Housing Act 2004

Register of licences:
Houses in Multiple Occupation (HMOs)

This document is Dacorum Borough Council’s register of the licences issued in respect of Houses in Multiple Occupation under the Housing Act 2004.

To search for a specific register entry, press Ctrl-F on your keyboard and enter the term you wish to search for. You may also have a ‘find’ option in your PDF reader program.

The register only contains details of licences which are currently in force. For details of historic licences, or licences which have been revoked, surrendered or superseded, please contact us.

Please send any enquiries to:

By post
Private Rented Sector team
Dacorum Borough Council
The Forum
Marlowes
Hemel Hempstead
HP1 1DN

or visit our website, www.dacorum.gov.uk/hmo

By email
pshousing@dacorum.gov.uk

Reuse of data

The data in this register is published for the purposes of section 232 of the Housing Act 2004, which requires the housing authority to maintain a public register of the licences and other authorisations it has issued. Please see our Personal Information page for details on how we use and store personal data, and our Legal Notices page for information on reuse of this data.
<table>
<thead>
<tr>
<th>Licence number &amp; dates</th>
<th>Address of the licensed HMO</th>
<th>Key contacts</th>
<th>Maximum number of permitted</th>
<th>Property particulars</th>
<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M019362</td>
<td>80 Allandale Hemel Hempstead Hertfordshire HP2 5AT</td>
<td>Licence holder(s): Jeanette Squire Aldo Gaggiotti Person(s) managing the licensed HMO: Jeanette Squire</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 0 Showers: 2 WCs: 2 Kitchens: 1</td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)

Summary information of any matter referred to First Tier / Upper Tribunal, and decision:
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</tr>
</thead>
<tbody>
<tr>
<td><strong>M032968</strong></td>
<td>6 Long John Hemel Hempstead Herts HP3 9ND</td>
<td>Licence holder(s): Mr Mohammad Hussain Person(s) managing the licensed HMO: Mr Mohammad Hussain</td>
<td>Households: 5 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 1 WCs: 2 Kitchens: 1</td>
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**Non-standard conditions applying to this licence, if any:**

*(see page 75 for standard conditions)*

Improvement works required to be completed within the specified time limits to ensure suitability for occupation.

The licence holder shall undertake the works detailed below within the specified timescales:

1. Remove louvre door to the cupboard on the landing at first floor level. Fit new full height ½ hour fire resisting door and frame. The door is to be kept locked shut. Apply notice to door reading “TO BE KEPT LOCKED SHUT”, to comply with the Health and Safety (Signs and Symbols) Regulations 1996.

Works to be completed by 1st July 2016.

**Summary information of any matter referred to First Tier / Upper Tribunal, and decision:**

First Tier Tribunal Referral: Appeal against the terms of an HMO licence granted in respect of the Property by Dacorum Borough Council

First Tier Tribunal reference number: CAM/26UC/HMV/2016/0001

First Tier Tribunal Decision: "That the restriction on the use of Room 6 preventing it from being used for sleeping accommodation is a reasonable restriction and accordingly we must dismiss Mr Hussain’s appeal."
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</thead>
<tbody>
<tr>
<td>M033400</td>
<td>231 St Agnells Lane</td>
<td>Licence holder(s): Sandra Mellish</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead</td>
<td>Person(s) managing the licensed HMO: Sandra Mellish</td>
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<td></td>
<td>Herts</td>
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<td></td>
<td>HP2 6EG</td>
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<tr>
<td>Licence valid from:</td>
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<tr>
<td>4 September 2014</td>
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<td>to:</td>
<td></td>
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<tr>
<td>3 September 2019</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

- **Households:** 5
- **Occupants:** 5
- **Number of storeys:**
  - Above ground: 3
  - Below ground: 0
- **Number of rooms providing:**
  - Sleeping accommodation: 5
  - Living accommodation: 1
- **(Where HMO consists of flats) Number of:**
  - Self-contained flats: 0
  - Non self-contained flats: 0

Non-standard conditions applying to this licence, if any:
(see page 75 for standard conditions)

Summary information of any matter referred to First Tier / Upper Tribunal, and decision:
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</tr>
</thead>
<tbody>
<tr>
<td>M035231</td>
<td>108 High Street Tring Herts HP23 4AF</td>
<td>Licence holder(s): Rabiah Weiss Person(s) managing the licensed HMO: Adam Fleming</td>
<td>Households: 5 Occupants: 9</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 2 Wash hand basins: 2 Baths: 1 Showers: 1 WCs: 2 Kitchens: 1</td>
</tr>
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<th>Shared amenities</th>
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<tbody>
<tr>
<td>M035397</td>
<td>103 Crabtree Lane Hemel Hempstead Hertfordshire HP3 9EL</td>
<td>Licence holder(s): Mr Rupinda Mahil Person(s) managing the licensed HMO: Mr Rupinda Mahil</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 0 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 2 WCs: 2 Kitchens: 1</td>
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<tbody>
<tr>
<td>M036167</td>
<td>15 Malvern Way Hemel Hempstead Hertfordshire HP2 5RB</td>
<td>Licence holder(s): Mr Colin Claydon Person(s) managing the licensed HMO: Mr Colin Claydon</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 7 Baths: 1 Showers: 5 WCs: 2 Kitchens: 1</td>
</tr>
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</thead>
</table>
| M036936                | 3 The Wye Hemel Hempstead Herts HP2 6EJ | Licence holder(s): Ms Lou Cheng Chan
Person(s) managing the licensed HMO: Ms Lou Cheng Chan | Households: 7
Occupants: 9 | Number of storeys:
Above ground: 3
Below ground: 0
Number of rooms providing:
Sleeping accommodation: 7
Living accommodation: 1
(Where HMO consists of flats) Number of:
Self-contained flats: 0
Non self-contained flats: 0 | Sinks: 2
Wash hand basins: 2
Baths: 1
Showers: 1
WCs: 2
Kitchens: 1 |

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</tr>
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<tbody>
<tr>
<td>M036966</td>
<td>8 Westerdale Hemel Hempstead Herts HP2 5TU</td>
<td>Licence holder(s): Mr Adam Pemberton Person(s) managing the licensed HMO: Mr Adam Pemberton</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 2 Wash hand basins: 1 Baths: 0 Showers: 1 WCs: 1 Kitchens: 1</td>
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<tbody>
<tr>
<td>M037106</td>
<td>2 Micklefield Road Hemel Hempstead Herts HP2 4PG</td>
<td>Licence holder(s): Mr Christopher Paul Ryder  Person(s) managing the licensed HMO: Ms Gina Bishop</td>
<td>Households: 6 Occupants: 7</td>
<td>Number of storeys: Above ground: 3 Below ground: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 0 Showers: 2 WCs: 2 Kitchens: 1</td>
</tr>
<tr>
<td>Licence valid from: 13 March 2015 to: 12 March 2020</td>
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<td></td>
<td>Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1</td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td></td>
</tr>
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</tr>
</thead>
<tbody>
<tr>
<td>M037232</td>
<td>2 Wellbury Terrace Hemel Hempstead Herts HP2 4NX</td>
<td>Licence holder(s): Mr Charles Behrens Person(s) managing the licensed HMO: Mr Steven Knight</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 1 WCs: 2 Kitchens: 1</td>
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<tbody>
<tr>
<td>M040134</td>
<td>9 Wellbury Terrace</td>
<td>Licence holder(s): Mrs Kelly Slinn</td>
<td>Households: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0</td>
<td>Sinks: 1</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead</td>
<td>Person(s) managing the licensed HMO: Mrs Kelly Slinn</td>
<td>Occupants: 6</td>
<td>Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1</td>
<td>Wash hand basins: 2</td>
</tr>
<tr>
<td></td>
<td>Herts</td>
<td></td>
<td></td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Baths: 1</td>
</tr>
<tr>
<td></td>
<td>HP2 4NX</td>
<td></td>
<td></td>
<td></td>
<td>Showers: 1</td>
</tr>
<tr>
<td>Licence valid from: 3 November 2015 to: 2 November 2020</td>
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<td></td>
<td></td>
<td></td>
<td>WCs: 2</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td>Kitchens: 1</td>
</tr>
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</tr>
</thead>
<tbody>
<tr>
<td>M040285</td>
<td>107 Claymore Hemel Hempstead Herts Herts HP2 6LW</td>
<td>Licence holder(s): Renuka Liladhar Patel Person(s) managing the licensed HMO: Ms Michelle Kennedy</td>
<td>Households: 5 Occupants: 5</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 1 Baths: 0 Showers: 1 WCs: 1 Kitchens: 1</td>
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</thead>
<tbody>
<tr>
<td>M040421</td>
<td>45 Hatfield Crescent</td>
<td>Licence holder(s): Mr Simon Goldsmith</td>
<td>Households: 6</td>
<td>Number of storeys:</td>
<td>Sinks: 1</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead Herts</td>
<td>Person(s) managing the licensed HMO: Mr Simon Goldsmith</td>
<td>Occupants: 7</td>
<td>Above ground: 3</td>
<td>Wash hand basins: 2</td>
</tr>
<tr>
<td></td>
<td>HP2 6DA</td>
<td></td>
<td></td>
<td>Below ground: 0</td>
<td>Baths: 1</td>
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<td>Showers: 1</td>
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<td>WCs: 2</td>
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<td></td>
<td>Number of rooms providing:</td>
<td>Kitchens: 0</td>
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<td>Sleeping accommodation: 6</td>
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<td>Living accommodation: 0</td>
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<td>(Where HMO consists of flats) Number of:</td>
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<td>Self-contained flats: 0</td>
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<tr>
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<td></td>
<td></td>
<td>Non self-contained flats: 6</td>
<td></td>
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<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M040449</td>
<td>2 High Street Green Hemel Hempstead Herts HP2 7AQ</td>
<td>Licence holder(s): Ms Michelle Kennedy Person(s) managing the licensed HMO: Ms Michelle Kennedy</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 8 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 1 Baths: 1 Showers: 0 WCs: 1 Kitchens: 1</td>
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<tbody>
<tr>
<td>M040453</td>
<td>78 Allandale Hemel Hempstead Hertfordshire HP2 5AT</td>
<td>Licence holder(s): Mr Geoffrey Emmerson Person(s) managing the licensed HMO: Mr Geoffrey Emmerson</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
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</thead>
<tbody>
<tr>
<td>M040465</td>
<td>185 Washington Avenue</td>
<td>Licence holder(s): Ms Michelle Kennedy</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 3 Baths: 2 Showers: 1 WCs: 3 Kitchens: 1</td>
</tr>
<tr>
<td>Licence valid from: 7 September 2016 to: 6 September 2021</td>
<td>Hemel Hempstead Herts HP2 6BB</td>
<td>Person(s) managing the licensed HMO: Ms Michelle Kennedy</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any:  
(see page 75 for standard conditions)

