



Ministry of Housing,  
Communities &  
Local Government

bre



2018/19

# Digital pen procedure

## 1. Surveyor name

1) Write surveyor name

## 2. Edit form

2) Mark the 'Edit form' box

3) Write unique survey number (01-99)

### Survey Code

3.	<div></div>	<div></div>
4.	<div>0</div>	<div>0</div>
	<div>1</div>	<div>1</div>
	<div>2</div>	<div>2</div>
	<div>3</div>	<div>3</div>
	<div>4</div>	<div>4</div>
	<div>5</div>	<div>5</div>
	<div>6</div>	<div>6</div>
	<div>7</div>	<div>7</div>
	<div>8</div>	<div>8</div>
	<div>9</div>	<div>9</div>

4) Code unique survey number

## SPSS FIRSTIMP

### 1. Survey record

	FRECL1... Visit 1	FRECL2... Visit 2	FRECL3... Visit 3	FRECL4... Visit 4	FRECL5... Visit 5
Visit / telephone call made	Y N	Y N	Y N	Y N	Y N
Was this a booked appointment?	Y N	Y N	Y N	Y N	Y N
	Day Month	Day Month	Day Month	Day Month	Day Month
Record date of this call	Y N	Y N	Y N	Y N	Y N
(24 hour clock)	Hr mm	Hr mm	Hr mm	Hr mm	Hr mm
Start time	Y N	Y N	Y N	Y N	Y N
Finish time	Y N	Y N	Y N	Y N	Y N
Outcome					
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
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

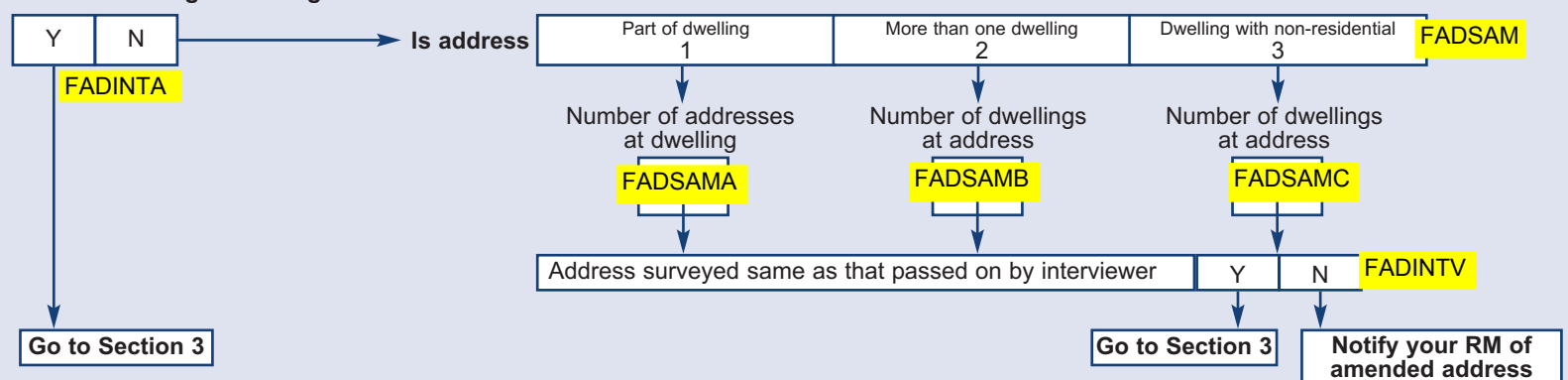
Reason for non survey:

FRENOSV

## SPSS FIRSTIMP

### 2. Dwelling identification

Is the dwelling address passed on to you by the interviewer a single dwelling?



### 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
HMO premises: discuss with RM if necessary complete questions on page 8					

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

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

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

<b>If occupied:</b> how long have the current occupants lived here? Years <input type="text"/> Months <input type="text"/> <b>FODLIVEY</b> <b>FODLIVEM</b>	<b>If vacant:</b> how long has the dwelling been vacant? Years <input type="text"/> Months <input type="text"/> <b>FODVACNY</b> <b>FODVACNM</b>
--	---

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

Day <input type="text"/>	Month <input type="text"/>	Year <input type="text"/>
<b>FODEXDAY</b>	<b>FODEXMON</b>	<b>FODEXYRS</b>

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

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

### IDENTIFY MODULE NOW

**SPSS FIRSTIMP**

### 4. Module associated with the address surveyed

House (single unit) 1	Converted building (multiple units) 2	Purpose built flats (multiple units) 3
<b>FMODULE</b>		
Have all the accommodation units exclusive use of key amenities?		
Yes - sole use 1	Mix (e.g. some sole use, some shared amenities) 2	No (all units share at least one amenity) 3
<b>FMODISSC</b>		
Number of units with exclusive use of amenities		<b>FMODSC</b>
Number of units which share amenities		<b>FMODNON</b>

Go to Section 5

## SPSS INTERIOR

## 5. Interior

	..LIV.. Living room	..KIT.. Kitchen	..BED.. Bedroom	..BAT.. Bathroom	..CIR.. Circulation
Does room exist?	FIN...EX	Y N	Y N	Y N	Y N
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
Ceiling height (metres)	FIN...CL				
Width (metres)	FIN...WI				
Depth (metres)	FIN...DE				

## Ceilings (answer in tenths)

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..
Faults?	FINCLGFL	Y N	Y N	Y N	Y N
Take down and re...	FINCLGRN				
Isolated repair, fill cracks	FINCLGRP				
Leave	FINCLGLV				

## Floors (answer in tenths)

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..
Solid floors?	FINFLRSF	Y N	Y N	Y N	Y N
Faults?	FINFLRFL	Y N	Y N	Y N	Y N
Replace structure	FINFLRRN				
Replace only boards or screed	FINFLRRP				
Leave	FINFLRLV				

## Walls (answer in tenths)

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..
Faults?	FINWLSFL	Y N	Y N	Y N	Y N
Rebuild partition wall	FINWLSRN				
Hack-off, replaster	FINWLSPL				
Isolated repair, fill cracks	FINWLSRP				
Leave	FINWLSLV				
Dry lining present?	FINWLSDL	Y N	Y N	Y N	Y N
Internal insulation	FINWLSII	Y N	Y N	Y N	Y N

