



Government
of South Australia

Housing Safety Authority



Substandard Property Self-Assessment

This self-assessment is intended as a guide only when assessing the condition of residential properties. Residential properties must meet the minimum housing standards to be considered safe and suitable for human habitation.

The guide asks questions about rooms, areas and facilities at the property. You can score a risk rating alongside each question answered 'No'. Risk ratings can be classified using the Risk Matrix on page two.

Total each section with a risk rating – severe, moderate and minor and add it in the 'Self-Assessment Score' section below.

How to complete the self-assessment

Answer each question in the self-assessment. The question will require a 'Yes' or 'No' answer. If you answer 'No' to any question:

- add additional information in the space provided.
- add a risk rating next to the answer. The risk rating will be a number based on the Risk Matrix.

Self-Assessment Score

Total the number of 'No' responses <i>A score above zero may mean the property does not meet the minimum housing standards.</i>		56	
Risk Ratings:	(1) Severe	(2) Moderate	(3) Minor

If your self-assessment identifies severe or moderate risk ratings, it may mean that the property is not meeting the minimum housing standards. Before reporting a substandard property to the Housing Safety Authority:

- tenants must make reasonable attempts to raise the issue(s) with their landlord or property agent, which includes issuing written notice to carry out the repairs.
- tenants can seek advocacy and support from RentRight SA. More information is available at [www.syc.net.au/RentRight SA](http://www.syc.net.au/RentRightSA).
- landlords must be given reasonable opportunity to address the issue(s), which includes allowing reasonable access to carry out works.

Substandard properties can be reported at www.housingsafetyauthority.sa.gov.au.

When reporting a substandard property, you can upload your completed self-assessment. This will assist the Housing Safety Authority consider appropriate action.

For more information about substandard properties and the minimum housing standards, visit www.housingsafetyauthority.sa.gov.au or by scanning the QR code.



Risk Matrix

When classifying a risk, ask the following questions:

1. What is the likelihood of harm being caused?
2. What is the consequence of harm?

For example:

1. A hazard identifies a possibility that a risk will likely occur.
2. The hazard could critically affect the health and safety of occupants or visitors.

Cross match the above answers to questions 1 and 2.

Using the example above, the risk level is:

- (1) Severe

Likelihood	Consequences		
	LOW <i>Little or no effect to the health and safety of occupants or visitors</i>	MEDIUM <i>Effects the health and safety of occupants or visitors but not severely</i>	HIGH <i>Critically effects the health and safety of occupants or visitors</i>
Improbable <i>Risk is unlikely to occur</i>	(3) Minor	(2) Moderate	(2) Moderate
Possible <i>Risk will likely occur</i>	(3) Minor	(2) Moderate	(1) Severe
Probable <i>Risk will more than likely occur</i>	(2) Moderate	(1) Severe	(1) Severe



Whole property

The following questions relate to the whole property. If you answer 'no' to any of the questions, you can add a risk rating next to your answer and provide additional information below.

Minimum Housing Standard	Yes	No	Risk
1. Are the fixtures, fittings or other facilities provided free from health or safety hazards? For example, cracked or broken window glazing and tripping hazards.	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are the fixtures and fittings properly installed, fit for purpose, and in good working order?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is there a continuous supply of electricity?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Are the electrical installations and services safe?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Are the gas installations and services safe?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Are there sufficient fitted and working smoke alarms in accordance with the building's classification in the National Construction Code?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the property structurally sound? For example, effective footings and no major cracking.	<input type="checkbox"/>	<input type="checkbox"/>	
8. Is each internal wall and ceiling constructed of rigid material and form a regular and durable surface? For example, no internal gapping with cornices and holes in ceiling.	<input type="checkbox"/>	<input type="checkbox"/>	
9. Is the property effectively drained, draught proofed and weatherproofed? For example, free from rook leaks and damaged guttering.	<input type="checkbox"/>	<input type="checkbox"/>	
10. Is the property reasonably free from mould and other irritants, structural disrepair or other adverse effects caused, or contributed to, by moisture or damp?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Is the property maintained to prevent a fire hazard, rubbish build-up and vermin infestation? For example, gapping in external cladding allowing vermin to enter.	<input type="checkbox"/>	<input type="checkbox"/>	
12. Does the property have unimpeded emergency access and egress?	<input type="checkbox"/>	<input type="checkbox"/>	
13. Is the property free from materials or substances that pose a serious risk of harm to the health of occupants? For example, contaminants from illegal drug manufacturing, or disturbed or damaged asbestos.	<input type="checkbox"/>	<input type="checkbox"/>	
14. Are all external doors fitted with a lock capable of being operated with a key on the outside and unlocked from the inside without a key?	<input type="checkbox"/>	<input type="checkbox"/>	
15. Are all opening external windows fitted with a working latch?	<input type="checkbox"/>	<input type="checkbox"/>	
16. Can occupants safely screen visitors? For example, a lockable screen door, a peephole or security chain.	<input type="checkbox"/>	<input type="checkbox"/>	
17. Is there working external lighting at the main point of entry?	<input type="checkbox"/>	<input type="checkbox"/>	
18. Does the swimming pool have compliant safety features?	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:			Total your 'no' responses



Living and dining rooms / areas

The following questions relate to living and dining areas. If you answer 'no' to any of the questions, you can add a risk rating next to your answer and provide additional information below.

