

The logo for 'pure' town planning, featuring the word 'pure' in a white, lowercase, sans-serif font inside a dark blue square.

town planning

HMO Management Plan

95 Charminster Road

Bournemouth

BH9 1RU

Use of property as 8-person House in
Multiple Occupation (Sui Generis)

1 Management Details

- 1.1 **Owner/Landlord:** Kyle Lloyd
- 1.2 **Managing Agents (in discussion):** Woodley & Associates, ESA Property
- 1.3 Day-to-day management will be handled by a professional HMO agent ensuring full compliance with licensing and safety obligations and The Management of Houses in Multiple Occupation (England) Regulations 2006.
- 1.4 **Aim:** to provide high quality affordable accommodation for young professionals, NHS staff and other key workers in a way which integrates successfully into the neighbourhood.

2 Property Overview

- 2.1 8 fully furnished en-suite bedrooms for individual occupation
- 2.2 Shared facilities: large open-plan kitchen/living/dining area; laundry facilities; bike storage; bin storage; landscaped garden
- 2.3 Fully furnished all spaces to exceed BCP Council Amenity Standards for Houses in Multiple Occupation.

3 Tenant Selection

- 3.1 Target market: young professionals and key workers
- 3.2 Full tenant referencing and risk assessment
- 3.3 AST agreements
- 3.4 Maximum occupancy: 8 persons
- 3.5 No short-term or Airbnb lets permitted

4 Fire Safety Management

- 4.1 Full LACORS-compliant fire alarm system
- 4.2 Fire doors, emergency lighting, extinguishers, evacuation signage
- 4.3 Weekly visual checks and annual professional servicing
- 4.4 Fire safety induction for all new tenants by managing agent

5 Maintenance & Repairs

- 5.1 Quarterly property inspections
- 5.2 24/7 emergency maintenance team
- 5.3 Annual Gas, Electrical, and PAT testing
- 5.4 Legionella risk assessment reviewed annually
- 5.5 Preventative maintenance plan in place

6 Cleaning & Waste Management

- 6.1 Weekly professional cleaning of communal areas
- 6.2 Optional affordable room cleaning service for tenants
- 6.3 Tenants maintain their private rooms
- 6.4 Waste and recycling bins provided per BCP Council schedule (additional standard household waste bin allowance to be applied and paid for as per BCP policy for larger HMOs)
- 6.5 Enclosed bin storage to be provided and maintained
- 6.6 Clear signage and reminders for bin storage and collection days

7 S e c u r i t y & S a f e t y

- 7.1 Secure coded entry and locks for all rooms
- 7.2 CCTV covering external areas (GDPR compliant)
- 7.3 Motion-sensor lighting and secure bike storage
- 7.4 Regular safety inspections

8 R e s i d e n t I n d u c t i o n & C o m m u n i t y E n g a g e m e n t

- 8.1 In-person or virtual induction on move-in covering safety, waste, and conduct
- 8.2 Welcome pack with local info and contact details
- 8.3 Tenancy agreement to include expected conduct with consequences for anti-social behaviour
- 8.4 Management contact details provided to neighbours for issue reporting
- 8.5 Complaints handled within 48 hours
- 8.6 Written records maintained of all complaints received and subsequent actions

9 E n v i r o n m e n t a l S u s t a i n a b i l i t y

- 9.1 Energy-efficient LED lighting and appliances
- 9.2 Smart thermostats and water-saving fittings
- 9.3 Clear recycling guidance and waste reduction policy
- 9.4 Sustainable refurbishment and repair practices

10 C o m p l i a n c e S c h e d u l e

- 10.1 The property will adhere to the following compliance routine:

Compliance Item	Frequency	Responsible Party
Gas Safety Check	Annually	Landlord / Agent
EICR	Every 5 years	Qualified Electrician
Fire Alarm Test	Weekly visual, annual service	Managing Agent
Emergency Lighting	Monthly check, annual test	Managing Agent
PAT Testing	Annually	Agent / Electrician
Property Inspection	Quarterly	Agent / Landlord

10.2 Written records maintained of all inspections, checks and tests.

11 Tenant Feedback and Continuous Improvement

11.1 Tenants are encouraged to provide feedback through periodic surveys and direct communication.

11.2 All feedback is reviewed quarterly to identify improvement areas and ensure the property remains compliant and comfortable for residents.

12 Summary

12.1 95 Charminster Avenue will be managed to a high professional standard with a strong focus on safety, community, and quality. The property contributes positively to Bournemouth's housing supply and sets a benchmark for high-quality co-living accommodation.