## Doors (answer in numbers)

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..
Faults?	FINDRSFL	Y N	Y N	Y N	Y N
Renew	FINDRSRN				
Repair/rehang	FINDRSRP				

## Windows/Frames

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..
Faults?	FINWNDFL	Y N	Y N	Y N	Y N
Means of escape?	FINWNDES	Y N	Y N	Y N	Y N
Secondary glazing for sound insulation?	FINWNDSI	Y N	Y N	Y N	Y N
Trickle vents to room?	FINWNDTV	Y N	Y N	Y N	Y N

## Heating &amp; Services

	..LIV..	..KIT..	..BED..	..BAT..	..CIR..
CH/prog. appliance?	FINHTGCH	Y N	Y N	Y N	Y N
Fixed other heater?	FINHTGFX	Y N	Y N	Y N	Y N

## Defects FINDFX...

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

## SPSS INTROOMS

	..GAR.. Integral garage	..BAL.. Integral balcony	..EX1.. Extra room 1	..EX2.. Extra room 2	..EX3.. Extra room 3	..EX4.. Extra room 4	..EX5.. Extra room 5	..EX6.. Extra room 6	..EX7.. Extra room 7	Habitable rooms (specify No)
Does room exist?	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)										
Function (L, K, S, T, D)										

## 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 Applicable
Main entrance door	..ME	2	3	4	5	
Other external doors	..OT	2	3	4	5	8
Accessible windows	..WN	2	3	4	5	8

Burglar alarm present?	..BA	Y N
Door viewer present?	..VW	Y N
Smoke detector(s)	..SM	Y N
Carbon monoxide detector? Clarify with household	..CO	N
Sprinkler system present inside dwelling?	..SS	Y N

## Adaptions and accessibility

Flush threshold <15mm?	Y N	FINFLUSH
Room on entrance level suitable for bedroom?	Y N	FINBEDEN
Bathroom at entrance level?	Y N	FINBATEN
WC at entrance level?	Y N	FINWCEN
Wheelchair accessible WC at entrance level?	Y N	FINWAWEN
Change in floor level/trip steps at entrance level?	Y N	FINTRPEN
Doorsets and circulation meet requirement M4(1)?	Y N	FINCIRCU
Straight stairs with landings >900mm?	Y N	FINLANDS

## Adaptations for disabled people

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

## 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

	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

## SPSS AMENITY

## 5. Interior – amenities

## Kitchen amenities

		..PR		..WK		..AC			
		Present	Working	None	Minor repair	Major repair	Replace	Install	
Cold water drinking supply?	FINCLD...	Y	N	1	2	3	4	5	
Hot water?	FINHOT...	Y	N	1	2	3	4	5	
Sink?	FINSNK...	Y	N	1	2		4	5	
Fixed waste?	FINWST...	Y	N	1	2		4	5	
Cooking provision?	FINCOK...	Y	N	1	2	3	4	5	
Cupboards?	FINCUP...	Y	N	1	2	3	4	5	
Worktop	FINWRK...	Y	N	1	2	3	4	5	
Extractor fan?	FINKXT...	Y	N	Y	N				

## Drinking water supply pipework

	Pipework seen	Lead present	Mains
Before stopcock?	FINPIPEB	FINLEADB	FINMAINS
After stopcock?	FINPIPEA	FINLEADA	

Y	N	Adequate cooker space?	FINCOOKR
Y	N	Adequate cupboard units?	FINCUPUN
Under 1.5m	1.5 - 3m	Over 3m	Worktop (metres)
1	2	3	FINWORKT

Are there significant problems with: Space

Y	N	Kitchen adapted for disabled use?	FINKITDU
Y	N	Layout	FINKDFLA
Y	N	Cleanability	FINKDFCB

FINKITLR

	Original	Pre 1960	1960's	1970's	1980's	1990's	2000's	2010's	In progress
Kitchen amenities last refurbished	9	1	2	3	4	5	6	7	8

Actual date of kitchen refurbishment (if known)

FINKITRE

## Bathroom amenities

		..PR		..WK		..HC		..AC				Floor		
		Present	Working	Hot & cold water	None	Minor repair	Major repair	Replace	Install	Basement	Ground	Specify		
Bath/shower?	FINBAT...	Y	N	Y	N	1	2		4	5	BB	GG		
Wash hand basin?	FINWHB...	Y	N	Y	N	1	2		4	5	BB	GG		
W.C.?	FINLOO...	Y	N	Y	N	1	2	3	4	5	BB	GG		
Extractor fan in bathroom?	FINBXT...	Y	N	Y	N									

Are there significant problems with: Space

Y	N	Is any bathroom adapted for disabled use?	FINBATDU
Y	N	Layout	FINBDFLA
Y	N	Cleanability	FINBDFCB
Y	N	Location	FINBDFLO

FINBATLR

	Original	Pre 1960	1960's	1970's	1980's	1990's	2000's	2010's	In progress
Bath/shower last refurbished	9	1	2	3	4	5	6	7	8

Actual date of bath/shower refurbishment (if known)

FINBATRE

Does any shower have level access?

	Basement	Ground	Specify
Y	Y	GG	FINSWRLF

## Secondary amenities

		..PR		..WK		..HC		..FL			Floor		..ES	
		Present	Working	Hot & cold water	None	Minor repair	Major repair	Replace	Install	Basement	Ground	Specify	In bedroom/en-suite	
Second kitchen?	FIN2KI...	Y	N	Y	N	BB	GG							
Second bath/shower?	FIN2BT...	Y	N	Y	N	BB	GG					Y	N	
Second wash hand basin?	FIN2WH...	Y	N	Y	N	BB	GG					Y	N	
Second W.C.?	FIN2LO...	Y	N	Y	N	BB	GG					Y	N	

..IN  
Internal?

