



Rents and Service Charge

The association calculates a leasehold rent and service charge that is specific to the property and its components.

Leasehold rent typically covers:

- Housing Management
- Council Tax (if applicable)
- Routine Maintenance (including emergency, routine and unforeseen repairs)
- Central Heating (including any repairs required between servicing)
- External decoration (on a five yearly cycle)
- Internal decoration (where the association has agreed to be responsible for internal decoration i.e. short term care / respite accommodation)
- Major repairs (based on a 60 year programme)

A leasehold service charge typically covers:

- Central heating systems
- Emergency lighting systems
- Fixed hoists
- Anti-scald valves
- Electrical Installations
- Specialist baths
- Fire detection systems
- Specialist toilets

Domiciliary Care agency

Although the association would retain overall housing management and maintenance responsibilities for the leasehold property, the Domiciliary Care Agency would be responsible for the day to day housing management services to tenants.

How much rent will I receive?

The Association will pay monthly leasehold rent to the property owner. The rental sum and subsequent rent reviews are negotiable. However, we would expect the leasehold rent to reflect the Association's management and maintenance of the property.

The leasehold rent, alongside the costs of managing and maintaining the property will be recovered through the rent and service charge charged by First Choice to our tenants.

The Association is able to charge slightly higher rents than our Housing Association partners because tenancy support is a condition of the Tenancy Agreement. However, the total rental sum would still need to be reasonable.

What are the landlord's responsibilities?

Commit to an initial lease agreement with the Association

Arrange leasehold buildings insurance for the property

What documentation will I need to provide?

A Domestic Electrical Installation Condition Report (carried out by an NICEIC or ECA approved engineer)

A current Landlords Gas Safety Certificate (carried out by a Gas Safe approved engineer)

Energy Performance Certificate

Proof of ownership of the property

Personal photographic identification of the owner

Are any properties unsuitable?

A survey would be undertaken by the Association in all cases.

Houses, bungalows and self-contained accommodation will be considered.

The Association will ask the Social Services department to approve the location and layout of the property.

The property should meet First Choice's specification. This information will be provided following the survey. First Choice would expect the landlord to finance any required improvement works.

If you have a mortgage on your property, you should check that your mortgage lender is happy for you to lease your property

What maintenance services can I expect?

The Association would usually take on full repairing responsibilities for your property but would expect the owner to contribute to the costs of any initial improvement works.

The following maintenance services are provided by the Association:

- Day to day repairs that arise
- Repairs to and servicing of central heating systems
- External Decoration (on a 5 yearly cycle)
- Internal Decoration
- Major Repairs (e.g. kitchen and bathroom replacement) in certain cases
- Servicing of emergency lighting, fire detection systems and any specialist equipment

What are the next steps?

If you would like to rent your property to First Choice Housing Association, we will ask you to complete a short questionnaire.

If your property appears to be suitable, First Choice will:

Arrange to meet you to discuss clauses in the leasehold agreement

Contact the Social Services department to establish whether there is a need for the accommodation

Calculate First Choice's rent (including the cost of managing and maintaining the property and paying leasehold rent to you)

Contact the housing benefit department to ensure our tenants' rents will be paid

Obtain approval to enter into a leasehold agreement from First Choice's Board

Depending on the improvement works required at the property and the lease negotiation, the process usually takes about three months.

**For further information please contact our development department on Tel:
(029) 20703758**