

Appendix B

Property Standards

	Standard	
Requirement	York Property Standard	York Property Plus Standard
Property	DHS / No Cat 1 or no high scoring Cat 2 hazards as described in the HHSRS	DHS / No Cat 1 or no high scoring Cat 2 hazards as described in the HHSRS / HMOs meeting licence requirements / Good standard of decoration / Meets Code of Practice recommendations
Gas	Legal Requirement	Legal Requirement / Carbon monoxide detectors should be provided in all properties where a gas appliance is present.
Electricity	Legal Requirement / Instruction manuals for equipment	Electrical Safety Certificate / PAT testing of appliances / Instruction manuals for equipment
EPC	Legal Requirement	Legal Requirement / E+ EPC rating / Introduce recommended energy efficiency measures from EPC report
Security	Doors designated as final exit doors (usually the front door of small premises) must be fitted with a lock or locks that can be immediately opened from the inside when the premises are	Locks must be fitted to all ground floor and any vulnerable first floor windows, such as those accessible from a flat roof, provided this does not contravene fire safety recommendations.

	<p>occupied, without the use of a key. External doors must be properly fitted and free from damage, have secure hinges and close fitting into the frame.</p>	<p>Keys for the locks must be issued to tenants. All external doors, except for designated fire doors (normally the main front entrance door), must be fitted with mortice bolts, top and bottom, to reinforce the existing lock. Modern, multi-locking UPVC doors would be acceptable without mortice bolts. Doors designated as final exit doors (usually the front door of small premises) must be fitted with a lock or locks that can be immediately opened from the inside when the premises are occupied, without the use of a key. External doors must be properly fitted and free from damage, have secure hinges and close fitting into the frame. Where locks are fitted to bedroom doors in shared houses/houses in multiple occupation, they should be either the type that can be opened from the inside without the use of a removable key or a mortice type lock. If the property has a</p>
--	--	---

		<p>burglar alarm installed, details of alarm key holders must be made available to the tenants.</p> <p>Five lever mortice locks complying with BS 3621 are fitted.</p> <p>Locks complying to BS 8621 and BS EN12209 are used for doors with keyless egress.</p>
Fire Safety	Carry out a fire-risk assessment.	<p>Carry out a written fire-risk assessment.</p> <p>Smoke detectors on each floor level. / HMO licence conditions / Code of Practice recommendations</p>
Furniture / Furnishings Safety	Must comply with the Furniture and Furnishings (Fire Safety) Regulations 1988 (as amended)	<p>Must comply with the Furniture and Furnishings (Fire Safety) Regulations 1988 (as amended) / All furnishings and fittings must be clean and in a reasonable condition / All rooms let as bedrooms must contain a bed at least 90 cm in width, with an adequate mattress.</p> <p>For a student room there must also be reasonable clothes storage space, a desk or working surface and a chair.</p>

YorProperty Self-Inspection Sheet York Landlord Accreditation Scheme

YorProperty acknowledges two levels of property standard, and properties will be listed and advertised as such. The two standards are YorProperty and YorProperty Plus. You can indicate below which standard you expect your property to meet or it will be placed in a standard based on the information supplied. As a basic standard of accreditation it is expected that all properties held by a landlord will comply with all the basic legal standards and requirements of the Housing Health and Safety Rating System [HHSRS]. Those properties to be advertised as student accommodation must meet the YorProperty Plus Standard.

PLEASE COMPLETE A SEPERATE SHEET FOR EACH PROPERTY OWNED AND RETURN COMPLETED INSPECTION SHEETS TO:

#

Date:

Landlord's / Agent's name

Property address

Postcode

Property type

Date of construction: pre-1920; 1920–1945; 1946-1979; Post 1980 (please circle)

Energy Performance Certificate reference no.
(Please enclose a copy)

Energy Efficiency Rating:

Annual Gas certificate reference no. and expiry date:
(Please enclose a copy)

*Five year Periodic Electric Inspection Certificate
reference no. and expiry date (if obtained):
(Required for YorProperty Plus standard. Please enclose a copy.)

*PAT Testing Certificate no. and expiry date (if obtained)
(Required for YorProperty Plus standard. Please enclose a copy).

- Is the property:
- (A) Single Household Accommodation;
 - (B) Flat / Apartment occupied by a Single Household;
 - (C) Shared Housing occupied by a group of people;
 - (D) Student Accommodation;
 - (E) Bedsit / House in Multiple Occupation.

(Please enter relevant letter)

If you have answered A or B to the question above please complete Sections 1 and 2; if you have answered C, D, or E please complete Sections 1,2 and 3.

Section 1

1) How many of the following are in the property:-

- | | |
|--|--------------------------|
| Bedrooms (Letting Rooms for HMOs) | <input type="checkbox"/> |
| Living Rooms | <input type="checkbox"/> |
| Shared bathrooms / shower rooms | <input type="checkbox"/> |
| Toilets within bathrooms | <input type="checkbox"/> |
| Separate toilets with wash hand basins | <input type="checkbox"/> |
| Ensuite bathrooms (sole use) | <input type="checkbox"/> |
| Kitchens | <input type="checkbox"/> |
| Sinks | <input type="checkbox"/> |
| Cooker rings / hobs | <input type="checkbox"/> |

Section 2

Please answer Y (Yes), N (No), NK (Not Known) or NA (Not Applicable)