## 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.	1	2	3	4
Water Supply	1	2	3	4
Food Safety	1	2	3	4
Personal hygiene, sanitation and drainage	1	2	3	4
Position and operability of amenities	1	2	3	4

Describe 'extreme risk' in Section 22

## SPSS SERVICES

## 5. Interior - Primary services

FINGASAC

## Gas system

		Action					
		None	Minor Repair	Major Repair	Replace		
Present?	FINGASPR	Mains supply?	FINGASMS	1	2	3	4

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

## Electrical system

Present?	FINELEPR	Normal mains supply?	FINELEMS	Smart meter?	FINELETM	Off-peak supply?	FINOPELE
----------	----------	----------------------	----------	--------------	----------	------------------	----------

Location of meters	FINELEDC	Under stairs or on wall	Special cupboard	External access to meter	Mixture	Unknown
		1	2	3	4	5
Type of wiring	FINELEWI	Lead or rubber covered	PVC sheathed		Mixture	Unknown
		1	2		4	5
Earthing wires	FINELEEA	Unsheathed or green cover	Yellow and green sheath		Mixture	Unknown
		1	2		4	5
Consumer unit arrangement	FINELECU	Separate fuse boxes for in circuit	One or two "covered boxes"	One or two "accessible boxes"	Mixture	Unknown
		1	2	3	4	5
Overload protection	FINELEOP	Wire fuses	Cartridge fuses	MCB's	Mixture	Unknown
		1	2	3	4	5
Personal protection	FINELEPP	No RCD's	RCD in consumer unit	Separate RCD's	Mixture	Unknown
		1	2	3	4	5
Type of Consumer unit	FINELETC	Metal	Plastic			Unknown
		1	2			5
Is there room to add additional circuits within the Consumer unit?	FINELEAD	Yes	No			Unknown
		1	2			5
Action	FINELEAC	None	Minor Repair	Major Repair	Replace	Install
		1	2	3	4	5

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

## % of fixed lighting that is low energy

FINLOWLI	00	10	20	30	40	50	60	70	80	90	100
----------	----	----	----	----	----	----	----	----	----	----	-----

## Cavity wall insulation

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

## Whole House Ventilation

None / Windows	FINWHVEN	Intermittent fans	Continuous Individual fans	Passive Stack	Centralised Distribution Systems	
1	2	3	4	5	6	
					Without Heat Recovery	With Heat Recovery (MVHR)

Total number of open fireplaces

FINNOFIR
----------

## SPSS SERVICES

## 5. Interior – space heating

## Primary heating

**FINCHLOC**  
Location of system

Individual 1	Communal system		
	Estate 2	Block 3	Group of dwellings 4

If communal, number of dwellings served: **FINCHNOD**

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

Main heat source in winter? (ask household)

**FINCHTYP**

If present: **Primary heating group**

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

**Distribution type**

Radiators 1 <b>FINDISTY</b>	Underfloor 2
--------------------------------	-----------------

**Primary heating fuel** **FINMHFUE**

Gas			Oil	Solid fuel			Biomass	Electricity				Communal		
Mains 01	Bulk LPG 02	Bottled 03	04	Coal 05	Smokeless fuel 06	Anthracite 07	08	Standard 09	7 hr tariff 10	10 hr tariff 11	24 hr tariff 12	CHP/Waste heat 13	From boiler not Biomass 14	From boiler Biomass 15

**FINMHBIT**  
Biomass type

Wood chips 1	Wood logs 2	Wood pellets 3	Gas 4	Oil 5
-----------------	----------------	-------------------	----------	----------

**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	Heat pump 8	Unknown 9
--------------------------------	------------------	-----------------------------------	-----------------	-----------------------	------------------------------------	----------------	----------------	--------------

passive flue gas heat recovery

Y <b>FINPHHRD</b>	N
-------------------	---

**CRITICAL INFORMATION FROM TABLE**

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

Code: **FINCHBCD**

Clarify with household

Primary heating system working? **FINCHWRK**

**Primary heating appliance**

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

**Primary heating distribution**

<b>FINCHDAC</b> 2	3	4	<b>FINCHDAG</b>
-------------------	---	---	-----------------

Clarify with household

**If boiler (or heat pump) system:**

Manufacturer name: **FINCHBMA**

Model name/number: **FINCHBMO**

**Primary heating controls (non storage heaters)**

Present?

Overall on/off <b>FINCHOFF</b>	Y	N	U
Boiler thermostat <b>FINCHTHE</b>	Y	N	U
Mechanical time control <b>FINCHMTC</b>	N	U	
Digital time control <b>FINCHDTC</b>	Y	N	U
Weather compensator <b>FINCHWCM</b>	N	U	
Time and temperature zone control <b>FINCHTZC</b>			
Radiator controls (manual) <b>FINCHCON</b>		U	

TRV / appliance thermostat **FINCHTRV** U

Mechanical room thermostat **FINCHMRC** U

Digital room thermostat **FINCHDRT** N U

Smart room thermostat **FINCHSRT** N U

TPI Thermostat **FINCHTPI** Y N U

Programmable thermostat **FINCHPTT** N U

Modulating thermostat **FINCHMTT** N U

**Primary heating controls (storage heaters)**

Present?

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

No **FINCHMNO**

**FINCHDNO**

**FINCHSNO**

**FINCHTNO**

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

Action					Age	
None	Minor repair	Major repair	Replace			
<b>FINOHACT</b>	3	4	<b>FINOHAGE</b>			

HHSRS <b>FINHSCO</b>	Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
Carbon monoxide and fuel combustion products	1	2	3	4
Describe 'extreme risk' in Section 22				



## SPSS SERVICES

### Hot water system

Present?	FINWHEAT
----------	----------

If present indicate all systems available

	...PR Present?	Main water heating system	Fuel	Action				...AG Age									
				None	Minor repair	Major repair	Replace										
Boiler with central heating	FINWHC...	N	Y														
Boiler (water heating only)	FINWHO...	N	Y	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Coal 05	Smokeless 06	Anthracite 07	Biomass 08	1	2	3	4		
Back boiler (water heating only)	FINWHX...		Y	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Coal 05	Smokeless 06	Anthracite 07	Biomass 08	1	2	3	4		
Single immersion heater	FINWSI...	Y	N	Y	Standard 09	7 hr tariff 10	10 hr tariff 11	24 hr tariff 12					1	2	3	4	
Dual immersion heater	FINWDI...	Y	N	Y	Standard 09	7 hr tariff 10	10 hr tariff 11	24 hr tariff 12					1	2	3	4	
Separate instantaneous heater	Single Point	FINWSP..	Y	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Standard 09					1	2	3	4	
	Multi Point	FINWMP..	Y	Mains gas 01	Bulk LPG 02	Bottled gas 03	Oil 04	Standard 09					1	2	3	4	
Communal	FINWHL...	Y	N	Y	CHP/waste 13	From boiler 14											
Other	FINWOT...	Y	N	Y	Specify:						Fuel from facing page	FINWOTFU					

### Cylinder present?

FINWHCYL
----------

### Cylinder seen?

FINWHCSN
----------

### 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?	Y	N	U	FINWHCEN
Separate time control for water heating	Y	N	U	FINWHTHE
Cylinder thermostat	Y	N	U	

## 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	<b>GO TO SECTION 7</b>							
Loft information from:	FLIINFOR	Inspection 1	Occupant 2	No loft (flat or very shallow pitched roof) 8	no information 9	<b>GO TO SECTION 7</b>							
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?											
If yes, describe and transfer to Section 21	FLIDESC												

SPSS HQ

7. Household questionnaire

Questions asked? 

