + children under 10) 10.5 sq. metres + 4.5 sq. metres per child

Bedrooms where no communal living area available

1 adult	10 sq. metres
2 adults	15 sq. metres
3 adults	19.5 sq. metres
Over 3 adults	19.5 sq. metres + 6 sq. metres per person over 3

Family Room

(2 adults + children under 10)	15 sq. metres + 7 sq. metres per child.

Bedroom with cooker

1 adult	13 sq. metres
2 adults	19 sq. metres

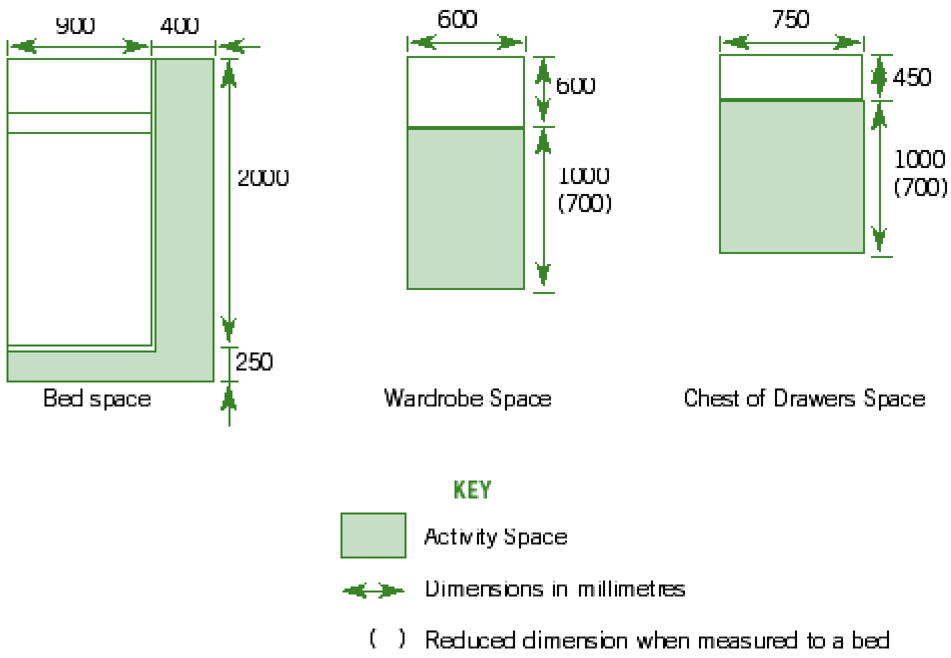
(In normal circumstances children would not be accommodated in bedrooms with cookers. If, exceptionally, they are, appropriate measures must be taken to ensure their safety.)

Communal Living Room

3 - 6 persons	11 sq. metres

7 -10 persons	16.5 sq. metres
11-15 persons	19.5 sq. metres

Activity Spaces for bedrooms



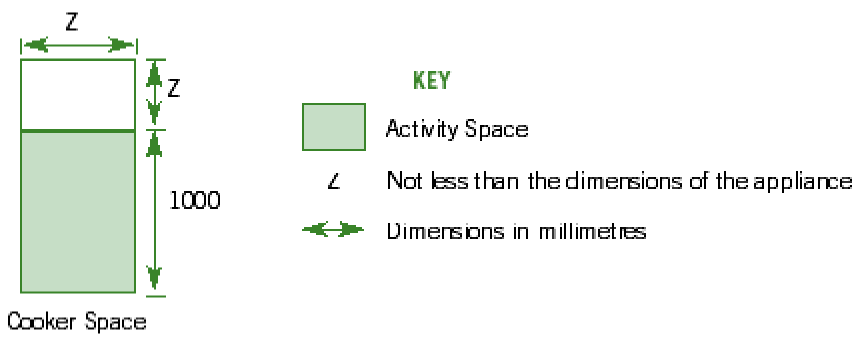
Notes:

1. An activity space is measured at floor level.

2. The shaded area of an activity space may overlap only the shaded area of another activity space.

P2 KITCHENS

Activity Space for Cookers



Note

An activity space is measured at floor level.

P4 SPACE HEATING

P4-1 Solid fuel

A solid fuel appliance should have a permanent supply of air either direct to the open air or to an adjoining space (including a sub-floor space) that is itself permanently ventilated direct to the open air. Air supply provided as follows will satisfy the requirement -

i. Traditional open flued fire: 50% of the cross-sectional area of the throat or the flue as appropriate; or

ii. any other solid fuel appliance: a permanent air entry opening or openings with a total free area of 550 mm2 for each kW of combustion appliance rated output over 5 kW.

