



Your Home

Condition Standard



Before you moved into your home, we carried out an inspection and issued our Partner Contractor, Mears Group PLC, with a number of repairs to ensure your home meets Arun District Council's - 'Your Home' Condition Standard.

All repairs will have been checked prior to you being issued your keys. During the first month a representative from Mears will call to see how you are settling in and explain the repairs service in more detail.

We have also taken the opportunity to leave you a welcome pack as a gift from us to get you started. If you believe we may have overlooked something, please feel free to call Mears directly on **01903 737876** or email **housing.repairs@arun.gov.uk** find us at **www.arun.gov.uk**.

Doors

- ✓ Front and rear doors will have a lock change where appropriate
- ✓ External doors will be checked for operation, that they lock securely and safely
- ✓ Internal doors will be checked for operation, that they close safely and offer a lock where appropriate
- ✓ Internal and external doors will meet all fire risk and health and safety requirements
- ✓ All doors will be checked for damage to door, frame, glazing and associated furniture, and repaired



Windows

- ✓ Windows should be checked to ensure they open and close correctly
- ✓ Trickle vents will be checked to ensure they open and close correctly
- ✓ Locking handles will be checked to ensure they open and keys are provided
- ✓ Opening restrictors will be installed to windows above ground level
- ✓ Broken glazing will be replaced



Flooring

- ✓ Timber floors will be cleaned and/or repaired and left ready for floor coverings
- ✓ Vinyl floor covering to bathroom, toilet and/or kitchen area will be repaired, replaced and/or cleaned where appropriate
- ✓ Kitchen and bathroom floors will have sanitary approved floor coverings
- ✓ Floors will be made good where carpet grippers and thresholds have been removed from timber floors
- ✓ Lifting or broken vinyl tiles should be removed and/or replaced or infilled
- ✓ Carpet deemed to be of good condition may be gifted to incoming tenants but will not be maintained by the Council
- ✓ Arun District Council does not permit the installation of laminate flooring. Exceptions may be made with written permissions, if expertly installed at ground floor level and may be gifted to incoming tenants but will not be maintained by the Council

Walls

- ✓ Rooms will be left prepared and ready for decoration
- ✓ Hooks, nails and such like will be removed from the walls and holes filled to a smooth finish
- ✓ Where wallpaper exists in good order, small holes may be left
- ✓ Walls with evidence of condensation will be washed down with anti-bacterial wash and stain blocked if required
- ✓ All visible cracks will be raked and filled, or plastered, and prepared for decoration

Ceilings

- ✓ All visible cracks will be raked and filled, or plastered, and prepared for decoration
- ✓ Extensive damage will be repaired and prepared for decoration
- ✓ Plaster coving will be repaired or removed where appropriate





- ✓ Kitchen units will be checked for opening, closing, alignment and cleanliness
- ✓ Doors, shelves and plinths will be replaced if in poor order
- ✓ Individual units may be replaced although a cosmetic match cannot be guaranteed
- ✓ Worktops will be clean and in good order with sanitary sealer or trims at all joins and edges

Fireplace

- ✓ Traditional tiled fire surrounds and hearths will be removed and boarded. The boarded area will be decorated, vented and left in safe order

Heating

- ✓ An assessment of heating needs will be made prior to occupation
- ✓ If required, central heating will be installed prior to occupation
- ✓ Electric heating will be tested for safety and purpose

Kitchen

- ✓ Condition and age of the kitchen will be assessed against the 'Decent Homes Standard' and recorded on Arun's asset database
- ✓ Works will be carried out or planned where there is a failure to conform to the Decent Homes Standard

- ✓ Plumbing will be checked for use and left in good working order
- ✓ All sanitary and non-sanitary services will be cleaned and left in good order
- ✓ Wall tiles will be checked and replaced where broken although a cosmetic match cannot be guaranteed
- ✓ Wall tiles will be grouted and sealed at all joins and edges





