

# **Your guide to Our Minimum lettings standard for empty properties**



**We have over 1200 homes throughout Warrington and approximately 10% of them can become empty each year and have to be re-let. When the property is empty this is an excellent opportunity for us to make a full inspection and carry out any works that are needed.**

**We aim to provide high quality homes at affordable rents and all our homes should provide a minimum standard of accommodation and should be offered to new tenants in a clean, safe and acceptable condition.**

**The following list identifies the minimum condition of all our homes.**



## **Gas and electric heating**

- All our homes will be warmed by either gas or electrical heating system with heating points to most rooms.
- The heating system will be controlled to enable acceptable warmth throughout.
- If there is a gas fire in your home we will ensure that this is checked prior to you moving in.
- We will carry out a gas safety check on all gas heating appliances to ensure they are all working properly. A gas safety certificate is provided.
- If a meter is provided it is the tenants responsibility to arrange for the supply to be connected or the meter type changed.

## **Windows**

- All windows will contain double glazed units with ventilation achieved by sashes and trickle vents.
- All windows will be checked to ensure the glazing is sound and that they open and close properly and any opening restrictors are working properly.
- Where window locks are in place, they will be checked to make sure they are working with two keys provided for the property.

## **Electrical services**

- The electrical system and fittings will be inspected to ensure all components are working safely before any new tenant moves in.
- All switches, light fittings and sockets will be securely fixed and checked to make sure they are working.
- We do not provide light bulbs.
- An electrical safety inspection report is provided.



## Kitchen

- We will provide sufficient hygienic working surfaces to prepare food.
- We will provide a sink/drainage and base unit with splash back tiling.
- We will ensure there is a gas/and or electric cooker point cooker outlet point.(if a home does not have a gas supply we will not provide this service)
- If there is enough room we will provide a minimum of one double base unit and one double wall unit with drawers and doors in good working order.
- We will leave a space for a cooker and fridge (in some sheltered schemes these are provided by us).
- We do not provide help for fitting any appliances.
- If there is an extractor fan in the kitchen we will make sure it is in working order and safe to use.



## Bathroom

- The bathroom will contain a wash hand basin, low level flushing WC and bath or shower.

- We will make sure that the cistern is flushing properly and there are no leaks.
- We will make sure that the bath and wash hand basin is in good order without cracks.
- We will ensure there are plugs to the bath and sink.
- If there is a shower left we will make sure it is working order and safe to use.
- If there is an extractor fan in the bathroom we will make sure it is in working order and safe to use.

## Security

- Front and rear doors shall be of sturdy construction with mortice locks.
- We do not carry out any lock changes when we re let your home.

## Decoration

- We will ensure, unless otherwise agreed, that if a property is in a very poor condition that at least one room downstairs and one bedroom is decorated so that the home is habitable.
- All internal exposed surfaces will be in a suitable condition for decoration, External timber surfaces painted as part of our four year external painting programme.
- We also provide a decoration allowance for properties in poor condition. This is based on set amounts for specific rooms.

## Flooring

- We do not provide carpets or flooring. There may be carpet or other flooring that has been left in your home from the previous tenant but this is not our responsibility. We will obviously make sure it is safe before we leave any flooring in the property.
- All floors will be provided in good condition and level to have floor covering fitted.

## General

- All internal doors and fittings will be in good working order.
- All plasterwork will be made good; however some minor preparation may be needed to the walls prior to decorating. Walls will be free of protruding nails and screws.

- All properties, gardens and any out buildings will be cleared of rubbish. The maintenance of the garden will then be your responsibility.
- We will not carry out any external works to pavings, paths etc unless we consider there is any risk.
- We do not generally carry out repairs to fencing or gates when properties are empty unless they are in a very poor state of repair. We will replace gates and fences if they are missing.
- Any unsafe greenhouses, sheds etc will be removed and any hard standing may be left.
- The property should be in a clean condition

**If you are not happy with the condition of your home and you feel that it does not meet the above minimum standard then please contact us immediately.**

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