
SUPPLEMENTARY PLANNING GUIDANCE

The Adopted 2004 Plan for the Environment, Ealing's Unitary Development Plan, provides the policy context for decisions on planning applications and other proposals concerning development and transport in the London Borough of Ealing.

These policies are clarified and amplified where appropriate by Supplementary Planning Guidance (SPG). This Guidance may bring together planning and other considerations (e.g. Building Regulations, Environmental Health, Transport) which need to be taken into account by people proposing development or affected by development. The guidance can be used in determining planning applications, and it has the legal status of a 'material consideration', which the local planning authority is entitled to take into account in making decisions.

Supplementary Planning Guidance (SPG) continues in force as long as the Unitary Development Plan policy that it supplements is in force. Under the Planning and Compulsory Purchase Act 2004, unitary development plans will be progressively replaced by new Development Plan Documents in a Local Development Framework. The local planning authority may choose to produce Supplementary Planning Documents (SPD) to supplement development plan policies in the Local Development Framework.

SPG 16

Hostels

This guidance supplements Policy 5.7 in the Adopted 2004 Plan for the Environment, which establishes that proposals for hostel accommodation should give rise to a satisfactory environment for occupants.

Space Standards for Sleeping Accommodation

The space standards for sleeping accommodation are listed in the table below. For the purposes of calculating these minimum space standards, children under the age of 10 shall count as half a person. A child under the age of one year shall be disregarded. It is recognised that authorities will strive to achieve wherever practicable, a higher space standard with particular reference to the requirements for children.

Table of Space Standards for Sleeping Arrangements

Floor Area of Room	Maximum Number of Persons
Under 6.5 sq.m (70 sq.ft)	Nil Persons
6.5 sq.m (70 sq.ft) or more	One Person
10.2 sq.m (110 sq.ft)	Two Persons
14.9 sq.m (160 sq.ft)	Three Persons
For each additional 4.2 sq.m (50sq.ft)	One Additional Person

Minimum Ceiling Height

All rooms must have a minimum floor to ceiling height of at least 2.14m (7 ft) over not less than three quarters of the room area. Any area where the ceiling height is less than 1.52m (5 ft) shall be disregarded.

Notice in Sleeping Accommodation

There shall be prominently displayed in each room used or suitable for use as a bedroom a clearly legible Notice in the following presentation form:

(LOCATION AND/OR ROOM NUMBER) THIS ROOM IS NOT TO BE USED FOR SLEEPING PURPOSES BY MORE THAN PERSONS
--

(Where rooms are used by persons whose native tongue is not English, then the appropriate language in common use shall be used in addition to the statement in English).

Natural Lighting

There shall be provided to each habitable room a window or windows (capable of being opened at the top) opening directly to the external air and giving, where applicable, a glass area equal to at least one-tenth of the floor area. In all cases adequate natural light shall be provided to each habitable room.

Artificial Lighting

There shall be provided and maintained at all times, suitable artificial lighting by electricity to all parts of the premises to which people have access.

Ventilation

There shall be provided and maintained at all times, suitable means of ventilation to all parts of the premises to which people have access. In each habitable room a window opening equal to at least one-twentieth of the floor area of the room shall be provided.

Personal Washing Facilities

(i) A suitable wash-hand basin (minimum size 500 mm x 400 mm) with constant hot and cold water supplies shall be provided in every bedroom, except where an en-suite bathroom is available such that a wash-hand basin may be provided in that bathroom.

(ii) One bath or shower with constant hot and cold water supplies shall be provided for every five persons irrespective of age.

In determining the number of baths or showers required persons having the exclusive use of baths or showers will be excluded from the calculation.

Drainage and Sanitary Conveniences

The premises shall be adequately drained. One internal water closet shall be provided for every five persons irrespective of age. The water closet must not be unreasonably accessible, and in any event not more than one floor distant, and where practicable a water closet should be provided separately from the bathroom. In any event at least 50% of the number of water closets provided shall be situated in separate accommodation.

In determining the number of water closets required, persons having the exclusive use of water closets will be excluded from the calculation.

Facilities for Storage, Preparation and Cooking of Food, and Disposal of Waste Water

Facilities to be provided in accordance with (a), (b) or (c) below:-

(a) Kitchen for Exclusive Use:

Where practicable a full set of kitchen facilities shall be provided for each household.

A full set comprises a minimum of:-

- (i) a cooker with two burners, oven and grill;
- (ii) a sink with constant hot and cold water supplies;
- (iii) a refrigerator of capacity greater than 3.5 cubic feet;
- (iv) a storage cupboard of capacity greater than 10 cubic feet;
- (v) two 13 amp electric power outlets; and
- (vi) adequate workspace.

(b) Kitchens for Communal Use:

Where the local authority is satisfied that the provision of kitchen facilities for exclusive use is not practicable or appropriate, kitchen facilities may be provided in the ratio of one set to each five persons in occupation, irrespective of age.

