

# YOUR REPAIR RESPONSIBILITIES



Where?	What?
Break in	Broken or cracked glass, vandalism, forced entry (unless valid Police Crime Report number is provided)
Decoration	Internal decorations
Doors	Repairs to internal door catches, locks and handles
Flooring	Repairing or renewing floor covering
Kitchen	Fitting in and plumbing in kitchen utilities e.g. cookers, washers, dishwasher ...
Kitchen	Repairs to kitchen units and drawers
Keys	Replacement of lost keys (including window lock and post box keys)
Locks	Replacement of internal locks
Pests	Pests – rats, mice, fleas, ants and wasp nests
Smoke detectors	Testing, cleaning and replacing batteries in smoke alarms and carbon monoxide detectors
Telecoms	Wifi/ Internet connection and telephone
Television	TV aerials and satellite dishes (except in communal flats)
Bathroom	Sealant around fixture and fittings including sink, shower, bath and toilet
Plumping	Descaling and cleaning shower head
Plumbing	Replacing toilet seats, sink/bath plugs and chains
Plumbing	Stained internal sinks, WC or baths, etc
Plumbing	Blocked waste pipes where caused by tenant
Plumbing	Mixer taps and showers fitted by the tenant

Continued overleaf...

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What?	Where?
Plumbing	Installing/maintaining your washing machines and dishwashers and associated plumbing
Plumbing	Checking the room thermostat or heating programme is set to the correct temperature or setting
Plumbing	Taking steps to stop water in taps and pipes from freezing
Plumbing	Turning off water at the stop tap if pipe bursts
Electrical	Light bulbs and fluorescent tubes in home
Electrical	Electrical fittings installed by you e.g. ceiling fans and decorative lighting
Electrical	Resetting trip switches
Electrical	Disconnecting and reconnecting cookers
Outside	Maintaining gardens including: hedges and trees, paths and walk ways, clothes line
Outside	Keeping gardens and driveways clear of rubbish, disused, furniture, etc...
Outside	Sheds and outbuildings
Outside	Cleaning leaves from gulley grids

## Leaseholders and Repairs

United Communities has a number of shared owner leasehold properties.

The exact arrangements depend on the lease, but leaseholders are generally responsible for the repair and maintenance of their home. We are sometimes responsible for providing routine services such as cleaning and lighting of communal areas.

Leaseholders must pay their share of the costs of managing and maintaining the common parts of the building. If the property is in a block on an estate, the leaseholder is also required to contribute towards the management and maintenance of the communal estate areas through service charges.