Improvement works required to be completed within the specified time limits to ensure suitability for occupation.

The licence holder shall undertake the works detailed below within the specified timescales:

1. Provide wash-hand basins in bedrooms 2, 3 and 5. The wash hand basins are to be supplied with hot and cold running water properly connected to the drainage system. The cold water supply is to be direct from the mains or another supply of potable water. Provide a splash back to the wash hand basin of at least 200mm of properly grouted tiles to the wall above the wash hand basin, and ensure that the gap between the tiles and the wash hand basin is properly sealed.

Works to be completed by 1st October 2017

Summary information of any matter referred to First Tier / Upper Tribunal, and decision:

- Improvement works required to be completed within the specified time limits to ensure suitability for occupation.
- The licence holder shall undertake the works detailed below within the specified timescales:
  - Provide wash-hand basins in bedrooms 2, 3 and 5. The wash hand basins are to be supplied with hot and cold running water properly connected to the drainage system. The cold water supply is to be direct from the mains or another supply of potable water. Provide a splash back to the wash hand basin of at least 200mm of properly grouted tiles to the wall above the wash hand basin, and ensure that the gap between the tiles and the wash hand basin is properly sealed.
  - Works to be completed by 1st October 2017.
<table>
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<tbody>
<tr>
<td>M040519</td>
<td>133 Crabtree Lane Hemel Hempstead Hertfordshire HP3 9EL</td>
<td>Licence holder(s): Khilan Hingrajia  Person(s) managing the licensed HMO: Mansoor Akram</td>
<td>Households: 5  Occupants: 5</td>
<td>Number of storeys: Above ground: 3  Below ground: 0  Number of rooms providing: Sleeping accommodation: 5  Living accommodation: 0  (Where HMO consists of flats) Number of: Self-contained flats: 0  Non self-contained flats: 0</td>
<td>Sinks: 1  Wash hand basins: 0  Baths: 1  Showers: 0  WCs: 0  Kitchens: 1</td>
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<tbody>
<tr>
<td>M040662</td>
<td>12 Westview Rise Hemel Hempstead Hertfordshire HP2 5DQ</td>
<td>Licence holder(s): Ann-Marie Geddie Person(s) managing the licensed HMO: Ann-Marie Geddie</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 2 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 0 Baths: 0 Showers: 0 WCs: 0 Kitchens: 1</td>
</tr>
</tbody>
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</tr>
</thead>
<tbody>
<tr>
<td>M040781</td>
<td>18 Western Road Tring Herts HP23 4BB</td>
<td>Licence holder(s): Mr Stephen Paul Byrne Person(s) managing the licensed HMO: Mr Stephen Paul Byrne</td>
<td>Households: 10 Occupants: 11</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 10 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 2 Wash hand basins: 3 Baths: 3 Showers: 2 WCs: 2 Kitchens: 1</td>
</tr>
</tbody>
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</tr>
</thead>
<tbody>
<tr>
<td>M041200</td>
<td>187 Washington Avenue</td>
<td>Licence holder(s): Mrs Alison Martin</td>
<td>Households: 5</td>
<td>Number of storeys: Above ground: 3 Below ground: 0</td>
<td>Sinks: 2 Wash hand basins: 2</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead</td>
<td>Person(s) managing the licensed HMO: Mrs Alison Martin</td>
<td>Occupants: 5</td>
<td>Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1</td>
<td>Baths: 1 Showers: 1</td>
</tr>
<tr>
<td></td>
<td>Herts</td>
<td></td>
<td></td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>WCs: 2 Kitchens: 1</td>
</tr>
<tr>
<td></td>
<td>HP2 6BB</td>
<td></td>
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</thead>
<tbody>
<tr>
<td>M041508</td>
<td>149a High Street Berkhamsted Herts HP4 3HH</td>
<td>Licence holder(s): Mr Andrew Simms Person(s) managing the licensed HMO: Mr Andrew Simms</td>
<td>Households: 5 Occupants: 5</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 4 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 0 Showers: 2 WCs: 2 Kitchens: 1</td>
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</thead>
<tbody>
<tr>
<td>M041726</td>
<td>38 Crawley Drive Hemel Hempstead Hertfordshire HP2 6BS</td>
<td>Licence holder(s): Jeanette Squire Person(s) managing the licensed HMO: Jeanette Squire</td>
<td>Household: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 0 Showers: 2 WCs: 2 Kitchens: 1</td>
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</tr>
</thead>
<tbody>
<tr>
<td>M042359</td>
<td>86 Alexandra Road Hemel Hempstead Hertfordshire HP2 4AQ</td>
<td>Licence holder(s): Mr Mansoor Akram Person(s) managing the licensed HMO: Mr Mansoor Akram</td>
<td>Households: 5 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 1 Baths: 1 Showers: 0 WCs: 1 Kitchens: 1</td>
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</thead>
<tbody>
<tr>
<td>M043088</td>
<td>215 Jupiter Drive Hemel Hempstead Herts HP2 5NQ</td>
<td>Licence holder(s): Dr John Robinson Person(s) managing the licensed HMO: Dr John Robinson</td>
<td>Households: 7 Occupants: 7</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 7 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 0 WCs: 2 Kitchens: 1</td>
</tr>
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<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>M043244</strong></td>
<td>1 New Park Mews&lt;br&gt;New Park Drive&lt;br&gt;Hemel Hempstead&lt;br&gt;Hertfordshire&lt;br&gt;HP2 4QQ</td>
<td>Licence holder(s): Maximise Property Investments Ltd&lt;br&gt;Person(s) managing the licensed HMO: Maximise Property Investments Ltd</td>
<td>Households: 6&lt;br&gt;Occupants: 6</td>
<td>Number of storeys:&lt;br&gt;Above ground: 3&lt;br&gt;Below ground: 0</td>
<td>Sinks: 1&lt;br&gt;Wash hand basins: 2&lt;br&gt;Baths: 0&lt;br&gt;Showers: 2&lt;br&gt;WCs: 2&lt;br&gt;Kitchens: 1</td>
</tr>
<tr>
<td>Licence valid from:&lt;br&gt;4 December 2017 to:&lt;br&gt;3 December 2022</td>
<td></td>
<td></td>
<td>Number of rooms providing:&lt;br&gt;Sleeping accommodation: 6&lt;br&gt;Living accommodation: 1</td>
<td>(Where HMO consists of flats) Number of:&lt;br&gt;Self-contained flats: 0&lt;br&gt;Non self-contained flats: 0</td>
<td></td>
</tr>
<tr>
<td>Licence number &amp; dates</td>
<td>Address of the licensed HMO</td>
<td>Key contacts</td>
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<td>------------------------</td>
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<td>-----------------------------</td>
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<td>-----------------</td>
</tr>
<tr>
<td>M043388</td>
<td>68 Varney Road Hemel Hempstead Hertfordshire HP1 2LR</td>
<td>Licence holder(s): Khilan Hingrajia Person(s) managing the licensed HMO: Mr Mansoor Akram</td>
<td>Households: 5 Occupants: 8</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 0 Baths: 0 Showers: 0 WCs: 0 Kitchens: 1</td>
</tr>
</tbody>
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</tr>
</thead>
<tbody>
<tr>
<td>M043518</td>
<td>1 Argyll Road Hemel Hempstead Hertfordshire HP2 6NE</td>
<td>Licence holder(s): Arren Limited Person(s) managing the licensed HMO: Arren Limited</td>
<td>Household: 5 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 1 Baths: 0 Showers: 1 WCs: 1 Kitchens: 1</td>
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</tr>
</thead>
<tbody>
<tr>
<td>M043822</td>
<td>26 Washington Avenue</td>
<td>Licence holder(s): Ms Anjali Singh</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 3 Baths: 0 Showers: 3 WCs: 3 Kitchens: 1</td>
</tr>
<tr>
<td>Licence valid from:</td>
<td>Hemel Hempstead</td>
<td>Person(s) managing the licensed HMO: Mrs Anjali Singh</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 May 2018 to:</td>
<td>Hertfordshire</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30 April 2023</td>
<td>HP2 6AA</td>
<td></td>
<td></td>
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</tr>
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</tr>
</thead>
<tbody>
<tr>
<td>M044773</td>
<td>217 Jupiter Drive Hemel Hempstead Hertfordshire HP2 5NQ</td>
<td>Licence holder(s): Mr Colin Claydon</td>
<td>Households: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 1 WCs: 2 Kitchens: 1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Person(s) managing the licensed HMO: Mr Colin Claydon</td>
<td>Occupants: 6</td>
<td>Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 2</td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
</tr>
</tbody>
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</thead>
<tbody>
<tr>
<td>M044853</td>
<td>3 Wellbury Terrace</td>
<td>Licence holder(s): Mr Stephen Branton</td>
<td>Households: 7</td>
<td>Number of storeys: Above ground: 2 Below ground: 0</td>
<td>Sinks: 1</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead</td>
<td>Person(s) managing the licensed HMO: Mr Stephen Branton</td>
<td>Occupants: 10</td>
<td>Number of rooms providing: Sleeping accommodation: 7 Living accommodation: 1</td>
<td>Wash hand basins: 2</td>
</tr>
<tr>
<td></td>
<td>Hertfordshire</td>
<td></td>
<td></td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Baths: 1</td>
</tr>
<tr>
<td></td>
<td>HP2 4NX</td>
<td></td>
<td></td>
<td></td>
<td>Showers: 1</td>
</tr>
<tr>
<td>Licence valid from:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>WCs: 2</td>
</tr>
<tr>
<td>7 December 2018 to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Kitchens: 1</td>
</tr>
<tr>
<td>6 December 2023</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bedroom 6 (Located on 2nd floor rear right) shall not be occupied until such a time as Planning permission is granted for such use.</td>
<td>Summary information of any matter referred to First Tier / Upper Tribunal, and decision:</td>
<td></td>
<td></td>
</tr>
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<td>-----------------</td>
</tr>
<tr>
<td>M045354</td>
<td>4 Wellbury Terrace</td>
<td>Licence holder(s): Ms Renu Patel</td>
<td>Households: 6 Occupants: 7</td>
<td>Number of storeys: Above ground: 3 Below ground: 0</td>
<td>Sinks: 1 Wash hand basins: 3 Baths: 2 Showers: 0 WCs: 3 Kitchens: 1</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead Hertfordshire HP2 4NX</td>
<td>Person(s) managing the licensed HMO: Mr Aaron Marks</td>
<td></td>
<td>Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
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<tr>
<td>M045395</td>
<td>20 Argyll Road Hemel Hempstead Hertfordshire HP2 6NE</td>
<td>Licence holder(s): Kanchana Dost Person(s) managing the licensed HMO: Mr Parminder Dost</td>
<td>Households: 5 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 0 Showers: 1 WCs: 2 Kitchens: 1</td>
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</table>
| **M045396**            | 3 The Bounce Hemel Hempstead Hertfordshire HP2 5UF | Licence holder(s): Mr David Taylor  
Person(s) managing the licensed HMO: Mr David Taylor | Households: 5  
Occupants: 5 | Number of storeys:  
Above ground: 3  
Below ground: 0  
Number of rooms providing:  
Sleeping accommodation: 5  
Living accommodation: 1  
(Where HMO consists of flats) Number of:  
Self-contained flats: 0  
Non self-contained flats: 0 | Sinks: 1  
Wash hand basins: 1  
Baths: 0  
Showers: 0  
WCs: 1  
Kitchens: 1 |

