

HSAC

18TH OCTOBER 2014

HULLSTARS Audit v2.1

conducted for

Property Name/Number
1

Property Postcode
Testington Avenue

Conducted on
03/10/14 08:54 AM

Prepared by
HullSTARS Administrator

Number of bedrooms
5

Number of kitchens
1

Disclaimer

The assessors believe the information contained within this risk assessment report to be correct at the time of printing. The assessors do not accept responsibility for any consequences arising from the use of the information herein. The report is based on matters which were observed or came to the attention of the assessors during the day of the assessment and should not be relied upon as an exhaustive record of all possible risks or hazards that may exist or potential improvements that can be made.

Information on the latest workers compensation and OHS / WHS laws can be found at the relevant State WorkCover / WorkSafe Authority.

Confidentiality Statement

In order to maintain the integrity and credibility of the risk assessment processes and to protect the parties involved, it is understood that the assessors will not divulge to unauthorized persons any information obtained during this risk assessment unless legally obligated to do so.

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DOCUMENTATION

Question	Response	Details
TENANCY MANAGEMENT		
The following information should be completed prior to visiting the property.		
Copies of the following were enclosed with the application (or uploaded to ww.hullstars.com).		
A sample copy of the tenancy agreement for the property (or properties) to be audited has been provided.		
The tenancy agreement sets out, in clear, fair and lawful terms, the rights and responsibilities of both landlord and tenant and in particular, includes:		
The terms of rent and rent payments.		
The Tenancy Deposit Scheme used and any necessary details.		
A statement of the repair and maintenance duties of both parties.		
A statement of the standard of cleaning and of the condition in which the property should be kept, wear and tear expected, by the tenant throughout the tenancy.		
A statement that the tenant must not engage in any anti-social behavior and that any such behavior will constitute a breach of the agreement.		
The tenancy agreement clarifies who is responsible for the payment of water charges, utility charges and Council Tax and where any service charges are levied by the owner, that such services and charges are properly specified and detailed in the agreement.		
A valid annual Gas Safety certificate provided by a Gas Safe registered engineer has been provided for the property.		
A current Fire Risk Assessment has been provided for the property.		

~~NEW~~

Question	Response	Details
A valid Periodic Electrical Inspection Report provided by an approved contractor (such as NICEIC) has been provided for the property.		
A valid Fire Detection and Alarm System Inspection and Servicing Report by an approved contractor (such as NICEIC) has been provided for the property.		
A valid Energy Performance Certificate (EPC) for each property listed where the tenancy came into effect after 1 October 2008.		

~~NEW~~

REMOVED EPC RATING TO GREEN IMPACT

NEW WORKING

QUALITY

Question	Response	Details
UTILITIES		
Is a telephone socket provided, with details of the service provider available for tenants. If property is over 10 rooms, mark as N/A providing broadband is provided to all rooms.		
Is broadband internet available at a minimum average speed of half the UK average available in all bedrooms. (Speed must meet 7.35Mbps) Using http://testmy.net/ (Use maximum speed). If the first test does not meet 7.35Mbps a second test is conducted and both results evidenced.		
BATHROOMS		
Is there one shower and/or bath provided for each bedroom, or where shared facilities are supplied, at least one for every five occupants?		
Are baths and showers located not more than one floor distant from any bedroom (or unit of accommodation)?		
Do all straight baths have a footprint of not less than 1700x700mm with a tolerance of 30mm+/-? In the case of a P bath, is the footprint no less than 1500x750mm with a tolerance of 30mm+/-?		
Do all showers provided have a footprint not less than 800x800mm (can be curved) with a tolerance of 30mm +/-?		
Are all showers provided with water that can be maintained at a constantly regulated and suitably hot temperature? (that is not scolding to the touch nor cold, and consistent in temperate)		

~~NEW~~

~~NEW~~

Question	Response	Details
Are all showers and baths provided with an appropriate surround that is sealed with a bathroom grade silicone sealant - the surround may be a cubicle or tiled walls and a screen (which may be a shower curtain).		
Are all baths and hand basins provided with a tiled (or suitable PVC water barrier) to a minimum height of 300mm (approx. one tile) with an appropriate surround sealed with bathroom grade silicone sealant?		+/- 300mm?
Is there one wash-hand basin provided per water closet.		
Do all hand-wash basins have a footprint not less than 560x430mm and are sealed with a grade silicone sealant (excluding WC only rooms)?		
Is there one toilet provided for every five occupants of the property?		
Are all walls and floor coverings provided in any bathroom reasonably smooth and non-porous. These surfaces must also be easily cleanable with domestic disinfectant products.		
Are privacy door locks provided that can be opened from outside the bathroom in the event of an emergency?		
BEDROOMS		
Are all bedrooms a minimum size of 6.5m ² ?		
In bedrooms of more than 10m ² is a modern double bed provided with a mattress (at least 1900x1200mm - UK & Ireland double size) with a minimum surrounding space of 500mm on at least three sides?		