Minimum Housing Standard	Yes	No	Risk
1. Is there adequate lighting, including at least one electric light fixture in each room / area?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are there sufficient electrical power points in each room / area?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is there sufficient adequate ventilation in each room / area?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Is the room / area reasonably free from mould and other irritants, structural disrepair or other adverse effects caused, or contributed to, by moisture or damp?	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:		<i>Total your 'no' responses</i>	
		<div style="border: 2px solid black; width: 100px; height: 40px;"></div>	

Bedrooms

The following questions relate to bedrooms, including rooms / areas being used as bedrooms. If you answer 'no' to any of the questions, you can add a risk rating next to your answer and provide additional information below.

Minimum Housing Standard	Yes	No	Risk
1. Is there adequate lighting, including at least one electric light fixture in each room / area?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are there sufficient electrical power points in each room / area?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is there sufficient adequate ventilation in each room / area?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Is the room / area reasonably free from mould and other irritants, structural disrepair or other adverse effects caused, or contributed to, by moisture or damp?	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:		<i>Total your 'no' responses</i>	
		<div style="border: 2px solid black; width: 100px; height: 40px;"></div>	

Kitchens

The following questions relate to kitchens. If you answer 'no' to any of the questions, you can add a risk rating next to your answer and provide additional information below.

Minimum Housing Standard	Yes	No	Risk
1. Is there a working sink, oven and cooktop?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is there a cupboard or pantry for food storage?	<input type="checkbox"/>	<input type="checkbox"/>	



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Minimum Housing Standard	Yes	No	Risk
3. Is there adequate bench space for food preparation?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Is there adequate waterproofing in the walls and floor?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Is the room reasonably free from mould and other irritants, structural disrepair or other adverse effects caused, or contributed to, by moisture or damp?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Is there adequate lighting, including at least one electric light fixture?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Are there sufficient electrical power points?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Is there sufficient adequate ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Is there plumbed hot and cold running water?	<input type="checkbox"/>	<input type="checkbox"/>	
10. Is there suitable drinking water from the sink?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Is the drainage system plumbed to dispose of all sewerage and wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:		<i>Total your 'no' responses</i>	
		<div style="border: 2px solid black; width: 100px; height: 40px; margin: 0 auto;"></div>	

Bathroom, toilet and laundry facilities

The following questions relate to bathrooms, toilets, and laundry facilities. If you answer 'no' to any of the questions, you can add a risk rating next to your answer and provide additional information below.

Minimum Housing Standard	Yes	No	Risk
1. Is there a toilet, bathtub or shower, and hand basin?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is there adequate privacy to someone using the bathroom and toilet facilities?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is there adequate waterproofing in the walls and floor? For example, no cracked or missing tiles, and rusty bathtubs.	<input type="checkbox"/>	<input type="checkbox"/>	
4. Is the room / area reasonably free from mould and other irritants, structural disrepair or other adverse effects caused, or contributed to, by moisture or damp?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Is there plumbed hot and cold water to each bath, shower, hand basin or through?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Is there cold water plumbed water to each toilet and washing machine water supply outlet?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the drainage system plumbed to dispose of all sewerage and wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Do the toilet doors open so they do not open directly into a room used for food storage, preparation, cooking or consumption? If no, is the toilet ventilated by an exhaust fan or similar?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Is there adequate lighting, including at least one electric light fixture in each room?	<input type="checkbox"/>	<input type="checkbox"/>	



Minimum Housing Standard	Yes	No	Risk
10. Are there sufficient electrical power points in each room?	<input type="checkbox"/>	<input type="checkbox"/>	
11. Is there sufficient adequate ventilation in each room?	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:		Total your 'no' responses	

Rooming houses (in addition to everything else)

The following questions relate to rooming houses. Rooming houses have additional minimum standards to those listed in the self-assessment. Rooming houses are residential properties where two or more rooms are available for rent through separate lease agreements. If you answer 'no' to any of the questions, you can add a risk rating next to your answer and provide additional information below.

Minimum Housing Standard	Yes	No	Risk
1. Are there curtains or blinds covering all bedroom windows so that they can be opened and closed by the resident of that bedroom?	<input type="checkbox"/>	<input type="checkbox"/>	
2. Are there at least two working electrical power points in each bedroom?	<input type="checkbox"/>	<input type="checkbox"/>	
3. Is each bedroom floor space larger than 7.5m ² ?	<input type="checkbox"/>	<input type="checkbox"/>	
4. Are all bedroom doors fitted with a lock capable of being operated with a key on the outside and unlocked from the inside without a key?	<input type="checkbox"/>	<input type="checkbox"/>	
5. Are there sufficient fitted and working smoke alarms in accordance with the building's classification in the National Construction Code?	<input type="checkbox"/>	<input type="checkbox"/>	
6. Are locks fitted to each toilet and bathroom door so they can only be locked and unlocked from the inside without a key?	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is there a ratio of 1:10 residents for each kitchen?	<input type="checkbox"/>	<input type="checkbox"/>	
8. Is there a ratio of 1:10 residents for each bathroom, toilet and laundry facilities?	<input type="checkbox"/>	<input type="checkbox"/>	
Additional information:		Total your 'no' responses	

