

# Haringey Minimum Property Standards

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## Introduction

Set out below are the minimum property standards that all Properties shall meet.

Properties accepted for the Scheme shall not contain any Category 1 hazards under the Housing Health and Safety Rating System as set out in the Housing Act 2004 and associated guidance. Where the Property is a flat, all flats in the building of which it is part shall also conform to the appropriate fire protection standard.

Conversions of houses or other buildings into flats require both Planning permission and building control approval. Loft and other conversions require building control approval. Proof of any required permissions and/or approvals shall be provided before a Property can be accepted for the Scheme.

Accommodation with rear access, above restaurants, fast food outlets, dry cleaners, betting shops or funeral parlours with late night licenses is not acceptable for the Scheme. If the accommodation is above commercial premises which don't stay open late (should operate normal office business hours, 9-7), has good access and is well lit, it will be considered, but the landlord should contact the Council first before procuring to see if a property is suitable.

We will consider properties in all areas, provided that the Council has a need for such property.

## 1. Structure

- a. Buildings, envelope and structure shall be watertight, in good repair and structurally sound
- b. Roof shall provide a waterproof cover over the entire building and be free of defective and loose material.
- c. Gutter and drainpipes shall be in good condition, restrained, water-tight and free-flowing.
- d. Damp-proof courses, flashings and waterproof membranes are to be in good condition to the standard repaired. Guarantees to be supplied where appropriate.
- e. Stairs to be in good condition and structurally sound. Surface should not be loose or slippery especially when wet. Handrail to be provided on one side where stairs are less than 900 mm wide and over four risers high, where stairs width exceeds 900 mm wide a handrail is to be located on each side.
- f. Wall and ceiling plaster should be in good condition with flush surfaces.

- g. Joints around windows and doors to be sealed and flashed to form a watertight junction, window and door sills, thresholds, joints and heads to be in good condition and allow easy operation of window sash. Glazing to be secured and not cracked or broken.
- h. External and internal cold water storage cisterns, tanks etc. To be properly housed, insulated and protected
- i. Flue terminals to be secure
- j. Room sizes: At least one bedroom must be a double bedroom, at least 10.4M<sup>2</sup>.

## 2. Natural Light and Ventilation

- a. All windows above the ground floor shall be fitted with restrictors. Ground floor should be fitted with restrictors to allow for ventilation of unattended rooms
- b. Every habitable room shall have natural ventilation.
- c. Doors and windows must be in good working order with easy operation.
- d. Windows shall be restricted to 100mm opening restriction, as a child safety precaution. An override device could also be installed in case of emergency.
- e. Theft proof safety locks to be fitted to ground floor windows and below, where necessary.
- f. Safety glass, safety adhesive film or similar approved safety precaution is to be fitted in full height windows and doors or in panels below 1000mm above finished floor level. Safety rails may be used as an alternative to safety glass. Size and spacing of batons to comply with Building Regulations as must safety adhesive film.
- g. Balcony and store doors used other than a means of escape route are to be fitted with a keyed level deadlock, and to be locked shut.
- h. Wall or floor stops shall be provided for all doors to protect wall decorations.
- i. Exit doors to be fitted with simple fastening locks. Front entrance door to be fitted with a rim latch, which locks automatically when the door is closed (these can be opened from the inside without a key), and a five-lever mortice deadlock fitted about a third of the way up the door. The locks should be kitemarked to British Standard BS3621.

For fire safety purposes all locks fitted to solid door(s) should be thumb turn from the inside i.e. where the door cannot be locked from the inside with a key.

- j. Two sets of keys provided per flat including three keys to shared main entrance door in blocks of flats
- k. Security protection measures such as grills, hinge bolts, spy holes, and entry phone system to be fitted where appropriate.
- l. Bathroom and toilet doors to be fitted with a vanity lock or barrel bolt.
- m. Letter boxes and doorbells shall be fitted for each unit with appropriate identification, where appropriate, to be located at the main entrance.
- n. Non-mechanical ventilation system e.g. air bricks, gutters or permavents, to be provided for the removal of foul air and condensation build-up in auxiliary or habitable rooms (living or bedrooms with external walls).
- o. Ventilate all permanently closed fireplaces with a fibrous plaster louvre or a fixed grill over the chimney breast.

