



OAK TREE HOUSING ASSOCIATION

Service Charge Policy

| | | | |
|-----------------|---------------|---------------|---------------|
| Adopted | February 1999 | Last Reviewed | February 2025 |
| Next Review Due | February 2026 | | |

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 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.
- 1.3.1 Communication will be sent to the affected tenants advising them of the changes to the cost, type or nature of services provided.
- 1.4 Costs will be calculated by totalling the 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 2025-26

The following monthly service charges will apply: -

2.1 Environmental Maintenance

| <u>Backcourt Maintenance All Flats</u> | <u>Monthly Service Charge</u> | <u>Increase of 54%</u> | <u>New Total</u> |
|--|-----------------------------------|----------------------------|----------------------|
| Reduced service | £ 1.06 | £0.57 | £1.63 |
| Standard service | £ 5.10 | £2.75 | £7.85 |

| <u>Open Space Maintenance Stock Transfer Areas</u> | <u>Monthly Service Charge</u> | <u>Increase of 54%</u> | <u>New Total</u> |
|--|-----------------------------------|----------------------------|----------------------|
| Branchton Cottages | £2.33 | £1.26 | £3.59 |
| Pennyfern Cottages | £2.25 | £1.22 | £3.47 |
| Fancy Farm | £0.78 | £0.42 | £1.20 |
| Bow Farm | £11.35 | £6.13 | £17.48 |
| Denholm Gardens | £19.03 | £10.28 | £29.31 |
| Overton | £8.90 | £4.81 | £13.71 |
| Wemyss Bay | £12.50 | £6.75 | £19.25 |
| Midton | £1.07 | £0.58 | £1.65 |
| Tower Drive | £1.42 | £0.77 | £2.19 |
| Kempock Place | £3.61 | £1.96 | £5.56 |

| <u>Ex Bow Farm HA</u> | <u>MonthlyService Charge</u> | <u>Increase of 54%</u> | <u>New Total</u> |
|-----------------------------------|------------------------------|------------------------|------------------|
| Common Landscaping | £11.33 | £6.12 | £17.45 |
| Private gardens – standard charge | £13.13 | £7.09 | £20.22 |
| Bow farm flats – standard charge | £5.10 | £2.75 | £7.85 |

| <u>Newbuild Developments</u> | <u>Monthly Service Charge</u> | <u>Increase of 54%</u> | <u>New Total</u> |
|------------------------------------|-------------------------------|------------------------|------------------|
| Branchton newbuild cottages Site A | £2.33 | £1.26 | £3.59 |
| Branchton newbuild cottages site B | £2.92 | £1.58 | £3.59 |
| Grieve Road newbuild cottages | £8.00 | £4.32 | £12.32 |
| Wren Road newbuild cottages | £9.12 | £4.92 | £14.04 |
| Earnhill Gardens | £1.51 | £0.82 | £2.33 |
| Garvald Street | £8.50 | £4.59 | £13.09 |
| Auchmead Road – open space maint | £17.60 | £9.50 | £27.10 |
| Auchmead Road – private gardens | £7.10 | £3.83 | £10.93 |
| Tweed St/Tay Street | £8.50 | £4.59 | £13.09 |

This development is managed by C~urb

| | | | |
|---------------|--------|-------|--------|
| Bunston Grove | £11.54 | £0.00 | £11.54 |
|---------------|--------|-------|--------|

| <u>Supported Developments</u> | <u>MonthlyService Charge</u> | <u>Increase of 54%</u> | <u>New Total</u> |
|-------------------------------------|------------------------------|------------------------|------------------|
| Grieve Road shared cottages gardens | £13.13 | £7.09 | £20.22 |
| Burns Road | £5.10 | £2.75 | £7.85 |
| Plover Lane | £8.00 | £4.32 | £12.32 |
| Refuge(scheme cost) | £33.15 | £17.90 | £51.05 |
| James Watt Court | £5.10 | £2.75 | £7.85 |
| 32 Inverkip Street | £5.10 | £2.75 | £7.85 |

2.2

Laundry

| | | | |
|-------------|--------|------|--|
| 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 | £17.50 | £123.90 |

| | | |
|--------------------|--------|------|
| 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 | £3.04 | £25.54 |
| 32 Inverkip Street | £32.00 | £4.32 | £36.32 |
| James Watt Court | £18.38 | £2.48 | £20.86 |
| Plover Lane | £25.17 | £3.40 | £28.57 |
| Refuge (scheme cost) | £120.00 | £16.20 | £136.20 |

2.7 Insurance (Shared Ownership Properties)

| | | |
|--------------------|--------|--------|
| Building insurance | £13.61 | £10.84 |
|--------------------|--------|--------|

3.0 Review

The Service Charge Policy will be reviewed in February of each year.

--+