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<tr>
<td>M045397</td>
<td>16 Tamar Green Hemel Hempstead Hertfordshire HP2 6EP</td>
<td>Licence holder(s): Mr Geoffrey King&lt;br&gt;Person(s) managing the licensed HMO: Mr Geoffrey King</td>
<td>Households: 6&lt;br&gt;Occupants: 6</td>
<td>Number of storeys: Above ground: 3&lt;br&gt;Below ground: 0</td>
<td>Sinks: 1&lt;br&gt;Wash hand basins: 2&lt;br&gt;Baths: 1&lt;br&gt;Showers: 1&lt;br&gt;WCs: 2&lt;br&gt;Kitchens: 1</td>
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<tr>
<td>M045406</td>
<td>105 Crabtree Lane Hemel Hempstead Hertfordshire HP3 9EL</td>
<td>Licence holder(s): Mr Nicholas Pedrithes Person(s) managing the licensed HMO: Ms Julie Williams</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 3 Below ground: 0 Number of rooms providing: Sleeping accommodation: 7 Living accommodation: 0 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 1 WCs: 2 Kitchens: 1</td>
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</thead>
<tbody>
<tr>
<td>M045825</td>
<td>20 The Dart Hemel Hempstead Hertfordshire HP2 6EW</td>
<td>Licence holder(s): Mr Nicholas Pedrithes Person(s) managing the licensed HMO: Ms Julie Williams</td>
<td>Households: 5 Occupants: 5</td>
<td>Number of storeys: Above ground: 2 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 0 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 0 WCs: 2 Kitchens: 1</td>
</tr>
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**Non-standard conditions applying to this licence, if any:**

1. Should you add additional amenities to the property to increase the occupants you must apply for a variation of licence.

2. Provide Electrical Certificates by a registered contractor.

3. Any coat hooks must be removed and fill all holes with a material, such as intumescent paste, that will provide 30 minutes protection from a fire.

4. The door to Room 5 must be fitted with a self-closing device capable of closing the door into the frame from any angle. Hydraulic overhead closers conforming to current British Standard 476 Part 22 (or equivalent), current British Standard 6459 (or equivalent) and current British Standard 8214 (or equivalent) are preferable as they are more efficient and reliable.

