

## **Introduction**

This section sets out the Association's, aims, objectives and working methods in relation to Conditions of Re-let.

## **AIMS**

To ensure that houses are offered for let in a condition:

- which exceeds the tolerable standards
- which is free from infestation and vermin
- which ensures the safety of the occupiers
- which allows the tenants full use of all parts of the house and complies with the conditions of the tenancy agreement.

## **OBJECTIVES**

To provide a house which meets the expectations of the incoming tenant the Association will ensure all empty flats reach the following standards.

### **Common Area**

The common area, accessible to the tenants, will be inspected to ensure it is free from major defects.

### **Doors**

Flat entrance door to be well fitting, secure and free from any major defects, eg obvious unsightly appearance or damage, have security chains, spyhole and two sets of keys.

Pass doors to be well fitting, free from major defects, eg obvious unsightly appearance or damage, doors to have handles and latch sets or roller ball catches.

### **Flooring**

Floors to be secure and free of any major gaps which may cause damage to floorcovering.

### **Skirtings and Facings**

Skirtings and facings to be complete and similar in appearance.

### Kitchen Units

Kitchen units to be operational and free of any major defects eg obvious unsightly appearance or damage. Work surfaces to be hygienic, clean and presentable.

### Windows

Windows to open and close easily, and restrictors to be fitted and working properly.

### Sanitary ware

Sanitary ware to be clean, complete with plugs and chains, free of any major defects eg obvious unsightly appearance or damage and taps operational.

### Kitchen Sink

The kitchen sink to be clean, complete with plugs and chains, free of any major defects eg obvious unsightly appearance or damage and taps operational.

### Pipework

Pipework to be free of any leaks and provision made for connection to automatic washing machine.

### Plasterwork

Walls and ceilings to be free of any major defects eg obvious unsightly appearance or damage.

### Glazing

Glazing to be clean, presentable and appropriate for the room it is fitted in.

### Electrical Installation

Installation of electricity/door entry system/smoke detector/extractor fan to be in a presentable condition and working properly.

### Heating System

The heating system to be tested and working efficiently. Where gas pipework is fitted this must be tested for soundness and the Association will provide the new tenant with a copy of the gas safety record for the appliance/s fitted.

### TV Installation

This should be working properly.

## Personal Effects

All personal effects which belonged to the previous tenant will be removed. If the previous occupier is deceased and the floorcoverings are in a good condition these may remain in place at the incoming tenants request.

## Cleanliness

“The property is to be left in a good and clean condition”. All rooms, including cupboards to be in accordance with the following criteria.

### a **Ceilings**

there should be no signs of mould, especially in corners and above windows  
there should be no finger-marks on landing/stair ceilings  
there should be no grease stains, especially in the kitchen.

### b **Walls**

there should be no signs of mould around windows or in corners  
there should be no grease stains, especially in the kitchen

### c **Paintwork**

the windows and frames should be free of mould and condensation and the surfaces clean.

### d **Sanitaryware**

all surfaces and traps should be clean  
all toilet bowl(s) and waste clean.

### e **Kitchen Units**

all work surfaces, kitchen units and cupboards should be clean.

## Decoration

“The interior decoration of the dwelling is to be left in a good state of repair”.

### a **Ceiling**

ensure the ceilings are not nicotine stained  
ensure the emulsion paint is not flaking, especially kitchens and bathrooms  
ensure any textured finish has not been badly applied.

**b Walls**

ensure if wallpapered it is done neatly and completed  
ensure if emulsioned it is complete and uniformly covering the walls  
ensure there are no **excessive** marks around pictures, wall units etc  
ensure there are no **excessive** holes from shelves, picture hooks etc  
ensure the surfaces are not nicotine stained, check especially tops of walls.

**c Paintwork**

ensure all the surfaces are uniformly glossed, there are no missed patches  
the surfaces are not **excessively** chipped, especially door frames, skirting and inside of front and back doors  
ensure door handles etc., are free of paint.

**d Kitchen Units and Worktops**

all surfaces should uniformly glossed  
if vinyl covered it is to be done neatly and completed.

**e Sanitary ware**

ensure the tiles, sanitary ware, and splash backs are free of paint.

**f Decoration Allowance**

decoration vouchers will be given to the incoming tenants should the house fail to meet the Association's decoration standards.

**g Redecoration**

in extreme cases, where a flat may be refused because of the condition of the decoration and especially if it is sheltered housing, consideration may be given to redecorating part or all of the property.

**h Keys**

sufficient keys will be provided eg.

2 mortice and 2 yale keys for flat entrance door  
2 front close door keys  
1 rear close door key  
1 cellar key