

**Housing, Health and Safety Rating System**  
**Landlords checklist**

Construction element	Condition	Action required	
		Yes	No
Chimney	No loose pots, lead flashing present and in good condition, no serious bulging and no open jointed or perished brickwork. Not leaning.		
Roof	Watertight, no missing, displaced or broken tiles/slates. Structure sound, no excess bowing or spread at eaves.		
Gutters	Adequate. Not leaking or obstructed, decayed, corroded or insecure.		
Fallpipes	Adequate, not blocked, leaking, broken, corroded or insecure		
Fascia, soffits Brickwork/walls	Not decayed, loose or broken. No holes for pests to enter. Not loose or likely to collapse, no serious perished or open jointed brickwork. No holes around pipes etc or missing bricks. No loose render, no render below DPC. No progressive settlement or subsidence. Lintels over openings must be adequate for load. Balconies to be capable of supporting own weight plus imposed load from use-age.		
Windows	Watertight. Not decayed or corroded, openable smoothly and opening sash at height accessible to occupants, adequately sealed around perimeter to wall, proper sill with drip channel to throw water away from wall. Lock fitted if on ground floor or easily accessible first floor. Draught excluders fitted. Safety glass to all glazing below 800mm above floor level. 1st floor and above windows with low sills and bottom opening sashes/casements to have safety catches fitted if children likely to be accommodated		
Doors	Robust to prevent easy access by intruder, 5 lever mortice lock fitted (escape type if final exit door of HMO), watertight, opens and closes smoothly, seal around frame perimeter, draught excluder fitted, laminated glass for security and safety if applicable		
Damp proof course (DPC)	Effective, no rising damp		

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Yard, paths, and drainage	Even surface, properly drained. All waste and rainwater pipes to discharge into trapped gullies connected to mains drainage system.		
External steps, changes in level.	Handrail and balustrade effective if steps, changes in level not greater than 250mm in single step, ramps for wheelchair users edge guarded if present, surfaces of steps level and even.		
Boundaries	Walls and fences in good condition		
Outbuildings	Not dilapidated, not likely to collapse, tiles, bricks, gutters etc not likely to fall off. Asbestos cement outbuildings in good condition, consider removal.		
<b>INTERNAL</b>			
Living room/dining room/bedrooms	Ceiling and wall plaster in sound and secure condition, capable of being decorated. Walls free from damp and mould. Floors sound and reasonably level, no holes in floors, no decayed boards or joists. No trip hazards from small changes in levels or defects.		
Kitchen	Walls, floor and ceiling surfaces readily cleansable, floor covering intact,		
	Adequate work surfaces, sealed at edges and to splashback		
	Adequate dry food storage. Cupboards must be securely fixed to the walls to prevent collapse.		
	Adequate fridge and freezer space		
	Cooker or cooker space with gas and/or electric point. Worktops to either side of cooker		
	Sink and drainer with trapped waste and hot and potable cold water supplies		
	Adequate ventilation, extract fan, openable window		
	Adequate artificial lighting		
	Natural lighting		
Minimum of 6 sockets at suitable height in safe location.			
Utilities/plumbing	Space for washing machine and clothes drying facilities. No leaking pipes		

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Hall, staircase and landing	Smoke detection on ground and first floor landings.		
	Safe staircase, even and level treads in good condition, tread width (going) at least 220mm, even risers, handrail that can be gripped along full length of staircase, intact balustrade, adequate headroom (2m), landings at top and bottom of each flight. No glazed areas at bottom of flight. Adequate artificial lighting.		
	Adequate guarding on landing to stairwell, 1100mm high Adequate artificial lighting to landing.		
	No trip hazards from small changes in levels or defects in halls and on landings.		
Electrical installation	Modern electrical installation, RCD and/or adequate earthing, sufficient power sockets. Artificial lighting to all rooms. Secondary earth bonding to gas and water pipes. Test certificate (5 yearly) by competent person (IEE approved)		
Heating and insulation	Programmable central heating Loft insulation to 100mm min Cavity walls insulated if present		
Water closet	Must be internal. Effective flushing mechanism with overflow. Adequate numbers of WCs for number of occupants in compartment or bathroom in good condition with ceiling, wall and floor surfaces that can be readily cleaned. Adequate ventilation and lighting Wash hand basin in or in adjacent room to WC.		
Personal hygiene.	Adequate numbers of baths or showers and wash basins for number of occupants in suitable room with hot and cold water supplies and drainage. Good condition with ceiling, wall and floor surfaces capable of being effectively cleaned. Adequate ventilation and lighting		
Fire safety	Smoke detection to hall and landing Safe internal layout/first floor escape window. For HMOs see Guide to fire safety in houses in multiple occupation.		

