



OAK TREE HOUSING ASSOCIATION

Service Charge Policy

Adopted February 1999 Last Reviewed February 2024
Next Review Due February 2025

1.0 Introduction

1.1 The Association aims to recover the costs of providing identified services to tenants or sharing owners in full. The services provided include:

- Environmental maintenance
- Laundry facilities
- Legionella inspections
- Fire system, fire safety and extinguisher servicing and maintenance contracts
- Call system
- Building insurance cover for sharing owners

1.2 Service charges will be set in or before February of each year for the succeeding financial year based on estimated future costs. For secure tenants it will be applied from the date of the next registration. For all remaining tenants, the new charge would be implemented from the start of the financial year at the time of the annual rent increase.

1.3 Any changes to the cost, type or nature of services provided will be the subject of consultation with affected tenants.

1.4 Costs will be calculated by totalling the estimated costs of the service attributable to tenanted, owner occupied or shared ownership property and divided by the number of occupants in receipt of that service. Where a service is not provided, there will be no charge for that service.

2.0 Service Charges for 2024-25

The following monthly service charges will apply: -

2.1 Environmental Maintenance

Backcourt Maintenance All Flats

Reduced service	£ 1.06
Standard service	£ 5.10

MonthlyService Charge

Open Space Maintenance Stock Transfer Areas

Branchton Cottages	£2.33
Pennyfern Cottages	£2.25
Fancy Farm	£0.78
Bow Farm	£11.35
Denholm Gardens	£19.03
Overton	£8.90
Wemyss Bay	£12.50
Midton	£1.07
Tower Drive	£1.42
Kempock Place	£3.61

MonthlyService Charge

Ex Bow Farm HA

Common Landscaping	£11.33
Private gardens – standard charge	£13.13
Bow farm flats – standard charge	£5.10

MonthlyService Charge

<u>Newbuild Developments</u>	<u>Monthly Service Charge</u>
Branchton newbuild cottages Site A	£2.33
Branchton newbuild cottages site B	£2.92
Grieve Road newbuild cottages	£8.00
Wren Road newbuild cottages	£9.12
Earnhill Gardens	£1.51
Garvald Street	£8.50
Auchmead Road – open space maint	£17.60
Auchmead Road – private gardens	£7.10
Tweed St/Tay Street	£8.50
Bunston Grove	£11.54

<u>Supported Developments</u>	<u>Monthly Service Charge</u>
Grieve Road shared cottages gardens	£13.13
Burns Road	£5.10
Plover Lane	£8.00
Refuge(scheme cost)	£33.15
James Watt Court	£5.10
32 Inverkip Street	£5.10

2.2 Laundry		<u>Change</u>
Plover Lane	£34.60	None
2.3 Fire System Servicing (alarm, sprinklers, emergency lighting)		
James Watt Court	£9.30	None
Plover Lane	£12.23	None
Burns Road	£19.48	None
Refuge (scheme cost)	£106.40	None
Sandpiper Lane	£2.92	None
32 Inverkip Street	£34.40	None
2.4 Fire Extinguishers		
James Watt Court	£5.61	None
Plover Lane	£3.40	None
Grieve Rd	£5.00	None
2.5 Nurse Call System		
Burns Road	£6.00	None
2.6 Legionella Inspections		
Burns Road	£22.50	None
32 Inverkip Street	£32.00	None
James Watt Court	£18.38	None
Plover Lane	£25.17	None
Refuge(scheme cost)	£120.00	None
2.7 Insurance (Shared Ownership Properties)		
Building insurance	£10.84	£5.60
3.0 Review		
The Service Charge Policy will be reviewed in February of each year.		