



Department for  
Communities and  
Local Government

bre



2013/14

Please tick both boxes and scan barcode before editing the form

1. Edit form

2. Activate scan

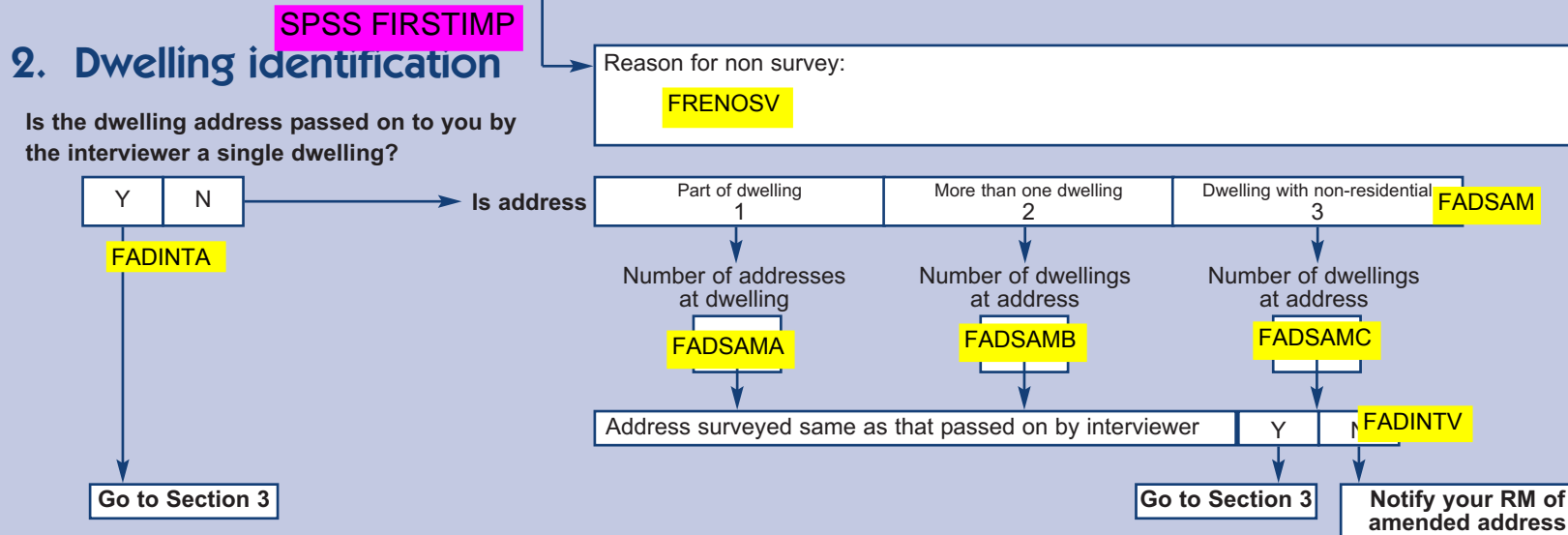
Barcode

3. Scan barcode

AREA ADDRESS

Surveyor

1. Survey record	SPSS FIRSTIMP	FRECL1... Visit 1	FRECL2... Visit 2	FRECL3... Visit 3	FRECL4... Visit 4	FRECL5... Visit 5
	Visit / telephone call made	...VM	Y N	Y N	Y N	Y N
Was this a booked appointment?	...AP	Y N	Y N	Y N	Y N	Y N
Record date of this call (24 hour clock)	...DY ...MT	Day Month	Day Month	Day Month	Day Month	Day Month
		Hr mm	Hr mm	Hr mm	Hr mm	Hr mm
Start time	...SH ...SM					
Finish time	...FH ...FM					
Outcome	...CO					
Full/completed survey		1	1	1	1	1
Partial survey/comeback to finish		2	2	2	2	2
Partial survey then refusal		3	3	3	3	3
Refusal on doorstep		4	4	4	4	4
HQ refusal after surveyor visit			5	5	5	5
Household missed appointment - no / unproductive contact		6	6	6	6	6
Household missed appointment - rescheduled		7	7	7	7	7
Surveyor missed appointment - no contact		8	8	8	8	8
Surveyor missed appointment - rescheduled		9	9	9	9	9
Speculative call - no / unproductive contact		10	10	10	10	10
Speculative call - appointment scheduled		11	11	11	11	11
HMO referred to Regional Manager		12	12	12	12	12
Address untraceable		13	13	13	13	13
Dwelling derelict		14	14	14	14	14
Dwelling demolished		15	15	15	15	15
No longer usable as dwelling		16	16	16	16	16
Other reason for non-survey		17	17	17	17	17
HQ USE ONLY - Lost/written off		18	18	18	18	18



### 3. Dwelling description and occupancy **SPSS FIRSTIMP**

Type of occupancy  
(clarify with household)

**FODISHMO**

Single family dwelling 1	Shared house 2	Household with lodgers 3	Bedsits or flatlets 4	Purpose built with shared amenities 5	Hostel/ B&B 6
<b>HMO premises: discuss with RM if necessary complete questions on page 8</b>					

Dwelling type (clarify with household) **FODDTYPE**

House/bungalow					Flat		
End terrace 1	Mid terrace 2	Semi detached 3	Detached 4	Temporary 5	Purpose built 6	Converted 7	Non residential plus flat 8

Tenure (clarify with household) **FODTENUR**

Owner occupied 1	Private rented 2	Local authority 3	Housing association (RSL) 4
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Construction date (clarify with household) **FODCONST**

Estimate actual construction date

**FODCONAC**

Pre 1850 1	1850-1899 2	1900-1918 3	1919-1944 4	1945-1964 5	1965-1974 6	1975-1980 7	1981-1990 8	1991-1995 9	1996-2002 10	Post 2002 11
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Occupancy (ask where possible) **FODOCCUP**

Occupied 1	Vacant						
	Awaiting another owner 2	Awaiting another tenant 3	Awaiting demolition 4	Being modernised 5	New never occupied 6	Being used for other purpose 7	Other (specify) 8

**If occupied:** how long have the current occupants lived here?

Years: **FODLIVEY** Months: **FODLIVEM**

**If vacant:** how long has the dwelling been vacant?

Years: **FODVACNY** Months: **FODVACNM**

**FODOCOTH**

If occupants have moved in within the last 6 months, ask for date:-

Day: **FODEXDAY** Month: **FODEXMON** Year: **FODEXYRS**

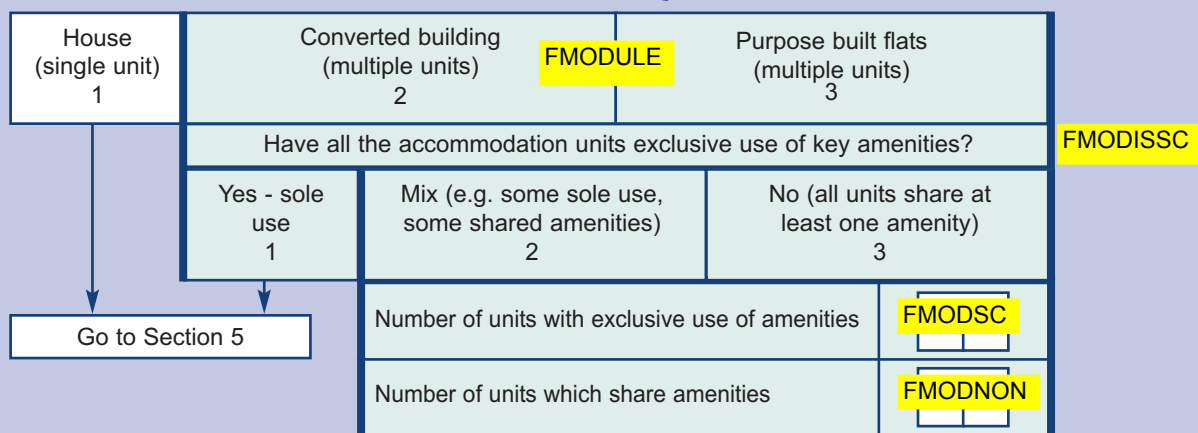
Source of information on tenure and occupancy **FODSORCE**

Occupant 1	Neighbour 2	Caretaker/ warden/agent 3	Estimate/ appearance 4	Other (specify): 5
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**FODSOTH**

### IDENTIFY MODULE NOW **SPSS FIRSTIMP**

### 4. Module associated with the address surveyed



**SPSS INTERIOR**

**5. Interior**

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..	..GAR..	..BAL..	..EX1..	..EX2..	..EX3..	..EX4..	..EX5..	..EX6..	..EX7..	Habitable rooms (specify No)
	Living room	Kitchen	Bedroom	Bathroom	Circulation	Integral garage	Integral balcony	Extra room 1	Extra room 2	Extra room 3	Extra room 4	Extra room 5	Extra room 6	Extra room 7	
Does room exist?	FIN...EX	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	FINROOMS
Level (B, G, 1, 2, 3 etc)	FIN...LE														
Function (L, K, S, T, D)	FIN...FU														
Room inspected?	FIN...IN	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	
Ceiling height (metres)	FIN...CL	·	·	·	·										
Width (metres)	FIN...WI	·	·	·											
Depth (metres)	FIN...DE	·	·	·											