Y	N
---	---

**FHQASKED**

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

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

**FHQCAVIT**  
Record in elevation features (section 16) if seen and complete wall insulation summary (section 19)

2. Do you have **internal wall insulation**? 

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

**FHQINSWI**  
Record in walls (section 5) if seen and complete wall insulation summary (section 19)

3. Do you have **external wall insulation**? 

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

**FHQEXTWI**  
Record in elevation features (section 16) if seen and complete wall insulation summary (section 19)

4a. Are any of your **floors in contact with the ground insulated**? 

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

**FHQFLINS**

4b. **Percentage of floors in contact with the ground with insulation present**

25%	50%	75%	100%
1	2	3	4

**FHQPERCE**

5. Do you have a **working smoke detector on every floor of the dwelling**? 

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

**FHQSMOKE**

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

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

**FHQGARAG**

7. Do you have a water meter? 

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

**FHQWAMET**

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

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

**FHQWMCH**

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

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

**FHQWASTE**

10. Does any part of your home get uncomfortably hot?  
(even when your heating is off and the windows are open) 

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

**FHQOHANY**

11. **If yes**, which rooms are particularly affected. 

Bedrooms	Living rooms	Attic room	Conservatory
<b>FHQOHBED</b>	<b>FHQOHLIV</b>	<b>FHQOHATT</b>	<b>FHQOHCON</b>

COMPLETE FOR HMO USE ONLY

Number of accommodation units in dwelling	<b>FMONUMAC</b>	Number of shared kitchens	<b>FMOSHKIT</b>
Number of households in dwelling/occupied units	<b>FMONUMHH</b>	Total number of WC's	<b>FMOTOTWC</b>
Total number of occupants in dwelling	<b>FMONUMOC</b>	Number of shared WC's	<b>FMOSHWC</b>

## SPSS FLATDETS

## Plan of flat

**Draw plan of module and locate flat within it. Show if measurements have been rectangularised**

[illegible]

## Tenths of wall exposed

(Columns add up to 10)

**Wall exposed**  
(Columns add up to 10)

	Front wall	Fenestration area m <sup>2</sup>	Back wall	Fenestration area m <sup>2</sup>	Left wall	Fenestration area m <sup>2</sup>	Right wall	Fenestration area m <sup>2</sup>
To outside air	FDFFR00A	FDFFR0FA	FDFBCKOA	FDFBCKFA	FDFLFTOA	FDFLFTFA	FDFRIGOA	FDFRIGFA
To internal accessways	FDFFR0IA		FDFBCKIA		FDFLFTIA		FDFRIGIA	
To other flats	FDFFR0OF		FDFBCKOF		FDFLFTOF		FDFRIGOF	

(For Fenestration area use whole numbers only)

(For Fenestration area use whole numbers only)

FDFENTRY

Entry floor to dwelling proper

(level of first actual accommodation)

Basement	Ground	Specify	Unknown
BB	GG	FDFENTYN	99

### Dimensions of flat (internal and rectangularised)

The diagram illustrates the structure of the data table for a building's floor plan. It shows a grid of data points for a building with 2 floors. The columns are labeled: "No. of floors in flat", "Level (B, G, 1, 2 etc)", "Width (metres)", and "Depth (metres)". The rows are labeled: "Main floor" and "Next floor". The data points are represented by colored boxes: yellow for "FDFMAINL", "FDFMAINN", "FDFMAINW", "FDFMAIND", "FDFNEXTL", "FDFNEXTN", "FDFNEXTW", and "FDFNEXTD"; green for "FDFNEXTL", "FDFNEXTN", "FDFNEXTW", and "FDFNEXTD"; and blue for "FDFMAINL", "FDFMAINN", "FDFMAINW", and "FDFMAIND". A central box labeled "FDFSAMED" with an arrow points to the "FDFNEXTL", "FDFNEXTN", "FDFNEXTW", and "FDFNEXTD" boxes, indicating that these values are the same as the corresponding values in the "Main floor" row.

**If yes, record at section 13**

## SPSS COMM MAC

## 9. Common parts of module.

## Common parts exist

FCPPRES NO, GO TO SECTION 10

Does access/area exist? FCPEXIST

Balcony/Deck/Corridor/Lobby FCPTYPES

Spacious/Average/Tight FCPSIZES

Enclosed? FCPENCLO

In module? FCPINMOD

Working?

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

Lift controls accessible to wheelchair user

Lift controls accessible to a visually impaired person

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

Faults? FCPFLRFL	Y	N	Y	N	Y	N
Modify structure FCPFLRMO						
Renew surface FCPFLRRN						
Repair surface FCPFLRRP						

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

Faults? FCPWLSFL	Y	N	Y	N	Y	N
Modify structure FCPWLSMO						
Renew surface FCPWLSRN						
Repair surface FCPWLSRP						
Repaint surface FCPWLSPA						

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

Faults? FCPCLNFL	Y	N	Y	N	Y	N
Modify structure FCPCLNMO						
Renew surface FCPCLNRN						
Repair surface FCPCLNRP						
Repaint surface FCPCLNPA						

## Access doors/screens (answer in numbers)

Faults? FCPAXDFL	Y	N	Y	N	Y	N
Replace FCPAXDRN						
Repair/rehang FCPAXDRP						
Repaint FCPAXDPA						

## Accessway windows (answer in numbers)

Faults? FCPAXWFL	Y	N	Y	N	Y	N
Replace FCPAXWRN						
Repair FCPAXWRP						
Repaint FCPAXWPA						

## Accessway lighting (answer in numbers)

Faults? FCPAXLFL	Y	N	Y	N	Y	N
Replace light fittings FCPAXLFT						
Replace light switches FCPAXLSW						

## Balustrades (answer in metre lengths)

Faults? FCPBALFL	Y	N	Y	N	Y	N
Replace FCPBALRN						
Repair FCPBALRP						

## SPSS COMMON

## Security of module

FCPACCES

Type of access

Multiple access	Single access	Restricted access
1	2	3

...PR

Present?