### 3. Kitchen and Cooking Areas

- a. Plumbing must comply with the current relevant water authority bye laws. Stop valves must be clearly labelled especially where situated in common areas.
- b. Drinking water for human consumption with continuous supply shall be located within the kitchen over a suitable sink and directly from the mains.
- c. Storage, preparation and cooking facilities, minimum requirements are a four ring cooking appliance with grill and oven and food storage cupboard and refrigerator.
- d. Water heating facility must be capable of providing an adequate and continuous supply of hot water.
- e. Immersion heaters, where applicable, shall be installed on "Economy 7" off peak supply.
- f. Kitchen shall include the following items:
  - o Hot and cold water supplies
  - o Sink and drainer
  - o Cooker (where free standing to be level and restrained from tipping)
  - o Fridge/Freezer appropriately sized for occupancy levels
  - o Working surfaces, arranged wherever possible between cooker and sink, at least 1.5m<sup>2</sup>
  - o Storage space combining a minimum 1 double base unit with worktop, sink unit and double wall unit
  - o Work surface to be clean with mastic sealed edges and impervious to liquid
  - o 2 double sockets on worktop height (non-dedicated)
  - o At least one other double socket should be at low level for fridges etc.

- g. Kitchen sink units, water and gas service pipes should be cross-bonded and earthed to current electrical Regulations
- h. All oven doors should be “cool doors” so they should not be hot to the touch.

## 4. Tiling to Kitchens and Bathrooms

- a. Tile splash backs located behind sinks, baths, worktops and basins to be sealed with mastic against water penetration.
- b. Existing wall tiled areas to be thoroughly cleaned and free of grease, cooking fat, dirt and other by-products.
- c. Caulking sealant located around worktop, sink tops and sanitary ware is to be in good condition. Where sealant faulty this is to be raked out and re-sealed to prevent water penetration.

## 5. Bathrooms

- a. Bathroom or toilet windows should have obscure glass or have nets/blinds supplied.
- b. Bathrooms to have bath and only a shower where correctly screened and watertight.
- c. Toilet location is preferred, although not essential, in a room separate from the bathroom.
- d. Bath mixer tap with shower valve to be capped off where not correctly screened/watertight.
- e. Hot and cold water to be supplied to bath and shower (where applicable).
- f. Sanitary fittings to be good, clean and in a condition to operate as designed.
- g. Bathroom to be decorated appropriately with non-slip tiles or linoleum.
- h. Accessory fittings to be provided: toilet roll holder, towel rail and mirror to be located in an easily accessible position and in good working order.
- i. Sanitary ware to be chemically cleaned prior to each new letting, removing all existing stains.
- j. Bathrooms must to be adequately ventilated

- k. Mechanised ventilation to be provided with humidity switch or overrun linked to light switch. Capacity to give at least three air changes per hour.

## 6. Floorings and Soft Furnishings.

- a. Floors to be level and even with boarding securely fixed to joists.
- b. Aluminium binding strip (or similar) to be fixed on changes in floor finish.
- c. Carpet or laminate flooring is essential floor covering to living and bedrooms, lobbies, common halls and staircases.
- d. Vinyl floor covering or non-slip tiles to kitchens, bathrooms and separate w/c compartments.
- e. All upholstered furniture and furnishings, including beds and mattresses, must comply with The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended in 1989 and 1993). Bunk beds are not acceptable and mattresses should be of a high standard.

## 7. Decorative standard

- a. Room decorations to be clean, complete and of a high standard.
- b. Damaged or stained/soiled decorations are to be redecorated, preferably when the residents are still resident to avoid disruption. Alternatively decorations should be sorted out at the time of the void.
- c. Woodwork items e.g. skirting boards, frames, architraves, doors and windows etc. are to be washed down prior to new lettings, but redecorated where poorly decorated.
- d. Polystyrene tiles to be removed from all ceilings and walls and the walls and ceiling adequately repaired or replaced with durable material.
- e. All habitable rooms to have curtains or blinds that are in good condition.

## 8. Power Heating and Lighting

- a. Heating minimum requirement is night storage heaters to all habitable rooms (including bathrooms and kitchen diners) connected to an off peak electric "Economy 7" meter but preferably a full gas fired central heating system. "Economy 7" units to be fitted with power booster or separate wall panel. Bathrooms should ideally have a fixed 2Kw blow fan heater not a night storage unit
- b. Heating system to be fully serviced, in good condition, inspected and certified by British Gas or registered Gas Safe contractor. Landlord or provider shall have in

place a 3 Star Gas heating contract with British Gas (or equivalent with a registered Gas Safe contractor) for the full term of the lease, costs to be met by landlord or provider.

