

Housing Revenue Account Schedule of Fees and Charges for 2024/2025

Housing Revenue Account	Units of charge	VAT Indicator	Existing Charge	Proposed Charge	% Increase	24/25 Budget	Proposal Additional Yield
Supervision and Management Special							
Guest Rooms - E P Units - Single	Per Night	OS	19.95	20.80	4.3%	4,780	206
Guest Rooms - E P Units - Double	Per Night	OS	25.70	26.80	4.3%		
Community Rooms - Residents	Session	OE	23.50	24.50	4.3%		
Community Rooms - Non Resident	Session	OE	41.00	42.80	4.4%		
Leaseholder Charges							
The following charges replace the flat rate charge currently in place						105,090	4,309
Annual practical notes and information to leaseholder. Check of leaseholder account to ensure there are no problems and ground rent invoicing with supporting documentation.	Annual	OO	32.05	33.50	4.5%		
Annual practical notes and information to shared owners. Check of account to ensure there are no problems, check to see if ground rent payable	Annual	OO	28.45	29.70	4.4%		
Annual practical notes and information to shared owners. Check of account to ensure there are no problems, check to see if ground rent payable	Annual	OO	31.85	33.20	4.2%		
Service charge invoicing and supporting documentation non-shared ownership.	Quarterly	OO	4.35	4.50	3.4%		

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Service charge invoicing and supporting documentation non-shared ownership.	Annual	OO	14.40	15.00	4.2%
Service charge invoicing and supporting documentation shared ownership.		OO	32.05	33.50	4.5%
Consent to alter		OS	66.15	69.00	4.3%
Retrospective/ Complex consent to alter		OS	91.20	95.30	4.5%
Consent to underlet		OS	37.70	39.40	4.5%
Consent to keep pets		OS	37.70	39.40	4.5%
Letter to lenders and other third parties		OS	32.05	33.50	4.5%
Reminder in relation to arrears with full printout of account		OE	32.05	33.50	4.5%
Section 20 management		OE	43.40	45.30	4.4%
Obtaining Land Registry document as requested by leaseholder		OS	14.05	14.60	3.9% Plus Land Registry cost

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Provision of duplicate invoices	OS	3.80	3.90	2.6%
Contacting or responding to you in relation to a problem with your flat. Non-complex replies by email will be free	OS	7.50	7.80	4.0%
Written contact and liaison with you in relation to statutory requirements, such as fire and asbestos risk assessments	OE	3.80	3.90	2.6%
Leasehold enquiry responses	OS	279.25	291.70	4.5%
Leasehold (with sinking fund) enquiry responses	OS	290.70	303.50	4.4%
Preliminary telephone advice for non-complex issues relating to your leasehold property		FREE	FREE	
Changing leaseholder records, leaseholder responsible for advising changes in writing		FREE	FREE	