NEW

Question	Response	Details
Are all bedrooms under 10m ² provided with a modern single bed and mattress (at least 1900x900mm - UK & Ireland small single size)?		
Are there two double 13amp sockets in every bedroom?		
Is every bedroom provided with a study desk and chair, a wardrobe and a chest of drawers?		
Is there a minimum of 900mm of wall shelving provided in every bedroom?		
GARDENS		
Is the garden clear of rubbish and all vegetation? Are shrubs and trees cut back and maintained in a tidy fashion?		
Are the walls and fences in good order?		
Do any gates (if present) operate well with gate posts/pillars that are secure with or without the use of a lock?		
Where the tenants are responsible for the upkeep of any garden areas, are appropriate tools (e.g. lawn mower) provided with the manufacturers instructions for use?		
REPAIRS AND MAINTENANCE		
Is the property free from any maintenance issues which may constitute a hazard?		- WAS FREE FROM 29 ADDRESSABLE HAZARDS
Has the landlord provided the tenant with a contact name and phone number for emergency and non-urgent repair requests?		

NEW WORKING

NEW WORKING

Question	Response	Details
Are carpets (or other suitable flooring) provided to all rooms?		
If carpet, do they have underlay, are they clean, of reasonable quality and free from all defects such as excessive wear, loose seams, staining, bare patches and so on (underlay excluding hallways)?		
Are curtains or blinds provided to all windows?		
Are the blinds/curtains clean, of reasonable quality and free from all defects such as excessive wear, staining and so on?		
Are there a suitable number of lounge chairs (suite or easy chairs) provided per occupant (ratio 1:1)?		
Is the property provided with an efficient and serviceable vacuum cleaner?		
KITCHEN		
Are any shared kitchens without an adjacent living space, situated not more than one floor distant from any living accommodation? (Except in the case of a single attic occupancy)		
Based on the number of people living in the property, do any KITCHENS meet the following minimum area? 1-3 persons 5m ² 4 persons 6m ² 5 persons 7m ² 6 persons 8m ² 7-9 persons 9m ² 10-12 persons 13.5m ²		
Based on the number of people living in the property, do any KITCHEN-DINERS meet the following minimum area? 1-3 persons 10m ² 4-6 persons 11.5m ² 7-9 persons 15m ² 10-12 persons 19.5m ²		

Question	Response	Details
COMMUNAL LIVING AREAS AND GENERAL STANDARDS		
Based on the number of people living in the property, do any LIVING ROOMS meet the following minimum area? 1-3 persons 8.5m ² 4-6 persons 11m ² 7-9 persons 16.5m ² 10 persons 21.5m ²		
Based on the number of people living in the property, do any DINING ROOMS meet the following minimum area? 1-3 persons 10m ² 4-6 persons 11.5m ² 7-9 persons 15m ² 10 persons 19.5m ²		
Do all loft rooms (regardless of designation) have a minimum ceiling height of 2m covering the minimum area of 6.5m ² ?		
Excluding kitchens and bathrooms, are there at least two double 13amp electrical sockets provided in every communal living area?		
Is the property free from damp, mould, condensation, peeling paper, etc. Recognition is made that condensation occurs sometimes in all homes. Condensation problems due to structural features shall not be so pervasive as to constitute a health hazard or be a statutory nuisance.		
Has the landlord provided all tenants with advice on how to prevent damp from occurring?		MUST BE DISPLAYED
Are all internal walls finished to an appropriate standard with paint or suitable wall covering? (All plaster shall be sound and show no movement when examined).		
Is all internal woodwork free from rot of any description and painted to a reasonable standard with gloss paint, suitable stain or varnish?		

