

Asset Management

The following information provides an overview of the parties' responsibilities for urgent and non-urgent maintenance, disability modifications and alterations.

Maintenance



YPH will:

- Ensure that properties are maintained to a suitable standard as set out in the Community Housing Maintenance Accommodation Standards (South Australian Housing Authority) and YPH policies and procedures
- Consult with the participant(s) and [ORGANISATION] to identify maintenance priorities for each of the properties subject to this Agreement
- Consult with [ORGANISATION] and participant(s) where appropriate, regarding maintenance which may be disruptive to the tenant
- Pay for costs associated with fair wear and tear (deterioration or damage associated with age and reasonable use)
- Not be responsible for costs associated with non-fair wear and tear caused by participants (i.e., deterioration that results from negligence, carelessness, accident, or abuse of the premises, equipment by the tenant, by a member of the tenant's household, or by a guest or invitee of the tenant)

[Organisation] will:

- Report any urgent maintenance to YPH via the online maintenance request form, email, or phone as soon as practical
- Pay for costs associated with non-fair wear and tear (i.e., deterioration that results from negligence, carelessness, accident, or abuse of the premises, equipment by the actions of their staff or the tenant, by a member of the tenant's household, or by a guest or invitee of the tenant)
- Seek approval from YPH prior to undertaking any modifications or alterations to the property on behalf of the participant or in relation to WHS equipment

Related Documents:




-  Appendix 6: Responsibility for Non-Standard Maintenance Items
-  Appendix 7: Responsibility for Other Maintenance Items

Disability Modifications

Changes to the structure, layout or fittings of the participant's home that are required to enable the participant to safely access and move around their home as a result of their disability.

- If a participant applies for a YPH property, the requirement for modifications will be assessed as part of the application process to ensure the property can meet the participant's specific needs. This is of significant importance in a multi-tenanted property.
- Disability modifications requested by the participant will be discussed between the participant and YPH. All requests for modifications must be made in writing in accordance with YPH's Disability Modification Policy and Procedure.
- If the NDIS have made funding available for home modifications that are considered reasonable and necessary, the application process incorporates the requirement for the provision of all relevant documentation detailing the modification and specifications.

Related Documents:

-  Disability Modification Policy
-  Major Disability Modification Application Form
-  Minor Disability Modification Application Form



Alterations

Not specifically required to support people with a disability and are funded by the [Organisation] or participant.

[ORGANISATION]:

- Must ensure their employees do not:
 - Erect any building or structure on the property
 - Install any fixture or fitting to the property
- Seek the approval of YPH prior to the commencement of any work
- Coordinate all relevant permits
- Provide YPH evidence that any approved work is completed in accordance with all applicable building standards and regulations/body corporate rules
- Maintain any equipment or fixtures fitted by [ORGANISATION] for which [ORGANISATION] maintains ownership
- [ORGANISATION] will be responsible for these items unless otherwise agreed with YPH and will repair any damage resulting from the installation and removal of these items, ensuring the property is 'made good' upon the cessation of service delivery
- Will not alter or modify the property in any way to satisfy WHS requirements for their staff without the approval of YPH
- If alterations/modifications of the kind mentioned above are approved, then the ongoing maintenance and repair costs associated with the alteration will be the responsibility of [ORGANISATION].

Related Documents:

-  Alteration Request Policy
-  Alteration Request Application Form