**Ceilings** (answer in tenths)

Faults? FINCLGFL

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Take down and rene FINCLGRN

--	--	--	--	--	--	--	--	--	--

Isolated repair, fill crack FINCLGRP

--	--	--	--	--	--	--	--	--	--

Leave FINCLGLV

--	--	--	--	--	--	--	--	--	--

**Floors** (answer in tenths)

Solid floors? FINFLRSF

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Faults? FINFLRFL

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Replace structure FINFLRRN

--	--	--	--	--	--	--	--	--	--

Replace only boards or screed FINFLRRP

--	--	--	--	--	--	--	--	--	--

Leave FINFLRLV

--	--	--	--	--	--	--	--	--	--

**Walls** (answer in tenths)

Faults? FINWLSFL

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Rebuild partition wall FINWLSRN

--	--	--	--	--	--	--	--	--	--

Hack-off, replaste FINWLSPL

--	--	--	--	--	--	--	--	--	--

Isolated repair, fill crack FINWLSRP

--	--	--	--	--	--	--	--	--	--

Leave FINWLSLV

--	--	--	--	--	--	--	--	--	--

Internal insulation FINWLSII

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

**Doors** (answer in numbers)

Faults? FINDRSFL

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Renew FINDRSRN

--	--	--	--	--	--	--	--	--	--

Repair/rehang FINDRSRP

--	--	--	--	--	--	--	--	--	--

**Windows/Frames**

Faults? FINWNDFL

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Means of escape? FINWNDES

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Secondary glazing for sound insulation? FINWNDSI

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

**Heating & Services**

CH/prog. appliance FINHTGCH

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Fixed other heater? FINHTGFX

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

Fluorescent/low energy lighting? FINHTGLG

Y	N	Y	N	Y	N	Y	N	Y	N
---	---	---	---	---	---	---	---	---	---

**Defects** FINDFX...

	Living room	Kitchen	Bedroom	Bathroom	Circulation	Other rooms
Rising (ground level) damp ..RD	Y	Y	Y	Y	Y	Y
Penetrating (higher level) damp ..PD	Y	Y	Y	Y	Y	Y
Serious condensation/mould growth ..MO	Y	Y	Y	Y	Y	Y
Inadequate natural light ..NL	Y	Y	Y	Y	Y	Y
Inadequate artificial light ..AL	Y	Y	Y	Y	Y	Y
Inadequate room ventilation ..RV	Y	Y	Y	Y	Y	Y
Inadequate appliance ventilation ..VT	Y	Y	Y	Y	Y	Y
Wood boring insect attack ..IN	Y	Y	Y	Y	Y	Y
Dry/wet rot ..RT	Y	Y	Y	Y	Y	Y
Evidence of mice FINVERMS	Y	Y	Y	Y	Y	Y
Evidence of rats FINVERAT	Y	Y	Y	Y	Y	Y

**Stairs within dwelling FINSTR...**

Present?	...PR	Y	N
Open Plan?	...OP	Y	N
Faults?	...FL	Y	N
Replace structure	...RN	Y	
Replace treads	...TR	Y	
Replace balustrades	...BL	Y	
Repair/refix treads/balustrades	...RP	Y	

**Security of dwelling FINSEC...**

	High	Fairly high	Fairly low	Low	Very low	Not Applic
Main entrance door ..ME	1	2	3	4	5	
Other external door ..OT	1	2	3	4	5	8
Accessible window ..WN	1	2	3	4	5	8

Burglar alarm present?	..BA	Y	N
Door viewer present?	..VW	Y	N
Smoke detector(s)	..SM	Y	N

**Accessibility**

FINFLUSH	Flush threshold <15mm?	Y	N
FINBEDEN	Room on entrance level suitable for bedroom?	Y	N
FINBATEN	Bathroom at entrance level?	Y	N
FINWCEN	WC at entrance level?	Y	N
FINWAWEN	Wheelchair accessible WC at entrance level?	Y	N
FINTRPEN	Change in floor level/trip steps at entrance level?	Y	N
FINCIRCU	Doorsets and circulation meet part M?	Y	N
FINLANDS	Straight stairs with landings >900mm?	Y	N

**Adaptations for disabled people**

Ramps?	FINRAMPS	Y	N
Grab rails?	FINGRABR	Y	N
Stair lift/through floor lift?	FINLIFTS	Y	N
Hoists?	FINHOIST	Y	N
Electrical modifications?	FINELECM	Y	N

**HHSRS**

	FINHS...	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc	..STR	1	2	3
Falling on level surfaces	..LVL	1	2	3
Falling between levels	..BTW	1	2	3
Fire	..FIR	1	2	3
Flames, hot surfaces, etc	..HOT	1	2	3
Damp and mould growth	..DAM		2	3

If '3', score HHSRS in Section 22

	FINHS...	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Entry by intruders	..ENT	1	2	3	4
Noise	..NOI	1	2	3	4
Collisions and entrapment	..CEN	1	2	3	4
Excess heat	..EXH	1	2	3	4
Lighting	..LIT	1	2	3	4
Domestic hygiene, pests and refuse	..DHY	1	2	3	4

Describe 'extreme risk' in Section 22

**Rats and Mice**

Traps seen?	FINTRAPS	Y	N
Chemicals seen	FINCHEMS	Y	N
Other visual evidence	FINVISUA	Y	N
Told about it?	FINTOLDA	Y	N

## 5. Interior – amenities SPSS AMENITY

### Kitchen amenities

	<span style="background-color: #FFFF00;">..PR</span>		<span style="background-color: #FFFF00;">..WK</span>		<span style="background-color: #FFFF00;">..AC</span>				
	Present	Working	None	Minor repair	Major repair	Replace	Install	Action	
Cold water drinking supply? <span style="background-color: #FFFF00;">FINCLD...</span>	Y	N	Y	N	1	2	3	4	5
Hot water? <span style="background-color: #FFFF00;">FINHOT..</span>	Y	N	Y	N	1	2	3	4	5
Sink? <span style="background-color: #FFFF00;">FINSNK...</span>	Y	N	Y	N	1	2		4	5
Fixed waste? <span style="background-color: #FFFF00;">FINWST...</span>	Y	N	Y	N	1	2		4	5
Cooking provision? <span style="background-color: #FFFF00;">FINCOK..</span>	Y	N	Y	N	1	2	3	4	5
Cupboards? <span style="background-color: #FFFF00;">FINCUP...</span>	Y	N	Y	N	1	2	3	4	5
Worktop <span style="background-color: #FFFF00;">FINWRK...</span>	Y	N	Y	N	1	2	3	4	5
Extractor fan? <span style="background-color: #FFFF00;">FINKXT...</span>	Y	N	Y	N					

### Drinking water supply pipework

	Pipework seen	Lead present	Mains
Before stopcock? <span style="background-color: #FFFF00;">FINPIPEB</span>	<span style="background-color: #FFFF00;">FINLEADB</span>	<span style="background-color: #FFFF00;">FINMAINS</span>	
After stopcock? <span style="background-color: #FFFF00;">FINPIPEA</span>	<span style="background-color: #FFFF00;">FINLEADA</span>		

Y	N	Adequate cooker space? <span style="background-color: #FFFF00;">FINCOOKR</span>
Y	N	Adequate cupboard units? <span style="background-color: #FFFF00;">FINCUPUN</span>
Under 1.5m	1.5 - 3m	Over 3m
1	2	3

Worktop (metres) FINWORKT

Are there significant problems with: Space

<span style="background-color: #FFFF00;">FINKDFSP</span>
--

Kitchen adapted for disabled use? FINKITDU

Layout

<span style="background-color: #FFFF00;">FINKDFLA</span>
--

Cleanability

<span style="background-color: #FFFF00;">FINKDFCB</span>
--

	Original	Pre 1960	1960's	1970's	1980's	1990's	2000's	2010's	In progress
Kitchen amenities last refurbished <span style="background-color: #FFFF00;">FINKITLR</span>	9	1	2	3	4	5	6	7	8

Actual date of kitchen refurbishment (if known)

<span style="background-color: #FFFF00;">FINKITRE</span>
--

### Bathroom amen

	<span style="background-color: #FFFF00;">..PR</span>		<span style="background-color: #FFFF00;">..WK</span>		<span style="background-color: #FFFF00;">..HC</span>		<span style="background-color: #FFFF00;">..AC</span>					<span style="background-color: #FFFF00;">..FL</span>				
	Present	Working	Hot & cold water	None	Minor repair	Major repair	Replace	Install	Basement	Floor	Ground	Specify	Badly located?	No. of external surfaces		
Bath/shower? <span style="background-color: #FFFF00;">FINBAT...</span>	Y	N	Y	N	1	2		4	5	BB	GG		<span style="background-color: #FFFF00;">FINBADLO</span>	<span style="background-color: #FFFF00;">FINSURFA</span>		
Wash hand basin? <span style="background-color: #FFFF00;">FINWHB...</span>	Y	N	Y	N	1	2		4	5	BB	GG					
W.C.? <span style="background-color: #FFFF00;">FINLOO...</span>	Y	N	Y	N	1	2	3	4	5	BB	GG		Internal? <span style="background-color: #FFFF00;">FININ</span>	Close to whb? <span style="background-color: #FFFF00;">FINWH</span>	In bathroom? <span style="background-color: #FFFF00;">FINBA</span>	If WC not in bathroom: Extractor fan? <span style="background-color: #FFFF00;">FINEX</span>
Extractor fan in bathroom? <span style="background-color: #FFFF00;">FINBXT...</span>	Y	N	Y	N												

Are there significant problems with: Space

<span style="background-color: #FFFF00;">FINBDFSP</span>
--

Is any bathroom adapted for disabled use? FINBATDU

Layout

<span style="background-color: #FFFF00;">FINBDFLA</span>
--

Cleanability

<span style="background-color: #FFFF00;">FINBDFCB</span>
--

Is any bathroom wheelchair accessible? FINBATWA

Location

<span style="background-color: #FFFF00;">FINBDFLO</span>
--

	Original	Pre 1960	1960's	1970's	1980's	1990's	2000's	2010's	In progress
Bath/shower last refurbished <span style="background-color: #FFFF00;">FINBATLR</span>	9	1	2	3	4	5	6	7	8

