

**From:** Cassy Foster <Cassy.Foster@midsussex.gov.uk>  
**Sent:** 15 May 2025 08:08:51 UTC+01:00  
**To:** "Caroline Grist" <Caroline.Grist@midsussex.gov.uk>  
**Subject:** DM/25/1153 - First and Second Floor, 5-11 London Road, East Grinstead. RH19 1AL - SR/25/1561

Good morning Caroline  
**Internal Consultation**  
**Housing Act 2004**

**Re: DM/25/1153**  
**First and second floor, 5-11 London Road, East Grinstead. RH19 1AL**

I have been informed that you have applied for planning permission to carry out alterations to the above mentioned premises. I have examined your plans with respect to Housing Standards.

Based on the plans submitted the following comments are made with specific reference to compliance with Housing Standards legislation. Please note that this may differ from planning legislation, but respective minimum standards must be followed.

**Description: Existing garden store converted to annexe accommodation no alterations to external elements**

**Comments:**

**Rooms sizes**

To prevent future enforcement action under Environmental Health legislation the developer must ensure that all bedrooms in the proposed development meet the following minimum room sizes:

1. Single bedroom: minimum size 6.5 square metres
2. Double bedroom minimum size 10 square metres

Please note specific requirements in the Technical Housing Standards – Nationally described space standard used by Planning Departments.

**Means of escape**

1. Means of escape in case of fire. Provision of 30 Minute fire doors to kitchen and living areas.
2. Interlinked early fire alarm system to whole building with a 30 minute warning system.

3. Suitable and sufficient fire protection and means of escape must be provided including fire doors and interlinked fire alarm systems where appropriate. Escape routes should avoid travel through high risk rooms, namely, bedrooms accessing out of the accommodation past open plan kitchens.
4. Ensure bedroom windows are fire windows and form part of the means of escape.
5. Ensure that the assembly point for evacuation is to an area that does not cause entrapment

**Advice Note for Building Control and Planning Applicants regarding the Housing Health and Safety Rating System.**

The Housing Health and Safety Rating system (HHSRS) was introduced in July 2006 and is used by Environmental Health Officers in Council's Private Sector Housing departments to assess the condition of residential dwellings. The HHSRS replaced the historic Fitness Standard and disrepair. HHSRS evaluates potential risks to health and safety from any deficiencies identified in dwellings – it is not a standard.

Residential new build dwellings and conversions can fall foul of the HHSRS despite meeting Building Control and planning requirements. This situation usually arises if the dwelling is subsequently let and the tenant complains about a particular issue.

Unfortunately there is not a guide to 'designing to conform to the HHSRS', however you may be interested in looking at the HHSRS Operating Guidance which contains notes on the perceived optimum standard derived from the British Standards or Building Regulations Approved Documents.

Operating guidance for HHSRS:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/15810/142631.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/15810/142631.pdf)

**Heating :**

6. The system shall be capable of maintaining the following internal temperatures when the external temperature is -1degrees C.
7. Living room and dining room 21degrees C.
8. Bathroom 22degrees C.
9. Elsewhere 18degrees C.
10. All storage heaters shall have automatic charge control and thermostatically controlled damper outlet. Living rooms to be provided with a fan assisted combination storage heater with thermostatically controlled top up convector heater.
11. Gas Central heating systems should satisfy the design and installation requirements of British Standard 5449: 1990 in accordance with Part L of the current Building Regulations (as amended).

**Ventilation**

12. All kitchen/living areas must be provided with open-able windows of a suitable size to ensure sufficient ventilation without causing excessive draughts.
13. All habitable rooms must have a window to provide natural ventilation. Allow for natural ventilation 1/20<sup>th</sup> of the floor area of each habitable room.

### **Lighting**

14. Provision of adequate natural lighting via windows to kitchen, bedroom and living rooms to provide adequate natural lighting. BS8206 Code of practice Parts 1 & 2. Also BRE guidance on Natural Lighting.
15. There should be sufficient natural light during daylight hours to enable normal domestic tasks to be carried out without eyestrain.

### **Refuse storage**

16. Provide refuse storage for 1,2, and 3 refuse collection bins. Ensure it is accessible for both residents and for the refuse collection company.

### **Entry by intruders**

17. Ensure safe access to the flats with well lit paths in winter months
- Kind regards

Cassy

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