

## Post sale requirements:

### Schedule of Works

The Purchaser is to undertake the following comprehensive scheme of works within 12 months of completion of the property transfer:

1. Replace blown and damaged bricks and re-point brickwork where necessary.
2. Unblock/remove growth from gutters and ensure all rainwater goods (guttering, down pipes, waste pipes) are in good repair and working order.
3. Undertake works required to the roof of the property including replacement of slipped and broken slates, replacement of flashing where required, pointing of ridge tiles and chimney stack as required.
4. Obtain a report from a Damp specialist in relation to the property (with particular attention to be paid to the ground floors) and undertake remedial works as recommended therein. A copy of the report/survey is to be provided to the Council's surveyor prior to re-inspection together with photographs/invoices demonstrating any/all works undertaken.
5. Repair damaged plaster to the external areas of the bay windows.
6. Ensure all windows open and close with ease, refurbishing/replacing rotten timbers are necessary.
7. Repaint externally where previously painted to leave a clean and tidy finish.
8. Refurbish and make safe emergency escape equipment as required – this may only be removed subject to completion of item 9. below, and confirmation that Building Regulations are not breached in doing so.
9. Ensure, throughout the property (to all relevant current British Standards):
  - adequate fire warning systems are in place;
  - adequate fire doors (usually a minimum 30-minute defence) are fitted in appropriate positions;
  - suitable compartmentation is provided throughout the property.
10. Install boundary fences where these are not currently in place.
11. Instruct and produce a survey undertaken by a timber specialist in respect of all timbers and provide this survey together with evidence of remedial works undertaken as recommended within the report.
12. Secure or renew floorboards as necessary throughout the properties.
13. Undertake works to walls and ceilings within all flats to ensure clear even finishes. New ceilings to be fitted where necessary
14. Redecorate walls and ceilings to all flats while fitting new floor coverings throughout.
15. Fit new kitchens and bathrooms
16. Ensure adequate tiling to appropriate areas of new kitchens and bathrooms.

17. Replace internal doors as necessary.
18. Provide a Gas Safe certificate (per gas installation) to the Council's Surveyor prior to their re-inspection of the property, undertaking any remedial or installation of new systems as required.
19. Obtain a report from a qualified NIC EIC registered electrician and replace existing wiring circuits as required to meet IEE Wiring Regulations, providing an appropriate NIC EIC Certificate.
20. Renew header tank insulation; if galvanised replace with plastic.
21. Replace letter boxes and repair plaster work and any further disrepair to the external areas of the entrance to the property.
22. Redecorate communal entrance and stairways.
23. Cut any trees back away from the property, with authority of planning and conservation officers of the Local Authority if required.
24. Comply with current Health & Safety, planning and conservation legislation in connection with these works.

### **Re-occupation**

In addition to the completion of the Schedule of Works, there is the requirement that the property is re-occupied within 12 months of the transfer date.

### **Re-inspection and sign-off**

By the date 12 months from the completion of the transfer or earlier if appropriate, the Purchaser must contact Nottingham City Council with a view to arranging a re-inspection of the subject property.

The whole of the property must be made accessible to the City Council's Surveyor in order that they can properly assess whether the Schedule of Works and re-occupation requirements have been complied with. Following a successful assessment Nottingham City Council will instruct the Lands Registry to amend the property Title accordingly.

### **Contact details:**

Nottingham City Council, Property Services: 0115 876 3000

Nottingham City Council, Switchboard: 0115 915 5555