*Landlords must, by Law, ensure that gas appliances are maintained in good order and checked for safety by a Gas Safe registered engineer at least every 12 months. They must also keep a record of the safety checks and issue a certificate to the resident. When a resident moves into rented accommodation the landlord must provide resident with written proof of safety checks.*

- c. Gas central heating is to be the preferred means for heating with the recommended type being a gas fired boiler system with convector radiators. Radiators and pipe work to be secured to the walls.
- d. Bolts to be fitted on storage, meter and airing cupboards. Where practical, boilers should be boxed in.
- e. A combination of both systems will be acceptable.
- f. Solid fuel heating system non Economy 7 electrical systems and warm air systems are unacceptable.
- g. Mains-wired or battery operated carbon monoxide detectors to be fitted where there is a gas appliance in the property.
- h. Off peak "Economy 7" heating is essential for immersion heaters where gas central heating is not provided. Electrical installations shall have a complete test certificate stating compliance with electrical regulations for electrical installations.
- i. Fittings: sockets and switches shall be in good condition without cracks and firmly secured to their appropriate back boxes.
- j. All lighting shall be covered and all strip lights to have shatter proof covers.
- k. Power points as a safety precaution are not to be located over and around sinks or cooker with a minimum of 600mm distance away from the tap.
- l. Electric lighting in each room is to be of sufficient intensity.
- m. Internal airing cupboard with slatted shelving for clothes when fitted must be provided with all electric wiring clipped back to the wall or cupboard lining.
- n. Communal lighting to hall, stairs and external area to be operated by an independent meter not running from a resident's supply. Communal lighting to be of sufficient output.

## 9. Meters

- a. Meters, gas and electric (and water where applicable), to be provided separately for each flat or unit and be accessible 24 hours a day.

## 10. External Works, Boundaries and Fencing

- a. Boundaries of the property must be clearly defined and protected by walling or fencing including lockable rear access entrances where provided. Walling or fencing to be well maintained.
- b. Garden to be well maintained with vegetation to be cutback upon submission or re-submission of property. No ponds or greenhouses in gardens.
- c. All external woodwork, including door and window frames to be in good order and weatherproof.
- d. Access covers over manholes, service ducts to be flush with pavement and of no danger to pedestrians.
- e. Any yard and path should have an even surface and not present a trip hazard.
- f. Refuse bin to be allocated to each property were possible. The preferred location for bins is the front of the building where property is situated within a block of flats. If flat within a converted house, an outside bin needs to be provided. The location is to be clean, hygienic and in an unobtrusive position. In houses, bins should be kept at the rear of the property and the applicant provided with details about refuse collection days and advised to put the bin at the front of the property for the purposes of collection on those days.

## 11. Security

- a. All external doors to be fixed with a latch and dead lock as minimum.

## 12. Health and Safety

Safety Area	Safety Requirement	Action to meet standard
GAS	Annual gas safety certificate for all appliances, both in the common parts and within the unit	The provision of a valid gas safe certificate with a minimum period of 6 months remaining
	Where there are shared common parts (ie in a	Please complete the <a href="#">attached yes/no checklist</a> .

Safety Area	Safety Requirement	Action to meet standard
FIRE	<p>block of flats or a house converted into flats) a fire risk assessment and action plan for the common parts</p> <p>Both the unit and common parts of the property to be checked against the HHSRS standards 24.22-24.29</p>	<p>Please see the links below for information and guidance.</p> <p><a href="http://www.local.gov.uk/web/guest/publications/-/journal_content/56/10171/3369777/PUBLICATION-TEMPLATE">http://www.local.gov.uk/web/guest/publications/-/journal_content/56/10171/3369777/PUBLICATION-TEMPLATE</a></p> <p><a href="http://www.flat-living.co.uk/information/fire-safety/fire-safety-guidance-from-lacors/">http://www.flat-living.co.uk/information/fire-safety/fire-safety-guidance-from-lacors/</a></p> <p>For HHSRS standards, please refer to the attached operating guidance especially pages 153-154 which covers 24.22-24.29</p> <p><a href="http://www.communities.gov.uk/publications/housing/hhsrsoveringguidance">http://www.communities.gov.uk/publications/housing/hhsrsoveringguidance</a></p>
ELECTRICS	All hard wiring and electrical installations to be certified as safe under a 'Domestic Electrical Installation Periodic Inspection Report' (DEIPIR)	The provision of a valid DEIPIR (commonly a NICEIC) is provided with a minimum period of 6 months remaining
ASBESTOS	Asbestos survey & management plan for all buildings where asbestos is present or can reasonably be expected to be present (in reality all workplaces built before 2000)..	<p>Advisory – please the link below to the HSE website for information on and guidance</p> <p><a href="http://www.hse.gov.uk/asbestos/regulations.htm">http://www.hse.gov.uk/asbestos/regulations.htm</a></p>
LEGIONELLA	Legionella risk assessment and scheme of controls in buildings where a risk of Legionella is present. All areas of building.	<p>For properties where there is a shared/communal water tank (normally blocks) provision of a legionella risk assessment and scheme of controls.</p> <p>Please see the link below to the HSE website for information and guidance.</p> <p><a href="http://www.hse.gov.uk/legionnaires/index.htm">http://www.hse.gov.uk/legionnaires/index.htm</a></p>
LIFTS	Inspection & test of all lifts in the building	If the whole block is leased or the whole block is a Council freehold, a test certificate is required .



