

Document F

SPECIFIC GUIDANCE FOR A HOUSE IN MULTIPLE OCCUPATION (HMO) CONVERTED ENTIRELY INTO SELF CONTAINED FLATS

This document is intended as a specific guide for persons who own, manage or control Houses in Multiple Occupation (HMOs) that have been converted entirely into self contained flats not to a standard equivalent to at least the Building Regulations 1991. **It must be read as a supplement to document 'G' which outlines the general guidance for HMO's**

Definition of a self contained flat/unit – *A self contained flat is one which has inside it a kitchen (or cooking area) bathroom and toilet for the exclusive use of the household living in the unit. If the occupier has to leave the unit to gain access to any one of these amenities, that unit is not self contained.*

1.0 Fit and safe for habitation

- 1.1 The Housing Health and Safety Rating System is used to identify hazards resulting from defects and deficiencies in the flats and the building as a whole. Refer to 1.0 of document G

2.0 Kitchen facilities

- 2.1 Refer to paragraphs 2.1.3 – 2.1.8 of document G

3.0 Personal washing and sanitary facilities

- 3.1 Refer to paragraphs 3.1.2 – 3.1.4 and 3.2.2 – 3.2.4 of document G.

4.0 Space standards

- 4.1 Refer to document G.

5.0 Means of escape in case of fire and other fire

5.1 Means of escape and other fire precaution requirements for a 5 or 6 storey Building divided into self contained units.

5.1.1 Fire detection

To give early warning of fire there should be provided a fire detection and alarm system in the premises to British Standard 5839-Part 6: 2004 Grade A type LD2 system complemented by an independent Grade D system within the self contained units. This system is primarily for the protection of life.

Areas to be covered:

- i. Heat detectors – Kitchens and lobby area leading on to the escape route (interlinked); and
- ii. Smoke detectors - Stairway enclosures and any basement/cellar. The need to extend smoke detectors in other areas of the flat or building should be based on a risk assessment.

Plus an independent Grade D LD3 system in each flat (none interlinked) smoke alarm in the area near the common escape route to protect the sleeping occupants of each flat.

5.1.2 Escape Route.

30 minutes fire protection required to the escape route, including FD30S doors to flat entrances and FD30 to risk rooms within flats (no self closers)

5.1.3 Fire Separation

30 minutes fire separation between units of accommodation throughout the building and 30 minutes fire separation is required across the stairway between second and third and fourth and fifth floors

Where there is an unused cellar or basement the escape route above should be protected by 30 minutes fire-resisting materials. The entire ceiling in occupied basement should be capable of providing 30 minutes of fire resistance.

5.1.4 Emergency lighting

Emergency lighting should be provided as well as conventional

5.1.5 Fire Fighting Equipment

Fire Blanket in Kitchens, simple multiple purpose fire extinguishers in each hallway

5.1.6 Fire Safety Signs

Final exit signs and directional signs along escape route.

5.1.7 Surfaces and floor Coverings

Refer to 5.4.5 of Document G

5.1.8 General

Whole Stair Lighting - the staircase lighting should be such that the operation of a switch at any floor level operates the whole stairway lighting. This may be on a timing device.

5.2 Means of escape and other fire precaution requirements for a 3 or 4 storey Building divided into self contained units.

5.2.1 Fire detection

To give early warning of fire there should be provided a fire detection and alarm system in the premises to British Standard 5839-Part 6: 2004 Grade A type LD2 system complemented by an independent Grade D system within the self contained units. This system is primarily for the protection of life.

Areas to be covered:

- iii. Heat detectors – Kitchens and lobby area leading on to the escape route (interlinked); and
- iv. Smoke detectors - Stairway enclosures and any basement/cellar. The need to extend smoke detectors in other areas of the flat or building should be based on a risk assessment.

Plus an independent Grade D LD3 system in each flat (none interlinked) smoke alarm in the area near the common escape route to protect the sleeping occupants of each flat.

5.2. 2 Escape Route.

30 minutes fire protection required to escape route, including FD30S doors to flat entrances. No requirement for fire doors within flats but sound, well constructed close fitting doors is needed.

5.2.3 Fire Separation

30 minutes fire resistance between flats throughout is ideal but on risk assessment there may be no need for additional fire separation between units provided walls and floors are well and of sound construction and additional compensatory detection is fitted.

Where there is an unused cellar or basement the escape route above should be protected by 30 minutes fire-resisting materials. The entire ceiling in occupied basement should be capable of providing 30 minutes of fire resistance.

5.2.4 Emergency lighting

Conventional lighting required. The requirement for emergency lighting should be based on a risk assessment taking account of travel distances and/or complex layout.