Bathroom

- ✓ Condition and age of the bathroom will be assessed against the 'Decent Homes Standard' and recorded on Arun's asset database
- ✓ Works will be carried out or planned where there is a failure to conform to the Decent Homes Standard
- ✓ The bath and basin will be checked for signs of damage and repaired as appropriate
- ✓ Plumbing will be checked for use and left in good working order
- ✓ All sanitary and non-sanitary services will be cleaned and left in good order
- ✓ Showers will be checked and left in working order or removed and made good
- ✓ The toilet seat will be renewed.
- ✓ The toilet will be checked for flushing and left in clean working order
- ✓ Shower curtains will be replaced (if applicable)
- ✓ Existing adaptations will be checked for suitability and repaired or removed

Outbuildings

- ✓ Sheds and outbuildings will be secured with a hasp and staple or other appropriate fitting
- ✓ Will be cleared of all rubbish
- ✓ Broken glazing will be removed and the opening boarded

Loft

- ✓ The loft space will be clear of all belongings and rubbish and insulation will be increased to a depth of 275 mm where necessary
- ✓ Redundant water tanks will be removed where possible

External

- ✓ The building will be checked on the elevations for repairs to all rainwater goods
- ✓ Gullies will be visually checked for blockages
- ✓ Checks will be made of the roof covering to ensure no visible signs of damage or missing tiles or gaps in the covering material



- ✓ Trip hazards will be identified and removed
- ✓ A visual assessment will be made of the general condition of brickwork and foundation suitability
- ✓ Existing fencing will be assessed and removed or repaired. Arun District Council are obliged to define a boundary with a two-strand wire fence
- ✓ Existing gates will be checked for purpose and may be removed or repaired where appropriate
- ✓ Rubbish and associated debris will be removed from the garden

Water

- ✓ The internal stop cock will have been tested and repaired or replaced
- ✓ External stop cocks will be removed
- ✓ Your new home will have undergone checks to the gas and electrical installation if present. You will have access to certification and reports upon request.

Gas

- ✓ An assessment of heating needs will have been carried out and the heating installation renewed or upgraded where appropriate
- ✓ If required, a Gas Safety (CP12) test will have been carried out and under the Landlords Gas Safety Regulations with a copy of the certificate held on file

Electrical

- ✓ An assessment of heating needs will have been carried out and the heating installation renewed or upgraded where appropriate
- ✓ A full electrical test and inspection issued in accordance with NICEIC British Standard 7671 (subject to revision)

Energy performance

- ✓ An energy performance survey will have been carried out to your home and a copy of the certificate will either be included within the pack or sent to you by post

Cleanliness

- ✓ Although we don't carry out a full domestic clean, your home will have been left in a clean and fit condition.

Asbestos

- ✓ A visual inspection will have been carried out and areas of concern will have been tested and reported back to Arun District Council
- ✓ It may be that asbestos is present within the home. Rest assured, this in itself is not dangerous, but you are advised to contact us for further information prior to carrying out any DIY should your tenancy allow. Equally, if you suspect asbestos is present in your home and would like advice or reassurance, again please feel free to call anytime.

Visual findings

Room	Ceiling	Floor	Other	Assume Asbestos Present	
				Y	N
Lounge				Y	N
Kitchen				Y	N
Bathroom/WC				Y	N
Bedroom (1)				Y	N
Bedroom (2)				Y	N
Bedroom (3)				Y	N
Hall/Stairs/Landing				Y	N
Other				Y	N

Home improvements

Tenants also have the freedom to carry out some repairs and home improvements or alterations, tenants **must** ensure they have written permission from Arun District Council.

Your responsibilities

We will work hard to meet our responsibilities and to endorse our commitment to you. In turn, there are responsibilities for our tenants too, such as general maintenance. These can be found in your Tenant's Handbook or online at www.arun.gov.uk search 'tenant responsibilities'.

Welcome

Arun District Council and Mears have combined to leave you a pack welcoming you to your home.

We have taken this opportunity to provide you with energy saving advice and any other information we think you'll find helpful.

Contact

For more information or if you need to contact:

Mears - **01903 737876**

Arun District Council - **01903 737827**

Email: **housing.repairs @arun.gov.uk**

Website: **www.arun.gov.uk**

