

Lease Summary - What am I responsible for?

As the leaseholder, you are responsible for all repairs to the inside of your home, but First Choice Homes Oldham (FCHO), as your landlord, is responsible for maintaining the structure of your building and any communal areas. You pay a contribution towards the costs of maintenance and estate services via the service charge. You also pay towards major works, for example, lift replacement, communal decoration, and roof replacement. Before any works costing more than £250.00 per leaseholder commences you will be consulted.

Exact details of specific repairs and other responsibilities are contained in your lease. To try to help minimise any confusion, we have produced a table below which should help you with your understanding. All items which are organised by FCHO are paid by you via your service charge.

Always refer to your lease; the legal contract. This lease summary has been produced to help your understanding and is for guidance only. Your lease may not match the exact responsibilities set out below.

Elements of the building or other responsibilities	FCHO Organises for you	You
Pay the service charge		✓
Pay Ground Rent		✓
Pay for any damage you cause in the communal areas		✓
Building Insurance - included in the service charge	✓	
Contents Insurance - We would strongly advise you to take out insurance to cover your properties contents		✓
Pay your share of the costs to carry out communal repairs		✓
Pay your share of the major works costs carried out in the communal areas		✓
We advise you set aside money monthly to help pay towards major works		
Communal – Estate Services		
Car parking areas - repair and maintenance, litter pick.	✓	
Communal gardens, pathways - cut grass, weed, trim/prune bushes, tree work	✓	
Communal fences and gates - repair & maintenance, replacement	✓	
Communal Lift - routine maintenance, repair and renewal.	✓	
Communal hallways and areas - Internal Cleaning, internal decoration	✓	
Communal TV aerial - repair and maintenance	✓	
Communal doors and intercom - repair maintenance, renewal	✓	
Communal Bin Areas / Bin Shuts - clean, repair and maintenance	✓	

Type of repair	FCHO	You
Communal – Estate Services cont		
Communal Day to Day repairs (your share of the costs)	✓	
Communal Major Works (your share of the costs)	✓	
Decoration		
Internal decorations to flat		✓
Decorations to communal areas - internal and external	✓	
Doors (Front door to flat)		
External Door Frame	✓	
Front Doors - replacement doors must be fire rated and ideally match those nearby - write to use for approval before fitting.		✓
Door handles		✓
Door locks		✓
Letterbox		✓
Lost keys		✓
Additional security		✓
Communal Doors	✓	
All internal doors and frames		✓
Drainage and Pipework		
Blockage to shared drainage pipes	✓	
Blockage within the flat		✓
Internal pipes solely serving the flat		✓
Electrical		
Faults within the flat e.g. immersion heater, fuses, extractor fans, light fittings, plug sockets)		✓
Communal lighting	✓	
Communal Entrance Intercom system	✓	
Electrical Safety Checks (Communal)	✓	
Electrical Safety Checks (internal to flat)		✓
Fire Alarms		
Fire Alarm (communal areas)	✓	
Fire Alarm (internal to flat)		✓

Type of repair	FCHO	You
Floors within the flat		
Floorboards, floor tiles, concrete screed, other floor coverings.		✓
Joists	✓	
Skirting boards		✓
Gas (Telephone Transco)		
Gas escapes within the flat		✓
Gas appliances		✓
Gas servicing		✓
Annual Gas Safety Check (internal to flat)		✓
(We recommend all leaseholders carry out an annual gas safety check as not doing so could invalidate the building insurance if your appliance caused a gas explosion; private landlords have a statutory duty to carry out gas safety checks annually)		
Gutters		
Blocks of flats and maisonettes	✓	
Heating		
Communal heating	✓	
(e.g. boiler, radiators and pipes connected to a communal heating system)		
Individual heating system		✓
Plumbing		
Plumbing within the flat		✓
(e.g. burst pipes, stopcocks, tap and washers, hot or cold water tanks, nailed pipes, leaking pipe joints)		
Main storage tank (in communal area)	✓	
Communal Waste pipes	✓	
Roofs		
External and internal roof structures above plasterboard ceiling	✓	
Loft Space to flatted property belongs to FCHO	✓	
Walls and ceilings		
Internal walls & ceilings within the flat		✓
External Structural walls and internal communal walls areas and boundary / retaining walls	✓	
Windows to flat		
Window frames	✓	
Glass in windows		✓
Additional security		✓