

#### 4 REPAIR RESPONSIBILITIES

In your lease there are a number of conditions that you have to follow in relation to repairs, decorations and alterations. In general, CCBC, as the freeholder, undertakes the repair of everything connected with the structure, fabric, exterior and interior communal areas, communal fixtures and fittings and service installations (i.e. gas, electricity and water) up to but not including inside your home. CCBC aims to carry out repairs promptly and effectively.

#### Responsibility for repairs

A summary of CCBC's and your repair responsibilities is shown below:

#### ● CCBC IS RESPONSIBLE FOR –

- All communal areas, both internal and external;
- All communal fixtures and fittings - including communal TV Aerials, communal fire protection systems, communal door entry systems, communal water tanks and communal soil pipes;
- All services and ancillary equipment on the scheme, but not within individual homes;
- All pathways, driveways, fences and boundary walls where these serve the block;
- All external decorations and the decoration of internal communal areas;
- All structure and fabric of the building - including windows (but not the glass) communal windows, communal electricity and lighting, guttering and down pipes (on flats) and communal refuse facilities;
- All external and structural repairs to the chimney, and external repairs to the flues.

#### ● YOU ARE RESPONSIBLE FOR –

- Keys;
- Freezing or bursting of internal pipes;
- Radiators;
- Sanitary fittings including internal pipes and traps;
- Fuses, light fittings, other electrical or gas fittings and appliances;
- Internal decoration;
- The sweeping of the chimney;
- Internal floor coverings, including screeding, floor tiles, carpets and vinyl;
- Internal non load-bearing walls and wall coverings e.g., plaster, wall tiles;
- Internal fittings, such as glazing, curtain rails, fitted storage units, kitchen units, door furniture and internal doors;
- All damage caused by your household and visitors.

If you are responsible for the repair, you must make your own arrangements for the repair to be carried out and paid for.

**If CCBC is responsible, we will arrange for a contractor to carry out the repair and will usually collect your share of the payment through your service charge.**

