

LONDON BOROUGH OF HARINGEY

STANDARDS FOR APPROVED PRIVATE SECTOR LEASED ACCOMMODATION

The standards below represent the standards required for private sector accommodation by the LB of Haringey. Accommodation includes Private Sector Leasing. Any repairs / improvements must be completed before the start of the tenancy.

1.0 Condition Summary

Properties must be fully wind and weather tight, and free from disrepair. All facilities including plumbing, drainage, ventilation, heating and lighting, must be in full working order.

Decorations, floor coverings, fixtures and fittings, must be clean and hygienic and free from damage.

The property must not have any category one hazards under the Housing, Health and Safety Rating System.

The property must be safe and pleasant for family occupation

2.0 Location

The property must be situated within Haringey or an adjoining borough within a 1 ½ mile radius of Haringey's Borough boarder, and provided that the Council has a need for such property.

3.0 Property Type

The property shall be freehold or leasehold and must be self contained. In the case of new build and converted flats, planning and building control Consents must be obtained and adhered to.

Any conversions of self contained accommodation carried out before the Building Regs 1991 is a 259 HMO and must conform to the LACORS Guidance on Housing Fire Safety.

- 3.1 Any properties that have been structurally altered (i.e. chimney breast removed or through-lounge) must have been done so to current Building Control standards and approval.
- 3.2 Properties where the entrance is above the 3rd floor, require a lift.
- 3.3 All properties must have their own metered supply of water, gas (if any) and electricity which must be accessible without entering another unit of accommodation and provide free access to the tenant.
- 3.4 All properties should be registered with Council Tax

- 3.5 Room layout must be suitable for safe and comfortable occupation. We will not accept any properties that have rooms (i.e. bedroom or lounge) accessed via the kitchen. No WC should open directly into a kitchen.

4.0 Access

- 4.1 Properties must be accessed directly off the street, we do not accept any properties that have rear or side access via an unlit alley or backway. We do not accept any properties that are accessed via external metal staircases or across flat roofs.
- 4.2.1 Properties above shops will not be accepted for Leasing schemes but may be suitable as Assured Shorthold Tenancies.
- 4.2.2 Any property adjacent to social venues will not be considered.

5.0 Structure

The structure must be sound and in good repair, with no evidence of ongoing structural movement damp, or rot.

- 5.1 **Brickwork;** crumbling brickwork, cracked brickwork, loose brickwork should be repaired.
- 5.2 **Pointing;** defective pointing should be repaired.
- 5.3 **Damp;** damp-proof works must be carried out by a company registered with a trade association – BWPDA (British Wood Preserving Damp proofing Association) or the BCDA (British Chemical Damp course Association). Any work undertaken must be guaranteed, and both injection and plastering must be conducted by the same company.
- 5.4 **Roof;** must be fully water tight, missing or loose tiles must be replaced. Flashing and flat roofs must be free from leakage. Roof must be stable e.g. if old slate tiles are replaced with modern heavier tiles the roof should be checked for bowing. All new type replacement roofs must have Building Regulations approval.
- 5.6 **Balconies;** to be secure, balcony parameter to be a minimum height of 1000mm. Any gaps in parameter to be less than 100mm. Balcony safety may be considered as a Category One hazard. Balconies must have adequate drainage preventing any water ingress to accommodation.

6.0 Exterior

- 6.1 **Waste Water Goods:** Gulleys, gutters, access chambers, drains and waste water pipework should be clear, leak free, and in good working order. All guttering and downpipes should be secure.
- 6.2 **Exterior decorations:** All paintwork should be in good condition and free of cracking and flaking.
- 6.3 **Gardens:**
 - 6.3.1 All boundary walls, fences and gates should be in good repair.
 - 6.3.2 Gardens must have a secure parameter and should be cleared of rubbish and overgrowth. All ponds must be drained and filled in.
 - 6.3.3 Gardens to be supplied with washing lines or tidy spins.
 - 6.3.4 All gardens must be for sole use of occupier, unless dwelling within a purpose built estate with use of communal gardens.
 - 6.3.5 Any external side gates should be fitted with locks.
 - 6.3.6 Sheds, ancillary buildings and garages, if they are included in the lease, should be structurally sound and cleared of all contents. Greenhouses should be removed.
 - 6.3.6 Any changes of level within gardens must be assessed as a hazard for trips and falls, and action taken to eliminate any Category One hazard.
- 6.4 **Rubbish:** All rubbish to be disposed of and bins to be provided. This is a key management issue for S257 HMO's.