Actual date of bath/shower refurbishment (if known)

<span style="background-color: #FFFF00;">FINBATRE</span>
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### Secondary amenities

	<span style="background-color: #FFFF00;">..PR</span>		<span style="background-color: #FFFF00;">..WK</span>		<span style="background-color: #FFFF00;">..HC</span>		<span style="background-color: #FFFF00;">..FL</span>			<span style="background-color: #FFFF00;">..ES</span>	
	Present	Working	Hot & cold water	Basement	Floor	Ground	Specify	In bedroom/en-suite	Internal?		
Second kitchen? <span style="background-color: #FFFF00;">FIN2KI...</span>	Y	N			Y	N	BB	GG			
Second bath/shower? <span style="background-color: #FFFF00;">FIN2BT...</span>	Y	N	Y	N	Y	N	BB	GG		Y	N
Second wash hand basin? <span style="background-color: #FFFF00;">FIN2WH...</span>	Y	N	Y	N	Y	N	BB	GG		Y	N
Second W.C.? <span style="background-color: #FFFF00;">FIN2LO...</span>	Y	N	Y	N			BB	GG		Y	N

## HHSRS - hazards relating to whole dwelling interior

### Hazards that may pose an extreme risk

	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Falls associated with baths etc. <span style="background-color: #FFFF00;">FINHSFBA</span>	1	2	3	4
Water Supply <span style="background-color: #FFFF00;">FINHSWAT</span>	1	2	3	4
Food Safety <span style="background-color: #FFFF00;">FINHSFOD</span>	1	2	3	4
Personal hygiene, sanitation and drainage <span style="background-color: #FFFF00;">FINHSPHY</span>	1	2	3	4
Position and operability of amenities <span style="background-color: #FFFF00;">FINHSPOA</span>	1	2	3	4

Describe 'extreme risk' in Section 22

## 5. Interior - Primary services **SPSS SERVICES**

### Gas system

		<b>FINGASAC</b> Action			
		None	Minor Repair	Major Repair	Replace
Present?	<b>FINGASPR</b>	1	2	3	4
Mains supply	<b>FINGASMS</b>				

<b>Housing Health and Safety Rating System (HHSRS)</b>		Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Uncombusted fuel gas	<b>FINHSUNG</b>	1	2	3	4
Explosions	<b>FINHSEXP</b>	1	2	3	4
Describe 'extreme risk' in Section 22					

### Electrical system

Present?	<b>FINELEPR</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	Normal mains supply?	<b>FINELEMS</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	Off-peak supply?	<b>FINOPELE</b>	<input type="checkbox"/> Y <input type="checkbox"/> N
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Location of meters	<b>FINELEDC</b>	Under stairs or on wall	Special cupboard	External access to meter	Mixture	Unknown
		1	2	3	4	5
Type of wiring	<b>FINELEWI</b>	Lead or rubber covered	PVC sheathed		Mixture	Unknown
		1	2		4	5

Type of wiring	<b>FINELEWI</b>	Lead or rubber covered	PVC sheathed		Mixture	Unknown
		1	2		4	5
Earthing wires	<b>FINELEEA</b>	Unsheathed or green cover	Yellow and green sheath		Mixture	Unknown
		1	2		4	5

Earthing wires	<b>FINELEEA</b>	Unsheathed or green cover	Yellow and green sheath		Mixture	Unknown
		1	2		4	5
Consumer unit arrangement	<b>FINELECU</b>	Separate fuse boxes for each circuit	One or two "covered boxes"	One or two "accessible boxes"	Mixture	Unknown
		1	2	3	4	5

Consumer unit arrangement	<b>FINELECU</b>	Separate fuse boxes for each circuit	One or two "covered boxes"	One or two "accessible boxes"	Mixture	Unknown
		1	2	3	4	5
Overload protection	<b>FINELEOP</b>	Wire fuses	Cartridge fuses	MCB's	Mixture	Unknown
		1	2	3	4	5

Overload protection	<b>FINELEOP</b>	Wire fuses	Cartridge fuses	MCB's	Mixture	Unknown
		1	2	3	4	5
Personal protection	<b>FINELEPP</b>	No RCD's	RCD in consumer unit	Separate RCD's	Mixture	Unknown
		1	2	3	4	5

Personal protection	<b>FINELEPP</b>	No RCD's	RCD in consumer unit	Separate RCD's	Mixture	Unknown
		1	2	3	4	5
Power sockets	<b>FINELEPS</b>	Round 2 or 3 pin	Square 3 pin		Mixture	Unknown
		1	2		4	5

Power sockets	<b>FINELEPS</b>	Round 2 or 3 pin	Square 3 pin		Mixture	Unknown
		1	2		4	5
Lighting circuits	<b>FINELELC</b>	Wooden mounting blocks	Flush mounted switches or roses		Mixture	Unknown
		1	2		4	5

Lighting circuits	<b>FINELELC</b>	Wooden mounting blocks	Flush mounted switches or roses		Mixture	Unknown
		1	2		4	5
Action	<b>FINELEAC</b>	None	Minor Repair	Major Repair	Replace	Install
		1	2	3	4	5

<b>Housing Health and Safety Rating System (HHSRS)</b>		Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Electrical safety	<b>FINHSELS</b>	1	2	3	4
Describe 'extreme risk' in Section 22					

### Cavity wall insulation

Is there any evidence of cavity wall insulation in/around the electricity or gas meters? **FINCWIME**

### Ventilation

Total number of open fireplaces **FINNOFIR**

## 5. Interior – space heating

### Primary heating

Present? **FINCHEAT** If present: **FINCHPHS**

Main heat source in winter? (ask household)

Individual 1	Communal system			If communal, number of dwellings served <b>FINCHNOD</b>
	Estate 2	Block 3	Group of dwellings 4	

Location of system **FINCHLOC**

If present:

Primary heating group **FINCHTYP**

Central heating (wet) 1	Storage heaters 2	Warm air 3	Communal/CHP 4	Electric ceiling/underfloor 5	Room heaters 6
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Distribution type **FINDISTY**

Radiators 1	Underfloor 2
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### Primary heating fuel **FINMHFUE**

Gas			Oil	Solid fuel				Electricity				Communal	
Mains 01	Bulk LPG 02	Bottled 03	04	Coal 05	Smokeless fuel 06	Anthracite 07	Wood 08	Standard 09	7 hr tariff 10	10 hr tariff 11	24 hr tariff 12	CHP/Waste heat 13	From boiler 14

### Primary heating type **FINMHBOI**

Standard (non condensing) 1	Back boiler 2	Combination (non condensing) 3	Condensing 4	Condensing Combi 5	Combined primary storage unit 6	No boiler 7	Unknown 9
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**CRITICAL INFORMATION FROM TABLE**

Primary heating appliance  
First digit should match code for primary heating group

Code **FINCHBCD**

Clarify with household

Action **FINCHBAC**

None	Minor repair	Major repair	Replace	Age
1	2	3	4	<b>FINCHBAG</b>

### Primary heating distribution **FINCHDAC**

1	2	3	4	<b>FINCHDAG</b>
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If boiler (or heat pump) system:

Manufacturer name: **FINCHBMA**

Model name/number: **FINCHBMO**

### Primary heating controls (non storage heaters)

Overall on/off	Present?	Y	N	U	<b>FINCHOFF</b>
Boiler thermostat	Present?	Y	N	U	<b>FINCHTHE</b>
Timer	Present?	Y	N	U	<b>FINCHTIM</b>
Manual override on timer	Present?	Y	N	U	<b>FINCHOVE</b>
Room thermostat	Present?	Y	N	U	<b>FINCHROM</b>
Radiator controls (manual)	Present?	Y	N	U	<b>FINCHCON</b>
TRVs / appliance thermostat	Present?	Y	N	U	<b>FINCHTRV</b>
Time and temperature zone control	Present?	Y	N	U	<b>FINCHTZC</b>
Delayed start thermostat	Present?	Y	N	U	<b>FINCHDST</b>

### Primary heating controls (storage heaters)

Manual charge control	Present?	Y	N	U	<b>FINCHMCC</b>
Automatic charge control	Present?	Y	N	U	<b>FINCHACC</b>
Select type control	Present?	Y	N	U	<b>FINCHCTC</b>

### Other heating

Present? Main heat source in winter? (ask household)

**FINOHEAT** **FINOPHS**

**FINOHTYP**  
Type of system

Mains gas fires									LPG	Electric heaters			Solid fuel heaters		Paraffin	Other
Open flue 01	Balanced flue 02	Fan assisted 03	Condensing 04	Live effect - sealed to chimney 05	Live effect fan assisted flue 06	Decorative open to chimney 07	Flueless 08	Unknown 09	Fixed heaters 10	Panel, convector or radiant 11	Portable 12	Individual storage heater 13	Open fire 14	Stove/space heater 15	Portable heaters 16	17

**FINOHACTION**

None	Minor repair	Major repair	Replace	Age
1	2	3	4	<b>FINOHAGE</b>

**HHSRS**

Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
1	2	3	4

**FINHSCO** Carbon monoxide and fuel combustion products

Describe 'extreme risk' in Section 22

**SPSS SERVICES**

**Hot water system**

Present?