Annual inspection/cleaning of chimneys/flues should be carried out and a certificate provided stating that the system is functioning properly.

P4-2 Oil fired

An oil-fired appliance, other than a room-sealed appliance, should have a permanent supply of air for combustion either direct to the open air or to an adjoining space (including a sub-floor space) which is itself permanently ventilated direct to the open air. Compliance with Section 4 of BS 5410: Part 1: 1997 will satisfy this requirement.

An oil-fired appliance installed in a confined space should have a permanent supply of air for cooling in addition to air for combustion, either direct to the open air or to an adjoining space (including a sub-floor space). Compliance with Clause 4.4.3 of BS 5410: Part 1: 1997 will satisfy this requirement.

P4-3 Gas fired

A gas-fired appliance should have an adequate supply of air for combustion. Compliance with the following British Standards will satisfy this requirement -

i. for a decorative fuel-effect gas appliance, BS 5871: Part 3: 1991;

ii. for an inset live fuel-effect gas appliance, BS 5871: Part 2: 1991;

iii. for any other gas-fired appliance, BS 5440: Part 2: 1989.

A gas-fired appliance installed in a confined space should have an adequate supply of air for cooling in addition to air for combustion. Compliance with BS 5440: Part 2: 1989 will satisfy this requirement.

Annual certification that installed gas systems have been examined by a qualified person (CORGI registered), that they are functioning properly and ventilation is adequate should be provided.

P4-4 Extract fans

Where an extract fan is fitted in the same room (or in an adjoining room) as an open-flued combustion appliance a spillage test should be carried out to ensure the combustion appliance is operating safely. Testing to the following guidance will satisfy this requirement -

i. for a solid fuel appliance, BRE Information Paper IP 7/94;

(NOTE: An extract fan should not be fitted in the same room as an open-flued solid fuel appliance.)

ii. for an oil-fired appliance, Clause 4.4.7 of BS 5410: Part 1: 1997 and OFTEC Technical Information Note TI/112; and

iii. for a gas-fired appliance, Clause 4.3.2.3 of BS 5440: Part 1: 1990.

P6 Fire safety

The provision of fire precautions in an HMO should be based on a risk assessment carried out by or on behalf of the applicant, and reviewed by the relevant officers inspecting the property. The following benchmark standards should not be seen as either a maximum or a minimum, but are intended to provide a reference point for an "average" HMO. They should be applied flexibly, taking into account the physical features of the property and the type of occupants in each case. Officers should always give consideration to alternative approaches, where these can provide an equivalent level of safety.

P6-1 Detection and giving warning in case of fire.

P6-1.1 More than 6 residents

An HMO with more than six residents should be provided with a suitable fire detection and alarm system complying with BS 5839: Part 1: 2002 Category L2.

P6-1.2 Up to 6 residents

An HMO with up to six residents should be provided with either a suitable fire detection and alarm system complying with BS 5839: Part 6: 1995, Grade D, Type LD3. Alternatively, a system as set out below may be used:

A. A smoke alarm should be located -

i. in a circulation area which will be used as a route along which to escape, within 7 m of the door to a living room or kitchen and within 3 m of the door to a bedroom, the dimensions to be measured horizontally;

ii. where the circulation area is more than 15 m long, within 15 m of another smoke alarm on the same storey;

iii. if designed for ceiling mounting, at least 300 mm away from any wall or light fitting, or if designed for wall mounting, not less than 150 mm and not more than 300 mm below the ceiling;

iv. not less than 300 mm away from, and not directly above, a heater or air conditioning outlet; and

v. on a surface which is normally at the ambient temperature of the rest of the room or circulation area in which the smoke alarm is situated.

B. Where more than one smoke alarm is installed they should be interconnected so that detection of a fire by any one of them operates the alarm signal in all of them.

C. A smoke alarm should be permanently wired to a circuit. The mains supply to the smoke alarm should take the form of either -

i. an independent circuit at the HMO's main distribution board, in which case no other electrical equipment should be connected to this circuit (other than a dedicated monitoring device installed to indicate failure of the mains supply to the smoke alarms); or

ii. a separately electrically protected, regularly used local lighting circuit.

Note: If smoke alarms are of a type that may be interconnected, all smoke alarms should be connected on a single final circuit.

D. The standby power supply for the smoke alarm may take the form of a primary battery, a secondary battery or a capacitor. The capacity of the standby supply should be sufficient to power the smoke alarm when the mains power supply is off for at least 72 hours while giving an audible warning of mains power supply being off. There should remain sufficient capacity to provide a warning of smoke for a further 4 minutes.

