

WA Country Health Service- Dwelling Safety & Security Checklist

| Dwelling Details | | | | Comments/Required Actions |
|--|---|--|---|--|
| Street Address: | | Assessor: | | |
| Location: | Region: | Date: | Time: | |
| Level 1 | Level 2 | Level 3 | Level 4 | |
| <u>RTA Mandatory Requirements</u> | <u>GROH Minimum Security Standard</u> | <u>WACHS Preferred Security Standard</u> | <u>WACHS Enhanced Security Requirements</u> | |
| The minimum level of dwelling security for Residential Tenancy Act 1987 compliance | The minimum level of security for Government Regional Officer Housing– WACHS to align with GROH standards | The minimum level of security for WACHS Housing–current WACHS Staff Security Risk Assessment program | Requirement founded on a detailed site security risk assessment (location, incidents, staff concerns) | |
| <p>WACHS Owned: If not in place immediate action required to rectify- apply level 3 standard.</p> <p>Leased: Request lessor take immediate action taken to rectify and confirm complete. Ideally level 2 and 3 are negotiated with Lessor. If lessor doesn't action advise in writing of WACHS intent to undertake immediate works with the lessor's consent - apply Level 2 and 3</p> | <p>WACHS Owned: If not in place ensure action taken to rectify asap- level 2 and 3 standards.</p> <p>Leased: Option 1: Request lessor undertake works- min level 2, ideally level 3. Option 2: Request in writing approval for WACHS to undertake works - level 2 & 3 standard. (See Support Information for letter template)</p> | <p>WACHS Owned: If not in place ensure action taken to rectify asap</p> <p>Leased: Option 1: Request lessor undertake works. Option 2: Request in writing approval for WACHS to undertake works. (See Support Information for letter template)</p> | <p>WACHS Owned: If required ensure action taken asap.</p> <p>Leased: Request in writing approval for WACHS to undertake works.</p> | <p>WACHS Owned: All required security improvements to be actioned as a priority.</p> <p>Leased: Ideally level 2 and 3 are negotiated with Lessor i.e., lease renewal - if not seek permission for WACHS to undertake works. (See Support Information for letter template) New leases should have Level 3 security standards in place at minimum or attended to within 60 days of commencement of lease, with the requirement for security works noted as a condition in the lease agreement with the Lessor.</p> |
| <p>Main entry door: deadlock; or a key lockable security screen door that complies with AS 5039-2008. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Solid core doors for hinged entry doors Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Compliant keyed security screen doors with 3-point locks. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | | |

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| <p>All other external doors: deadlock; or if a deadlock cannot be installed, a patio bolt lock; or a key lockable security screen door that complies with AS 5039-2008. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Security screen doors to each external entry door. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Compliant keyed security screen doors with 3-point locks. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | | |
| <p>Windows: Windows need to be fitted with a lock, whether or not there is a key lock that prevents the window from being opened from outside the premises. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | | <p>Windows need to be fitted with a mechanical lock (not plastic slider handle), whether there is a key lock that prevents the window from being opened from outside the premises. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | | |
| <p>External lighting: An electrical light at, or near, the main entry that can illuminate the main entry to the premises and is operable from the inside. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Sensors to front and rear of the property. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Internal switched sensor light front and rear Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Boundary lighting: visual of fencing (Ideally) Yes <input type="checkbox"/> No <input type="checkbox"/></p> | |
| <p>-</p> | <p>Fencing: Fully fenced rear yard with pedestrian gate. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Generally, 1.8M high fencing to manage threats, however, can be less where lower threat and in keeping with surrounding properties Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Front Fence/Gates: fully secure yard (Dependant on Council Regs.) Yes <input type="checkbox"/> No <input type="checkbox"/></p> | |
| <p>-</p> | <p>Carport/Garage: Lighting and Power Point provided Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>-</p> | <p>Enclosed car port: direct access to dwelling. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | |
| <p>-</p> | <p>Window Security Screens: To all opening windows to ground floor rooms. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Compliant security window screens. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | | |

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| | | <p>Glass security laminates/film do not have an AU security rating – they have a safety rating and are therefore not meet the level 3 WACHS security standard. Glass laminates/film are not a suitable alternative to compliant security screens and should only be used on a case-by-case basis where the risk is such that they are deemed appropriate. Where security screens cannot be used, and a laminate/film is installed, it must in installed in conjunction with keyed window security locks in both the closed and partially open (less than 15cm’s) position. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | | |
| - | <p>Meter Boxes: Locks with viewing windows. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | - | <p>Caged Utilities and Screened Air conditioning: Ensure tamper proof Yes <input type="checkbox"/> No <input type="checkbox"/></p> | |
| - | - | <p>Safe Space: lockable room within dwellings with solid core door with deadlocks/bolts. Yes <input type="checkbox"/> No <input type="checkbox"/></p> | <p>Security Box: lockable safe for personal belongings (Fixed to floor or external wall. Must be of reasonable quality) Yes <input type="checkbox"/> No <input type="checkbox"/></p> | |
| - | - | | <p>Alarm/CCTV: Controlled by resident</p> | |

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| | | | Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| - | - | | Wi-Fi: To support CCTV/Alarm monitoring Yes <input type="checkbox"/> No <input type="checkbox"/> | |
| RCDs: Lessors must have two RCDs installed on the switchboard at their rental premises before it can be leased. Energy Safety has more detailed information about RCDs. Yes <input type="checkbox"/> No <input type="checkbox"/> | | | | |
| Smoke Alarms; Mains powered smoke alarms are required in all existing residential buildings prior to sale and before a new tenancy agreement is signed. It is the responsibility of the owner to ensure the smoke alarms fitted are: <ul style="list-style-type: none"> • no more than 10 years old; • in working order; and • permanently connected to mains power. Smoke alarms with a 10 year battery life are permitted where mains powered smoke alarms cannot be fitted, due to the construction of the dwelling not permitting space to conceal the wiring or where no mains power is available. Yes <input type="checkbox"/> No <input type="checkbox"/> | | | | |
| Additional Comments | | | | |
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| Action Summary | | | | Planned Completion |
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