

xxx

1 (xxx) Whitson Crescent
Edinburgh
EH11 3BG

Date 11 September 2026

Our Ref EMTT 1

Dear xxx,

PROJECT ADDRESS: 1 Whitson Crescent
SUBJECT: Emergency Defect reported

An interpretation and translation service, Language Line, BT Talk-Type, Braille and letters in large print are available.

We write to inform you that the Council has a report of an emergency building defect in your block. An emergency repair is required to prevent further damage to the building and to remove the health and safety risk.

The defect, flat roof leaking water into bedroom.

Any owner, including the Council as an owner, can arrange works to make the building safe or arrange a temporary repair as set out under the Tenements (Scotland) Act 2004, Rule 7 – emergency work, without prior consultation of other owners who share the responsibility for the common repair.

On this occasion, the Council arranged the works on behalf of all owners. As landlord, the Council will pay the Council Tenant's share of the costs.

Yours sincerely,
Kevin Murray
Housing Officer

Housing and Homelessness - Place Directorate
Level 1.4 Waverley Court, 4 East Market Street,
Edinburgh EH8 8BG
Email Kevin.Murray@edinburgh.gov.uk