5. The loft hatch must be fire boarded to provide 30 minutes protected means of escape. The loft hatch to comprise of a solid core 30 minute fire door blank cut down to appropriate size, with hardwood lippings glued and screwed to each leaf edge. 10mm intumescent and smoke seals.
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>must be provided, fitted and pinned into rebates on each leaf edge of the loft hatch door or alternatively into the loft hatch frame. (Fire boarding with hinges will be acceptable).</td>
</tr>
<tr>
<td>2</td>
<td>6. Remove any clutter from under the stairs on the ground floor and fireboard the underside of the stairs to provide 30 minutes protected means of escape.</td>
</tr>
<tr>
<td>3</td>
<td>7. Clear and lock the storage cupboards or install fire boarding to the storage cupboard doors in the hallway and landing.</td>
</tr>
<tr>
<td>4</td>
<td>8. All final doors from the property should be thumb turn locks. Install these locks on all final exit doors.</td>
</tr>
<tr>
<td>5</td>
<td>9. Provide a certificate to the Council to confirm fire blanket and extinguishers have been inspected. (Recommend fire blanket is retained - provide certificate evidencing annual replacement).</td>
</tr>
<tr>
<td>6</td>
<td>10. The window to Room 5 should be repaired or replaced so it is in good working order.</td>
</tr>
<tr>
<td>7</td>
<td>11. The patio door lock to Room 2 should be adjusted to allow ease of opening.</td>
</tr>
<tr>
<td>8</td>
<td>12. The small window to Room 3 should be repaired to allow ventilation.</td>
</tr>
<tr>
<td>9</td>
<td>13. The bathroom window is to be repaired to allow it to be opened and closed securely with ease.</td>
</tr>
<tr>
<td>10</td>
<td>14. Fit ventilation extraction to the first floor bathroom ducted to the external air, terminating in a louvered wall cowl. (To be vented externally, not into the roof space).</td>
</tr>
<tr>
<td>11</td>
<td>15. The guttering, fascias and soffits should be replaced or repaired so as no water damage can be caused.</td>
</tr>
<tr>
<td>12</td>
<td>16. Ensure that the lead flashing or equivalent is installed under the</td>
</tr>
</tbody>
</table>

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Dacorum Borough Council
Register of licences: Houses in Multiple Occupation

Last updated: 17/06/2019
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>first floor windows to prevent damp and mould.</td>
</tr>
<tr>
<td>17.</td>
<td>Install a carbon monoxide reader within 3 meters of the boiler located in the kitchen.</td>
</tr>
<tr>
<td>18.</td>
<td>Investigate the causes for the cracking and provide a report to substantiate the investigation. Apply any recommendations from the report and make good any ceilings, walls and roof.</td>
</tr>
<tr>
<td>19.</td>
<td>Remove any damaged floor tiles and replace; making the floor surface level.</td>
</tr>
<tr>
<td>20.</td>
<td>Ensure that the balustrade is securely fitted to the floor.</td>
</tr>
<tr>
<td>21.</td>
<td>Ensure that adequate repairs are made to the fence to the rear of the property to ensure that there is no access for entry by intruders.</td>
</tr>
<tr>
<td>Licence number &amp; dates</td>
<td>Address of the licensed HMO</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>M046295</td>
<td>8 Caernarvon Close</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead</td>
</tr>
<tr>
<td></td>
<td>Hertfordshire</td>
</tr>
<tr>
<td></td>
<td>HP2 4AN</td>
</tr>
<tr>
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</tr>
</tbody>
</table>

**Non-standard conditions applying to this licence, if any:**

(see page 75 for standard conditions)

**Summary information of any matter referred to First Tier / Upper Tribunal, and decision:**

-
<table>
<thead>
<tr>
<th>Licence number &amp; dates</th>
<th>Address of the licensed HMO</th>
<th>Key contacts</th>
<th>Maximum number of permitted</th>
<th>Property particulars</th>
<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M046377</td>
<td>112 New Park Drive</td>
<td>Licence holder(s): Mrs Allison Williams Person(s) managing the licensed HMO: Mrs Allison Williams</td>
<td>Households: 5</td>
<td>Number of storeys: Above ground: 2 Below ground: 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead Hertfordshire</td>
<td></td>
<td>Occupants: 5</td>
<td>Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>HP2 4QW</td>
<td></td>
<td></td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 2 WCs: 2 Kitchens: 1</td>
<td></td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)

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<table>
<thead>
<tr>
<th>Licence number &amp; dates</th>
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<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M046560</td>
<td>27 Tamar Green Hemel Hempstead Hertfordshire HP2 6EP</td>
<td>Licence holder(s): Mr Paul Chen  Person(s) managing the licensed HMO: Mr Paul Chen</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 2 Below ground: 0  Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 6</td>
<td>Sinks: 2  Wash hand basins: 1  Baths: 1  Showers: 1  WCs: 1  Kitchens: 1</td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any:  
(see page 75 for standard conditions)  

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<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M046569</td>
<td>53 Turners Hill Hemel Hempstead Hertfordshire HP2 4LH</td>
<td>Licence holder(s): Mr Paul Chen Person(s) managing the licensed HMO: Mr Paul Chen</td>
<td>Household: 5 Occupants: 7</td>
<td>Number of storeys: Above ground: 0 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 2 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 2 Wash hand basins: 1 Baths: 1 Showers: 0 WCs: 1 Kitchens: 0</td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)

Summary information of any matter referred to First Tier / Upper Tribunal, and decision:
<table>
<thead>
<tr>
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<th>Property particulars</th>
<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M046746</td>
<td>72 Lomond Road Hemel Hempstead Hertfordshire HP2 6PB</td>
<td>Licence holder(s): Walter family Investments LTD Person(s) managing the licensed HMO: Jody Chatfield</td>
<td></td>
<td>Number of storeys: Above ground: 1 Below ground: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 0 WCs: 2 Kitchens: 0</td>
</tr>
</tbody>
</table>

**Non-standard conditions applying to this licence, if any:**
(see page 75 for standard conditions)

1.0 Hazard - Fire (24)

1.1 Works Required

- The front door needs to be adjusted to enable the door to be opened and closed freely.

- A turn thumb lock should be fitted to the front door.

- The patio door needs to be repaired and in good working order.

- The numbers on the letting rooms must be removed and all holes be filled with a material, such as intumescent paste, that will provide 30 minutes protection from a fire. Stick on numbers can be fixed to the doors.

- The loft hatch must be fire boarded to provide 30 minutes protected means of escape. The loft hatch to comprise of a solid core 30 minute fire door blank cut down to appropriate size, with hardwood lippings glued and screwed to each leaf edge. 10mm intumescent and...
smoke seals must be provided, fitted and pinned into rebates on each leaf edge of the loft hatch door or alternatively into the loft hatch frame.

The whole door to fit into the existing frame with no more than a 4mm gap at any point between the hatch door and the frame. 2-barrell bolts are to be provided and fitted on opposite sides of the exposed face to keep the hatch in a closed position under pressure when not in use.

- The glazed panels above the doors must be fire resistant. Please provide evidence to Dacorum Borough Council that you have provided adequate fire resistance to the doors.

2.0 Damp and Mould Growth (1)

inadequate. This could cause damp and condensation.

There was evidence of damp patch to Room 4 near to the window. This could lead to mould within the room.

The floor to the first floor bathroom was damp; with parts of the floor loose.

Room 5 also had evidence of a damp patch near the window. This could lead to the spread of mould within the room.

2.1 Works Required

- Replace the fascia slate to the front elevation.
- The leak from the over-flow wc pipe must be investigated and repaired.
- Fit ventilation extraction to the first floor bathroom ducted to the external air, terminating in a louvered wall cowl.
The maximum recommended duct lengths, number 90° bends and siting of the wall cowl to ensure optimal performance. The appliance should be capable of an extraction rate of at least 15 litres per second.

- Investigate the causes for the damp patches by the windows in rooms 4 and on the floor in the bathroom and send a report to Dacorum Borough Council.

- The floor to the bathroom should be replaced or repaired to a good standard.

2.2 Works Recommended

- Treat damp patches, remove any mould with suitable detergent and redecorate as required.

3.0 Hazard - Carbon Monoxide (6)

3.1 Works recommended

- Ensure the Carbon Monoxide monitor is within 3 meters of the boiler.

4.0 Hazard – Falls associated with stairs (21)

4.1 Works Required

- Ensure that the gap between the balustrades is no larger than a 100mm sphere to pass through.

5.0 Hazard – Electrical Hazards (23)

5.1 Works Required

- Ensure that there are 6 sockets in each bedroom (3 doubles or 6 singles) for safe use of electrical items.
• The cracked wall light is to be replaced by a competent person.

6.0 Structural Collapse & Falling Elements (29)

6.1 Works Required

• Investigate the causes for the cracking and provide a report to substantiate the investigation. Apply any recommendations from the report and make good any ceilings and walls.

• The curtain pole is to be fixed securely to the wall.

It was noted and discussed with you at the time of the visit that there was no display of:-

Gas safety certificate
Emergency contact number for landlord or managing agent
Copy of the House of Multiple Occupation licence
<table>
<thead>
<tr>
<th>Licence number &amp; dates</th>
<th>Address of the licensed HMO</th>
<th>Key contacts</th>
<th>Maximum number of permitted</th>
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</tr>
</thead>
<tbody>
<tr>
<td>M046868</td>
<td>25 Barnfield Hemel Hempstead Hertfordshire HP3 9QJ</td>
<td>Licence holder(s): LINS Property Developments Ltd Person(s) managing the licensed HMO: Julie Williams</td>
<td>Households: 5 Occupants: 5</td>
<td>Number of storeys: Above ground: 1 Below ground: 0 Number of rooms providing: Sleeping accommodation: 5 Living accommodation: 0 (Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 1 Showers: 0 WCs: 2 Kitchens: 1</td>
</tr>
</tbody>
</table>

**Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)**

**1.0 Hazard - Fire (24)**

Ensure that all bedrooms, the kitchen and the doors housing the boiler, electric and gas meters are fitted with fire doors immediately.