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Ventilation	All habitable rooms to have an openable window approximately 1/20 of floor area, trickle vent or air brick with hit and miss grill. Bathrooms and kitchens recommended to have extractor fans.		
Lighting	Artificial lighting to all internal spaces. Switches to staircase to be two way. Switches near entrance to rooms, hallways etc. pull cord to bathroom. All habitable rooms to have adequate natural lighting, window approximately 1/10 floor area.		
Biocides	These result from the treatment of infestations of woodworm or fungal decay and the manufacturers instructions regarding occupation of a building during and following treatment must be followed exactly. Avoid use if possible and treat causes, remove infested timber		
Ergonomics	Correct heights for kitchen worktops, sinks, cookers, baths, toilets wash basins etc. Cupboards in position where can be reached without strain. Window openings at accessible height, beams and headroom adequate. Refer to BRE Design Guides for specific heights etc.		
VOCs	These are chemicals given off by chipboard, urea formaldehyde insulation, paints, glues etc. They can be a problem if exposure is over a long period from, for example, improperly cured chipboard which can give off formaldehyde vapour. This is a respiratory irritant.		
Lead	Lead has two main sources in dwellings, old lead paint and lead pipes. Hull has hard water and there is little plumbo-solvency so this is not usually a problem although it is recommended to replace lead water pipes. Avoid sanding old paint. If necessary take precautions to avoid ingestion and contamination		

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Asbestos	Need to identify asbestos containing products and ensure no damage. Inform tenants not to disturb, cut or drill into asbestos products. Asbestos may be in thermoplastic floor tiles, insulating panels, asbestos cement, older textured paints and Artex, pipe lagging, and fire boards.		
Noise	Buildings should be able protect occupants from outside noises such as traffic or other ambient noise levels. Location and the immediate environment will therefore determine the need for addition noise reduction measures such as double glazing. Design is important to ensure plumbing noise is not excessive by siting WCs and cisterns away from separating walls and not above living rooms and bedrooms. In flats separating walls and floor structures must be constructed so as to reduce impact and airborne sound transmission.		
Space standards/crowding	1 person bedroom 6.5m <sup>2</sup> 2 person bedroom 10m <sup>2</sup> Persons over the age of 12 of opposite sex should not have to share a room unless a cohabiting couple. Family accommodation should have enough separate rooms to allow children to study away from other household members Adequate living space, kitchens and bathrooms large enough to ensure normal activities can be carried out safely.		
Uncombusted fuel gases	Low level ventilation if LPG used especially in basements; avoid if possible. Regular safety checks of gas installations and appliances. Accessible stop valves for occupiers. Installations and appliances only installed by CORGI engineers.		

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		Yes	No
<p>Combustion products Carbon monoxide CO is produced from incomplete combustion of fuels including gas, coal and wood. Nitrogen dioxide, Sulphur dioxide and smoke are produced during burning of fuels including gas.</p>	<p>Appliances checked annually and any unexplained illnesses like flu should result in a safety check of appliances and flues. Rooms with cookers should be adequately ventilated. Flues should be correctly sited away from openable windows. Gas, oil and solid fuel burning appliances should be installed, ventilated and maintained in accordance with the manufactures instructions and any relevant regulations. Avoid flue-less heaters. Garages separated from living accommodation by a ventilated space.</p>		
<p>Collision entrapment</p>	<p>Adequate headroom on stairs, landings, room ceilings and through doorways. Avoid low beams. Ensure sash windows have cords intact. Avoid over-powerful self closers on doors. Ensure all doors and windows open and close freely. Avoid outward opening doors especially onto corridors and landings or at the top of stairs. All glazing below 800mm above floor level to be safety glass. All glazing in doors and within 300mm of door frame to be of safety glass. Avoid windows below 1.9m opening across external footpath.</p>		
<p>Explosion</p>	<p>Ensure all hot water systems are installed in accordance with manufactures instructions and meet requirements of safety regulations.</p>		
<p>Collapse</p>	<p>All fixtures and fittings to be securely fixed to avoid collapse.</p>		