

Mr R Wood
87 Marshall Avenue
Bognor Regis
West Sussex
PO21 2TW

16th July 2019

Dear Sir,

Your Ref: BR/192/19/CLE

Re: Holly Tree House, 114 Victoria Drive, Bognor Regis, PO21 2EJ

Dear Sir,

I am writing to you with regard to the above property having being approached by Tracy Bain (nee Dibley) concerning the above property's history as a house of multiple occupation (HMO).

I was employed as an Environmental Health Officer (EHO) with Arun District Council from 1985-2012 with responsibility for Private Sector Housing, including the team specializing in dealing with HMOs from 1994 -2012. In 2012 I moved from being Chief EHO at ADC to Head of Neighbourhoods at ADC leaving the Council in 2017.

I can confirm through my work at ADC with the HMO team, the Private Sector Housing Landlord's Forum and Bognor Housing Trust (BHT) that Tracy Bain was operating 114 Victoria Drive as an HMO and in particular accommodating clients of BHT.

During the period of time I managed the Environmental Health Service, HMO officers Rob Finlay and Keith Richards both inspected 114 Victoria Drive as an HMO to enforce the requirements of the Housing Act 1985, associated legislation and statutory guidance.

Through my professional role I can therefore state that Tracy Bain owned and operated 114 Victoria Drive as an HMO from at least 2007 and I believe continues to do so.

If you require any further information please do not hesitate to contact me.

[REDACTED]

[REDACTED]