- The loft hatch must be fire boarded to provide 30 minutes protected means of escape.
- The cupboards housing the meters should be cleared of storage and locked.
- The self-closer to room 2 needs to be adjusted to allow the door to open and close without causing injury.
- Ensure any lock fitted to the rear garden gates does not require a key to open the gate from the inside.

**2.0 Hazard - Damp and Mould Growth (1)**


• Carry out a full overhaul to the exterior of the property ensuring that all cracking to any render is repaired.

• Replace wooden rotten window frames.

• Replace windows that are not fully operational and in a good state of repair.

• Investigate the excessive damp and mould in the property and supply a report to Dacorum Borough Council.

• Repair walls, make good and redecorate or tile as required.

• Fit ventilation extraction the upstairs bathroom ducted to the external air, terminating in a louvered wall cowl.

• Inform tenants not to dry washing in their rooms.

• Provide adequate drying facilities such as a tumble dryer and outside drying area.

3.0 Hazard – Carbon Monoxide & Fuel Combustion Products (6)

• Provide a new carbon monoxide reader. This should be installed within 3 meters of the boiler.

4.0 Hazard - Falls Associated with Stairs and Steps (21)

• The threshold step must be secured as to not give way under foot.

• The kitchen step must be levelled or a wooden fillet installed.

• The flooring is to be secured, made safe or replaced.

• The handrail should be sited between 900mm and 1000mm measured from the top of the handrail to the pitch line or floor. They should
be shaped so that they are easy to grasp and extend the full length of the flight of stairs.

5.0 Hazard – Electrical Hazards (23)

- Ensure there are 6 sockets in each bedroom (3 doubles or 6 singles) to be fitted to all by a qualified electrician.
- Provide an Electrical Safety certificate for the property confirming compliance with the current British Standard by a “competent person registered with an electrical self-certification scheme authorised by the Secretary of State” as defined within the current building regulations. (Such installers may be registered as competent by N.I.C.E.I.C., ELECSA, BRE, NAPIT or British Standards Institution schemes). The certificate should cover lighting and electrical circuits.

6.0 Hazard – Excess Cold (2)

- Ensure that the heating provided in the kitchen, downstairs wc and bedroom 5 is suitable to maintain the temperatures give in BS5449 without the use of stand-alone heating.
- Repair or replace the windows to ensure they are operational.

7.0 Hazard - Structural Collapse & Falling Elements (29)

- All wooden fencing is to be repaired or replaced. If you are not responsible for the boundary fence please liaise with the neighbouring property to rectify the hazard.
- The brick wall to the front garden is to be repaired and made safe.
- The wooden shed is to be repaired and made good, replaced or removed.
- The defunct television aerial is to be removed.
• The door on the landing is to be removed and the wall repaired.

• The freezer should be removed from broken floor cupboard and placed on a stable surface.

• Provide Dacorum Borough Council with a full structural report for the property. All works recommended should be carried out and signed off. Provide evidence to Dacorum Borough Council.

8.0 Hazard – Domestic Hygiene, Pests & Refuse (15)

• The gardens are to be cleared of rubbish and debris.

• Make arrangements with the council to have adequate refuse bins at the property.

• Tenants to be reminded that rooms should be clear of any rubbish and floors not to be used as storage.

9.0 Hazard – Personal Hygiene, Sanitation and Drainage (17)

• Supply a plug for the sink in the bathroom to the first floor.

• Repair or replace the toilet seat to ensure it is secure.

10.0 Hazard – Falls on the level (20)

• Investigate the insecure and sloping floorboards. The floorboards should be replaced or secured in place.

11.0 Hazard - Falls between levels (22)

• Provide and fix new window restrictors on all windows in the property in order to reduce the likelihood of occupants falling between levels. Leave window in proper working order.
- Make alterations/repairs to the wc door and frame to enable ease of opening and closing.

12.0 Hazard – Collision and Entrapment (26)

- Adjust the self-closer so it operates more smoothly to allow for access into and out of the room.
<table>
<thead>
<tr>
<th>Licence number &amp; dates</th>
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</tr>
</thead>
<tbody>
<tr>
<td>M046874</td>
<td>39 Bronte Crescent</td>
<td>Licence holder(s): Arren Limited</td>
<td>Households: 7 Occupants: 7</td>
<td>Number of storeys: Above ground: 2 Below ground: 0 Number of rooms providing: Sleeping accommodation: 7 Living accommodation: 1</td>
<td>Sinks: 1 Wash hand basins: 2 Baths: 0 Showers: 2 WC's: 1 Kitchens: 1</td>
</tr>
<tr>
<td></td>
<td>Hemel Hempstead Herts</td>
<td>Person(s) managing the licensed HMO: Mr Parminder Dost</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>HP2 7NS</td>
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</tbody>
</table>

Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)

1.0 Hazard - Fire (24)

1.1 Works Required

- The doorframe to room 1 is to be repaired to ensure smoke and fire cannot enter the room in the event of a fire.
- The door hand to the front door is to be repaired or replaced so it is fitted flush with the door and is in good working order.
- The turn thumb lock to room 3 is to be repaired or replaced and be in good working order.
- The cupboards housing meters are to be fire boarded.
- Please provide a certificate to confirm the insulation used on the loft hatch is fire resistant.

1.2 Works Recommended

Summary information of any matter referred to First Tier / Upper Tribunal, and decision:
Inform tenants about the over use of extension leads and overloading of electrical items that could cause a short circuit.

2.0 Falls on the Level (20)

2.1 Works Required

• The television aerial in the lounge is to be fixed to the wall and skirting board so it does hang loose.

• The loose floor tiles are to be removed or replaced and fixed securely.

3.0 Falls Associated with Stairs and Steps (21)

3.1 Works required

• Handrails should be sited between 900mm and 1,000mm measured from the top of the handrail to the pitch line or floor. They should be shaped so that they are easy to grasp and extend the full length of the flight.

4.0 Domestic Hygiene, Pests & Refuse (15)

4.1 Works Required

• The garden is to be cleared of all rubbish and disposed of at a waste disposal center.

5.0 Structural Collapse & Falling Elements (29)

5.0 Works Required

• The kickboard beneath the cooker is to be secured so it cannot fall and cause injury.

• This mirror should be moved and fixed to a wall.
<table>
<thead>
<tr>
<th>6.0  Falls between levels (22)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6.1 Works Required</td>
<td></td>
</tr>
<tr>
<td>• Window restrictors to be fitted to the windows above floor level.</td>
<td></td>
</tr>
<tr>
<td>• Ensure the gap between the balustrades are no bigger than to allow a 100mm sphere to pass through.</td>
<td></td>
</tr>
<tr>
<td>7.0  Hazard - Damp and Mould Growth (1)</td>
<td></td>
</tr>
<tr>
<td>7.1 Works Required</td>
<td></td>
</tr>
<tr>
<td>• Investigate the cause for the cracking and repair, decorate and make good the plaster.</td>
<td></td>
</tr>
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<td>Licence number &amp; dates</td>
<td>Address of the licensed HMO</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>M046880</td>
<td>76 Saturn Way Hemel Hempstead Hertfordshire HP2 5PA</td>
</tr>
<tr>
<td>Licence valid from: 17 April 2019 to: 16 April 2024</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Non-standard conditions applying to this licence, if any:**

(see page 75 for standard conditions)

1.1 Works Required

Ensure that all letting rooms, the kitchen and the doors housing the boiler, electric and gas meters are fitted with fire doors immediately. The cupboards housing the meters should be clear of storage and locked. They should meet the specifications below:

- Fitted with heat (intumescent) and cold smoke seals (FD 30S) the gap should not exceed that stated by the seal manufacturer, usually 3 to 4 mm maximum. Both seals should be fitted along both vertical and top edges of the door.
- Intumescent strips and flexible cold smoke seals should be recessed into the hinge side, top and closing edges of door or door frame, in accordance with manufacturer’s instructions.
- Seals can be fitted in the frame and if so they should align with the centre of the door leaf. Manufacturers’ instructions should be adhered to when fitting seals.
Smoke seals MUST NOT be painted over as this reduces their flexibility and effectiveness.

Seals are not required to be fitted across the bottom of doors, but the threshold gap should not exceed 8mm.

Voids around the locking mechanism must be kept to a minimum and filled with intumescent paste or be encapsulated with a proprietary intumescent product.

