

Fees and Charges 2023/24
Department: Housing Revenue Account
Area: Leaseholder Service Charges

Reference/ Area	Fee/Charge Title	Area	Description	Unit of Measure	Charges 2022/23	Charges 2023/24	Change from prior year (actual)	Change from prior year (%)	Statutory Basis for Charging (i.e. the legislation that permits you to charge for this service / product)	Basis of charging (Statutory prescribed, Statutory discretionary, statutory costs recovery or Discretionary)	Comments
Leaseholder Services											
LHS	Pre-assignment - standard fee	Ops - LHS	Service charge related info requested by the sellers solicitor to go to the buyers solicitor.		£290.00	£319.00	£29.00	10.0%	N/A	Discretionary charge pursuant to s 93 of Local Government Act 2003	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Pre-assignment - express fee	Ops - LHS	Service charge related info requested by the sellers solicitor to go to the buyers solicitor.		n/a	n/a	n/a	n/a	s 93 of Local Government Act 2003	Discretionary	n/a
LHS	Enfranchisement statutory and voluntary	Ops - LHS	Charges related to approval of proposed areas/inspection		£241.50	£266.00	£24.50	10.1%	s 33 of the Leasehold Reform Housing and Urban Development Act 1993 for statutory claims and s 93 of Local Government Act 2003 for voluntary	Statutory discretionary (s 42) and Discretionary (Voluntary)	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Deed of Variation	Ops - LHS	Windows and doors		£108.00	£119.00	£11.00	10.2%	s 93 of Local Government Act 2003	Discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Lease extension- Section 42 - Statutory and Voluntary	Ops - LHS			£241.50	£266.00	£24.50	10.1%	n/a	n/a	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Request copy lease	Ops - LHS			£15.00	£17.00	£2.00	13.3%	s 93 of Local Government Act 2003	Discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Deed of Postponement	Ops - LHS			£0.00	n/a	n/a	n/a	N/A	N/A	
LHS	Alterations request: minimum fee	Ops - LHS	Request for landlord's consent to make alteration to property		£40.00	£44.00	£4.00	10.0%	s 19 (3) of the Landlord and Tenant Act 1927	Statutory discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Alterations request: standard fee	Ops - LHS	Request for landlord's consent to make alteration to property		£175.00	£193.00	£18.00	10.3%	s 19 (3) of the Landlord and Tenant Act 1927	Statutory discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Alterations request: enhanced fee	Ops - LHS	Request for landlord's consent to make alteration to property		£300.00	£330.00	£30.00	10.0%	s 19 (3) of the Landlord and Tenant Act 1927	Statutory discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Alterations request (retrospective): minimum fee	Ops - LHS	Request for landlord's consent to make alteration to property		£40.00	£44.00	£4.00	10.0%	s 19 (3) of the Landlord and Tenant Act 1927	Statutory discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Alterations request: additional cost for detailed survey report	Ops - LHS	Request for landlord's consent to make alteration to property		£50.00	"At cost"	n/a	n/a	s 19 (3) of the Landlord and Tenant Act 1930	Statutory discretionary	The 'detailed survey report' listed here is separate from any in-house survey that is carried out. This detailed survey report would be a structural or other specialist survey that normally costs in the region of £300 upwards. Most alteration requests do not require a detailed survey report. We propose that going forward - where a detailed survey report is required - the full cost of the survey is passed to the leaseholder, because a £50 cost would represent an immediate loss of revenue to Barnet Homes. This is an industry-standard practice.
LHS	Alterations request: additional cost for any significant administrative work required to resolve matters arising from a failure by the leaseholder to undertake their responsibilities with regards to the works they carry out.	Ops - LHS	Request for landlord's consent to make alteration to property	hourly	£20.00	£22.00	£2.00	10.0%	s 19 (3) of the Landlord and Tenant Act 1931	Statutory discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Deed of Covenant	Ops - LHS					£0.00	0.0%	N/A	N/A	
LHS	Remortgage administration (not currently)	Ops - LHS			£235.00	£259.00	£24.00	10.2%	s 93 of Local Government Act 2003	Discretionary	An increase of c.10.1% (but rounded to the nearest £) in line with inflation.
LHS	Service charge data - if LH wants to go back more than 12 months - hourly rate	Ops - LHS		hourly	hourly	hourly	n/a	n/a	s 93 of Local Government Act 2003	Discretionary	

Terminology key

Statutory prescribed – legislation provides that the local authority charge for providing a service and either (a) the charge is prescribed (i.e. set eg. £100) or (b) the range is prescribed.

Statutory discretionary (or statutory costs recovery) - legislation provides that you may charge for providing a service but the amount of the charge is discretionary, within the remit of the legislation – the charge may be limited to cost recovery, reasonable cost or based on consideration of prescribed matters eg. consideration of rental value of land for allotments.

Discretionary – here the authority is not obliged to provide the service but if it does so then the charges must be based on costs recovery, based on the statutory power to charge in Local Government Act 2003/Localism Act 2011