Safety Area	Safety Requirement	Action to meet standard
		<p>Otherwise, please see the link below to the HSE website for information and guidance</p> <p><a href="http://www.hse.gov.uk/work-equipment-machinery/passenger-lifts.htm">http://www.hse.gov.uk/work-equipment-machinery/passenger-lifts.htm</a></p>

### 13. Energy Performance Certificate

An Energy Performance Certificate (or EPC) is required. It is the responsibility of the Landlord to have a valid EPC to show to prospective tenants. The EPC must be given to the eventual tenant. The property should have an energy efficiency rating no lower than D. If the rating is lower than D, then the Landlord must put into place the recommendations needed to get it at least a D rating.

### 14. Decent Homes Standard

Properties assessed as meeting Decent Homes standard will:

- Be safe with no major areas of disrepair
- Have modern fitted Kitchens and Bathrooms
- Be warm and energy efficient including central heating, double glazing and thermal insulation.
- Be secure
- Provide a safe and pleasant environment.

## Fire safety – key questions / points which depending on property type may be relevant

### Important note

The checklist below is based on the guidance produced in relation to fire safety within residential properties, however as there is significant variation in type and risk level reference should be made to official governmental and other guidance such as;

- Department for Communities and Local Government – [Fire safety guidance for sleeping accommodation](#)
- Local government guide – [Fire safety in purpose-built blocks of flats](#)
- The Housing Health and Safety Rating System (HHSRS) [guidance](#) on fire (page 148)
- Further guidance is also available from LACORS [here](#).

This document is designed to assist landlords or other duty holders under the Reform (Fire Safety) Order as part of ongoing inspection / maintenance arrangements, it's completion **does not** constitute a fire risk assessment.

Escape routes			Notes / action needed
1	Are escape routes clear?	Yes/No	
2	Is there any combustible waste or storage in corridors, lobbies, stairways and chute rooms?	Yes/No	
3	Are notice boards overflowing with outdated messages and posters?	Yes/No	
4	Are there any signs of damage to fire-resisting walls, doors	Yes/No	

	and glazing between units and the common parts?		
5	Are external routes clear and safe? And if needed well lit?	Yes/No	
6	Have any vents required for smoke control been tampered with, forced open and damaged (e.g. by residents seeking to air stuffy atmospheres or to remove the smell from illicit smoking) or blocked up to prevent draughts?	Yes/No	
7	Are fire exit signs or fire action notices missing or defaced?	Yes/No	
8	Where fitted is emergency lighting and sign lighting working correctly?	Yes/No	

Fire doors			Notes / action needed
1	Can all fire exits be opened immediately and easily?	Yes/No	
2	Are fire doors clear of obstructions?	Yes/No	
3	Do fire doors have smoke seals?	Yes/No	

Fire doors			Notes / action needed
4	Are fire door smoke seals in good condition (not painted over / damaged)?	Yes/No	
5	Do all self-closing fire doors work correctly?	Yes/No	
6	Do fire doors fit closely with a maximum of 5mm gaps?	Yes/No	
7	Do all emergency fastening devices to fire exits (e.g. push bars) work correctly?	Yes/No	
8	Are doors to residents' store rooms, electrical cupboards, plant rooms, bin stores and other ancillary rooms left or held open?	Yes/No	
9	Are front doors and other entrance and exit doors closing properly?	Yes/No	

Fire warning systems (see guidance in relation to when these are needed)			Notes / action needed
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<b>Fire warning systems</b> <i>(see guidance in relation to when these are needed)</i>			<b>Notes / action needed</b>
1	Is the indicator panel showing 'normal'?	Yes/No	
2	Where provided, are fire detectors, call points and sounders still in place and/or damaged, covered over or interfered with in anyway?	Yes/No	
3	Where applicable has the fire alarm been tested on a weekly basis?	Yes/No	
4	Is an ongoing periodical maintenance contract in place?	Yes/No	

<b>Fire fighting equipment</b> <i>(see guidance in relation to when these are needed)</i>			<b>Notes / action needed</b>
1	Are all fire extinguishers in place?	Yes/No	
2	Are fire extinguishers discharged or damaged?	Yes/No	
3	Are fire extinguishers clearly visible and accessible?	Yes/No	

Fire fighting equipment <i>(see guidance in relation to when these are needed)</i>			Notes / action needed
4	Have fire extinguishers been tested within the last year?	Yes/No	
5	Are vehicles blocking fire hydrants or access to them?	Yes/No	