All doors required for means of escape must be capable of being opened from the inside without the use of a key. (i.e Yale type or thumb turn locks)

The door stop of the frame should not be cut away to facilitate any lock or latch.

The door must be fitted with a self-closing device capable of closing the door into the frame from any angle. Hydraulic overhead closers conforming to current British Standard 476 Part 22 (or equivalent), current British Standard 6459 (or equivalent) and current British Standard 8214 (or equivalent) are preferable as they are more efficient and reliable.

The loft hatch must be fire boarded to provide 30 minutes protected means of escape.

The loft hatch to comprise of a solid core 30 minute fire door blank cut down to appropriate size, with hardwood lippings glued and screwed to each leaf edge. 10mm intumescent and smoke seals must be provided, fitted and pinned into rebates on each leaf edge of the loft hatch door or alternatively into the loft hatch frame.

The stairs in the hallway must be fire boarded to provide 30 minutes protected means of escape.

Ensure the carbon monoxide reader is positioned within 3 meters of the boiler, but not lodged behind a hot pipe.
• Room 2 should be decluttered to allow freedom of movement around the room.

• Fit turn thumb lock to the conservatory door.

2.0 Hazard – Electrical Hazards (23)

There should be no electrical hazards in a property that has the potential to cause a fire.

The wall socket in the kitchen, nearest to the door into the hallway, was faulty. I could not insert a plug fully into the socket. This could cause the electric to short circuit and cause damage or fire.

All letting rooms and conservatory should have six sockets or three double sockets. Extension cables were being used. Too few sockets will encourage the use of extension cables and overloading of sockets. This will overload the electrical system and cause a fire. This was evident in all rooms.

In room 1 the ceiling light fitting was in poor condition with odd bulbs fitted. This could cause a fire.

Electrical sockets to room 3 were loose. These could short circuit the electrical system and cause a fire.

2.1 Works Required

• The wall plug socket in the kitchen should be inspected by a qualified electrician and repaired or replaced.

• 6 sockets to be fitted to each letting rooms and the conservatory by a qualified electrician.

• The light fitting in room 1 should be inspected by a qualified electrician and replaced if required and bulbs inserted.
| Electrical sockets to room 3 to be inspected and repaired/replaced by a qualified electrician.  
An Independent qualified electrician should provide a periodic electrical inspection report to the Council.  
Any works required are to be completed by a ‘competent person registered with an electrical self-certification scheme authorized by the Secretary of State’. As defined within the current building regulation regulations. (Such installers may be registered as competent by N.I.C.E.I.C, ELECSA, BRE, NAPIT or British Standards institution schemes). |
<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>3.0 Structural Collapse &amp; Falling Elements (29)</strong></td>
</tr>
</tbody>
</table>
| There should be no hazards either internally or externally of an element of the property, part of the fabric of the property, or the whole property collapsing. No part of the fabric of the building should fail because of inadequate fixing or disrepair, or as a result of adverse weather conditions.  
The curtain pole to room 1 was loose. This could fall and cause injury. |
| **3.1 Works Required** |
| • Secure the curtain pole to ensure it is fixed to the wall. |
| **4.0 Hazard – Excess Cold (2)** |
| Room temperatures should conform to the BS5449 standard; that is 21°C in the Living room, 18 °C elsewhere and 22 °C in the bathroom with an outside temperature of –1 °C. The heating should be fixed, controllable and permanent in all rooms of the property.  
There was no thermostat to the radiator in room 1 making the heating to this room not be controlled by the tenant. |
The inner hallway to the rear adjacent to room 2 and conservatory did not have a thermostat to the radiator. No controllable heating for the tenant.

There was no heating to the first floor bathroom. No controllable heating for the tenants.

There was no fixed heating to the conservatory. No controllable heating for the tenants.

4.1 Works Required

• Thermostat to be fitted to the radiator in room 1.

• Thermostat to be fitted to the radiator to the inner hallway.

• Permanent, controllable heating capable of meeting BS54994 standards should be installed to the first floor bathroom.

• Permanent, controllable heating capable of meeting BS54994 standards should be installed in the conservatory.

5.0 Hazard – Domestic Hygiene, Pests & Refuse (15)

The layout and construction of premises should be such that it can be kept in a clean and hygienic state.

There was domestic rubbish stored in room 1. This could be a food source for vermin and insects such as cockroaches that carry disease.

The brick shed in the rear garden was full of rubbish. The wood shed was full of rubbish. The rear garden had rubbish including a sofa. The storage of waste could provide harborage and a food source for vermin which carry disease.

There were two mattresses in the garage forecourt, owned by Dacorum Borough Council, to the back of the rear garden. This is fly tipping.
5.1 Works Required

- Domestic rubbish should not be stored in the letting rooms. This is to be removed. Tenants should be informed that this is not acceptable.

- The sheds should be emptied of all rubbish and this should be disposed of in the correct manner.

- The mattresses should be removed. If they are not items placed by you or the tenants then this should be reported to Dacorum Borough Council as fly tipping.

6.0 Hazard - Damp and Mould Growth (1)

The structure and finish of a dwelling should be maintained free from rising, penetrating and traumatic dampness.

The window handle to the first floor bathroom was loose. Ventilation in the bathroom is essential. There was evidence of black mould in the shower cubicle that could be caused by the lack of ventilation.

The first floor WC window was locked. This could encourage damp and mould to gather. Ventilation is required.

The window handles were loose to room 1. This could hinder the windows being opened and closed correctly and the room being ventilated. There was evidence of mould to the window frames and seals.

The window handle to room 3 was loose. This could hinder the window being opened and closed correct and ventilation of the room being hindered. This could lead to damp and mould in the room.

The windows to rooms 1 and 4 were blown. This could allow penetration of damp into the room.
The window handles to room 4 was loose and one window did not open. There was evidence of mould on the windows and frames. The lack of ventilation could be the cause of the mould on the windows and frames.

The window handle to room 5 was loose and there was evidence of mould on the windows. The lack of ventilation to the room could be the cause of mould on the windows.

6.1 Works Required

- The bathroom window handle must be repaired/replaced and be in good working order.
- The mould is to be removed from all rooms with a suitable detergent.
- The window to the WC must be unlocked and in good working order.
- The window handles to rooms 1, 3, 4 and 5 to be repaired to enable it to opened and closed easily to enable ventilation and deter the build up of mould.
- The glazing to rooms 1 and 4 should be replaced or repaired.

6.2 Works Recommended

- New windows and doors to be installed to the property. The windows are not of good quality and in a poor state of repair.

7.0 Hazard – Entry by Intruders (12)

All properties in the private rented sector should be protected from unauthorised entry.

The rear garden fencing and gate was in a bad state of repair or falling down. This could leave the premises open to intruders and
7.1 Works Required

- Repair fencing and gate to the boundary to ensure in good repair and will not cause injury.
<table>
<thead>
<tr>
<th>Licence number &amp; dates</th>
<th>Address of the licensed HMO</th>
<th>Key contacts</th>
<th>Maximum number of permitted</th>
<th>Property particulars</th>
<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M046882</td>
<td>3 Caernarvon Close Hemel Hempstead Hertfordshire HP2 4AN</td>
<td>Licence holder(s): No White Walls Rentals LTD</td>
<td>Households: 6 Occupants: 6</td>
<td>Number of storeys: Above ground: 1 Below ground: 0</td>
<td>Sinks: 1 Wash hand basins: 0 Baths: 0 Showers: 0 WCs: 0 Kitchens: 1</td>
</tr>
<tr>
<td>Licence valid from: 4 June 2019 to: 3 June 2024</td>
<td>Person(s) managing the licensed HMO: Miss Olga Nechaeva</td>
<td></td>
<td></td>
<td>Number of rooms providing: Sleeping accommodation: 6 Living accommodation: 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(Where HMO consists of flats) Number of: Self-contained flats: 0 Non self-contained flats: 0</td>
<td></td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any: (see page 75 for standard conditions)

1.0 Hazard - Fire (24)

1.1 Works Required

Ensure that all fire doors and fire boarding meet the following specifications with immediate affect:-

- Fitted with heat (intumescent) and cold smoke seals (FD 30S) the gap should not exceed that stated by the seal manufacturer, usually 3 to 4 mm maximum. Both seals should be fitted along both vertical and top edges of the door.

- Intumescent strips and flexible cold smoke seals should be recessed into the hinge side, top and closing edges of door or door frame, in accordance with manufacturer’s instructions.

- Seals can be fitted in the frame and if so they should align with the centre of the door leaf. Manufacturers’ instructions should be adhered to when fitting seals.