7.0 Interior

- 7.1 **Internal Doors;** must be in sound condition and must open and close freely. No cylinder or mortise locks fitted. All internal keys should be removed. Bathroom and toilet to be fitted with appropriate locks. Any glazed door must have toughened glass.
- 7.2.1 **Stairs;** Gaps between spindles to be no more than 100mm and any missing risers to be replaced. Horizontal slat style banisters on landings to be boarded. Two way light switch to be provided in stairwell. This is a key area for assessment for Category One hazard taking in to account incline, location, fall hazard, surrounding area in case of fall.
- 7.3 **Walls & Ceilings;** Plaster to be sound, not to show any movement when examined.
- 7.4 **Floors and flooring**

- 7.4.1 Floors:** To be level, sound and free from rot. Uneven floorboards should have hardboard fitted.
- 7.4.2 Flooring:** To be properly fitted, clean and free from damage or excessive wear. Reception and bed rooms to be supplied with carpets, kitchens and bathrooms with hygienic washable surface such as tiles or sheet vinyl. All carpets to be fitted with underlay.
- 7.5 Condensation:** Property to be free from damp, mould, condensation and peeling paper, paint etc. Adequate ventilation and heating is essential. Condensation should be dealt with by additional ventilation e.g. mechanical extractor.
- 7.6 Decorations:** Surfaces to be painted / or papered. Paint to be clean and free from obvious marking, peeling, dirt etc. Wallpaper to be in good condition and free from defects.
- 7.7 Woodwork:** To be free from rot and painted to a reasonable standard with gloss paint.
- 7.8 Open fireplaces:** To be boarded with provision of air vent.

8.0 Services

8.1 Electricity and Gas Safety Certificates:

8.1.1 The Electrical Installation: Must comply with the requirements of the current edition of the "Requirements for Electrical Installations (BS7671: 1992)." To show this a valid NICEIC Electrical Safety Certificate must be provided

8.1.2 The Gas installation(s): Must comply with the requirements of the "Gas & Safety (Installations & Use) Regulations 1998". A valid Gas Landlord Safety certificate (CP12) must be provided by a Gas Safe registered engineer.

8.2.1 Electric key / Gas card meters: If installed, upon completion properties must have £10.00 credit in summer and £15.00 credit in winter. Keys and cards should be left at property.

8.3 Heating / Insulation

Energy Performance Certificates must be provided.

8.3.1 Gas central heating (preferred), Boilers should be less than 10 years old. Boilers in bedrooms must be fitted with Carbon Monoxide

Detector. Heating to operate independently from the hot water system and must have a timer / thermostat. Any new boilers newly fitted must be condensing boilers. All exposed low level pipe work should be boxed in. Radiators and pipework to be securely fixed to walls. Valves and thermostats to be in full working order. Boiler and timer controls to be freely accessible to the tenant. Radiators to be adequately sized to heat unit of accommodation.

8.3.2 Electric Economy Seven (night storage) heating accepted only in purpose built blocks only. If supplied must be wired into spur and operating on the Economy 7 night-time electric rate.

8.3.3 Under Floor Heating: Can prove expensive to run and is therefore not ideal. If the under floor heating system is run off gas, it may be acceptable.

8.3.4 Thermal Insulation: To be fitted to lofts / pipework, to current standards. All hot water tanks should be foam lagged or have a good quality cylinder jacket, which has been properly fitted. All water pipes considered to be liable to damage by frost should be adequately protected with lagging. All doors, windows, letterbox etc, to be draught proofed.

8.3.5 Energy Efficiency (SAP) Rating

All properties are required to meet a minimum SAP rating of 56.

8.4 Electrics: Wiring and Lighting

8.4.1 Electric Wiring: Fuse box to be housed in cupboard, with childproof latch on door to prevent access and ensure cables under meter are covered. All surface mounted wiring to be enclosed in suitable plastic conduit. Fuse box / Consumer unit to be located in accessible location to tenant.

8.4.2 Lighting: Ideally, should be basic pendant light fittings (with strip lighting or other appropriate kitchen and bathroom fittings). Low Voltage lighting acceptable if not excessive, as this can prove expensive to maintain. All light fittings should be fitted with working light bulbs or strip lights of the correct voltage.

8.4.3 Minimum No. Electrical Sockets;

Living room: Three double sockets minimum

Double bedroom: Three double sockets

Single bedroom: Two single socket

Kitchen: Four sockets (Two double at worktop height, one for fridge and one for washing machine

Boiler: to be on spur

Landing: One socket

No sockets to be fitted directly over cooker or hob

8.4.4 Energy Performance Certificate

From 1st October 2008 all properties must be covered by a valid Energy Performance Certificate.

9.0 Security

- 9.1 Dwelling Doors:** Must be external hardwood or UPVC doors and should not be fully glazed, (top half glazing is acceptable). Door must be in sound condition, in good working order and with adequate handles, locks and bolts. All doors should be fitted with Yale type lock and 5 lever mortise lock, with internal thumb lock release. Bell and letter box to be fitted. All external and flat entrance doors must be correctly numbered / identified.
- 9.2 Windows:** must be sound, in working order (.e.g. sash cords working) with adequate levers, handles, locks and bolts.
- 9.3 Keys:** Two full sets of keys must be provided to external door locks, at least 1 set of keys should be provided for all other locks. All keys should be labelled.

10 Fire Safety

- 10.1 Dwelling entrance doors to flats:** MUST be half hour fire doors to meet Building Standards 476 Part 22. Entrance door must be factory made with glazing in a small area only e.g. vision panel. Glazing must be in wire cast glass.
- 10.2 Kitchen doors:** Must be half hour self-closing fire resistant internal door to meet Building Standards 476 Part 22.

