



Site address: 84 Dickens Avenue, Uxbridge, UB8 3DN

Description of proposal: Change of use from Class C3 to Class C4 for up to 5 occupants, retention of single storey rear extension (Retrospective application)

HMO Management Plan for 84 Dickens Avenue, Uxbridge, UB8 3DN in support of the above planning application.

1. Professional Property Management

This HMO will be professionally managed by the applicant, who is an experienced landlord managing multiple properties for several years. She is an accredited member of the National Residential Landlords Association (NRLA), committed to maintaining high professional and ethical standards.

2. Regular Supervision and Monitoring

- Communal areas will be inspected personally by the landlord three times per week to ensure cleanliness, safety, and tenant welfare.
- Bedrooms will be inspected monthly with prior notice, ensuring ongoing compliance with licensing conditions and prompt maintenance response.
- Repairs will be actioned within 24-72 hours, depending on priority.

3. Cleaning and Maintenance Schedule

- A professional cleaner will attend the property twice weekly to maintain high hygiene standards in all communal spaces.
- Windows will be professionally cleaned every six weeks.
- A gardener will service the property fortnightly in summer (April-September) and monthly during winter (October-March), ensuring the outdoor areas remain well-maintained.

4. Tenant Management

- All tenants will have individual tenancy agreements in compliance with the Renters Rights Act 2026.
- A comprehensive tenant referencing will be conducted including credit, employment, and previous landlord checks.
- New tenants will be provided with a welcome pack outlining property rules, safety instructions, and local amenities.



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- Anti-social behaviour is not tolerated, and breaches are dealt with promptly.

5. Waste and Recycling

- The property will have appropriate refuse and recycling facilities in line with Hillingdon Council requirements.
- There will be clear signage and tenant reminders to ensure compliance with waste management rules.
- Waste storage areas will be checked regularly by the landlord.

6. Fire Safety Compliance

- The property will comply with all fire safety regulations by ensuring:
 - Interlinked smoke and heat alarms throughout the property.
 - Fire doors installed on all rooms.
 - Fire blanket and extinguisher will be provided in the kitchen.
 - Monthly testing of fire alarms and emergency lighting.
 - Annual fire risk assessments.

7. Safety and Security

- CCTV will be installed on the exterior of the property for safety and security, ensuring common areas such as the front entrance and garden are monitored in line with data protection regulations.
- CCTV footage will be accessible only to the landlords and used strictly for safety purposes.

8. Parking and Transport

- The property will promote sustainable transport with secure bicycle storage available for tenants along with sufficient on-site parking.

9. Community Respect and Good Neighbour Relations

- Tenants will be made aware of their responsibility to respect the neighbours and local environment.
- There will be ongoing dialogue with the council and neighbours.



10. Commitment to High Standards

The applicant is fully committed to providing high-quality, safe, and well-managed accommodation, complying with all relevant legislation and Hillingdon Council's licensing requirements. The property will be maintained to a high standard, creating a positive living environment for all occupants.

Yours Sincerely



Mr. Sukhdeep Singh Jhooti BA (Hons), MA, MRTPI

Director of Get Planning Permission Done LTD