Summary information of any matter referred to First Tier / Upper Tribunal, and decision:
Smoke seals MUST NOT be painted over as this reduces their flexibility and effectiveness.

Seals are not required to be fitted across the bottom of doors, but the threshold gap should not exceed 8mm.

Voids around the locking mechanism must be kept to a minimum and filled with intumescent paste or be encapsulated with a proprietary intumescent product.

All doors required for means of escape (including the communal entrance door and patio door) must be capable of being opened from the inside without the use of a key. (i.e Yale type or thumb turn locks)

The door stop of the frame should not be cut away to facilitate any lock or latch.

The door must be fitted with a self-closing device capable of closing the door into the frame from any angle. Hydraulic overhead closers conforming to current British Standard 476 Part 22 (or equivalent), current British Standard 6459 (or equivalent) and current British Standard 8214 (or equivalent) are preferable as they are more efficient and reliable.

The loft hatch must be fire boarded to provide 30 minutes protected means of escape.

The loft hatch is to comprise of a solid core 30 minute fire door blank cut down to appropriate size, with hardwood lippings glued and screwed to each leaf edge. 10mm intumescent and smoke seals must be provided, fitted and pinned into rebates on each leaf edge of the loft hatch door or alternatively into the loft hatch frame.

The patio door must be fitted with a thumb turn lock and be fully operational to all access and exit; not locked and key removed.

2.0 Hazard - Damp and Mould Growth (1)
2.1 Works Required

- The mould in the ensuite of room 2 is to be washed off and treated with an antifungal solution.

- The water damage and cracking to the ceiling is to be investigated in the ensuite to room 2 and a report sent to Dacorum Borough Council. The walls are to be made good and decorated.

- Investigate and repair any leak to the ensuite to room 4.

- Investigate the damp patch to the ceiling of the upper stairwell and make any repairs that are the cause of the staining.

2.2 Works Recommended

Ensure that the beds are pulled away from the walls to allow air to circulate so mould does not develop on the walls.

3.0 Hazard - Carbon Monoxide & Fuel Combustion Products (6)

3.1 Works Required

- Provide photographic evidence of the carbon monoxide reader. This should be sited between 1 and 3 meters of the boiler.

4.0 Hazard - Domestic Hygiene, Pests and Refuse (15)

4.1 Works Required

- The alleyway must be free of all rubbish and not used as a storage area. Remove all items and store elsewhere or dispose of at the local waste plant.

- Adequate waste facilities to be provided. Please contact the local council to order the large bins.

- The garden areas are to be maintained, grass cut and weeds...
removed.

5.0 Hazard – Food Safety (16)

5.1 Works Required

- The breakfast bar/preparation wooden counter is to be repaired to ensure a smooth finish.

6.0 Hazard - Personal Hygiene, Sanitation & drainage (17)

6.1 Works Required

- The shower head needs to be descaled or replaced to ensure the shower does not omit water once it has been turned off.
- The WC seat is to be secured or replaced.

7.0 Hazard - Falls on the Level (20)

7.1 Works Required

- Fill the gaps between the planks or replace to ensure an even and smooth surface.
- The crazy paving is to be repaired or replaced to create a smooth and even surface.

8.0 Hazard – Falls associated with stairs (21)

8.1 Works Required

- Ensure that the gap between the balustrades is no larger than a 100mm sphere to pass through.
- The wooden decking is to be fitted with a fascia/edging to ensure there is no protruding parts or sharp edges.
9.0 Hazard - Falls between levels (22)

9.1 Works Required

• Supply and fit window restrictors to all windows above the ground floor.

10.0 Hazard – Electrical Hazards (23)

10.1 Works Required

• The wall is to be filled so not to expose the wall cavity and the socket secured so it does not move when a plug is inserted or pulled out of the socket.

11.0 Hazard - Position & Operability of Amenities (28)

11.1 Works Required

• All windows and handles to windows to be investigated and the necessary repairs or replacements made.

• Front door to be adjusted to enable it to fit securely in the frame.

When the inspection was carried out it was noted that the gas safety certificate was displayed. Please ensure the following are also displayed:-

Electrical certificate
EPC
Emergency contact details
Copy of licence
<table>
<thead>
<tr>
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<th>Key contacts</th>
<th>Maximum number of permitted</th>
<th>Property particulars</th>
<th>Shared amenities</th>
</tr>
</thead>
<tbody>
<tr>
<td>M047177</td>
<td>12 Mayflower Avenue Hemel Hempstead Hertfordshire HP2 4AE</td>
<td>Licence holder(s): Felicia Darwin  Person(s) managing the licensed HMO: Felicia Darwin</td>
<td>Households: 5  Occupants: 5</td>
<td>Number of storeys: Above ground: 2  Below ground: 0  Number of rooms providing: Sleeping accommodation: 5  Living accommodation: 1  (Where HMO consists of flats) Number of: Self-contained flats: 0  Non self-contained flats: 0</td>
<td>Sinks: 1  Wash hand basins: 2  Baths: 1  Showers: 1  WCs: 2  Kitchens: 1</td>
</tr>
</tbody>
</table>

Non-standard conditions applying to this licence, if any:
(see page 75 for standard conditions)

1.0 Hazard - Fire (24)

Under the Housing Act you are required to provide adequate fire protection for your tenants. You must ensure that your tenants have 30 minutes protected means of escape from the property.

There were fire doors fitted throughout the property, however, the door to the lounge and room 4 did not close securely. This would invalidate the door as a fire door.

The loft hatch was not fire boarded or hinged. This would ensure fire could not enter into the roof spaces.

None of the letting rooms or exit doors from the hallway and kitchen are fitted with turn thumb locks. This could hinder escape in the case of an emergency.

There were a number of door mats and personal items stored in the communal hallway areas. These could impede entry into the property by the emergency services or tenants escaping in the case of an emergency.
The garage is currently rented out separately to a non-tenant. The garage houses the boiler and gas meter. It is cluttered and it was difficult to enter the garage safely. There was no means to move through the garage due to the amount of personal items stored.

1.1 Works Required

• The loft hatch must be fire boarded to provide 30 minutes protected means of escape.

• All letting rooms and exit doors to be fitted with turn thumb locks to enable a quick and easy escape in the case of an emergency.

• All personal items to be removed from the communal areas.

• The garage should be made safe by items being stored in an organised and safe way.

2.0 Hazard - Damp and Mould Growth (1)

The structure and finish of a dwelling should be maintained free from rising, penetrating and traumatic dampness.

There was evidence of black mould to the wall in Room 1 on the ground floor and condensation to the window. A damp meter was used which indicated that the dampness seen was as a result of condensation and the measurement did not measure into the red zone.

The communal bathroom to the split level 1st floor did not have an extractor fan fitted. This would increase the likelihood of damp and mould.

2.1 Works Required

• The black mould area should be cleaned with suitable detergent and decoration made good.
• Fit ventilation extraction to the communal bathroom ducted to the external air, terminating in a louvered wall cowl. Particular regard shall be had to the maximum recommended duct lengths, number of 90° bends, and siting of the wall cowl to ensure optimal performance of the hood. The appliance should be capable of an extraction rate of at least 15 litres per second.

2.2 Works Recommended

• You indicated that the tenant dried his washing in his room. Please advise him to use the tumble dryer or washing line provided. He should regularly air his room by opening the window each day.

• You also informed that you will be replacing some of the windows; we would recommend air trickle vents be fitted to any replacement windows.

3.0 Hazard - Excess Cold (2)

Room temperatures should conform to the BS5449 standard; that is 21°C in the Living room, 18 °C elsewhere and 22 °C in the bathroom with an outside temperature of –1 °C. The heating should be fixed, controllable and permanent in all rooms of the property.

The notice board in the ground floor hallway had a note written on an A4 envelope listing times when the hot water and heating would be on. Hot water and heating should be available at all times.

The shower/utility room did not have any form of heating and should be unable to maintain the aforementioned temperatures.

3.1 Works Required

• Ensure heating and hot water should be available at all times, controllable by the tenants.
**4.0 Hazard - Carbon Monoxide & Fuel Combustion Products (6)**

There was no Carbon Monoxide detector seen near the gas boiler that would warn the tenants of a leak of this gas.

**4.1 Works Required.**

- Supply and fit a Carbon Monoxide monitor within 3 meters of the boiler.

**5.0 Hazard – Falls Associated with Stairs and Steps (21)**

The gaps between the horizontal balustrades on the stairs measured 200mm. This could allow a child to fall through the gap onto the floor/stairs below causing injury.

**5.1 Works Recommended**

- Additional horizontal slats to be installed ensuring there is not more than a gap of 100mm.