NO TV → QUESTION

Question	Response	Details
For single occupant properties, is one cooker provided comprising at least two rings, a grill and an oven? For shared properties, one properly fitted cooker is provided consisting of an oven, a grill and at least four hobs for each group of up to five occupiers.		
One suitable sized sink and drainer is provided, with constant supplies of hot water and cold drinking water for each group of up to five occupiers. Sinks are 180mm deep and are provided with a draining board, with minimum dimensions of 500x600mm.	180? WICKES = 155 x 3 160 x 1 *REMOVED DEPTH*	
Is there at least 75L of refrigerated space provided for every group of five occupiers? Add media.		
What is the energy rating of the refrigerator? Where the make and model cannot be determined - Brand identified but not model - default to C. Brand and model cannot be identified - default to E.		
Is freezer space provided (or a compartment in a refrigerator)?		
Is there at least 75L of freezer space provided for every group of five occupiers? Add media.		
What is the energy rating of the freezer? Where the make and model cannot be determined - Brand identified but not model - default to C. Brand and model cannot be identified - default to E.		
Is there a washing machine, or access to a communal washing machine facility within the curtilage of the building? Add media.		

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Question	Response	Details
What is the energy rating of the washing machine? Where the make and model cannot be determined - Brand identified but not model - default to C. Brand and model cannot be identified - default to E.		
Where the house does not contain a garden or yard for the exclusive use of that house, is a dryer (vented or recirculation type) provided for the use of tenants?		
What is the energy rating of the tumble dryer? Where the make and model cannot be determined - Brand identified but not model - default to C. Brand and model cannot be identified - default to E.		
Is there a functioning dishwasher provided in every shared kitchen? If yes, add media.		
What is the energy rating of the dishwasher? Where the make and model cannot be determined - Brand identified but not model - default to C. Brand and model cannot be identified - default to E.		
Are functioning and clean small kitchen appliances (kettle, toaster and microwave) provided for every five occupants?		SHOULD WE REMOVE TOASTER?
For single occupant properties, is a fixed worktop provided of not less than 1.0m x 0.5m? An additional 0.5m in length should be provided for every additional occupier, to a maximum of 3.0m x 0.5m.		
Are work surfaces provided non-porous and easily cleanable with domestic disinfectant products? Work surfaces should be located no more than 0.5m away from the sink and the cooker.		

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GREEN IMPACT

Question	Response	Details
ENERGY EFFICIENCY		
On the EPC the energy efficiency rating and potential environmental impact rating must be a minimum of an F rating and above.		
Are low energy light bulbs provided to at least 50% of light fittings?		
RECYCLING		
Is the property provided with suitable recycling facilities sufficient for the number of occupants, as advised by the local authority's waste collection service?		
INSULATION AND HEATING		
Do all habitable rooms (including hallways) within the house have suitable, controllable energy efficient fixed heating appliances?	←	RECORDED - NO LONGER STATES TEMPS
Where accessible, are all hot water tanks foam lagged or have a good quality insulating cylinder jacket, which has been properly fitted?		
Is the boiler accessible? If so, add media below		

← PHOTO OF BOILER BUT NO ENERGY RATING

NEW LOCATION

REFUSE QUESTION MOVED TO WELFARE & COMMUNITY UNDER REFUSE PROVISION
 REMOVED Q ABOUT RECYCLING FACILITIES IN KITCHEN

Question	Response	Details
For the first five occupants, a minimum of four 13amp electrical sockets are provided in the food preparation area adjacent to the worktop, in addition to those provided or any white goods and major appliances (fridge, freezer, microwave, washing machine, dishwasher, cooker) and any others used for non food-preparation purposes. For an additional five occupants, a minimum of six 13amp electrical sockets are required.		
Is there 0.08m ³ (or 500x720x300mm) two shelf wall unit space is provided for every occupant? Storage under the sink is not acceptable. Storage for crockery, pans and cutlery must be supplied separately.		

HEALTH AND SAFETY

Question	Response	Details
SECURITY		
Does the property have a working burglar alarm fitted with a 20 minute cut off? Non-applicable if over 10 bedrooms.	←	ADDITIONAL QUESTION: HAVE THE TENANTS BEEN SHOWN HOW TO OPERATE THE ALARM?
Are all external entrance/exit doors fitted with a robust lock, which includes an integrated anti-slip mechanism for Yale type locks and which conforms to BS 3621 or BS 8621 (e.g. Five lever mortice deadlock)? Are all doors openable from inside without the use of a key, i.e. thumb turns should be fitted? (Where UPVC doors have been fitted externally, these will be acceptable if they have a multi-point locking system and are operable from the inside without the use of a key, conforming to BS 3621 or BS 8621)		
Are letterboxes positioned a suitable distance from the door locking mechanism to ensure no access to internal locks from outside?		
Is there a deflector or cage fitted regardless of the letterbox size?		SEPARATED QUESTIONS
Do patio doors and French windows have locks that comply with BS 3621 or BS 8621?		
Are any patio doors fitted with an anti-lift device?		
Can all ground floor windows be locked, and are provided with a supply of keys?		
Are any garages or outbuildings appropriately secured against unauthorised access?		
Is there adequate external lighting either by street lighting or security/dusk to dawn lights to the front of the property?		

