

House In Multiple Occupation (HMO)
Site Supervision Management Plan

Address: 45 Dellfield Crescent, Uxbridge
Owner: Haybridge Homes Ltd
Manager: Navin Mahabeer

Site

Ground Floor: Entrance hallway, fully equipped kitchen and dining area, 1 bedroom
First Floor: Two bedrooms, two separate shower rooms, each with hand basin, toilet and shower cubical
Second Floor: 1 bedroom, separate bathroom with hand basin, toilet, bathtub and shower over bath

General

All habitable rooms are fitted with smoke alarms as per the HMO licensing conditions and Building Regulations requirements, and all habitable rooms have large double glazed windows with clear views. The property is intended to house Brunel University students and will be occupied by a group of sharers of no more than four individuals on a single AST agreement.

Manager Summary

I, Mr Navin Mahabeer, have been managing residential rental properties since 2005. During these 16 years I have gained a huge amount of experience with operating, managing and maintaining HMO properties effectively. I actively engage with applicants, tenants, neighbours, contractors and local communities to ensure that the services I provide are in harmony with all concerned.

Managers General Duties

I will ensure my name, address, telephone number and email address are made available to each occupant in the HMP and the neighbours if requested. Such details are clearly displayed in a prominent position in the property.

Safety Measures

I will ensure that all means of escape from fire in the property are kept free from obstruction and maintained in good order and repair. I will ensure that any fire fighting equipment and fire alarms are maintained in good working order and that all notices indicating the location of means of escape from fire are displayed in positions within the property that enable them to be clearly visible to the occupiers. I will take all such measures as are reasonably required to protect the occupiers of the HMO from injury, having regard to the design of the property and the structural conditions in the property. I will comply with the London Borough of Hillingdon Private Sector Housing prescribed HMO Fire Safety Standards.

Maintenance of water supply and drainage

I will ensure that the water supply and drainage system serving the property is maintained in good, clean and working condition

Maintenance of gas and electricity supply

I will supply a gas appliance test certificate confirming any gas appliance at the property has been tested and certified safe by a recognised engineer. I will ensure that every fixed electrical installation is inspected and tested at intervals not exceeding five years by a person qualified to undertake such inspection and testing. I will obtain a certificate from the person conducting that test, specifying the results of the test.

Maintenance of living accommodation

The property and all furniture supplied in it, will be in a clean condition at the beginning of the tenant's occupation. The internal structure, fixtures, fittings and appliances, including windows and other means of ventilation, of each room will be kept in good repair and in working order.

Waste disposal facilities

I will ensure that adequately-sized bins are provided in sufficient numbers for the number of occupants. The bins, recycling bags and food waste caddy are stored in the timber bon store located at the side of the property and allow easy access to transport the bins to the boundary on collection day.

Maintenance of external areas

I will ensure that the lawn and deck in the rear garden, the front driveway and side path, bike shed, bin store, boundary walls/fences and side gate, which are part of the property will be safe and maintained in good condition.

Duties of the HMO occupiers at the property

Tenants are requested not to obstruct me in the performance of my duties. To allow access to the accommodation at all reasonable times for the purpose of carrying out my duties subject to a prior mutually agreed appointment or prior notice of attendance provided. To provide information to me which would be reasonably expected to enable me to carry out my duties. To act reasonably to avoid causing damage to anything I am under a duty to supply, maintain or repair. To store and dispose of litter/refuse as directed. To comply with reasonable instructions as regards to any fire escape, fire prevention measure and fire equipment.