**FINWHEAT**

*If present indicate all systems available*

...AC  
Action

...AG  
Age

Present? ...PR

Fuel ...TY

None Minor repair Major repair Replace Age

	Y	N	Fuel								1	2	3	4	
Boiler with central heating	<b>FINWHC...</b>														
Boiler (water heating only)	<b>FINWHO...</b>		Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Coal 05	Smokeless 06	Anthracite 07	Wood 08					
Back boiler (water heating only)	<b>FINWHX...</b>		Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Coal 05	Smokeless 06	Anthracite 07	Wood 08					
Single immersion heater	<b>FINWSI...</b>		Standard 09	7 hr tariff 10	10 hr tariff 11	24 hr tariff 12									
Dual immersion heater	<b>FINWDI...</b>			7 hr tariff 10	10 hr tariff 11	24 hr tariff 12									
Separate instantaneous heater (Single)	<b>FINWSP...</b>		Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Standard 09								
Separate instantaneous heater (Multi)	<b>FINWMP...</b>		Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Standard 09								
Communal	<b>FINWHL...</b>		CHP/waste 13	From boiler 14											
Other	<b>FINWOT...</b>		Specify:						Fuel from facing page	<b>FINWOTFU</b>					

**Cylinder present?**

**FINWHCYL**

**Cylinder seen?**

**FINWHCSE**

**If cylinder seen:**

Size/volume

450 x 900mm (110 l) 1	450 x 1050mm (140 l) 2	450 x 1500mm (210 l) 3	450 x 1650mm (245 l) 4
--------------------------	---------------------------	---------------------------	---------------------------

**FINWHSIZ**

Cylinder insulation

Foam Factory insulated 1	Jacket Loose jacket 2	Other 3	None 4
-----------------------------	--------------------------	------------	-----------

**FINWHINS**

Cylinder insulation thickness

0 1	12.5mm 2	25mm 3	38mm 4	50mm 5	80mm 6	100mm 7	150mm 8
--------	-------------	-----------	-----------	-----------	-----------	------------	------------

**FINWHMMS**

**Water heating controls?**

Present?

Time clock for water heating

Y	N	U
---	---	---

**FINWHCEN**

Cylinder thermostat

Y	N	U
---	---	---

**FINWHTHE**

**6. Loft inspection**

**SPSS SERVICES**

*Inspect all houses and top floor flats*

**FINLOPOS**

House/Bungalow 1	Top floor flat 2	Mid floor flat 3	Ground floor flat 4	Basement flat 5
---------------------	---------------------	---------------------	------------------------	--------------------

**GO TO SECTION 7**

Loft information from:

**FLIINFOR**

Inspection 1	Occupant 2	No loft (flat or very shallow pitched roof) 8	no information 9
-----------------	---------------	--	---------------------

**GO TO SECTION 7**

Type of loft

**FLITYPES**

Fully boarded 1	No boarding or partial boarding 2	Room(s) with permanent stairs 3	Don't know 9
--------------------	--------------------------------------	------------------------------------	-----------------

Roof insulation above living space?

**FLIINSUL**

Yes 1	No 2	Don't know 9
----------	---------	-----------------

Type of loft Insulation

**FININTYP**

Mineral wool/fibre glass 1	Vermiculite beads 2	High performance quilt 3	Rigid foam board 4	Not applicable 8	Don't know 9
-------------------------------	------------------------	-----------------------------	-----------------------	---------------------	-----------------

Approximate thickness of loft insulation

**FLITHICK**

No insulation 00	25mm 01	50mm 02	75mm 03	100mm 04	125mm 05	150mm 06	200mm 07	250mm 08	300mm 09	>300mm 10	Don't know thickness 99
---------------------	------------	------------	------------	-------------	-------------	-------------	-------------	-------------	-------------	--------------	----------------------------

Any roof structure problems seen?

**FLIPROBS**

Is there any evidence of cavity wall insulation in the loft?

**FLICWIEV**

If yes, describe and transfer to Section 21

**FLIDESC**

--



## 7. Household questionnaire

Questions asked? **FHQASKED**

1. Do you have **cavity wall insulation**?

Record in elevation features (section 16) and cavity wall insulation summary (section 19)

**FHQCAVIT**

2. Do you have access to a **garage/private parking space**

**FHQGARAG**

### Waste water disposal

3. Do you have a water meter?

**FHQWAMET** Y N U

4. **If yes**, are you charged according to the amount you use?

**FHQWMCH** Y N U

5. Are you directly connected to mains drainage operated by a water/sewage company?

**FHQWASTE** Y N U

### Rats and mice

6. (a) Have you had problems with rats or mice over the last 12 months?

**If yes to either:**

(b) Do you still have a problem with rats or mice?

(c) Where is the problem with the rats or mice located? **Code all that apply**

**FRAMIC...** Mice

**FRARAT...** Rats

(a) Problem <b>...PR</b>	(b) Current problem <b>...CP</b>					(c) Location of problem					
	Current	Not current			Unknown	Home <b>...HO</b>		Garden <b>...GD</b>		Common areas <b>...CA</b>	
Y N	1	2			9	Y	N	Y	N	Y	N
Y N	1	2			9	Y	N	Y	N	Y	N

If **current** problem with **Rats or Mice**, ask to see evidence and record on form (section 5: rats and mice, section 19: rats and mice)

### Surveyor check:

Have you clarified with the household:

page 2: Tenure, age, length of residence

**FCHTEN** Y N

page 4: Date of refurbishment of kitchen, bathroom and WC?

**FCHREE** Y N

page 6/7: Age of boiler and heating systems, primary heat source in

**FCHBOH** Y N

page 14: Date of improvements/alterations to dwelling

**FCHALT** Y N

### COMPLETE FOR HMO USE ONLY

Number of accommodation units in dwelling

**FMONUMAC**

Number of households in dwelling/occupied units

**FMONUMHH**

Total number of occupants in dwelling

**FMONUMOC**

Number of shared kitchens

**FMOSHKIT**

Total number of WC's

**FMOTOTWC**

Number of shared WC's

**FMOSHWC**



## 9. Common parts of module.

### Common parts exist

**FCPPRES** IF NO, GO TO SECTION 10

	Accessway					
	Main horizontal of typical/ upper level		Stairway on typical/ upper level		Main entrance to module	
Does access/area exist?	Y	N	Y	N	Y	N
Balcony/Deck/Corridor/Lobby						
Spacious/Average/Tight						
Enclosed?	Y	N	Y	N	Y	N
In module?	Y	N	Y	N	Y	N
Working?						

Lifts

**FCPLFTEX**

**FCPLFTSZ**

**FCPLFTIN**

**FCPLFTWK**

**FCPLFTWU**

**FCPLFTVP**

Lift controls accessible to wheelchair user  
Lift controls accessible to a visually impaired person

### Floors/ treads (answer in m<sup>2</sup>)

Faults?	Y	N	Y	N	Y	N
Modify structure						
Renew surface						
Repair surface						

### Walls (answer in m<sup>2</sup>)

Faults?	Y	N	Y	N	Y	N
Modify structure						
Renew surface						
Repair surface						
Repaint surface						

### Ceilings/soffits (answer in m<sup>2</sup>)

Faults?	Y	N	Y	N	Y	N
Modify structure						
Renew surface						
Repair surface						
Repaint surface						

### Access doors/screens (answer in numbers)

Faults?	Y	N	Y	N	Y	N
Replace						
Repair/rehang						
Repaint						

### Accessway windows (answer in numbers)

Faults?	Y	N	Y	N	Y	N
Replace						
Repair						
Repaint						

### Accessway lighting (answer in numbers)

Faults?	Y	N	Y	N	Y	N
Replace light fittings						
Replace light switches						

### Balustrades (answer in metre lengths)

Faults?	Y	N	Y	N	Y	N
Replace						
Repair						

### Security of module

**FCPACCES**

Type of access

Multiple access	Single access	Restricted access
...PR	...WK	...IN

**FCPCON...** Concierge system

**FCPENT...** Door entry system

	Present?		Working?		In module?	
	Y	N	Y	N	Y	N
Concierge system	Y	N	Y	N	Y	N
Door entry system	Y	N	Y	N	Y	N

### Fire safety of flat surveyed

Escape route from flat surveyed to final exit from building

**FCPESCAP**

Flat is final exit	Through another flat	Through another flat and common areas	Through common areas
1	2	3	4

### Fire precautions

	Present	Action			
		None	Minor	Major	Renew
Protection to stairs/lobbies?	Y N	1	2	3	4
Self closing fire doors?	Y N	1	2	3	4
Fire extinguishers?	Y N	1	2	3	4
Emergency lighting?	Y N	1	2	3	4
Sign posting?	Y N	1			4
Safe practices?	Y N				
Alternative route?	Y N				
Alarm system?	Y N	1	2	3	4

### Contribution to problems (within survey module)

	None	Minor	Major
Vandalism	1	2	3
Graffiti	1	2	3
Litter/rubb	1	2	3

### HHSRS - common areas (affecting flat surveyed)

	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc	1	2	3
Falling on level surfaces	1	2	3
Falling between levels	1	2	3
Fire	1	2	3
Flames, hot surfaces, etc	1	2	3
Damp and mould growth		2	3

If '3', score HHSRS in Section 22

## 10. Number of flats in module SPSS NUMFLATS

*This section is critical. Make every attempt to record correct number of flats in module*

Number of flats in module

Specify <b>FNOFLATS</b>	Unknown 999
----------------------------	----------------

**DOUBLE CHECK** the number of flats against what you have defined as your module in **Section 8** before continuing

Level of lowest flat

**FNOLOWES**

Basement B	Ground floor G	Floor <input style="width: 20px; height: 20px;" type="text"/>	Unknown 9
---------------	-------------------	--	--------------

Use of ground floor

**FNOGRUSE**

Dwelling only 1	Dwelling and services 2	Services only 3	Dwelling and non residential 4	Non residential only 5	Dwelling and void 6	Other 7
--------------------	----------------------------	--------------------	-----------------------------------	---------------------------	------------------------	------------

Use of basement

**FNOBSUSE**

No basement 8	Dwelling only 1	Dwelling and services 2	Services only 3	Dwelling and non residential 4	Non residential only 5	Dwelling and void 6	Other 7
------------------	--------------------	----------------------------	--------------------	-----------------------------------	---------------------------	------------------------	------------

Non residential use

**FNORESAR**

If any non residential use, % total floor area of module in non residential use

No non residential 88		Specify % <input style="width: 20px; height: 20px;" type="text"/>	Unknown 99
--------------------------	--	--	---------------

If 'dwelling with non residential': non residential use

Not 'dwelling with non residential' 8	Shop/business 1	Office <b>FNOREUSE</b>	Industrial/Institutional 3	Surgery 4	Public House 5	Hotel 6	Other 7 <b>FNOREOTH</b>
--	--------------------	---------------------------	-------------------------------	--------------	-------------------	------------	----------------------------

If 'dwelling with non residential':

Does the non-residential use include the handling/processing of food for commercial purposes? **FNORESFD**

Other flats in module

Are they?