An audible warning should be given at least once every minute if the capacity of the standby power supply falls below that required to satisfy the recommended standby duration when the mains power supply is on; or persist for at least 15 days when the mains power supply is off.

P6-2 Means of escape

P6-2.1 Emergency escape windows

A suitably designed and located emergency escape window situated in an external wall or roof should be provided in every bedroom or living room in an upper storey at a height of not more than 4.5m above ground level. This can be achieved by a window, or a door (French window) having an unobstructed openable area that is at least $0.33m^2$ and at least 450 mm high and 450 mm wide (the route through the window may be at an angle rather than straight through). The bottom of the openable area should not be more than 1100 mm above the floor.

Any lock fitted to an emergency escape window must be capable of being opened from the inside without recourse to a key.

P6-2.2 External escape routes

Where the escape from an HMO involves an external stair, balcony or flat roof, it should not be threatened by fire or smoke issuing from any door, window or ventilator in the proximity of the escape route.

P6-2.3 Fire doors

A fire door in an HMO should be self-closing. It may well be that existing solid timber doors, if well fitting, will provide the equivalent of 30 minutes fire resistance (integrity).

P6-2.4 Means of escape from HMOs which are not flats or maisonettes

In an HMO which is not a flat or maisonette and which has a storey at a height over 4.5m:

i. every stair should be enclosed in fire resisting construction having 30 minutes fire resistance (integrity and insulation) and any door in the enclosures should be a fire door with 30 minutes fire resistance (integrity),

except -

a stair in an HMO with a storey at a height exceeding 4.5 m by one storey which does not contain a living room, bedroom, or kitchen;

and

ii. every storey at a height of more than 7.5 m should be provided with an exit through a door other than its main entrance.

P6-2.5 Means of escape from HMOs which are flats or maisonettes with no more than 2 storeys

A. An HMO which is a flat or maisonette with a storey at a height of more than 4.5 m should be planned so that either:

i. it is provided with an exit through a door other than its main entrance; or

ii. all living rooms and bedrooms are entered directly from a circulation space enclosed in fire resisting construction having 30 minutes fire resistance (integrity and insulation) and any door in the enclosures should be a fire door with 30 minutes fire resistance (integrity), and the distance to be travelled from any door of any living room or bedroom to the exit is not more than 9 m; or

iii. the distance to be travelled from any point within the HMO to the exit is not more than 9 m and the direction of travel is away from cooking facilities; or

iv. sleeping accommodation, and that part of the circulation area which serves the sleeping accommodation and the exit to the flat, is separated from any other living room or kitchen by a construction providing at least 30 minutes fire resistance (integrity and insulation); and

(a) any door in this construction is a fire door with 30 minutes fire resistance (integrity), and

(b) if that HMO has a storey at a height of more than 11 m and the distance to be travelled within the flat from any point to the exit is more than 15 m, there is an exit through a door, other than its main entrance, from the living accommodation.

B Where an HMO is within a building and only has a single escape route which relies upon a common stair, then there should be a lobby enclosed by walls having 30 minutes fire resistance (integrity and insulation) within the HMO which protects access to that escape route, if:

i. there are more than 10 residents, or

ii. there are more than 6 residents and any storey in the building is at a height of over 7.5m, or

iii. there are 6 or less residents and:

(a) any storey in the building is at a height of over 11m; or

(b) there are more than four dwellings or HMOs on any storey.

Doors in the wall should be fire doors and have 30 minutes fire resistance (integrity). A lobby is not required on the top storey of a building. [The lobby may be the same as the circulation space required to be enclosed under paragraph A.ii above.]

C. A wall with an adequate degree of fire resistance should be provided between the HMO and any other part of the same building. An adequate degree of fire safety is:

i. 30 minutes (integrity and insulation) in buildings with no storey over 7.5m above ground; and

ii. 60 minutes (integrity and insulation) in buildings with any storey over 7.5m above ground.

Doors in the wall should be fire doors and have an adequate degree of fire safety (integrity only). [If a circulation space enclosed with fire resisting construction is required, and a lobby is provided with the fire safety required under paragraph A.ii above or a lobby with fire resistance is provided under paragraph B above, then the fire doors need not have more than 30 minutes fire resistance (integrity).]

D. A floor between the HMO and any other part of the same building should have any holes or gaps adequately fire-stopped.

E. Where the escape route from the front door of the HMO is within the building it should lead by way of circulation space or stairway directly to the outside.

F Any part of an escape route from the front door of the HMO which is within the building should be provided with artificial lighting.

P6-2.6 Means of escape from HMOs which are flats or maisonettes with two or more storeys, of which one is at a height of more than 4.5 m

Where the maisonette or flat has two or more storeys, of which one is at a height of more than 4.5m, additional precautions should be taken as follows:

A. If there is accommodation on more than one level it should be planned so that -

i. all living rooms or bedrooms are entered directly from a circulation space enclosed in fire resisting construction having 30 minutes fire resistance (integrity and insulation) and any door in the enclosures should be a fire door with 30 minutes fire resistance (integrity); and

ii. where any storey is at a height of more than 11 m there is -

a. an exit through a door other than its main entrance from each storey other than the entrance storey, or

b. an exit through a door other than its main entrance from each bedroom.

B. If there is accommodation on only one level, but the HMO is entered from a storey below the level of the accommodation it should be planned so that -

i. an exit through a door other than its main entrance is provided; or

ii. all living rooms or bedrooms are entered directly from a circulation space enclosed in fire resisting construction having 30 minutes fire resistance (integrity and insulation) and any door in the enclosures should be a fire door with 30 minutes fire resistance (integrity) and the distance to be travelled from any door of a living room or bedroom to the head of the internal stair is not more than 9m; or

iii. the distance to be travelled from any point within the HMO to the head of the internal stair is not more than 9 m, and the direction of travel is away from cooking facilities.

C. If there is accommodation on only one level, but the HMO is entered from a storey above the level of the accommodation it should be planned so that an exit through a door other than its main entrance is provided from the lower storey.

P6-2.7 Means of escape from HMOs which are in basements

A. A basement HMO, or an HMO with a basement storey, which contains a bedroom or living room should be provided with an exit through a door other than its main entrance. This alternative exit may provide access to a space below the adjoining ground from which there is access to ground level.

B. A stair within the HMO serving the basement storey should be enclosed in fire resisting construction having 30 minutes fire resistance (integrity and insulation). Such a fire resisting enclosure serving a basement storey should be separate from any fire resisting enclosure protecting a stair serving the remainder of the HMO. Any door in such fire resisting enclosures should be a fire door with 30 minutes fire resistance (integrity).

In this context a basement storey is one which is below the lowest storey in which there is an entrance from the level of the adjoining ground.

P6-3 Internal linings

In an HMO all circulation areas and all kitchens should have walls and ceilings which are no worse than Class 1 for the surface spread of flame as set out in BS 476: Part 7: 1987.

P6-4 Emergency lighting

In any HMO with two or more storeys and more than six people, the escape routes within the HMO should be provided with adequate emergency lighting.

P6-5 Fire-fighting equipment

The most useful form of fire-fighting equipment for general fire risks is the water-type extinguisher. One such extinguisher should be provided for approximately each 200 square metres of floor-space, with a minimum of one per floor. Extinguishers should normally be located in conspicuous positions on escape routes preferably near exit doors.

The local fire authority can advise on areas of special risk which may need carbon dioxide, dry powder or other types of extinguisher. In any case a light duty fire blanket should be provided in each communal cooking area.

P6-6 Ducted warm air heating

If an HMO has a storey at a height of more than 4.5 m or has a basement storey and is provided with a system of ducted warm air heating it should be designed to reduce the risk of fire and smoke spread as follows:

i. transfer grilles are not fitted between any room and the entrance hall or stair;

ii. supply and return grilles are not more than 450 mm above floor level;

iii. if warm air is ducted to an entrance hall or stair, the return air is ducted back to the heater;

iv. if a duct passes through any wall, floor, or ceiling of an entrance hall or stair, all joints between the duct and the surrounding construction are sealed;

v. there is a room thermostat in the living room, at a height between 1370 mm and 1830 mm, with a maximum setting of 35o C, which turns off the heater and any circulation fan if the ambient temperature exceeds that setting; and

vi. if the system recirculates air, smoke detectors are provided in every extract duct to cause the recirculation of air to stop and direct all extract air to the outside of the building in the event of fire.

P6-7 Mechanical ventilation systems

Where a mechanical ventilation system is provided in an HMO with more than six residents the system should be designed to reduce the spread of fire and smoke as follows:

i. the system is of a suitable design and construction; and

ii. it ensures, so far as is practicable, that air movement is directed away from escape routes; and

iii. ducts within the system are of a suitable design and construction; and

iv. where a ventilating duct serving sleeping accommodation penetrates walls between sleeping accommodation, either above or below the ceiling, the duct is adequately protected to ensure that it cannot permit the spread of fire. Any automatic damper or shutter or other sealing device in the duct is activated by smoke.