- | | |
|--|--------------------------|
| 2) Is there a fixed form of heating in every room which can be temperature and timer controlled by the occupant? | <input type="checkbox"/> |
| 3) Is the heating controlled by the occupier? | <input type="checkbox"/> |
| 4) Are all floors and surfaces safe, secure and free from trip hazards? | <input type="checkbox"/> |
| 5) Is there adequate natural/artificial lighting to the whole of the dwelling? | <input type="checkbox"/> |
| 6) Are the stairs in a safe condition with a secure handrail provided? | <input type="checkbox"/> |
| 7) Is the property free from damp or mould growth? | <input type="checkbox"/> |
| 8) Is there mechanical ventilation fitted to the kitchen and bathrooms? | <input type="checkbox"/> |
| 9) If not PAT certified, have all portable appliances supplied been checked visually for signs of wear and tear? | <input type="checkbox"/> |

- 10) Do all the windows and doors open and close properly?
- 11) Are all of the window sills above 800mm?
- 12) Does all furniture and furnishings provided comply with the Furniture and Furnishings (Fire Safety) Regulations 1988?
- 13) Is the cooker in a safe position?
- 14) Is the kitchen in good working order with adequate storage and work surfaces?
- 15) Is there adequate storage for refuse?
- 16) Is there a suitable two course splash-back of tiles provided to all work surfaces that abut a wall and are the joints adequately sealed?

Section 3

17) How many of the following are in the property:-

Smoke / Heat detectors

Carbon Monoxide detectors

Please answer Y (Yes), N (No), NK (Not Known) or NA (Not Applicable)

18) Does the property have interlinked fire detection / fire doors?

19) Are there sufficient sockets throughout the dwelling?
See guidance notes

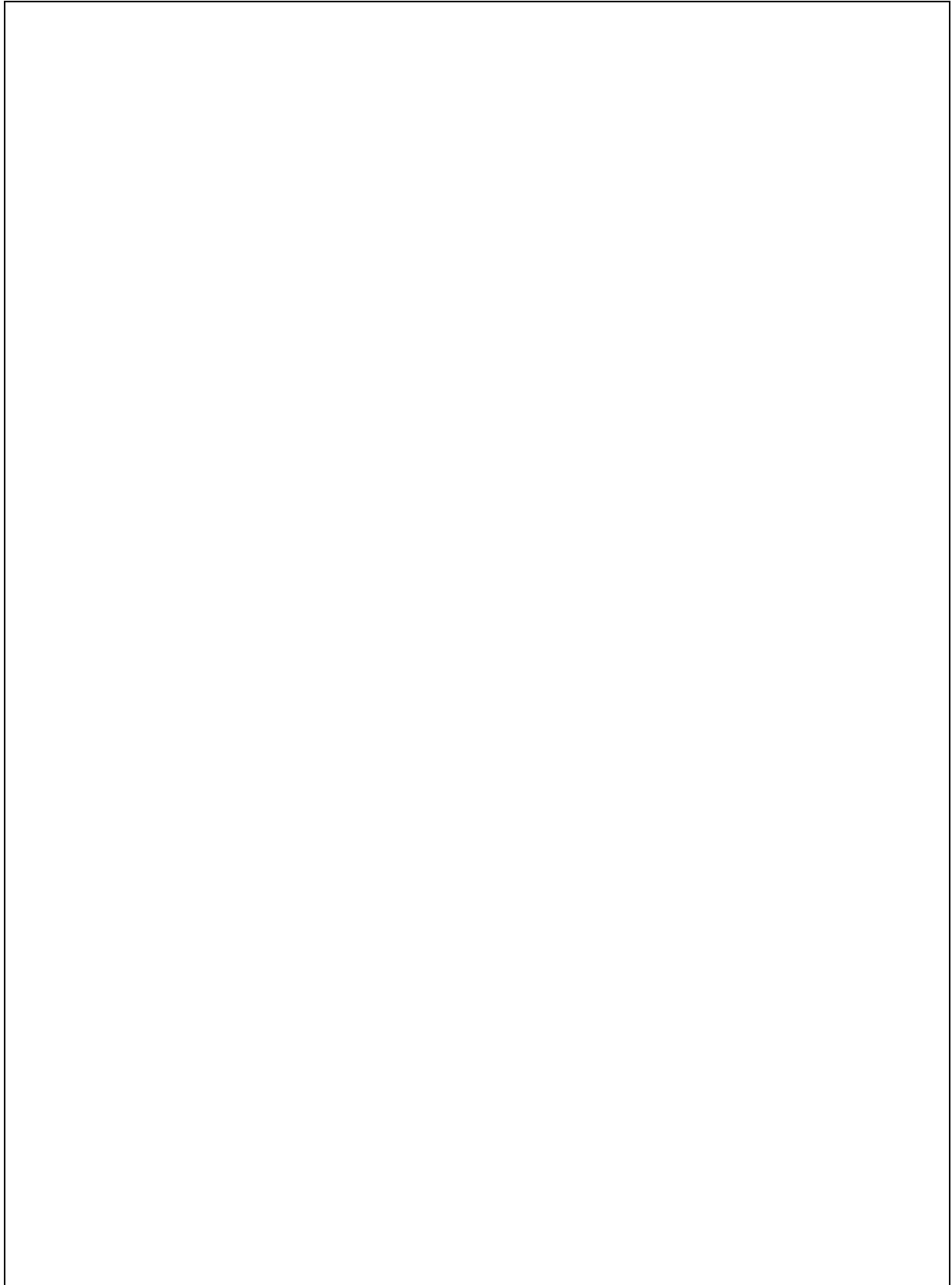
20) Are there sufficient sanitary amenities for the number of occupants living in the dwelling? **See guidance notes**

21) Security features

22) Room size

If you have answered N (No) to any of the questions please give details, with the reference number and the location of the deficiency, in the box below. For further advice please contact:

#

A large, empty rectangular box with a thin black border, intended for the user to provide details of deficiencies as requested in the text above. The box is currently blank.