**FNOOTHER**

Survey flat is only one in module 8	Mostly same as survey dwelling 1	Mostly small flats 2	Mostly large flats 3	Mixture of small/large flats 4	Mixture of flats/maisonettes 5	Unknown 9
--	-------------------------------------	-------------------------	-------------------------	-----------------------------------	-----------------------------------	--------------

Approximate number of vacant flats in module

**FNOVACNT**

Survey flat is only one in module 888	Specify <input style="width: 20px; height: 20px;" type="text"/>
--	--

# 11. Shared facilities and services (within 100m of survey dwelling)

SPSS SHARED

Do shared facilities/services exist?  Y  N IF NO, GO TO SECTION 12

FFCSHARE

## Stores and common rooms

	...PR		Location ...LO			Action ...AC		
	Present?		Integral?	Not Integral?	None	Minor	Major	
Tenant stores	FFCTEN...	Y N	1	2	1	2	3	
Bin stores	FFCBIN...	Y N	1	2	1	2	3	
Paladin stores	FFCPAL...	Y N	1	2	1	2	3	
Laundry	FFCLAU...	Y N	1	2	1	2	3	
Drying room	FFCDRY...	Y N	1	2	1	2	3	
Community room	FFCCOM..	N	1	2	1	2	3	
Warden caretaker office	FFCWAR..	Y N	1	2	1	2	3	

## Common/electrical services

	...PR		Action ...AC		
	Present?		None	Minor	Major
CCTV	FFCCT..	Y N	1	2	3
TV reception	FFCTVR...	Y N	1	2	3
Lightning conductor	FFCHTG..	N	1	2	3
Communal heating	FFCHEA..	N	1	2	3
Burglar alarm system	FFCBUR..	N	1	2	3
External lighting	FFCLIT...	Y N	1	2	3

## Communal parking facilities

	...PR		Location ...LO			Action ...AC		
	Present?		Integral?	Not Integral?	None	Minor	Major	
Garages	FFCGAR...	Y N	1	2	1	2	3	
Multi storey parking	FFCMUL...	Y N	1	2	1	2	3	
Underground parking	FFCUND...	Y N	1	2	1	2	3	
Roof parking	FFCROO...	Y N	1	2	1	2	3	
Other covered parking	FFCCOV..	Y N	1	2	1	2	3	
Open air parking bays	FFCAIR...	Y N			1	2	3	

## Surfaces and fences

	...PR		Action ...AC		
	Present?		None	Minor	Major
Drying areas	FFCDAR..	Y N	1	2	3
Children's play	FFCPLA..	Y N	1	2	3
Unadopted estate roads	FFCRDS..	Y N	1	2	3

## Landscaping

	...PR		Action ...AC		
	Present?		None	Minor	Major
Paths	FFCPAT..	Y N	1	2	3
Walls/fences	FFCWAL..	Y N	1	2	3
Hard landscaping	FFCHRD..	Y N	1	2	3
Grass/planting	FFCGRA..	Y N	1	2	3

## Contribution to problems in condition (outside survey module)

	None	Minor	Major	
Vandalism	FFCVAND	1	2	3
Graffiti	FFCGRAFF	1	2	3
Litter/rubbish	FFCLITTR	1	2	3

## Design of paths

ANSWER IF PATHS PRESENT

('Y' IN BOX ABOVE)

Paths	Yes	No	Not applicable	
At least 900mm wide?	FFCPAT90	1	2	3
Gradient gentler than 1 in 12?	FFCPATGR	2	3	
Protected from adjacent drops?	FFCPATAD	2	3	

## Accessibility

Number of steps from pavement to entrance of module FFCSTEP

Level Access	No step but slope > 1:20	1 step	2 step	3 or more steps
8	7	1	2	3
Space for ramp				
Not applicable	8	Yes 1	No 2	
Is path firm and even?	Y N	FFCAFIRM		
Is entrance adequately lit?	Y N	FFCALIT		
Is entrance covered?	Y N	FFCACOVR		

## HHSRS - shared areas

(affecting dwelling surveyed)

	Significantly lower risk than average	Average risk	Significantly higher risk than average
FFCHSSTR	Falling on stairs etc	1	2 3
FFCHSLVL	Falling on level surfaces	1	2 3
FFCHSBTW	Falling between levels	1	2 3

If '3', score HHSRS in Section 22



# 15. Improvements/alterations (to the house/module since original construction) Code most recent (or most significant)

Clarify with Household

	None	Pre 1945	1945-1964	1965-1984	1985-1990	1991-1995	1996-present	In progress
Conversion to more than one dwelling	FALMORED	2	3	4	5	6	7	8
Conversion to HMO use	FALHMOED	1	2	3	4	5	6	7
Conversion from non-residential use	FALNORES	2	3	4	5	6	7	8
Two or more dwellings combined	FALCOMBI	1	2	3	4	5	6	7
Complete refurbishment/modernisation	FALREFUR	2	3	4	5	6	7	8
Rearrangement of internal space	FALSPACE	1	2	3	4	5	6	7
Extension added for amenities	FALEXTAM	1	2	3	4	5	6	7
Extension added for living space	FALEXLIV	1	2	3	4	5	6	7
Alteration of external appearance	FALAPEAR	1	2	3	4	5	6	7
Over-roofing	FALOROOF	1	2	3	4	5	6	7
Over-cladding	FALOCLAD	1	2	3	4	5	6	7
Structure replaced	FALSTRUC	1	2	3	4	5	6	7
Loft conversion	FALLOFTS	1	2	3	4	5	6	7
Radon remedial works (check postcode)	FALLRAD	2	3	4	5	6	7	8