...WK

Working?

...IN

In module?

FCPCON... Concierge system

FCPENT... Door entry system

Y	N	Y	N	Y	N
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

...PR

Present

Action ...AC

None Minor Major Renew

Protection to stairs/lobbies? FCPPRO...	Y	N	1	2	3	4
Self closing fire doors? FCPCLO...	Y	N	1	2	3	4
Fire extinguishers? FCPEXT	Y	N	1	2	3	4
Emergency lighting? FCPEML...	Y	N	1	2	3	4
Sign posting? FCPSGN...	Y	N	1			4
Safe practices? FCPSAF...	Y	N				
Alternative route? FCPALT...	Y	N				
Alarm system? FCPALM...	Y	N	1	2	3	4
Sprinkler system? FCPSPR...	Y	N				

## Contribution to problems (within survey module)

	None	Minor	Major
Vandalism FCPVANDA	1	2	3
Graffiti FCPGRAFF	1	2	3
Litter/rubbish FCPLITTR	1	2	3

## HHSRS - common areas (affecting flat surveyed)

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

If '3', score HHSRS in Section 22

## SPSS NUMFLATS

## 10. Number of flats in module

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

Number of flats  
in module

Specify FNOFLATS	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 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

If 'dwelling with  
non residential':  
non residential use

No non residential 88				Specify % <input type="text"/>	Unknown 99		
Not 'dwelling with non residential' 8	Shop/ business 1	Office 2	Industrial/ Institutional 3	Surgery 4	Public House 5	Hotel 6	Other 7 FNOREOTH

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 type="text"/>
--	---------------------------------

## SPSS SHARED

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

Do shared facilities/services exist **FFCSHARE** = NO, GO TO SECTION 12

## Stores and common rooms

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

## Common/electrical services

	...PR Present?	Action ...AC		
		None	Minor	Major
CCTV <b>FFCCCT...</b>	Y N	1	2	3
TV reception <b>FFCTVR...</b>	Y N	1	2	3
Lightning conductors <b>FFCHTG...</b>		1	2	3
Communal heating <b>FFCHEA...</b>	N	1	2	3
Burglar alarm system <b>FFCBUR...</b>		1	2	3
External lighting <b>FFCLIT...</b>	Y N	1	2	3

## Communal parking facilities

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

If communal spaces are present how many are there? **FFCSPACE**

1-9      10 or more

1      2

## Surfaces and fences

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

## Landscaping

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

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

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

## Design of paths

ANSWER IF PATHS PRESENT

('Y' IN BOX ABOVE)

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

## Accessibility

Number of steps from pavement to entrance of module **FFCASTEP**

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	<b>FFCARAMP</b>
Is path firm and even?				
		Y N		<b>FFCAFIRM</b>
Is entrance adequately lit?				
		Y N		<b>FFCALIT</b>
Is entrance covered?				
		Y N		<b>FFCACOVR</b>

## HHSRS - shared areas

(affecting dwelling surveyed)

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

If '3', score HHSRS in Section 22

## SPSS SHAPE

## 12. House/module shape

Draw plan										Back									
Left																		Right	
										Front									

Location of additional part  
**FSHADDIT**

No additional part 77	Front elevation			Back elevation			Left elevation			Right elevation		
	Left 01	Centre 02	Right 03	Left 04	Centre 05	Right 06	Front 07	Centre 08	Back 09	Front 10	Centre 11	Back 12

Attic/basement in house/module **FSHATTIC**

Attic only 1	Basement only 2	Both 3	Neither 4
-----------------	--------------------	-----------	--------------

Entry floor to house/module **FSHENTR**

Basement B	Ground G	Floor <input type="text"/>
---------------	-------------	-------------------------------

## 13. External dimensions of house/module

	No. of floors	Level (B, G, 1, 2 etc)			Width (metres)			Depth (metres)		
Main structure	<b>FDHMFRLS</b>	<b>FDHMLEV1</b>	Basement BB	Ground GG		<b>FDHMWID1</b>		<b>FDHMDEP1</b>		
	<b>FDHMLEV2</b>	None exists NN	Basement BB	Ground GG		Same as above SSS	<b>FDHMWID2</b>	Same as above SSS	<b>FDHMDEP2</b>	
	<b>FDHMLEV3</b>	None exists NN	Basement BB	Ground GG		Same as above SSS	<b>FDHMWID3</b>	Same as above SSS	<b>FDHMDEP3</b>	
Additional part	<b>FDHAFRLS</b>	<b>FDHALEV1</b>	Basement BB	Ground GG		<b>FDHAWID1</b>		<b>FDHADEP1</b>		
	<b>FDHALEV2</b>	None exists NN	Basement BB	Ground GG		Same as above SSS	<b>FDHAWID2</b>	Same as above SSS	<b>FDHADEP2</b>	
	<b>FDHALEV3</b>	None exists NN	Basement BB	Ground GG		Same as above SSS	<b>FDHAWID3</b>	Same as above SSS	<b>FDHADEP3</b>	

## 14. Material and construction of house/module (code one type only)

FMTCONST

Code	Material	Construction	Type	If external wall is stone, what is the proportion (tenths) of wall that is stone?																
01	Masonry	Boxwall	Solid	N/A	1	2	3	4	5	6	7	8	9	10						
02	Masonry	Boxwall	Cavity	<b>FMTPROST</b>																
03	Masonry	Crosswall																		
04	Concrete	Boxwall	In-situ	Proprietary system? <b>FMTPROPS</b>  If Yes, name: <b>FMTDESCR</b>																
05	Concrete	Boxwall	Precast panel <1m wide																	
06	Concrete	Boxwall	Precast panel >1m wide																	
07	Concrete	Crosswall	In-situ																	
08	Concrete	Crosswall	Precast panel	Type of stone? <b>FMTTYPST</b> <table border="1"> <tr> <td>Granite 1</td> <td>sandstone 2</td> <td>limestone 3</td> </tr> <tr> <td>whin 4</td> <td>other 5</td> <td>unknown 9</td> </tr> </table> If other, specify: <b>FMTOTHST</b>											Granite 1	sandstone 2	limestone 3	whin 4	other 5	unknown 9
Granite 1	sandstone 2	limestone 3																		
whin 4	other 5	unknown 9																		
09	Concrete	Frame	In-situ																	
10	Concrete	Frame	Precast																	
11	Timber	Frame	Pre 1919																	
12	Timber	Frame	Post 1919																	
13	Metal	Frame																		
14	Other, please specify if known <b>FMTCOOTH</b>																			

