



Leasehold Repairs and Maintenance

Repairs

We have a duty to keep the structure, communal and some external areas of your home in good repair.

You have responsibility for most of the internal work the flat might need.

- Examples of the landlord's responsibilities:

Foundations, floor joists, floor slab, external walls, walls to common parts, roof covering, roof supports, damp proof courses, street communal door frame, rear communal entrance door frame, external window frames, communal wiring, plumbing, drains, sewers, gutters, communal cabling and tanks.

- Examples of repairs for which the lessee is responsible:

Floor boards, floor screed, ceiling plaster, internal plaster to external walls or party walls to other flats or common parts, internal doors or door frames, heating, internal window frames and glass, front entrance door, rear entrance door, annual gas service, glass to external windows frames, conducting material servicing the flat e.g. Wiring and plumbing.

Please note that this is only a guide and that you can contact the office if you are in any doubt.

Reporting repairs

Repairs may be reported by telephone, by email or by calling in person at the office. You should give as much detail as possible about the repair needed, access arrangements etc.

You can also report repairs on-line at www.wech.co.uk.

Planned repairs

In addition to day to day repairs, WECH also has a programme of planned maintenance. The most important element of this programme is our annual external painting and repair programme. The exterior (and common hallways) of all WECH properties are painted on a 5 yearly cycle.

The work is undertaken following contract tendering which includes the statutory consultation process with leaseholders.

Contributions to the cost of this work is determined by the proportion of costs specified in your lease.

Improvements and Alterations by Leaseholders

You may make improvements and alterations to your own home provided you first obtain both our written consent and any necessary approvals relating to planning and building control.

We will need visit your home to discuss your proposals before agreement can be given and we will also need to have the work inspected upon completion.

If you would like to carry out an alteration or improvement, contact the office. You will then be asked to provide an outline of your proposal in writing providing any drawings or technical information you have. You will also be sent copies of forms you must complete to formally make your request.

A maintenance surveyor will then arrange to see you to discuss the issues in more detail.

Insurance

We provide the building insurance against risks such as destruction by fire, earthquake, explosion, storm and flood. All homes on the Walerton and Elgin estates are insured against subsidence & heave.

WECH does not provide individual insurance for home contents like furniture, clothes, TVs etc.

Damage caused by floods from sinks and baths etc. is not covered by the WECH policy.

Please contact the office for a summary of the building's insurance policy.