**6.0 Hazard - Falls between levels (22)**

There should be no hazard in property that would increase the risk of falling on between levels. There are no window restrictors fitted to any windows above ground level. This would increase the likelihood of a fall between levels.

**6.1 Works Recommended**

- Fix new window restrictors to all windows above ground level in the property in order to reduce the likelihood of occupants falling between levels.

**7.0 Hazard – Electrical Hazards (23)**
There should be no electrical hazards in a property that has the potential to cause a fire.

Extension cables were being used extensively in all the bedrooms. There is an extension cable laid across the threshold to the garage to plug in the fridge/freezer. The use of extension cables for electrical items can overload the electrical supply which could cause a short circuit and an electrical fire.

The electric meter was located in the ground floor hallway and was housed in a metal casing; this was not locked. This could enable tenants to interfere with the meter.

7.1 Works Required

• There should be no trailing cables across floors. Ensure that there are 6 sockets in each bedroom (3 doubles or 6 singles) for safe use of electrical items.

• Provide an Electrical Safety Certificate for the property confirming compliance with the current British Standard by a "competent person registered with an electrical self-certification scheme authorised by the Secretary of State" as defined within the current building regulations. (Such installers may be registered as competent by N.I.C.E.I.C., ELECSA, BRE, NAPIT or British Standards Institution schemes). The certificate should cover lighting and electrical circuits,

• The extension cable lying across the threshold must be removed and a suitable electrical socket fitted or the fridge/freezer to be sited in a more suitable position.

• The electric meter should be locked. This will deter tenants from tampering with the meter. A key should be available for the tenants to read the meter.

8.0 Hazard – Entry by Intruders (12)
All properties in the private rented sector should be protected from unauthorised entry. The rear garden wooden panel fence was not secure and had fallen onto the land to the rear of the property. This will allow access by intruders.

8.1 Works Required

- Repair/replace the wooden fence panel to the rear garden to prevent access by intruders.
**Standard licence conditions**

The following standard conditions apply to all licences listed below. Any additional non-standard conditions are listed in each entry.

**Management Arrangements**

1. The licence holder shall make arrangements for regular inspections of the property to monitor and ensure compliance with this licence and associated conditions.

2. Where required by the Council the licence holder and/or manager shall attend training as specified in writing by the Council. Where competency in property management is demonstrated this requirement will not be enforced.

3. The licence holder shall make arrangements to ensure all facilities and equipment provided to occupants are kept in repair and proper working order.

4. The licence holder shall make arrangements for regular cleaning of the communal areas.

5. The licence holder shall ensure up to date records are maintained for all residents. These records shall include each resident’s full name and the part of the property they occupy.

6. The licence holder will ensure that the manager and (so far as reasonably practicable) the occupiers comply with The Management of Houses in Multiple Occupation (England) Regulations 2006 (as amended).

7. The licence holder and/or manager shall ensure that the property is kept in repair.

**Letting Arrangements**

8. The licence holder and/or manager shall provide each tenant or licensee with a written agreement specifying their terms of occupation at the commencement of any rental or licence period. The licence holder and/or manager shall provide a copy of any such agreement to the Private Sector Housing team within 7 days of receiving a request.

9. The licence holder and/or manager must provide the following written details to every current occupier, plus to new occupiers on commencement of their tenancy or licence:

   - the name of the licence holder and manager;
   - the licence holder and manager’s contact address;
   - the licence holder and manager’s daytime telephone number;
   - an emergency telephone number; and
   - a copy of this Licence.

**Display of information in the property**

10. The name, address and contact number of the licence holder and manager must be prominently displayed in at least one location in the common parts of the property.

**Anti-social Behaviour**

11. The licence holder and/or manager will co-operate with reasonable requests from the Police and the Council to assist in the prevention and reduction of anti-social behaviour by occupiers of the property and visitors to the property.

12. The licence holder and/or manager will include a condition in all tenancy/licence agreements granted after the issue of this licence which provides that occupiers, members of their household and their visitors shall not cause anti-social behaviour in, or in the locality of, the property.

13. The licence holder and/or manager shall notify the Private Sector Housing team of any steps taken to evict an occupier from the property due to anti social behaviour. A copy of any notice requiring the occupier to give up possession shall be provided to the Private Sector Housing team within 4 weeks of the date of service of the notice.

**Refuse Disposal**

14. The licence holder and/or manager shall ensure sufficient containers for waste are provided and stored in a suitable location.

**External Areas**

15. The licence holder and/or manager shall ensure any yard or garden is kept clear of accumulations of refuse, are tidy and not overgrown.

16. The licence holder and/or manager shall ensure any fences or external walls within the curtilage of the property are maintained and kept in reasonable repair.

**Electrical System**

17. The licence holder shall instruct a competent (e.g. NICEIC/ECA Registered) and suitably qualified electrical inspector to carry out a full periodic test and report on the entire electrical installation at least once every five years. The licence holder shall ensure all remedial works recommended by the inspector to bring the electrical installation up to current Institute of
Electrical Engineers standards are undertaken within the timescales specified in the Inspector’s report or within 12 weeks of the date of the test, whichever is the soonest.

NB. Where the contractor is not NICEIC/ECA registered, they shall be deemed competent if a certificate is provided indicating they are qualified to the current Inspection and Testing standards i.e. City and Guilds 2391, Inspection and Testing Certificate. The report provided by them shall detail the information required by BS 7671:2001 or any subsequent British Standard relating to the testing and inspection of domestic electrical installations.

18. A copy of the report produced in accordance with condition 17 above shall be provided to the Private Sector Housing team within 4 weeks of the date of the test.

19. Upon completion of any remedial/improvement works, the contractor must provide to the licence holder a valid Electrical Installation Certificate/Minor Electrical Installation Works Certificate in accordance with the current British Standard. The licence holder must provide a copy of this certificate to the Private Sector Housing team within 4 weeks of the date of the certificate. Where the contractor is not NICEIC/ECA registered the report shall detail all the information required by the current British Standard and Guidance Note 3 including all amendments.

Gas Installation

20. Every 12 months, the licence holder shall instruct a competent person (who must in all cases be listed on the Gas Safe register) to test the gas installation and repair or renew as necessary all fittings found to be inadequate or defective so as to leave it in proper working order. The test and condition of the installation shall be in compliance with the current Gas Safety Regulations and Statutory Undertaker’s requirements.

21. The licence holder must provide a copy of the Gas Safety Certificate within 4 weeks of the date of each test.

Electrical appliances made available by the licence holder

22. The licence holder shall ensure that a competent person inspects all electrical appliances provided by the licence holder at least once every 6 months.

23. The licence holder must ensure that the competent person provides a certificate of their inspection and that a copy of that certificate is provided to the Private Sector Housing Team within 4 weeks of the date of the certificate.

24. Where defects are found the licence holder and/or manager shall ensure all necessary steps are taken to repair or renew equipment to a safe condition without undue delay.

Furniture Safety

25. The licence holder shall ensure all furniture provided meets the current Regulations relating to fire safety of furnishings and upholstery.

Gas, Electricity and Water Supply

26. The licence holder and/or manager shall ensure that the facilities for the supply of water, gas (if any) and electricity to the property are kept in repair and proper working order and that their supply is not unreasonably interrupted.

27. Where the licence holder pays for utilities, these utilities must not be disconnected, or threatened with disconnection as a result of any default by the licence holder.

28. Where space heating and hot water are provided centrally and controlled by the licence holder the licence holder shall ensure that they are made available to an extent which meets the reasonable needs of occupants in the premises.

Fire Safety

29. The licence holder and/or manager shall ensure:

(a) that they comply with all applicable requirements of the Regulatory Reform (Fire Safety) Order 2005;
(b) that all means of escape shall be kept free from obstruction;
(c) that an automatic fire detection system and emergency lighting are installed so as to cover all common parts of the property;
(d) that a smoke alarm is installed on each storey of the property on which there is a room used wholly or partly as living accommodation;
(e) that a carbon monoxide alarm is installed in any room in the property which is used wholly or partly as living accommodation and contains a solid fuel burning combustion appliance;
(f) that all equipment for the detection of fire and carbon monoxide and emergency lighting are tested every 12 months by a competent person and that the competent person provides a certificate demonstrating that they are in repair and proper working order. Any such certificate must be provided to the Private Sector Housing team within 4 weeks of the date of the certificate;
(g) all equipment for the detection of fire and carbon monoxide and emergency lighting are kept in repair and proper working order at all times;
(h) all rooms containing cooking facilities are provided with a fire blanket conforming to the current British Standard.