ASK HOUSEHOLD  
Exact year of  
loft conversion

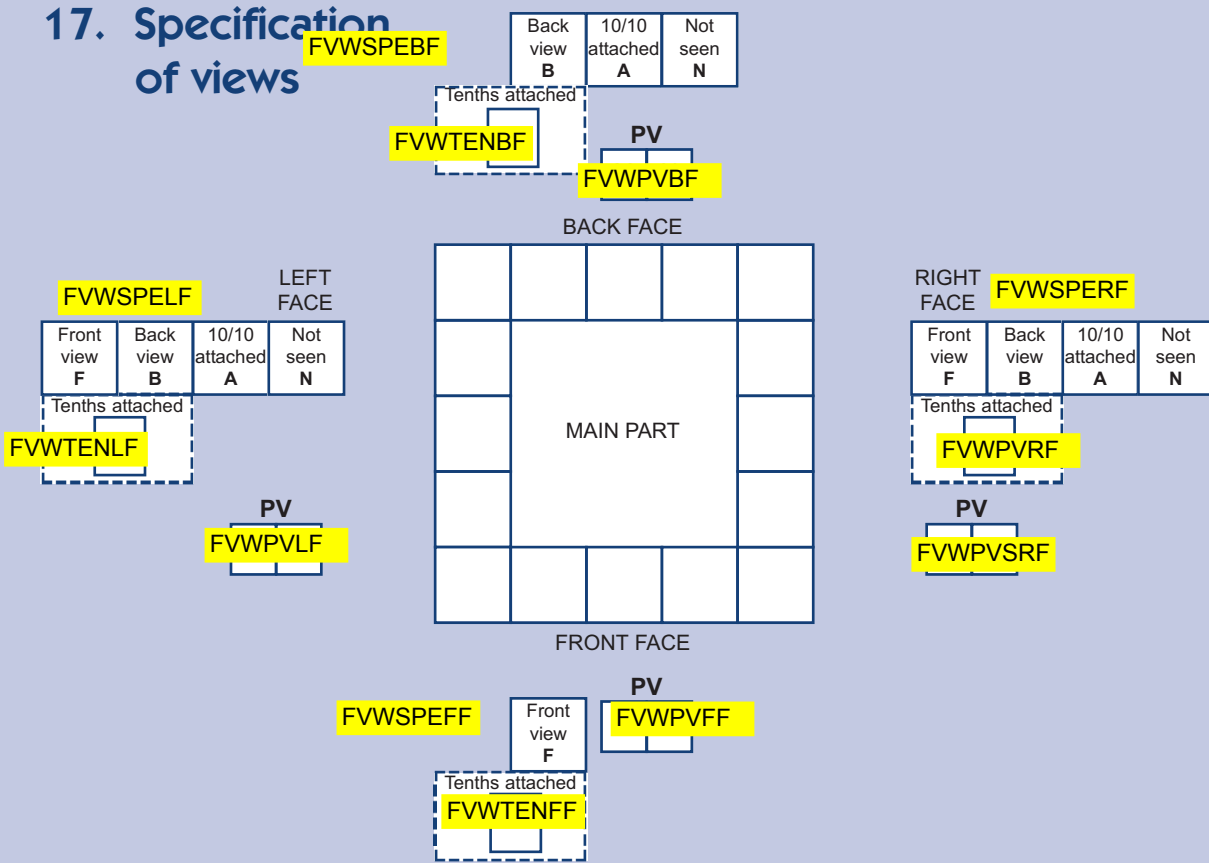
FALYELCO

# 16. Elevation features

SPSS ELEVATE

Front face	Left face	Right face	Back face
Y N	Y N	Y N	Y N
	FELEXP.. Is part of face unattached?		
	FELGAB.. Gables (tenths)		
	FELPAR.. Parapets (tenths)		
	FELSUP.. Mono supporting walls (tenths)		
	FELBAS.. Base walls (tenths)		
	FELMAW.. Main walls (tenths)		
	FELGUT.. Valley gutters (number)		
Y N	FELSOL.. Solar water heating panels?	Y N	Y N
Y N	FELPV.. Solar photovoltaic (PV)?	Y N	Y N
Y N	FELCAV.. Evidence of cavity wall insulation?	Y N	Y N
Y N	FELEXT.. External insulation?	Y N	Y N
...FW ...FV ...FN	...LW ...LV ...LN	...RW ...RV ...RN	...BW ...BV ...BN
fenestration	FELFEN.. Fenestration (tenths)	fenestration	fenestration

# 17. Specification of views

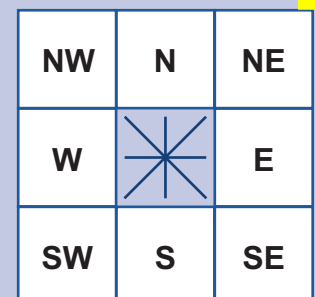


Is there any evidence from the air bricks of cavity wall insulation? FELCWIAB

Wind turbine present? FELWTUR

Roof Pitch (deg.) FELROOFP  
 Flat -15 16 - 26 27 - 39 40 - 50 50+  
 1 2 3 4 5

Orientation of Front Face FELORIEN







# SPSS WALLSTRU – of house/module (continued)

## FRONT VIEW FEXWS1..

## Wall structure

## FEXWS2.. BACK VIEW

Masonry cavity 1	Masonry cavity 2	Masonry single leaf	9" solid	>9" solid	In situ concrete	Concrete panels	Wood/metal/plastic panels
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N

(Tenths of area)	Masonry cavity 1	Masonry cavity 2	Masonry single leaf	9" solid	>9" solid	In situ concrete	Concrete panels	Wood/metal/plastic panels	
Net tenths of area	..TE								
Age	..AG								
Wall thickness (cm)	..CM								
Faults?	..FL	Y	N	Y	N	Y	N	Y	N
Rebuild/renew	..RN								
Repair	..RP								
Leave	..LV								
Urgent?	..UR	Y	N	Y	N	Y	N	Y	N
Replacement period	..TM								

# SPSS WALLFIN

## FEXWF1..

## Wall finish

## FEXWF2..

Rendered	Shiplap timber	Tile hung	Slip/tile faced	Wood/metal/plastic panels	
Y	N	Y	N	Y	N
Y	N	Y	N	Y	N

(Tenths of area)	Masonry pointing	Non-masonry natural	Rendered	Shiplap timber	Tile hung	Slip/tile faced	Wood/metal/plastic panels
Net tenths of area	..TE						
Age	..AG						
Faults?	..FL	Y	N	Y	N	Y	N
Render	..RE						
Renew/repair	..RN						
Isolated repair	..RP						
Paint	..PA						
Leave	..LV						
Urgent?	..UR	Y	N	Y	N	Y	N
Replacement period	..TM						

# SPSS DORMERS

## FEXDB1..

## Dormers and bays

## FEXDB2..

Single storey	Multi storey	Standard	Dormers	Roof	Porches	Conservatories	Balconies
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N

(Number)	Single storey	Bays	Multi storey	Standard	Dormers	Roof	Porches	Conservatories	Balconies
Present?	..PR	Y	N	Y	N	Y	N	Y	N
Number	..NO								
Age	..AG								
Faults?	..FL	Y	N	Y	N	Y	N	Y	N
Rebuild roof and walls	..RW								
Rebuild roof only	..RO								
Rebuild wall only	..WO								
Major repairs	..MJ								
Minor repairs	..MN								
Demolish	..DE								
Leave	..LV								
Urgent?	..UR	Y	N	Y	N	Y	N	Y	N
Replacement period	..TM								

# SPSS DAMPPC

## FEXDP1..

## Damp proof course

## FEXDP2..

Physical barrier	Injection DPC	None	
Y	N	Y	N
Y	N	Y	N

(Tenths of length)	Physical barrier	Injection DPC	None				
Tenths of length	..TE						
Faults?	..FL	N	Y	N	Y	N	
Replace/install	..RN						
Leave	..LV						
Urgent?	..UR	Y	N	Y	N	Y	N
Replacement period	..TM						

# For all conservatories SPSS INTERIOR

Closable door between conservatory and dwelling	FINCODOR
Footprint of conservatory (Sq. Meters) (Whole numbers only)	FINCOSIZ
Conservatory window type	FINCOWIN
Conservatory roof	FINCOROF
Fixed radiator or other fixed heater present?	FINCORAD



## 19. Around the house/module SPSS AROUND

### Underground drainage

Mains drainage present  Y  N **FCUDRAIN**

Faults to drains  Y  N **FCUFAULT**

HHSRS	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
<b>FEXHSPHY</b> Personal hygiene sanitation and drainage	1	2	3	4
Describe 'extreme risk' in Section 22				

### Rats and mice outside house/module **FCU...**

Evidence of mice? **..VERMC** Type of evidence  **..TRAPS**  **..CHEMS**  **..VISUA**  **..TOLDA**

Evidence of rats? **..VERAT**

Pets/livestock kept outside? **..PETSL**

Litter/rubbish around house/module

None	Minor	Major	<b>..LITTR</b>
1	2	3	

HHSRS	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
<b>FEXHSDHY</b> Domestic hygiene pests and refuse	1	2	3	4
Describe 'extreme risk' in Section 22				

### Parking provision of survey dwelling

ASK HOUSEHOLD

**..PR** **..LO** **..SP**  
Present? On plot? Car spaces

	Y	N	Y	N	
Integral garage <b>FCUINT...</b>					
Attached garage <b>FCUATT..</b>					
Detached garage <b>FCUDET..</b>					
Car port <b>FCUPOR..</b>					
Designated parking space(s) <b>FCUSPA..</b>					

Street parking **FCUSTR**

Adequate	Inadequate	None
1	2	3

Is there any off-plot parking located within 30 meters of the entrance to dwelling/module, with an even access route of less than 1:12 gradient? **FCUOPP**

### Cavity wall insulation summary

**FCWICH...**

Evidence of cavity wall insulation:

<b>..ME</b>	Area around meters (P5)
<b>..LS</b>	Loft space (P7)
<b>..OR</b>	Occupant response (P8)
<b>..EF</b>	Elevation features (P14)
<b>..AB</b>	Air bricks (P14)

Is there clear evidence that cavity wall insulation is present in the majority of the cavity walls? **FCWIPRES**

### Exposure

Is the dwelling exposed position? **FCUEXPOS**

Not exposed	Slightly exposed	Exposed	Very exposed
1	2	3	4

What is the average level of overshadowing of the dwelling windows? **FCUOSDW**

None or very little	Modest	Significant	Heavy
1	2	3	4

What is the level of overshadowing to the module roof? **FCUOSMR**

None or very little	Modest	Significant	Heavy
1	2	3	4

## 20. Block SPSS AROUND

Number of houses/modules in block

Detached house/module	Specify number	More than 50	<b>FBLBLOCK</b>
01	<input type="text"/>	75	