## SPSS SHAPE

## 15. Improvements/alterations

(to the house/module since original construction)  
Code most recent (or most significant)

### Clarify with Household

		None	Pre 1964	1965-1984	1985-1995	1996-2002	2003-2011	2012-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	8	
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	8	
Complete refurbishment/modernisation	FALREFUR	2	3	4	5	6	7	8		
Rearrangement of internal space	FALSPACE	1	2	3	4	5	6	7	8	
Extension added for amenities	FALEXTAM	1	2	3	4	5	6	7	8	
Extension added for living space	FALEXLIV	1	2	3	4	5	6	7	8	
Alteration of external appearance	FALAPEAR	2	3	4	5	6	7	8		
Over-cladding	FALOCLAD	1	2	3	4	5	6	7	8	
Loft conversion	FALLOFTS	1	2	3	4	5	6	7	8	
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

## 16. Elevation features

	...FF Front face	...LF Left face	SPSS ELEVATE	...RF Right face	...BF Back face
	Y N	Y N FELEXP.. Is part of face unattached?		Y N	Y N
		FELGAB.. Gables ( <i>tenths</i> )			
		FELPAR.. Parapets ( <i>tenths</i> )			
		FELSUP.. Mono supporting walls ( <i>tenths</i> )			
		FELBAS.. Base walls ( <i>tenths</i> )			
		FELMAW.. Main walls ( <i>tenths</i> )			
		FELGUT.. Valley gutters ( <i>number</i> )			
	Y N PV m <sup>2</sup>	FELSOL.. Solar water heating panels? PV m <sup>2</sup>		Y N PV m <sup>2</sup>	Y N PV m <sup>2</sup>
	Y N	FELPV.. FELPVM.. Solar photovoltaic (PV)?		Y N	Y N
	Y N	FELCAV.. Evidence of cavity wall insulation?		Y N	Y N
	Y N	FEEEXT.. External insulation?		Y N	Y N
Must add up to 10					Must add up to 10
	window void wall	window void wall	FELFEN.. Fenestration ( <i>tenths</i> )	window void wall	window void wall
	...FW ...FV ...FN	...LW ...LV ...LN		...RW ...RV ...RN	...BW ...BV ...BN

## 17. Specification of views

## 17. Specification of views

**FWWSPEBF**

Back view <b>B</b>	10/10 attached <b>A</b>	Not seen <b>N</b>
-----------------------	----------------------------	----------------------

Tenths attached

**FVWTENBF**

**PV**

**FVWPVBF**

BACK FACE

	MAIN PART			

FRONT FACE

**FWWSPELF**

Front view <b>F</b>	Back view <b>B</b>	10/10 attached <b>A</b>	Not seen <b>N</b>
------------------------	-----------------------	----------------------------	----------------------

Tenths attached

**FVWTENLF**

**PV**

**FVWPVLF**

**FWWSPEFF**

Front view <b>F</b>
------------------------

Tenths attached

**FVWTENFF**

**PV**

**FVWPVFF**


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

Wind turbine present?

Roof Pitch (deg.) FELROOFP

Flat -15	16 - 26	27 - 39	40 - 50	50+
1	2	3	4	5

Orientation of Front Face **FELORIEN**

NW	N	NE
W		E
SW	S	SE



## 18. Exterior – of house/module

### SPSS CHIMNEY **FEXCS1..** Chimney stacks **FEXCS2..** BACK VIEW

Masonry		Other	
Y	N	Y	N
Y	N	Y	N
Y	N	Y	N

#### Chimney stacks

(Number)

Present?

**..PR**

Number

**..NO**

Age

**..AG**

Faults?

**..FL**

Rebuild

**..RN**

Part rebuild

**..PT**

Repoint/refix pot

**..RE**

Leave

**..LV**

Urgent?

**..UR**

Replacement period

**..TM**

Masonry		Other	
Y	N	Y	N
Y	N	Y	N
Y	N	Y	N

### SPSS ROOFSTRUC **FEXRS1..** Roof structure **FEXRS2..**

Pitched	Mansard	Flat	Chalet
Y	N	Y	N
Y	N	Y	N

#### Roof structure

(Tenths of area)

Tenths of area

**..TE**

Age

**..AG**

Faults?

**..FL**

Replace

**..RN**

Strengthen

**..ST**

Leave

**..LV**

Urgent?

**..UR**

Replacement period

**..TM**

Pitched	Mansard	Flat	Chalet
Y	N	Y	N
Y	N	Y	N

### SPSS ROOFCOV **FEXRC1..** Roof covering **FEXRC2..**

Natural slate/stone/ shingle	Man made slate	Clay tile	Concrete tile	Asphalt	Felt	Glass/ metal/ laminate	Thatch
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N

#### Roof covering

(Tenths of area)

Tenths of area

**..TE**

Age

**..AG**

Faults?

**..FL**

Renew

**..RN**

Isolated repairs

**..IS**

Leave

**..LV**

Urgent?

**..UR**

Replacement period

**..TM**

Natural slate/stone/ shingle	Man made slate	Clay tile	Concrete tile	Asphalt	Felt	Glass/ metal/ laminate	Thatch
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N

### SPSS ROOFEAT **FEXRF1..** Roof features and drainage **FEXRF2..**

Fascias	Valley gutters/ flashings	Gutters/ down-pipes	Stacks/ wastes	Party parapets
Y	N	Y	N	Y
Y	N	Y	N	Y
Y	N	Y	N	Y

#### Roof features and drainage

(Tenths of length)

Present?

**..PR**

Faults?

**..FL**

Replace

**..RN**

Repair

**..RP**

Leave

**..LV**

Urgent?