For three storey properties all kitchens should be provided with ½ Hour fire resistant internal door with an approved self-closer and housed within an acceptable door frame with adequate intumescent strip & cold smoke seal.

- 10.3 Glazed doors, & panels** above fire doors, should be fitted with 6mm wire cast glass. Perco door closer MUST be fitted on fire doors.
- 10.4 Smoke Alarms:** Grade D LD3 electrical operated smoke alarms with battery back up to be fitted at ground floor level. In certain cases we may require additional Heat Detectors in kitchen (inspecting officers will advise).

For single storey property a mains powered (with battery back up) smoke alarms must be provided.

For two storeys properties, provide two mains powered (with battery back up) and interlinked smoke alarms fixed to the ceilings of (a) the ground floor hallway and (b) the first floor landing.

For properties over two storeys, a proportionate number of mains powered (with battery back up) and linked smoke alarms to be provided, at each building level including cellar.

10.5 Fire blanket; to be fitted in kitchen.

10.6 Fire escapes must be secure and in a sound and safe state of repair. Any fire escapes must be locked only in accordance with Building Control Regulations and Fire Officer and HHSRS guidance / assessment..

11.0 Windows / Glazing

11.1 All glazing, which is under 800mm/ 2.8 feet from the floor (greater than 25cm in any direction) to be glazed with toughened glass.

11.2 All first floor windows must be fitted with opening restrictors. Window must not open more than 100mm on first opening.

11.3 Windows in bathrooms and toilets must be glazed with obscure glass.

11.4 New or replaced windows installed after April 2002 should be energy saving sealed double-glazing or equivalent sash style, with trickle vents to all windows, and comply with building regulations. Notwithstanding any Conservation Area restrictions.

12.0 Ventilation

12.1 The general requirements for ventilation is that the main habitable rooms (living rooms and bedrooms) should have the equivalent of at least one twentieth of the floor area available as windows that can open. This also applies to kitchens, bathrooms and WC cubicles if they rely on natural ventilation. Permanent vents may need to be installed depending on construction.

12.2 If, a kitchen, bathroom or a WC is an internal room it should have mechanical extract ventilation capable of three air changes per hour. A light switch should activate the fan, which should have a twenty minute overrun when the light is switched off.

13.0 Other Requirements

13.1 Cooker: Gas hob preferred, all rings to operate. If free standing cooker, cooker to be chained to wall. Oven to be clean and with shelves, grill pan to be provided. Hobs and cookers should have a minimum of 300mm of worktop on either side of cooker. If free standing cooker is below worktops then metal end plates should be

fitted to edge of worktop. Cookers should not be located too close to doors near curtained windows, or in an area where there are drafts.

13.2 Sinks, Basins & Bath: Tiling of splash backs to a minimum of 300mm (two tiles high) around sink, wash hand basin, bath and all kitchen work surfaces. Shower cubicles or shower attachment areas should be tiled to a height of 1.8 meters. Sinks, bath and worktops to be sealed around edges with silicone sealant. Waste pipes to be sealed so as not to allow ingress of vermin. Showers in baths should be capped or a solid waterproof screen fitted. Plugs to be provided to all sinks, baths and wash hand basins.

13.3 Kitchen units: Should be clean, modern, damage free and sound and secure. There must be adequate wall and base units for the size of the property (persons per household); there should be at least one drawer pack or two drawers per unit. Fitted worktops should cover all low floor units and must be hygienic and free from damage.

13.4 Washing machine: All properties should be plumbed for provision of washing machine.

13.5 Mice and Vermin: Any infestation should be treated and eradicated. Any gaps or holes which allow ingress of vermin should be filled, and ventilation points covered with secure grills.

14.0 Furniture

14.1 All furniture must comply with the Furniture and Furnishings (Fire) (Safety) Regulations 1993.

14.2 All mattresses should be new.

14.3 All furniture should be clean, in full repair and full working order

14.4 All windows should be fitted with curtain rails.

14.5.1 All windows should be fitted with net and heavy curtains. All curtains within the same room should be matching.

15.0 Definition of Grading of Temporary Accommodation

All property to be used by the Council for temporary or emergency accommodation will be graded according to the following definitions:

- 15.1 Excellent :** New build or new conversion / full refurbishment, “as new” standard of repair. All decorations, fixtures and fittings new. Meets Decent Homes standard. (Category A licence)
- 15.2 Good :** Property in excellent standard of repair, all decorations, fixtures and fittings clean and modern, only minor imperfections. Meets Decent Homes standard. (Category A licence)
- 15.3 Fair :** Property in good or excellent standard of repair, all decorations, fixtures and fittings clean with only minor imperfections. May not meet Decent Homes Standard e.g. not double glazed. (Category B licence)

Properties which do not meet Fair standard will not be procured. Existing properties which do not meet this standard may be handed back at lease expiry.

16.0 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
- Will be warm and energy efficient including central heating, double glazing and thermal insulation
- Be secure
- Provide a safe and pleasant environment