Approximate number of houses/modules in disrepair in block

Specify number	<b>FBLDEFEC</b>
<input type="text"/>	

# 21. Structural defects **SPSS STRUCTURE**

Any structural defects present?  Y  N

**IF YES, DESCRIBE BELOW**

**IF YES OR NO, COMPLETE HHSRS ASSESSMENT AT BOTTOM OF PAGE**

FST...	Defect ..DE	Action required?			Monitor/ examine further?		Action described elsewhere on form?		Action required on assumption problem is progressive														
		..AC			..MN		..EL		Any additional action required that is not accounted for elsewhere														
		Y	Y	N	Y	N	Y	N	Treatment?			Extent											
Roof sagging	..SAG..	Y	Y	N	Y	N	Y	N															
Roof humping	..HUM..	Y	Y	N	Y	N	Y	N															
Roof spreading	..SPR..	Y	Y	N	Y	N	Y	N	Tie-ing	..TI	Y	N	Number:	..NO									
									Other	..OT	Y	N	Specify	..SP									
Sulphate attack	..SUL..	Y	Y	N	Y	N	Y	N	Chimney-liner	..CL	Y	N	Linear metres	..LM			m						
									Other	..OT	Y	N	Specify	..SP									
Unstable parapets	..PAR..	Y	Y	N	Y	N	Y	N															
Wall bulging	..BUL..	Y	Y	N	Y	N	Y	N	Tie rods	..TR	Y	N	Number:	..TN									
									Strapping	..ST	Y	N	Number:	..SN									
									Other	..OT	Y	N	Specify	..SP									
Differential movement	..MOV..	Y	Y	N	Y	N	Y	N	Movement-joint	..MJ	Y	N	Linear metres	..LM			m						
									Other	..OT	Y	N	Specify	..SP									
Lintel failure	..LIN..	Y	Y	N	Y	N	Y	N	Replace lintels	..RN	Y	N	Number:	..NO									
Wall tie failure	..TIE..	Y	Y	N	Y	N	Y	N	Insert wall ties	..IN	Y	N	Wall area:	..WA			m <sup>2</sup>						
Unstable floors, stairs or ceilings	..UNS..	Y	Y	N	Y	N	Y	N															
Dry rot/Wet rot	..ROT..	Y	Y	N	Y	N	Y	N	Wall & timber treatment	..TR	Y	N	Basement	1	One room	2	One floor	3	..EX	Loft	4	Most of building	5
Wood-borer infestation	..BOR..	Y	Y	N	Y	N	Y	N	Timber treatment	..TR	Y	N	Basement	1	One room	2	One floor	3	..EX	Loft	4	Most of building	5
Adequacy of balconies / projections	..BAL..	Y	Y	N	Y	N	Y	N	Replace fixings	..RN	Y	N	Total number:	..NO									
									Other	..OT	Y	N	Specify	..SP									
Foundation settlement	..FOU..	Y	Y	N	Y	N	Y	N	Underpin	..UN	Y	N	Linear metres	..LM			m						
									Other	..OT	Y	N	Specify	..SP									
Integrity of structural frame	..ISF..	Y	Y	N	Y	N	Y	N	Making-good	..MG	Y	N	Wall area	..WA			m <sup>2</sup>						
									Replace frame	..RN	Y	N											
Integrity of wall panels	..IWP..	Y	Y	N	Y	N	Y	N	Replace fixings	..RN	Y	N	Total number:	..NO									
									Other	..OT	Y	N	Specify	..SP									
Boundary wall - unsafe height	..BWH..	Y	Y	N	Y	N			}	Replace	FSTBWRE	Wall area	FSTBWREA	m <sup>2</sup>									
Boundary wall - out of plumb	..BWP..	Y	Y	N	Y	N				Repair	FSTBWRP	Wall area	FSTBWRPA	m <sup>2</sup>									
Boundary wall - horizontal cracking	..BWC..	Y	Y	N	Y	N				Demolish	FSTBWDM	Wall area	FSTBWDMA	m <sup>2</sup>									
Unstable retaining wall	..RET..	Y	Y	N	Y	N	Y	N															
Any other problems	..OTH..	Y	Y	N	Y	N	Y	N	Specify	..ST			Specify	..SE									

<b>FSTHSSCO</b>	<b>HHSRS</b>			
	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
	1	2	3	4
Describe 'extreme risk' in Section 22				

**FSTHSSCO** Structural collapse and falling elements

## 22. Housing Health and Safety Rating System

Refer back to all the HHSRS flags. Consider each of the following hazards in turn in relation to the dwelling as a whole. Decide whether any hazards are significantly worse than average and need to be scored individually on pages 21 - 22. Decide if there are any other hazards listed below which represent an extreme risk. If yes, indicate below and describe risk. If there are no hazards to score move to the Local Area section on page 23.

### HAZARDS WHICH MAY REQUIRE SCORING

Hazard	Review whole survey form, especially:	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc <b>FHS...</b> ..STAIR	Check flags on pages 3, 10, 12, 17	1	2	3
Falling on level surfaces ..ONLEV	Check flags on pages 3, 10, 12, 17	1	2	3
Falling between levels ..BTLEV	Check flags on pages 3, 10, 12, 17	1	2	3
Fire ..FIRE	Check flags on pages 3, 10	1	2	3
Flames, hot surfaces, etc ..HOTSF	Check flags on pages 3, 10	1	2	3
Damp and mould growth ..DAMP	Check flags on pages 3, 10, 17		2	3

Are any hazards significantly higher than average (code 3)?  
If **Yes**, describe below and score hazard on pages 21-22

Y	N	FHSAHWA
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FHSMEAS

### OTHER HAZARDS IDENTIFIED AS POSING AN EXTREME RISK

Hazard	Review whole survey form, especially:	Extreme risk?
Falls associated with baths etc <b>FHSFBATH</b>	Check flag on page 4	Y
Entry by intruders <b>FHSENTRY</b>	Check flag on page 3	Y
Noise <b>FHSNOISE</b>	Check flag on page 3	Y
Collision and entrapment <b>FHSCENT</b>	Check flag on page 3	Y
Excess heat <b>FHSEXHT</b>	Check flag on page 3	Y
Lighting <b>FHSLIGHT</b>	Check flag on page 3	Y
Water supply for domestic purposes <b>FHSWATER</b>	Check flag on page 4	Y
Food safety <b>FHSFOOD</b>	Check flag on page 4	Y
Personal hygiene, sanitation and drainage <b>FHSPHYG</b>	Check flags on pages 4, 18	Y
Position and operability of amenities <b>FHSPOA</b>	Check flag on page 4	Y
Uncombusted fuel gas <b>FHSUNGAS</b>	Check flag on page 5	Y
Explosions <b>FHSEXPLO</b>	Check flag on page 5	Y
Electrical safety <b>FHSELS</b>	Check flag on page 5	Y
Carbon monoxide and fuel combustion products <b>FHSCO</b>	Check flag on page 6	Y
Domestic hygiene, pests and refuse <b>FHSDHYG</b>	Check flags on pages 3, 18	Y
Structural collapse and falling elements <b>FHSSCOLL</b>	Check flag on page 19	Y

If **Yes**, to any of the above, describe extreme risk below and specify treatment

FHSXRISK

Falling on stairs etc.

FHSST...

Significantly higher than average

Y N

FHSSTWA

Average Pre 1919

Likelihood of a <u>person over 60</u> having a fall leading to harm	..LIK				1800	1000	560	320	180	100	56	32	18	6	2
Likely outcome if a <u>person over 60</u> should fall	Class 1 Extreme % ..EX	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100	} Must not add up to >100.2%		
	Class 2 Severe % ..SV	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100			
	Class 3 Serious % ..SR	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100			

Action required

FHSST...	Action required?	Action	Coded elsewhere?	Quantity
..IHA	Y	Install handrail	..IHD Y N	Metres: ..IHQ
..IBA	Y	Install balustrade	..IBD Y N	Metres: ..IBQ
..CVA	Y	Cover dangerous balustrade/guarding	..CVD Y N	Metres: ..CVQ
..RPA	Y	Repair/replace internal staircase (S5)	..RPD Y	
..RDA	Y	Redesign internal, common or external staircase (design, not cond	..RDD N	Number: ..RDQ
..COA	Y	Repair/replace external/common staircase (S9)	..COD Y	
..EXA	Y	Repair/replace external steps (S11, S18)	..EXD Y N	Number: ..EXQ
..CSA	Y	Cover slippery stairs	..CSD Y N	Flights: ..CSQ
..LIA	Y	Repair/replace/provide additional lighting (S5, S9, S11)	..LID Y N	Number: ..LIQ
..ROA	Y	Remove obstacle	..ROD N	Number: ..ROQ

Falling on level surfaces etc.

FHSLV...

Significantly higher than average

Y N

FHSLVWA

Average

Likelihood of a <u>person over 60</u> having a fall leading to harm	..LIK				1000	560	320	180	100	56	32	18	6	2
Likely outcome if a <u>person over 60</u> should fall	Class 1 Extreme % ..EX	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100	} Must not add up to >100.2%		
	Class 2 Severe % ..SV	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100			
	Class 3 Serious % ..SR	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100			

Action required

FHSLV...	Action required?	Action	Coded elsewhere?	Quantity
..RFA	Y	Repair floors (S5, S9)	..RFD Y	
..RPA	Y	Repair paths/external surfaces (S11, S18)	..RPD Y	
..RTA	Y	Remove trip steps (S5, S9)	..RTD N	Number: ..RTQ
..RDA	Y	Redesign external pathways (S11, S18)	..RDD N	Metres: ..RDQ
..CVA	Y	Cover slippery surfaces	..CVD Y N	Sq m: ..CVQ
..LIA	Y	Repair/replace/provide additional lighting (S5, S9, S11)	..LID Y N	Number: ..LIQ
..ROA	Y	Remove obstacle	..ROD N	Number: ..ROQ

Falling between levels

FHSBT...

