

Healthy Homes checklist

One section per standard, plus the records to keep. Tick what you can see or prove, and leave a box empty if you are unsure.

PROPERTY ADDRESS

DATE

CHECKED BY

Heating

Fixed heating in the main living room, big enough for that room.

- ☐ Main living room identified (the largest living room, if there is more than one)
Open plan spaces that cannot be closed off count as part of the room.
- ☐ At least one fixed heater is in the main living room, or feeds heat directly into it
Plug-in portable heaters do not count.
- ☐ The heating relied on is not an open fire or an unflued gas heater
A portable LPG bottle heater is unflued.
- ☐ Each heater relied on is rated at 1.5 kW or more
Check the rating plate, invoice or model number.
- ☐ Every heat pump or electric heater relied on has a thermostat
- ☐ Required heating capacity worked out with the official heating assessment tool, and the result saved
Run it for this address and this room.
- ☐ Total capacity of the qualifying heaters meets the required figure
Older heaters may pass under the tolerance or top-up rules at [tenancy.govt.nz](https://www.tenancy.govt.nz).
- ☐ If the room needs more than 2.4 kW, it is not relying on an electric heater other than a heat pump
- ☐ Heater switched on and tested: it runs, heats the room and the controls work

NOTES

Insulation

Ceiling and underfloor insulation wherever it can reasonably go, in reasonable condition.

- ☐ Ceiling insulation covers the ceiling above every living space
Look from the hatch with a torch. Only go in if it is safe.
- ☐ Ceiling insulation is even and complete, with no gaps, compressed patches, damp, mould or vermin damage
- ☐ Ceiling R-value found, or thickness measured and written down
Ceiling insulation from before 1 July 2016 generally needs to be at least 120 mm thick. Newer insulation must meet the R-value for your zone.
- ☐ Insulation fitted under every suspended floor of a living space
A concrete slab floor has no underfloor space to insulate.
- ☐ Underfloor insulation is fixed in place, not sagging, torn or damp
- ☐ Underfloor R-value known from a label, invoice or installer's statement
For floors, the statement needs the R-value when installed.
- ☐ Wall insulation noted as all, some, none or unknown
Not required, but the insulation statement asks about walls.
- ☐ Any area that cannot be insulated has a written reason on file, ideally from a professional installer

NOTES

Ventilation

Windows that open in the rooms people live in, and fans where the steam is.

- ☐ Every bedroom, living room, dining room and kitchen has a window, door or skylight that opens to the outside
- ☐ Those openings can be fixed in the open position
A stay or latch, not a prop.
- ☐ In each of those rooms, the openable area adds up to at least 5% of the floor area
The ventilation guidance at [tenancy.govt.nz](https://www.tenancy.govt.nz) shows how to measure it.
- ☐ Kitchen rangehood or extractor fan vents to the outside
A recirculating hood does not vent anywhere.
- ☐ Every room with a shower or bath has an extractor fan venting to the outside
- ☐ Fans installed after 1 July 2019 meet the minimum size or flow
Kitchen 150 mm or 50 L/s. Bathroom 120 mm or 25 L/s.
- ☐ Each fan tested: it runs, pulls air, and the outside flap or vent opens
- ☐ Diameter or exhaust capacity of each fan written down
The compliance statement asks for it.

NOTES

Moisture ingress and drainage

Rainwater carried away from the house, and a ground moisture barrier under any enclosed subfloor.

- ☐ Gutters run along every roof edge and are intact, firmly fixed and clear
- ☐ Every gutter drains to a downpipe, and nothing overflows in heavy rain
- ☐ Every downpipe discharges to a stormwater drain or other appropriate outfall
Not onto the ground beside the foundations.
- ☐ No water pooling against the house or under it after rain
- ☐ Worked out whether the subfloor is enclosed
Enclosed means airflow is significantly blocked along at least half the perimeter.
- ☐ An enclosed subfloor has a ground moisture barrier covering the ground
Usually polythene sheet laid to NZS 4246:2016.
- ☐ The barrier is undamaged and held in place
- ☐ If a barrier cannot practicably be installed, a professional installer's written reason is on file

NOTES

Draught stopping

No unreasonable gaps or holes letting draughts in or out, and unused open fireplaces closed off.

- ☐ Walked the house on a cold or windy day feeling for draughts at doors, windows, skirting and floors
- ☐ No gaps letting air through that are wider than about 3 mm
Tenancy Services rule of thumb: if the edge of a \$2 coin fits, seal it.
- ☐ Exterior doors close firmly with no large gap at the bottom
- ☐ Windows and skylights close tightly, with sound hinges, catches and latches
- ☐ No gaps where walls meet ceilings or floors, or around the ceiling hatch
- ☐ Gaps around pipes, cables and unused vents are sealed
- ☐ Any open fireplace is closed off or its chimney blocked, unless the tenant has asked in writing to use it

NOTES

Records to keep

Keep evidence of how the rental complies. A tenant can ask for it, and you have 21 days to provide it.

- ☐ Heating assessment tool result for the main living room, dated
- ☐ Heater invoice or manual showing make, model and kW, plus a photo of the rating plate
- ☐ Insulation evidence: installer's statement, product label or invoice showing R-value, and dated photos
- ☐ Extractor fan invoices or product details showing diameter or flow rate
- ☐ Dated photos of the ground moisture barrier, taken before the subfloor was closed up
- ☐ Gutter, downpipe and drain invoices, and notes from a wet weather check
- ☐ Before and after photos of draught stopping work, and any fireplace closure
- ☐ Written reasons for any exemption, and the tenant's written request if a fireplace is left usable
- ☐ A copy of the signed compliance statement for each tenancy

NOTES