5.2.5 Fire Safety Signs

Final exit signs and signage along escape route if complex

5.2.6 Fire Fighting Equipment

Fire Blanket in Kitchens, Simple Multiple purpose Fire Extinguisher in each hallway

5.2.6 Surfaces and floor Coverings

Refer to 5.4.5 of Document G

5.2.7 General

Whole Stair Lighting - the staircase lighting should be such that the operation of a switch at any floor level operates the whole stairway lighting. This may be on a timing device.

5.3 Means of Escape and other Fire Precaution Requirements for a 2 Storey Building Divided into Self Contained Units.

5.3.1 Fire detection

To give early warning of fire there should be provided a fire detection and alarm system in the premises to British Standard 5839-Part 6: 2004 Grade D type LD2 system complemented by an independent Grade D system within the self contained units. This system is primarily for the protection of life.

Areas to be covered:

- v. Heat detectors – Kitchens and lobby area leading on to the escape route (interlinked); and
- vi. Smoke detectors - Stairway enclosures and any basement/cellar. The need to extend smoke detectors in other areas of the flat or building should be based on a risk assessment.

Plus an independent Grade D LD3 system in each flat (none interlinked) smoke alarm in the area near the common escape route to protect the sleeping occupants of each flat.

5.3.2 Escape Route

30 minutes fire protection to escape route required, including FD30S to flat entrances No requirement for fire doors within flats but sound, well constructed close fitting doors are needed. Travel distances not to be excessive.

5.3.3 Fire Separation

30 minutes fire resistance between flats throughout is ideal but on risk assessment there may be no need for additional fire separation between units provided walls and floors are well and of sound construction and additional compensatory detection is fitted.

Where there is an unused cellar or basement the escape route above should be protected by 30 minutes fire-resisting materials. The entire ceiling in occupied basement should be capable of providing 30 minutes of fire resistance.

5.3.4 Emergency lighting

Conventional lighting required. The requirement for emergency lighting should be based on a risk assessment taking account of travel distances and/or complex layout.

5.3.5 Fire Safety Signs

No requirement

5.3.6 Fire Fighting Equipment

Fire Blanket in Kitchens, single multiple purpose Fire Extinguisher in each hallway

5.3.7 Surfaces and floor Coverings

Refer to 5.4.5 of Document G

5.3.8 General

Whole Stair Lighting - the staircase lighting should be such that the operation of a switch at any floor level operates the whole stairway lighting. This may be on a timing device.

5.4 Flat in Multiple Occupation occupying two storeys

5.4.1 Fire detection

To give early warning of fire there should be provided an independent fire detection and alarm system in the flat in multiple occupation to British Standard 5839-Part 6: 2004 Grade D type LD2 system. This system is primarily for the protection of life.

Areas to be covered:

- i. Heat detectors – Kitchens
- ii. Smoke detectors – stairway and lounge

5.4.2 Escape route

No requirement for 30 min protected route within flat but the escape route should have sound traditional construction and not pass through risk rooms travel distances not to be excessive No requirement for fire doors in flat but well constructed, close fitting conventional doors needed.

Where construction standards are poor, travel distances are long or other high risk factors are present a 30 minutes protected route may be required. Greater detection coverage may also be appropriate.

5.4.3 Emergency Lighting

Suitable conventional lighting needed. The requirement for emergency lighting should be based on a risk assessment taking account of travel distances and/or complex layout.

5.4.4 Fire fighting equipment

Fire blanket in kitchen

5.4.5 Fire Safety Signs

No requirement

5.4.6 Surfaces and floor Coverings

Refer to 5.4.5 of Document G

5.5 Flat in Multiple Occupation occupying a single storey

5.5.1 Fire detection

To give early warning of fire there should be provided an independent fire detection and alarm system in the flat in multiple occupation to British Standard 5839-Part 6: 2004 Grade D type LD2 system. This system is primarily for the protection of life.

Areas to be covered:

- iii. Heat detectors – Kitchens
- iv. Smoke detectors – Hallway and lounge

5.5.2 Escape route

No requirement for 30 min protected route within flat but the escape route should have sound traditional construction and not pass through risk rooms.

Where construction standards are poor, travel distances are long or other high risk factors are present a 30 minutes protected route may be required. Greater detection coverage may also be appropriate.

5.5.3 Emergency Lighting

Conventional lighting needed

5.5.4 Fire fighting equipment

Fire blanket in kitchen

5.5.5 Fire Safety Signs

No requirement to provide

5.5.6 Surfaces and floor Coverings

Refer to 5.4.5 of Document G

6.0 Management

- 6.1 Refer to 6.0 of document G for summary of the general management responsibilities.