Significantly higher than average

Y N

FHSBTWA

Average

Likelihood of a <u>child under 5</u> having a fall leading to harm	..LIK	5600	3200	1800	1000	560	320	180	100	56	32	18	6	2
Likely outcome if a <u>child under 5</u> should fall	Class 1 Extreme % ..EX	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100	} Must not add up to >100.2%	
	Class 2 Severe % ..SV	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		
	Class 3 Serious % ..SR	0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100		

Action required

FHSBT...	Action required?	Action	Coded elsewhere?	Quantity
..WCA	Y	Install window safety catches	..WCD Y N	Number: ..WCQ
..LIA	Y	Repair/replace/provide additional lighting (S5, S9, S11)	..LID Y N	Number: ..LIQ
..BUA	Y	Brick-up dangerous opening / raise cill height	..BUD N	Number: ..BUQ
..BAA	Y	Repair/replace balconies (S9, S18)	..BAD Y	
..PLA	Y	Repairs to plot (S11, S18)	..PLD Y	
..GBA	Y	Repair/replace existing guarding/balustrading (S5, S9, S11, S18)	..GBD Y	
..GIA	Y	Install new guarding/balustrading/cover	..GID N	Metres: ..GIQ
..ROA	Y	Remove obstacle	..ROD N	Number: ..ROQ

# SPSS HHSRS

## Fire

### FHSFR...

Significantly higher than average  
Average Ave flat

Y N FHSFRWA

Likelihood of a fire occurring leading to harm if occupied by a person over 60

5600	3200	1800	1000	560	320	180	100	56	32	18	6	2
------	------	------	------	-----	-----	-----	-----	----	----	----	---	---

Likely outcome if occupied by a person over 60

Class 1 Extreme % **..EX**  
Class 2 Severe % **..SV**  
Class 3 Serious % **..SR**

0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100

Must not add up to >100.2%

Action required

FHSFR...	Action required?	Action	Coded elsewhere?	Quantity
<b>..ELA</b>	Y	Repair/replace electrical system (S5)	<b>..ELD</b> Y	
<b>..SOA</b>	Y	Provide additional sockets	<b>..SOD</b> N	Number: <b>..SOQ</b>
<b>..HTA</b>	Y	Repair/replace or reposition heater (S5)	<b>..HTD</b> Y N	Number: <b>..HTQ</b>
<b>..RCA</b>	Y	Relocate cooker	<b>..RCD</b> N	Number: <b>..RCQ</b>
<b>..RKA</b>	Y	Re-fit, extend, re-site kitchen (S5)	<b>..RKD</b> Y N	Number: <b>..RKQ</b>
<b>..CAA</b>	Y	Repair/Install precautions to common areas (S9)	<b>..CAD</b> Y N	Sq m: <b>..CAQ</b>
<b>..PSA</b>	Y	Replace non fire resistant/smoke permeable structure/poly. tiles	<b>..PSD</b> Y N	Sq m: <b>..PSQ</b>
<b>..USA</b>	Y	Upgrade stairway to protected route	<b>..USD</b> Y N	Flights: <b>..USQ</b>
<b>..HSA</b>	Y	Replace inadequate heating system	<b>..HSD</b> N	
<b>..FWA</b>	Y	Provide fire stop wall to loft space	<b>..FWD</b> N	Number: <b>..FWQ</b>
	Y	Provide self-closing doors	<b>..SCD</b> Y N	Number: <b>..SCQ</b>
<b>..IDA</b>	Y	Install smoke detection measures	<b>..IDD</b> Y N	Number: <b>..IDQ</b>
<b>..OWA</b>	Y	Provide suitable openable windows/doors for MOE (S5, S9)	<b>..OWD</b> N	Number: <b>..OWQ</b>
<b>..FEA</b>	Y	Provide fire escape	<b>..FED</b> N	Flights: <b>..FEQ</b>
<b>..ROA</b>	Y	Remove obstacle	<b>..ROD</b> N	Number: <b>..ROQ</b>

## Flames, hot surfaces etc.

### FHSHS...

Significantly higher than average

Y N FHSHSWA

Likelihood of a child under 5 being burnt/scalded

			1000	560	320	180	100	56	32	18	6	2
--	--	--	------	-----	-----	-----	-----	----	----	----	---	---

Likely outcome if a child under 5 is burnt/scalded

Class 1 Extreme % **..EX**  
Class 2 Severe % **..SV**  
Class 3 Serious % **..SR**

<0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100
0.1	0.2	0.5	1	2.2	4.6	10	21.5	31.6	46.4	100

Must not add up to >100.2%

Action required

FHSHS...	Action required?	Action	Coded elsewhere?	Quantity
<b>..RHA</b>	Y	Repair, replace or reposition heater, heating or hot water pipes, or cov	<b>..RHD</b> Y N	Number: <b>..RHQ</b>
<b>..RCA</b>	Y	Relocate cooker	<b>..RCD</b> N	Number: <b>..RCQ</b>
<b>..RKA</b>	Y	Re-fit, extend, re-site kitchen (S5)	<b>..RKD</b> Y N	Number: <b>..RKQ</b>
<b>..ROA</b>	Y	Remove obstacle	<b>..ROD</b> N	Number: <b>..ROQ</b>

## Damp and Mould Growth

### FHSDA...

Significantly higher than average

Y N FHSDAWA

Likelihood of a person under 15 suffering illness

				560	320	180	100	56	32	18	6	2
--	--	--	--	-----	-----	-----	-----	----	----	----	---	---

Action required

FHSDA...	Action required?	Action	Coded elsewhere?	Quantity
<b>..RDA</b>	Y	Treat rising damp (S5, S18)	<b>..RDD</b> Y	
<b>..PDA</b>	Y	Treat penetrating damp, leaking pipes and services (S5, S18)	<b>..PDD</b> Y N	Number: <b>..PDQ</b>
<b>..EXA</b>	Y	Condensation - extractor fans to install/repair (S5)	<b>..EXD</b> N	Number: <b>..EXQ</b>
<b>..WIA</b>	Y	Condensation - repair/provide opening window (S9, S18)	<b>..WID</b> Y N	Number: <b>..WIQ</b>
<b>..HTA</b>	Y	Repair/replace/improve heating system (S5)	<b>..HTD</b> Y N	Number: <b>..HTQ</b>
<b>..INA</b>	Y	Improve Insulation (S5, S6, S16, S18)	<b>..IND</b> Y	



## 24. Local area

Clearly define an area of manageable size before completing this page.

Nature of area

**FARNATUR**

Urban			Rural		
Commercial City/town centre 1	Urban 2	Suburban residential 3	Rural residential 4	Village centre 5	Rural 6

Number of dwellings in area

**FARDWELL**

Under 25 1	25-49 2	50-99 3	100-299 4	300-499 5	500+ 6	Isolated 7	If isolated go to visual quality
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Predominant age

**FARPRAGE**

Pre 1919 1	1919-1944 2	1945-1964 3	1965-1980 4	Post 1980 5	None 6
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Predominant residential building type

**FARTYPES**

Houses				Flats				Mixed houses and flats 9
Terraced 1	Semi-detached 2	Detached 3	Mixed houses 4	Converted flats 5	Low rise flats 6	High rise flats 7	Mixed flats 8	

Predominant tenure as built

**FARTENUR**

Privately built 1	Local authority built 2	Housing association built 3	Mixed tenure 4	Impossible to ascertain 9
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### Estate

Number of dwellings on estate

**FARESTAT**

Not on estate 8	Same as area 1	Under 25 2	25-49 3	50-99 4	100-299 5	300-499 6	500+ 7
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If area is L.A. estate, % of RTB dwellings

**FARRTB**

Not on L.A. estate 8	None (0%) 1	1-10% 2	11-25% 3	26-50% 4	51-75% 5	76-99% 6	100% 7
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Visual quality of local area **FARQUALI**

Best						Worst
1	2	3	4	5	6	7

### Problems in local area

		No problems			Major problems	
Litter/rubbish/dumping	<b>FARLITTR</b>	1	2	3	4	5
Graffiti	<b>FARGRAFF</b>	1	2	3	4	5
Vandalism	<b>FARVANDA</b>	1	2	3	4	5
Dog/other excrement	<b>FAREXCRE</b>	1	2	3	4	5
Condition of dwellings	<b>FARCOND</b>	1	2	3	4	5
Vacant sites	<b>FARSITES</b>	1	2	3	4	5
Intrusive industry	<b>FARINDUS</b>	1	2	3	4	5
Non-conforming uses	<b>FARNOCON</b>	1	2	3	4	5
Vacant/boarded-up buildings	<b>FARVACNT</b>	1	2	3	4	5
Ambient air quality	<b>FARAIRQU</b>	1	2	3	4	5
Heavy traffic	<b>FARTRAFF</b>	1	2	3	4	5
Intrusion from motorways/main roads	<b>FARMOTOR</b>	1	2	3	4	5
Railway/aircraft noise	<b>FARRAILS</b>	1	2	3	4	5
Nuisance from street parking	<b>FARPARKS</b>	1	2	3	4	5
Scruffy gardens/landscaping	<b>FARGRDNS</b>	1	2	3	4	5
Scruffy/neglected buildings	<b>FARBLDGS</b>	1	2	3	4	5
Condition of road, pavements and street furniture	<b>FARROADS</b>	1	2	3	4	5



## English Housing Survey - Backup Sheet

Only use the backup sheet when the normal label barcode will not work or for additional surveys where the barcode is not available.

- 1) **Mark the 'Edit form' box on page one of the survey form, but do not mark 'Activate scan' box**
- 2) Write the correct barcode in the blank boxes at the top of the grid [this is for your reference only]
- 3) Put a mark into the corresponding blue [numbers] active boxes
- 4) If the green light appears the pen should now be ready for use. Please note the pen will not buzz 3 times as it would when normally scanning the barcode.

If the red light shows, the procedure must be repeated from 1) again.

Finally please **do not** forget to enter any leading zeros in the survey number boxes.

Please mark Surveyor ID followed by Survey Code in the relevant box below the written number	<b>Surveyor ID</b>	<b>Survey Code</b>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="0"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="0"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="1"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="1"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="2"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="2"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="3"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="3"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="4"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="4"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="5"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="5"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="6"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="6"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="7"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="7"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="8"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="8"/>
	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="9"/>	<input style="width: 30px; height: 25px; border: 1px solid black;" type="text" value="9"/>

**Mark the 'Edit form' box on page one of the survey form, but do not mark 'Activate scan' box**

Notes: