

Guidance notes when using the Inspection Schedule

1. Standard of the Rooms

(a) The minimum size requirements for sleeping accommodation are as follows:

- (i) Where cooking facilities are provided in a separate room from the bed

<u>Floor Area of Room</u>	<u>Maximum number of occupants</u>
Less than 70sq ft (6.5sq m)	Nil persons
Not less than 70sq ft (6.5sq m)	1 person
Not less than 110sq ft (10.2sq m)	2 persons
Not less than 160 sq ft (14.9sq m)	3 persons
Not less than 210 sq ft (19.6 sq m)	4 persons
Not less than 260 sq ft (24.2 sq m)	5 persons

- (ii) Where cooking facilities are provided within the same room as the bed

<u>Floor Area of Room</u>	<u>Maximum number of occupants</u>
Less than 110 sq ft (10.2sq m)	Nil persons
Not less than 110 sq ft (10.2sq m)	1 person
Not less than 150sq ft (13.9sq m)	2 persons
Not less than 200 sq ft (18.6sq m)	3 persons
Not less than 250 sq ft (23.2 sq m)	4 persons
Not less than 300 sq ft (27.9 sq m)	5 persons

(b) Minimum height requirement is 7 feet

(c) Heating requirements:

All rooms, baths and shower rooms must contain a fixed form of heating. The appliance must be capable of efficiently maintaining the room at a minimum temperature of 18 degrees centigrade when the temperature is minus 1.

Ensure adequate heating facilities are confirmed with the resident you are visiting

2. Facilities for the storage, preparation and cooking of food and disposal of waste water

(a) Minimum requirements for the facilities listed are:

- Cooking facilities A gas or electric cooker with 2 hobs, oven and grill, or if the B&B caters for less than 6 people, a microwave
- Storage cupboard 15 cubic feet (0.4 cubic metres)
- Electrical power sockets 2 power double 13 amp sockets must be situated at worktop height.
- Worktop 100 cm x 60 cm

Where only some residents have exclusive use of the facilities, and the remaining residents share, treat as all sharing.

(b) (i) Calculating the one in ten ratio, when the kitchen is shared

Where there is a mix of kitchens for shared and exclusive use, one kitchen should be provided for every 10 occupants sharing. Those with exclusive use of kitchen facilities should not be included in the calculations.

The kitchen used by management to provide breakfast can be included, unless it is either not available, does not meet the minimum requirements stated in 2(a) above, or it is deemed unsuitable for use due to its size, location, or it is considered to be dangerous for use by residents because of the equipment in it

(ii) Minimum requirements for the facilities listed are:

- Worktop Surface area at least 100 cm x 60 cm
- Fridge 5 cubic feet (0.14 cubic metres)
- Storage cupboard 15 cubic feet (0.4 cubic meters)

(c) Location of cooking facilities in relation to the bedroom

(i) Minimum standards will be still be met if cooking facilities are more than one floor distant from the residents rooms, provided the B&B holds fewer than 30 residents over 4 storeys or less

(ii) For the dining room to be of adequate size, it should be at least 1 sq metre/occupant, subject to a minimum of 15 sq metres

3. Toilet & Personal Washing Facilities

(a) Minimum standard requirements for the facilities listed are:

- Bath 170 cm x 70 cm
- Shower 80 cm x 80 cm
- Hand basin 50 cm x 50 cm

(b) Where only some residents have exclusive use of the facilities, and the remaining residents share, then treat as all sharing

Minimum standards will not be met if these facilities are more than floor away from the residents' bedrooms.

4. Standard of Management

Where relevant, please ensure that the residents you are visiting can confirm that the management standards are being met.