**..UR**

Replacement period

**..TM**

Fascias	Valley gutters/ flashings	Gutters/ down-pipes	Stacks/ wastes	Party parapets
Y	N	Y	N	Y
Y	N	Y	N	Y
Y	N	Y	N	Y



## SPSS WINDOWS of survey dwelling

**FRONT VIEW** **FEXWN1..**

Single-glazed				Double-glazed			
Wood casement	Wood sash	UPVC	Metal	Wood	UPVC	Metal	
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N

### Windows/frames to survey dwelling

(Number)

Number **..NO**

Age **..AG**

Faults? **..FL**

Replace **..RN**

Repair/replace sash/member **..RP**

Ease sashes etc/reglaze **..EA**

Repaint/reputty **..PA**

Leave **..LV**

Urgent? **..UR**

Replacement period **..TM**

**BACK VIEW** **FEXWN2..**

Single-glazed				Double-glazed			
Wood casement	Wood sash	UPVC	Metal	Wood	UPVC	Metal	
Y	N	Y	N	Y	N	Y	N
Y	N	Y	N	Y	N	Y	N

## SPSS DOORS

**FEXDF1..**

Wood	UPVC	Metal	Composite
Y	N	Y	N
Y	N	Y	N

### Doors/frames to survey dwelling

(Number)

Number **..NO**

Age **..AG**

Faults? **..FL**

Replace **..RN**

Repair/glaze **..RP**

Ease/replace/adjust ironmongery **..EA**

Paint **..PA**

Leave **..LV**

Urgent? **..UR**

Replacement period **..TM**

**FEXDF2..**

Wood	UPVC	Metal	Composite
Y	N	Y	N
Y	N	Y	N

## 18. Exterior – plot of survey dwelling (Not shared plots)

### SPSS AROUND

Private plot exists <b>Complete all this section</b>	No private or shared plot <b>Complete accessibility + HHSRS</b>	Shared plot / facilities only <b>Complete section 11 only</b>
1	<b>FEXPLTYP</b>	3

Exists	Front plot	Width of plot	Rear plot	Exists
	<b>FEXPLOTF</b>	Width (m) Same as module	<b>FEXPLOTR</b>	
Depth (m)	<b>FEXP1FDP</b>	<b>FEXWIDTH</b>	<b>FEXP2FDP</b>	Depth (m)

### Accessibility FEXD...

Number of steps from gate/pavement to entrance  
note: entrance maybe in either view

Level Access	No step but slope > 1:20	1 step	2 step	3 or more steps
8	7	1	2	3
<b>Space for ramp</b>				
Not applicable 8		Yes 1	No 2	

Is path firm and even? **Y** **N** **...FIRM**

Is path at least 900mm wide? **Y** **N** **...ESWI**

Is gradient less than 1:12? **Y** **N** **...ESGR**

Is entrance adequately lit? **Y** **N** **...ESFE**

Is entrance covered? **Y** **N** **...COVR**

**FEXPF..** **..TH** Tenths height

**..TS** Tenths soft

**..FL** Faults?

**..BD** Bridged DPC

**..IN** Inadequate/reverse falls

**..EX** Excavation (m<sup>3</sup>)

**..TA** Internal tanking (m<sup>2</sup>)

**..RN** Repair/renew paving (m<sup>2</sup>)

**..RW** Repair/renew retaining wall (m)

**..RP** Repair/renew steps (no.)

**..GU** Install gully?

### HHSRS - of plot

note: include front and rear plots

<b>FEXHS...</b>	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc <b>..STR</b>	1	2	3
Falling on level <b>..LVL</b>	1	2	3
Falling between levels <b>..BTW</b>	1	2	3
Damp and mould growth <b>..DAM</b>		2	3

If '3', score HHSRS in Section 22

## SPSS AROUND

## 19. Around the house/module

## Underground drainage

Mains drainage present ☐ Y ☐ N **FCUDRAIN**Faults to drains ☐ Y ☐ N **FCUFAUL**

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: (inside and outside house / module)Evidence of rats? **..VERAT**Pets/livestock kept outside? **..PETSL**

Litter/rubbish around house/module

None	Minor	Major
1	2	3

**..LITTR**

Traps seen?	Chemicals?	Other visual evidence?
<b>..TRAPS</b>	<b>..CHEMS</b>	<b>..VISUA</b>

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

	<b>..PR</b> Present?	<b>..LO</b> On plot?	<b>..SP</b> Car spaces
Integral garage <b>FCUINT...</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/>
Attached garage <b>FCUATT..</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/>
Detached garage <b>FCUDET..</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/>
Car port <b>FCUPOR..</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/>
Designated parking space(s) <b>FCUSPA..</b>	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/>

Street parking <b>FCUSTR</b>	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

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)
<b>FCWICH...</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>FCWIPROP</b>	% of cavity walls with CWI present				
	0%	25%	50%	75%	100%
	0	1	2	3	4

## Internal / external insulation summary

Evidence of internal / external insulation:	<b>FSWIWINT</b> Internal wall insulation (P3)	<b>FSWIOCCR</b> Occupant response (P8)	<b>FSWIWEXT</b> External wall insulation (P14)
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>FSWIPROP</b>	% of walls with internal / external insulation present				
	0%	25%	50%	75%	100%
	0	1	2	3	4

## Exposure

Is the dwelling in an exposed position? <b>FCUEXPOS</b>	Not exposed 1	Slightly exposed 2	Exposed 3	Very exposed 4
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the average level of overshadowing of the dwelling windows? <b>FCUOSDW</b>	None or very little 1	Modest 2	Significant 3	Heavy 4
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the level of overshadowing to the module roof? <b>FCUOSMR</b>	None or very little 1	Modest 2	Significant 3	Heavy 4
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 20. Block SPSS AROUND

Number of houses/modules in block	Detached house/module 01	Specify number <input type="text"/>	More than 50 75	<b>FBLBLOCK</b>
-----------------------------------	-----------------------------	--	--------------------	-----------------

Approximate number of houses/modules in disrepair in block	Specify number <input type="text"/>	<b>FBLDEFEC</b>
--	--	-----------------

## SPSS STRUCTURE

## 21. Structural defects

Any structural defects present?

