

Date 17 November 2025
Your ref
Our ref 23/03271ENF25S01

**SUBJECT: SECTION 26, CITY OF EDINBURGH DISTRICT COUNCIL ORDER
CONFIRMATION ACT 1991 – NOTICE TO OWNERS TO SHOW CAUSE
PROJECT ADDRESS: 7-8 SAUNDERS STREET, EDINBURGH, EH3 6TU
STATUTORY NOTICE REF: 25/00297/24_R**

I write to you in relation to the above Statutory Notice (the notice).

Notice

A Section 24 Notice was served on 15 October 2025 informing you of defects which exist to the building or drainage system, of which you are part owner. The notice required you and other owners, to take steps to rectify the defect, within 4 weeks. The notice required you to carry out the following works within 28 days of the date of the notice:-

Execute any works necessary for securing, restoring or repairing the following defects:

- Cracked, slipped, missing and mismatched tiles to all roof pitches over the building.
- Defective roofing underlay and timber sarking boards to all roof pitches over the building.
- Rusted, cracked and defective conservation rooflights to all roof pitches over the building.
- Defective built-up coverings to existing roofs over all bay windows to the building.
- Defective lead watertights, lead flashings and zinc ridge flashings to all pitched roofs over the building.
- Defective parapet gutter linings, including parapet skew cope cappings, to the roofs over the building.
- Inadequate depth to roof void floor insulation to all roof voids over the building.
- Open and defective mortar pointing to all elevations of the building.

Note: Subject to further investigations - specialist testing, safe removal and disposal of asbestos containing materials.

Including works incidental to and required to execute the works, all access and specialist reporting where required.

Edinburgh Shared Repairs Service
Housing, Family Support & Fair Work
Place Directorate

Waverley Court 1.4, 4 East Market Street, Edinburgh EH8 8BG

Tel 0131 529 6778 esrs@edinburgh.gov.uk

After 4 weeks, owners have not taken sufficient steps to rectify the defects. As a result, the City of Edinburgh Council (the Council) will begin procurement of the works through the Council's Edinburgh Shared Repairs Service, unless owners show cause why such works should not be executed, by the Council.

Process

If there is any reason why you consider that the Council should not execute these works, you are required to show cause to the Council. You should set out the reasons in writing to Edinburgh Shared Repairs Service, Level 1.4, 4 East Market Street, Edinburgh, EH8 8BG, within 28 days of the date of this letter.

If owners intend to manage the works privately, the Council can continue to provide guidance at any stage, through online, telephone and face to face assistance. Management of the works privately will give you, building owners, more control over cost, scope, timescales and impact of the works. In the first instance, please contact your [REDACTED] [REDACTED] for further details.

Owners should be aware, that if works are subsequently taken back privately, the Council will charge owners for the abortive cost incurred to date. This will include the building survey, costs for the provision of access to the identified defect, any intrusive investigations carried out and administration time. The level of abortive costs will also depend upon how advanced the Building Surveyor is through the design and procurement stages. Costs will be billed to owners on an equal share basis, through the Local Government in Scotland Act 2003.

Where owners do not show an acceptable reason why the Council should not execute the works, then the works may be enforced. You will be advised of this by letter, at the expiry of the timeframe to show cause. The Council will begin to procure the works and recharge owners on an equal shares basis, including an administration charge.

Ownership

The Council has been through a rigorous, standardised process to identify ownership details of the affected property. However, if you believe you are not the intended recipient, or are no longer the owner of this property, please contact your [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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