Such kitchen facilities shall comprise a minimum of shared:-

- (i) cooker with four burners, oven and grill;
- (ii) sink with constant hot and cold water supplies; and
- (iii) four 13 amp electric power outlets.

In addition, adequate workspace and a refrigerator of capacity greater than 3.5 cubic feet, together with a storage cupboard of capacity greater than 10 cubic feet, shall be provided for exclusive use within each room or within the total accommodation occupied by a single household.

(c) Except that

Where those having control of the premises can properly show to the satisfaction of the local authority, either by virtue of the scale of their provision of meals, or because of the manner in which the premises are occupied, that such provision would be excessive, a lesser standard may be applied.

Kitchen facilities shall be accommodated where practical within kitchens and not more than one floor distant from any room(s) occupied by the person(s) for whom they are provided. Kitchen facilities shall be made available for use 24 hours per day, subject to any representation from the operator which may be agreed by the receiving and placing Authorities.

A minimum area of 3.7 sq.m (40 ft) shall be allowed for accommodating each set of kitchen facilities. No more than two sets of kitchen facilities shall be accommodated in any one kitchen. Waste water shall be adequately disposed of.

Where a room is used for both cooking and sleeping purposes a minimum of 3.7 sqm (40 sq.ft) shall be added to the relevant minimum floor area of each room so used (see paragraph 1(a)).

Furthermore, in this case, the cooking facilities should comply with the requirements of the fire authority as set out on the last page of this document.

Space Heating

Each habitable room and bathroom shall be provided with safe and suitable space heating appliance(s) capable of providing and maintaining an adequate temperature.

“Appliances(s)” means fixed solid fuel, fixed gas, fixed electric appliance or an adequate system of central heating operable at all times.

Refuse

Refuse disposal facilities should be hygienic and regularly maintained. In particular there should not be any resulting obstruction or fire risk in escape routes.

GENERAL NOTES

1. All work must comply with the Building Regulations/Bye-laws, the Drainage/W.C Bye-laws, and the London Building Acts, as appropriate, and all work relating to services provided by the Water, Gas and Electricity Statutory Undertakers must comply with the appropriate Undertakers Regulations and Bye-laws.

Special attention shall be paid to the requirements relating to the provision of water heating, space heating, gas and electricity supplies in bathrooms.

2. The appropriate local planning authority should be consulted concerning proposed works.

3. Compliance with this Code is without prejudice to any requirements by the Local Authority or the Fire Authority in respect of means of escape in case of fire. All fire escape notices shall be in those languages in common use, as determined by the placing Authority.

4. Any Regulations made by the owner or operator as to the use of the premises shall also be in multi-lingual form and made available to the occupants.

5. Compliance with this Code is without prejudice to the requirements of the Health and Safety at Work etc. Act, 1974, which shall be complied with in all respects, and particular attention shall be paid where children, the elderly or the disabled are involved.

Fire Precautions

All premises offering temporary accommodation for homeless persons must have adequate fire precautions. These will include the provision of structural fireproofing, such as fire doors, together with a fully automatic fire detection system, emergency lighting and fire fighting equipment.

Fire Safety Standards to be Achieved when Cooking Facilities are Provided in Hotel or Hostel Bedrooms

1. Cooking is to be by electricity only.
2. The cooking appliance must be sited remote from the room exit, against a wall/partition enclosing the room and away from draughts.
3. No furniture, bedding, drapes etc., shall be within 600 mm of the cooker. To ensure this is obtained, screens finished with non-combustible materials or plasterboards shall be provided as follows -
 - a) to the sides of the cooking appliance to a height of -
 - (i) not less than 1.6 m (5.25 ft) where provided less than 400 mm from the appliance, or
 - (ii) not less than 850 mm otherwise,
 - b) opposite the cooking appliance, to a height not less than 850 mm.
4. No drapes or curtains shall be provided within the area of the cubicle containing the cooking appliance.
5. Deep fat frying should not be permitted and notice to that effect should be displayed in the cubicle containing the cooking appliance in English and such other languages as are considered appropriate.
6. The walls/partitions enclosing the room containing the cooking appliance shall be to standards of fire resistance of not less than half an hour. Any door therein shall be fire resistant and rendered effectively self-closing.

Supplementary Guidance, as the title suggests, is to guide development. It is not meant to be definitive, and much of the guidance represents minima which are to be improved on if possible in the interests of good design.

If you would like further advice on this guide, please contact:

**THE PLANNING POLICY TEAM
EALING COUNCIL
PERCEVAL HOUSE
14-16 UXBRIDGE ROAD
LONDON W5 2HL**

Telephone 020 8825 5428

FAX: 020 8579 5453

Email: Planpol@ealing.gov.uk

Website: www.ealing.gov.uk/planpol