



The City of Liverpool

Information Sheet 3

Hostels, guest houses and bed & breakfast accommodation

This category covers premises providing accommodation on a temporary basis for people with no other permanent place of residence.

The following details are specific to the above types of premises and should be read in conjunction with Information Sheets 1 and 4.

General Standards

Each letting unit must be suitable for habitation and free from Category 1 hazards described in the Housing Health and Safety Rating System. This should include a proper standard of repair, adequate bathroom, toilet and kitchen facilities, adequate provision for heating, lighting and ventilation and appropriate fire precautions.

Refuse storage and disposal

Sufficient refuse storage containers must be provided on the basis of one dustbin per two single-person lettings. Waste-bins should be provided in shared kitchens.

Space standards

Generally the maximum number of persons sharing a room will not exceed two. It is acceptable for

two people to share only where the arrangement is with the consent of both occupants.

However, this may be increased for short periods of time, mainly to allow children to share with parents.

The room sizes given below take into account the temporary nature of the accommodation.

In order to prevent overcrowding, the following minimum room sizes apply:

■ Bedrooms with separate kitchens

1 person	8.5m ²
2 persons	11m ²
3 persons	15m ²
4 persons	19.5m ²

■ Bedrooms with kitchen facilities

1 person	10m ²
2 persons	14m ²
3 persons	18.5m ²
4 persons	23m ²

Where rooms are occupied by more than one person over the age of ten, those persons must be of the same sex or living together as man and wife.



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Common areas

All establishments must provide common rooms on the following basis:

- A lounge with a minimum floor area of 15m² , or 3m² per person whichever is the greater
- Where kitchens are shared, a dining room with a minimum floor area of 10m² , or 2m² per person whichever is the greater

or

- A combined lounge/dining room with a minimum floor area of 20m² , or 4m² per person whichever is the greater

Food storage, preparation and cooking facilities

Establishments providing all meals

Where an establishment provides meals for residents, the food business must comply with the requirements of:

The Food Hygiene (England) Regulations 2006

The General Food Regulations 2004

Regulation (EC) No 178/2002 General Principles

Regulation (EC) No 852/2004 Hygiene of Foodstuffs

Food handlers must be hygiene-trained commensurate with their work activity.

Most commercial food operations have to be registered with Environmental Health Services,

including Bed and Breakfast premises providing meals to four bedrooms or more. Please Contact the Commercial Unit for further advice.

The kitchen should be on the floor level where the food is consumed. Commercial kitchen facilities must not be used for food preparation by residents because of the food-safety and health-and-safety risks involved.

Even though all main meals may be provided by the establishment, additional kitchen facilities must be provided as stated below to allow residents to prepare drinks and light meals. These facilities should be available 24 hours a day.

Establishments not providing all meals

Each letting unit should have its own kitchen within the letting area and preferably separate from the sleeping room. Kitchens used by a **single occupant** must have the following minimum facilities:

- A refrigerator of not less than 0.15 cubic metres capacity (5cubic feet)
- A standard sink unit and integral draining board fixed within a base unit, together with an adequate supply of hot and cold water, and a tiled splash-back. The sink must be properly plumbed into the drainage system.
- A suitable worktop (not including the draining board) no less than 1m by 0.6m



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- A twin 13amp power socket outlet in addition to any serving major appliances, adjacent to the work-surface, and at a suitably safe distance from any sink or washbasin
- A cooker with two cooking rings, oven and grill
- A storage cupboard of not less than 0.16 cubic metres capacity, e.g. a standard 500mm width cupboard

For **two person units of accommodation** the above facilities are generally adequate as a minimum provision, however a cooker with four rings, grill and oven must be provided.

Where **shared kitchens** are provided, they should have a minimum floor area of 10m² and be shared by no more than ten residents.

The following minimum facilities are required:

- A standard sink unit and integral draining board fixed within a base unit, together with an adequate supply of hot and cold water, and a tiled splash-back. The sink must be properly plumbed into the drainage system.
- A suitable worktop (not including the draining board) not less than 2m by 0.6m
- Two twin 13amp power socket outlets in addition to any serving major appliances, adjacent to the work-surface, and at a suitably safe distance from any sink or washbasin

- A cooker with four cooking rings, oven and grill

The sharing of food storage space and refrigerators is not appropriate. These should be provided within each unit of accommodation in accordance with the number of persons, as described above. Individual lockable food cupboards within the shared kitchen are not normally acceptable.

Deep-fat frying should not be permitted unless a thermostatically controlled deep fat fryer is provided and a notice to that effect should be prominently displayed within the kitchen area. Fire blankets are required in every kitchen.

If the house is occupied by more than five persons, additional kitchens must be provided, in the following ratios:

6 - 10 persons

2 kitchens (or one kitchen of suitable size with 2 sets of facilities)

11 - 15 persons

3 kitchens

A shared kitchen should be sited no more than 30 metres distant from any user of it and on the **same floor**. Where this is not possible, kitchens must be no more than one floor distant from users and with an adequately-sized adjacent dining area.



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Additional fire precautions where cooking facilities are provided within bedrooms

The provision of cooking facilities within bedrooms significantly increases the risk of fire.

Therefore, in addition to the means of escape in case of fire and other fire precautions described in Information Sheet 1 the following further precautions must be implemented:

- The cooker must be positioned away from the room exit, against a wall or suitable partition, and no less than 0.6 metres from any furniture, bedding or curtains etc.
- Deep-fat frying should not be permitted unless a thermostatically controlled deep fat fryer is provided and a notice to that effect should be prominently displayed within the kitchen area. Fire blankets are required in every kitchen.
- Partitions enclosing the kitchen area should be constructed with materials with a standard fire resistance of half-an-hour or greater.
- Partitions should be no less than 1.6m high adjacent to the cooker, and 0.85m elsewhere.
- Where practicable, electric cookers only should be used.
- Adequate fire safety instructions must be provided and brought to the attention of all residents and any employees.
- A Fire Precautions Log Book must be used to record periodic inspection and maintenance of the fire alarm system, fire fighting

equipment and emergency lighting and records kept available for inspection on the premises.

- The fire alarm system should be tested on a weekly basis.

Notices

In addition to the fire safety notices required by Information Sheet 1 there should be a clear notice displayed within each habitable room indicating:

'Location/Room number'

'This room is not to be used for sleeping purposes by more than ** person(s).'

If rooms are occupied by people whose first language is not English, this notice (and all other notices) should also be available in the language/languages in common use.

Disclaimer

The information and advice given in this leaflet is accurate to the best of our knowledge. However, you are advised not to rely on it exclusively as legislation or government advice may have changed since this leaflet was printed.

If you have a particular problem you should take the advice of a qualified expert in the relevant area. Liverpool City Council will not accept liability for loss resulting from relying on advice from this leaflet.