NEW

Question	Response	Details
Are all bedrooms able to be locked and secured using a locking mechanism with a key, or coded lock?		
Are all internally locked doors to bedrooms fitted with a lock capable of being opened from inside without the use of a key?		
FIRE SAFETY		
Is a mains wired smoke detector with battery back up provided on each floor and one suitably sited mains operated heat detector within the kitchen which meet with BS 5446 Part 1 or BS 5839 Part 6? All detectors should be interlinked so that detection by one unit triggers the alarm in the other units.		
Are self closing fire doors provided on any high risk rooms that open onto the escape route?		
Do all fire doors have intumescent heat and cold smoke seals?		SEPARATED QUESTION
Do all furnishings and furniture supplied as part of the let complies with relevant parts of the Furniture and Furnishings (Fire) (Safety) Regulations?		
For properties over three or more floors with six or more students, are break glass points provided throughout the property?		
Is there an appropriately positioned fire blanket (certified to BS EN 1869) is provided in every shared kitchen?		
ELECTRICAL SAFETY		
Within all rooms containing baths and showers, all lighting should be controlled by a ceiling mounted pull-cord switch, where the cord is made of insulating material, or a wall switch, which must be mounted outside the bathroom.		

Question	Response	Details
GAS SAFETY		
Has the landlord provided the tenant with clear, written instructions of how to operate the central heating system safely and what action to take with a suspected gas leak or faulty gas appliance?		
Where gas, including liquid propane gas, is supplied to the accommodation, has the landlord provided suitably located, mains-wired or battery operated carbon monoxide alarm(s) or visual carbon monoxide detectors where a boiler is located in a contained compartment?		
PREVENTION OF ACCIDENTS		
Do all staircases, internal and external, that consist of three or more steps or have a level change of more than 300mm have a fitted handrail?		
Do all staircases have appropriate a maximum of 220mm and a minimum tread depth of 220mm? Write measurements in the comments box.		
Are all handrails at a consistent height of not less than 900mm nor higher than 1,100mm from the pitch line or floor?		
Do all windows open freely without obstruction or the requirement of excessive force?		
Is all glazing which is under 800mm/2.8 feet from the floor (and greater than 25cm in any direction) glazed with toughened glass or have safety film properly applied to prevent shattering if it is broken?	2' 8"	DOUBLE GLAZING = SAFETY GLASS? 3M WINDOWS?
Do all showers have an appropriate mat or surface that minimises the risk of any slip or fall?		

Question	Response	Details
LIGHTING AND VENTILATION		
Is mechanical extract ventilation provided in all communal kitchens?		
Is natural or mechanical extract ventilation provided in all bath or shower rooms? (If facilities are communal, mechanical ventilation must be provided)		
In the event of a water closet compartment opening into the kitchen, is mechanical ventilation provided?		
Are any windows in bathrooms and toilets glazed with obscure glass or treated with plastic film to provide privacy?		
Do all main habitable rooms (living rooms and bedrooms) have a reasonable glazed window area allowing reasonable levels of natural light? (Bedrooms and living rooms should not have borrowed light)		
Are all habitable rooms provided with adequate electrical lighting, with conveniently located switches that are not located behind doors or obstructed by furniture?		
SANITATION AND DRAINAGE		
Are all sinks, wash basins, showers and baths properly connected to the drainage system by a trapped waste outlet and have constant supplies of hot and potable cold water?		
Does the property have adequate drainage from any roofs, and all downpipes secured to walls? And are all gutters and downpipes free from blockages and in a good state of repair (no holes, visible leaks or overflow)?		

WELFARE & COMMUNITY

Question	Response	Details
REFUSE PROVISION		
Are appropriate refuse disposal facilities provided within the kitchen?		
Is the property provided with suitable refuse disposal facilities sufficient for the number of occupants, as advised by the local authority's waste collection service (one black bin for every 5 occupants)?		
Is the house number and street clearly displayed on all refuse bins provided to the property?		

REMOVED
HC 62

REMOVED DUPLICATE QUESTION

OTHER INFORMATION

Question	Response	Details
Please use this section to add any additional information, media or comments.		
Additional photographs.		
Additional comments.		