**SCHEDULE 6**

**THE READY TO LET STANDARD**

The Managing Agent will be committed to ensuring all empty properties meet the "ready to let" standard of the Registered Provider.

Non essential repairs which do not compromise the "ready to let" standard in terms of safety can be completed after re-let with the agreement of the incoming customer.

**SAFE AND SECURE**

* All contractor's should be made aware if a known drug user previously occupied the empty home and extensive clearance and checks should be carried out to ensure no residual risk. Specialist contractors engaged where necessary.
* There will be a safe and working heating system.
* Fire and/or smoke alarms will be checked and fitted in appropriate places together with any other suitable fire precautions.
* Gas and electric services will be safe.

**Self Contained units:**

* The Registered Provider will attend to carry out gas, oil, solid fuel and electric safety check as required at every change of occupancy. The relevant safety certificates will be left within the unit.

**Room only units:**

* The Managing Agent will carry out a visual inspection of switches, sockets and fittings for damage and operation (i.e. will the light turn on). Any damage or fault identified will need to be rectified as part of the void works required to ensure the property is safe to let.
* A gas, oil, solid fuel or electric safety check will not be required to be undertaken by the Registered Provider where an occupancy change occurs for a single room only.
* Where all the lettable units within a shared self contained unit (flat or house) become void simultaneously the Managing Agent will notifying the Registered Provider in order for the Registered Provider to carry out gas, oil, solid fuel or electric safety checks.

**GENERAL STANDARDS**

**Lights:**

* Every light fitting will have working light bulbs

 **Internal decoration:**

* The home is let in a good decorative order. This does not mean that it will necessarily be new decorated throughout.
* Walls and ceilings will be clean and free from major cracks, holes or blemishes. Plaster will be in good condition.

 **Doors and windows:**

* All main entrance doors of flats or apartments that open on to a communal or shared corridor will be a fire rated door with a minimum resistance of 30 minutes. This will include self-closing devise to ensure all doors are self-closing.
* All doors and windows will open and close correctly and be undamaged;
* Window locks, where fitted will operate correctly
* All windows which have locking devices, are left in the unlocked working mode where no keys are available

 **Keys:**

* Two full sets of keys for all external doors will be provided

 **Flooring**

* All flooring will be in a safe condition. No floor tiles or stair treads will be missing and carpets will be clean and free from any trip hazard.

 **Kitchen & Bathroom**

* All cupboards and work surfaces will be in good condition
* The bathroom will have a wash-hand basin, bath or shower (or both) and a toilet. All plugs and chains will be present and fitted. There may be more than one toilet and it may be separate from the bathroom, depending on the type of accommodation.
* The sanitary fittings will be in good working order.
* Dirty pull cords will be replaced.
* Extractor fans will be cleaned.

 **External areas:**

* Gardens (where applicable) will be tidy and free from rubbish and rubble
* Lawns will be cut (seeded where there is no grass)
* Safe access to front and rear garden
* Ponds will be removed and filled in (if applicable)
* Outbuildings and sheds will be empty unless they are communal
* Bins and bin stores will be clear of rubbish.

**Paths**

* Will be in a safe condition and free of obstruction.

**Cleanliness**

* Furniture and fittings will be removed unless these are provided as part of a the service
* Where furniture and equipment is provided (e.g. white goods, carpets) these will be in a good and safe useable condition.
* The home will be dusted and all sanitary fittings, kitchen cupboards and work surfaces will be clean.
* The property will be free of rubbish inside and out

**New Builds**

* A gas, oil, solid fuel or other fuel safety check in addition to the construction documentation provided, will be carried out on handover of New Build properties by the Registered Provider's relevant contractor; the asset will immediately be included within a maintenance contract.
* Fittings for connecting the gas or electric cooker will be suitable;
* There will be a safe and working heating system;
* There will be suitable fire precautions which comply with the Regulatory Reform (Fire Safety Order) provided where applicable
* There will be flooring, white goods and furniture and/or equipment as set out in the management agreement where applicable.