

Minimum Standards and HHSRS Checklist

If your answer is in a grey shaded box the property **may** not meet the minimum requirement so you should take action to make sure the property is compliant with the law. This checklist is a guide only and we recommend that you check there are no additional requirements necessary specific to the property.

1. Planning	Do you have the correct planning permission for the current use of the property? Some shared houses may need permission	Yes or N/A	No
2. EPC	Does the property have a current EPC certificate E or above (EPC) or is the property exempt from the minimum standard of energy efficiency .	Yes or N/A	No
3. Heating	Does the property have a fixed heating system (i.e. gas boiler, radiators or storage heaters) in working order, under the control of the tenant, with sufficient power output to heat all bedrooms and any lounges, a timer or programmer and a device to control the temperature e.g. thermostat	Yes or N/A	No
4. Food safety	Does the property have adequate; hot and cold water, a surface to prepare food, food storage and provision for cooking and refrigeration?	Yes or N/A	No
5. Insulation	Do the windows and doors appear to be in good repair and free from excessive draughts?	Yes or N/A	No
	If there is a loft or a loft room is it insulated sufficiently – 270mm is the recommended thickness	Yes or N/A	No
6. Fire	If there are shared communal parts (Hall, stairs, landings, shared kitchens or living rooms etc) a written Fire Safety Risk Assessment is required – has one been completed?	Yes or N/A	No
	For houses occupied by a family – Does the property have a mains operated fire alarm system, or 10 year life sealed battery smoke detectors in hallways and landings on each level?	Yes or N/A	No
	For a 3 storey family houses – Does the property have mains wired interlinked smoke detectors located on the ground floor hall, first floor & second floor landing?	Yes or N/A	No
	For a shared house or bedsit accommodation - do fire precautions meet requirements of LACORS guidance on fire safety?	Yes or N/A	No
7. Gas	Is there a satisfactory current Landlord Gas Safety certificate for all gas appliances provided? Expiry date:	Yes or N/A	No
8. Solid fuel/oil	Evidence of servicing and maintenance of all solid fuel appliances by a HETAS/OFTEC engineer within the last 12 months.	Yes or N/A	No
	Is there a carbon monoxide alarm in each room with a solid fuel appliance?	Yes or N/A	No
9. Electricity	Does the property have a current satisfactory electrical condition report from the last 5 years which indicates that the property is free from dangerous or potentially dangerous faults? <i>A legal requirement in a House in Multiple Occupation expected to be required by Law for all for all rented property</i> Expiry date:	Yes or N/A	No

	On a visual inspection of the electrical installation and appliances, is the installation free from any obvious hazards such as broken or loose sockets, burn marks, unavoidable overloading, exposed wires or live conductors, cracked or broken light pendants, sockets too close to water?	Yes or N/A	No
10. Security	Do the windows and doors appear to be in a good condition and can they be adequately secured	Yes or N/A	No
11. Condensation and mould	Is there sufficient ventilation in the kitchen, bathroom, bedrooms, living room and bathroom? (An operable window or mechanical extraction in the kitchen or bathroom) In some cases you may need secure mean of ventilation such as trickle vents	Yes or N/A	No
	Is the property free of extensive black mould growth in any room?	Yes or N/A	No
12. Personal Hygiene	Is there at least one inside flushing toilet in working condition?	Yes or N/A	No
	Is there a wash hand basin with hot and cold running water in the same room as each toilet?	Yes or N/A	No
	Is there at least one bath with hot and cold running water or a shower cubicle with a working shower?	Yes or N/A	No
13. Furniture	Does any furniture and soft furnishings supplied comply with the legal fire resistant standard ? E.g. sofas, mattresses must have labels proving they comply	Yes or N/A	No
14. Falls	Is the property free from tripping and falling hazards e.g. stairs with no hand rails, raised and uneven floor surfaces, is the internal sill height below 1100mm? If so, window restrictors will be required to prevent falls.	Yes or N/A	No
15. Asbestos	Where there are any asbestos containing materials that you need to manage, have you taken steps to make sure they are safe?	Yes or N/A	No
16. Repair	Is the property in a reasonable state of repair ?	Yes or N/A	No
17. HMO	If the house or flat is shared by 3 or more unrelated people is it well managed (décor, cleanliness, maintenance, equipment and facilities in good working order, common parts free from obstruction)?	Yes or N/A	No
	Are there an adequate number of amenities for the number occupiers (i.e. bathrooms, toilets & Kitchens)? Please note it is a criminal offence if HMO management regulations are not met unless he manager has a reasonable excuse.	Yes or N/A	No
18. Licensing (mandatory)	If the house or flat is occupied by five or more unrelated people who share facilities with others, regardless of how many floors, then it is likely to require a licence . If yes do you or have you applied for a licence?	Yes or N/A	No
19 Licensing (discretionary)	If the accommodation is within an area subject to a discretionary licensing scheme, does it need a licence? If yes have do you or have you applied for a licence?	Yes or N/A	No
20. Overcrowding	Will the number of people occupying meet the room standard ? One bedroom for up to two persons, two bedrooms for up to four persons, three bedrooms for up to six persons or four bedrooms up to seven persons	Yes or N/A	No
	Is the living area a big enough space for the occupying household to carry out normal activities including space for a child to carry out educational actives e.g. homework?	Yes or N/A	No
	Do the bedrooms meet or exceed an area of 6.5 sq. metres (single) or 10.23 sq. metres (double)	Yes or N/A	No
21. Legionella	There is a legal duty for landlords to assess and control the risk of exposure to legionella bacteria, has a recent risk assessment been carried out. See Health and Safety Executive Guidance	Yes or N/A	No