

7 October 2014

Request for Information

As your request is one for information regarding planning issues we have processed it under the Environmental Information Regulations rather than the Freedom of Information Act. For ease of reference, I will address each of your questions in turn:

“1 - Please could you clarify the exact date of when the conversion to form eight flats was completed and which of the eight flats above are covered by a valid Completion Certificate.

The Council has received two building regulations submissions in respect to the conversion of 34 & 36 Coombe Road into flats:

1. 92/01971/N: Conversion of 36 to form 5N^a 2 bed flats
 - a. The works as a whole are not considered complete in respect to Building Regulations but three flats were signed off and completion certificates issued on 08/03/1993. Records do not indicate which flats these certificates relate to.
2. 94/00290/N: Conversion to form 2N^a flats in the basement of 34-36
 - a. This work was considered complete in respect to Building Regulations compliance on 28th October 1994
 - b. A Completion Certificate was issued in respect to this work on 28th October 1994

2 – Please provide any information about the original roof structure of both 34 and 36 Coombe Road before and after the conversion in eight flats to clarify if the original roof structure has been removed and replaced for structural reasons or any alteration of external appearance including new roofing materials and style of roof changed e.g. flat roof to pitched roof with information about roof covering – roof ventilation – roof insulation and or sound insulation including structural calculations. I will be grateful if you will supply me with copies of all documents from the above file [the project file] which provide the age of the existing roofs structure and proof that the roofs, walls and foundations of this old building at 34-36 Coombe Road are capable of supporting the new loads to be imposed on them, i.e. structural engineer’s letter and calculations”

Building Control does not hold any information on the roof structure/existing fabric of the main building. There is a building regulations application for the underpinning and conversion of the basement. However as we consider this information to be the personal data of the occupier/owner the information is exempt from disclosure under Regulation 13 of the Environmental Information Regulations.

3 – Please include the full building control file (“project file”) relating to the design and construction of the building at 34-36 Coombe Road with a copy of the building control application/s, and associated correspondence, for the above case, outlining any specific requirements

of the Building Control Body, from the agent, or the client, and copies of the site inspection reports or any certificates which your office or Croydon Council, who dealt with the full plans application, have issued.

Building Control holds no design or construction information other than some structural calculation for alterations to a bay window in a part of the building. As such, for the reason outlined above, we believe this information to be personal data which is therefore exempt from disclosure.

4 – Please clarify if the building at no.36 Coombe Road, CR0 1BP is classified and registered as multiple occupation dwelling (HMOs)

In relation to planning legislation, 36 Coombe Road is not a HMO but has a lawful use as five flats following a grant of planning permission in 1992 (ref. 92/01214/P). In relation to housing legislation, the Housing Act 2004 lists several categories of HMO, one of which is properties which have been converted to self-contained flats where the conversion did not comply with relevant building standards **and** less than two thirds of the flats are owner-occupied. The conversion doesn't have the required Building Control approval, and 50% of the flats are tenanted, so the property is a 'type' of HMO under this Act. The Department of Adult Services, Health and Housing (DASHH) operates a licensing scheme for HMOs. At the time of the last inspection of the property, the HMO licensing scheme did not include self-contained flats, and therefore there was no requirement for the property to be licensed.

If you are dissatisfied with the way the Council has handled your request under the Freedom of Information Act you may ask for an internal review. This should be submitted to us within 40 working days of this response. You can do this by outlining the details of your complaint by:

Email: information@croydon.gov.uk

Writing: Information Team
London Borough of Croydon
Bernard Weatherill House
7thFloor - Zone C
8 Mint Walk
Croydon CR0 1EA

Any requests received after the 40 working day time limit will be considered only at the discretion of the council.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Yours sincerely

Senior Information Coordinator
Croydon Council