FSTPRES

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	Treatment?			Any additional action required that is not accounted for elsewhere							
					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				
								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	N	Y	N	Y	N	Movement-joint ..MJ	N		Linear metres ..LM					
							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				
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	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				
								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				
								Replace frame ..RN	Y	N					
Integrity of wall panels ..IWP..	Y	Y	N	Y	N	Y	N	Replace fixings ..RN	N		Total number: ..NO				
								Other ..OT	Y	N	Specify ..SP				
Boundary wall - unsafe height ..BWH..	Y	Y	N	Y	N		N	}	Replace FSTBWRE	Wall area FSTBWREA					
Boundary wall - out of plumb ..BWP..	Y	Y	N	Y	N		N		Repair FSTBWRP	Wall area FSTBWRPA					
Boundary wall - horizontal cracking ..BWC..	Y	N	Y	N		N	Demolish FSTBWDM		Wall area FSTBWDMA						
Unstable retaining wall ..RET..	Y	N	Y	N	Y	N									
Any other problems ..OTH..	Y	N	Y	N	Y	N		Specify ..ST		Specify ..SE					

## HHSRS

FSTHSSCO Structural collapse  
and falling elements

Significantly lower risk than average	Average risk	Significantly higher risk than average	Extreme risk
1	2	3	4
Describe 'extreme risk' in Section 22			

## 22. Housing Health and Safety Rating System SPSS HHSRS

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 <span style="background-color: #ffff00;">FHS...</span>	Review whole survey form, especially:	Significantly lower risk than average	Average risk	Significantly higher risk than average
Falling on stairs etc <span style="background-color: #ffff00;">..STAIR</span>	Check flags on pages 3, 10, 12, 17	1	2	3
Falling on level surfaces <span style="background-color: #ffff00;">..ONLEV</span>	Check flags on pages 3, 10, 12, 17	1	2	3
Falling between levels <span style="background-color: #ffff00;">..BTLEV</span>	Check flags on pages 3, 10, 12, 17	1	2	3
Fire <span style="background-color: #ffff00;">..FIRE</span>	Check flags on pages 3, 10	1	2	3
Flames, hot surfaces, etc <span style="background-color: #ffff00;">..HOTSF</span>	Check flags on pages 3, 10	1	2	3
Damp and mould growth <span style="background-color: #ffff00;">..DAMP</span>	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

FHSAHWA

FHSMEAS

### OTHER HAZARDS IDENTIFIED AS POSING AN EXTREME RISK

Hazard	Review whole survey form, especially:	Extreme risk?
Falls associated with baths etc <span style="background-color: #ffff00;">FHSFBATH</span>	Check flag on page 4	Y
Entry by intruders <span style="background-color: #ffff00;">FHSEENTRY</span>	Check flag on page 3	Y
Noise <span style="background-color: #ffff00;">FHSNOISE</span>	Check flag on page 3	Y
Collision and entrapment <span style="background-color: #ffff00;">FHSCENT</span>	Check flag on page 3	Y
Excess heat <span style="background-color: #ffff00;">FHSEXHT</span>	Check flag on page 3	Y
Lighting <span style="background-color: #ffff00;">FHSLIGHT</span>	Check flag on page 3	Y
Water supply for domestic purposes <span style="background-color: #ffff00;">FHSWATER</span>	Check flag on page 4	Y
Food safety <span style="background-color: #ffff00;">FHSFOOD</span>	Check flag on page 4	Y
Personal hygiene, sanitation and drainage <span style="background-color: #ffff00;">FHSPHYG</span>	Check flags on pages 4, 18	Y
Position and operability of amenities <span style="background-color: #ffff00;">FHSPOA</span>	Check flag on page 4	Y
Uncombusted fuel gas <span style="background-color: #ffff00;">FHSUNGAS</span>	Check flag on page 5	Y
Explosions <span style="background-color: #ffff00;">FHSEXPLO</span>	Check flag on page 5	Y
Electrical safety <span style="background-color: #ffff00;">FHSELS</span>	Check flag on page 5	Y
Carbon monoxide and fuel combustion products <span style="background-color: #ffff00;">FHSCO</span>	Check flag on page 6	Y
Domestic hygiene, pests and refuse <span style="background-color: #ffff00;">FHSDHYG</span>	Check flags on pages 3, 18	Y
Structural collapse and falling elements <span style="background-color: #ffff00;">FHSSCOLL</span>	Check flag on page 19	Y

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

FHSXRISK

## SPSS HHSRS

## Falling on stairs etc.

FHSST...

Significantly higher  
than average

FHSSTWA

Y N

Average  
Pre 1919Likelihood of a person over 60 having  
a fall leading to harm

..LIK				1800	1000	560	320	180	100	56	32	18	6	2
-------	--	--	--	------	------	-----	-----	-----	-----	----	----	----	---	---

Likely outcome if  
a person over 60  
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
------	-----	-----	-----	---	-----	-----	----	------	------	------	-----

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

Must not  
add up to  
>100.2%

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 condition)	...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 person over 60 having  
a fall leading to harm

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

Likely outcome if  
a person over 60  
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
------	-----	-----	-----	---	-----	-----	----	------	------	------	-----

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

Must not  
add up to  
>100.2%

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 child under 5 having a  
fall leading to harm

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

Likely outcome if  
a child under 5  
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
------	-----	-----	-----	---	-----	-----	----	------	------	------	-----

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

Must not  
add up to  
>100.2%

Action required

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



## Fire

## SPSS HHSRS

Significantly higher  
than average

Y N

FHSFRWA

Average Ave flat

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

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

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

Must not  
add up to  
>100.2%

Action required

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

## Flames, hot surfaces etc.

Significantly higher  
than average

Y N

FHSHWSA

Average

FHSHS...

Likelihood of a child under 5 being  
burnt/scalded

..LIK

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

Likely outcome if  
a child under 5 is  
burnt/scalded

Class 1 Extreme %

..EX

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

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

Must not  
add up to  
>100.2%

Action required

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

## Damp and Mould Growth

Significantly higher  
than average

Y N

FHSDAWA

Average

Likelihood of a person under 15  
suffering illness

..LIK

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

Action required

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



## 24. Local area

### SPSS AROUND

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

Predominant age

**FARPRAGE**

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

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

### 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
--------------------	-------------------	---------------	------------	------------	--------------	--------------	-----------

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

Best				Worst			
Visual quality of local area <b>FARQUALI</b>	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>		2	3	4	5	

## Notes: