



**Astor House and Holden Way**

**Lichfield Road**

**Mere Green**

**Birmingham**

**B74 2UG**

**Service Charge Budget Report**

**1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023**



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## **Introduction**

The service charge budget report is intended to provide details of the planned expenditure for the service charge year.

A service charge is necessary due to there being communal structures, areas and services.

## **The Property**

The property comprises of a number attached buildings with units used for retail, leisure, office and residential purposes. To the side and rear of the buildings is an access road and two service areas.

The common parts include the main structure and the external elements of the buildings (but not the shop frontages), the vehicular access way, service yards and the boundary walls/fences. The internal communal areas for the offices just serve a limited number of the office suites and include the entrance and stairs.

Not all leaseholders are responsible for contributing to all service charge expenditure for the property. For this reason, service charge schedules are used, details of which are set out below.

## **Service Charge Objectives**

The object of this budget report is to provide clear explanation of the planned service charge expenditure on a not for profit/not for loss basis. It is also to promote clarity and transparency and to allow the leaseholders to budget accurately for the forthcoming year.

We encourage leaseholders to provide comments on the format and/or the information contained in this report which would assist in the report being improved for the benefit of all concerned. We would also welcome constructive feedback on the communal services provided at the property.

As Managing Agents, Johnson Fellows aim to provide a high-quality management service in order to provide a well-maintained environment and delivering value for money for the service charge expenditure.

The service charge is administered having regard to Service Charges in Commercial Property; RICS professional statement 1<sup>st</sup> edition.

## **Voids and Concessions**

The service charge for any void lettable units or attributable to any service charge concessions is the responsibility of the Landlord.

## **VAT**

The Landlord has elected the property for VAT.

The service charge payable by the commercial lessees has VAT charged at the standard rate. The service charge payable by the leaseholders of the residential maisonettes is charged



inclusive of VAT, as the landlord is unable to recover the VAT on this part of the service charge expenditure.

As a result of the different VAT status of occupiers, service charge schedules are used.

### **Banking**

Due to the general level of service charge funds, they are not maintained within a discrete bank account. The funds are held within the Johnson Fellows Clients Account which is maintained with Barclays Bank plc. As a consequence, the service charge is not credited with any interest, neither are any bank charges allocated to the service charge.

### **Reserve Fund**

Recent exceptional works have been carried out to Astor House. Some of the works were improvements and are not service charge recoverable.

Those works which are service charge recoverable comprised of:

#### **ASTOR HOUSE OFFICES**

Repairs to internal communal areas	£39,689.00
Fire Alarm Works	£2,623.50
Asbestos Report	£840.00
Post box	£635.68
Decorate rear staircase	<u>£462.00</u>
<b>TOTAL</b>	<b>£44,250.18</b>

Due to there being no historic reserve fund the landlord funded the cost of these works. The cost of the works which are service charge recoverable are being repaid to the landlord from the service charge, subject to interest at 2% plus Barclays Bank base rate. Contributions which have been included in recent service charge accounts are:

#### **ASTOR HOUSE OFFICES**

Service Charge to 31/3/18	£22,310.00
YE 31 <sup>st</sup> March 2019	£3,500.00
YE 31 <sup>st</sup> March 2020	£3,500.00
YE 31 <sup>st</sup> March 2021	£3,500.00
YE 31 <sup>st</sup> March 2022	<u>£3,500.00</u>
<u>To date</u>	£36,310.00

The outstanding balance of £7,940.18 for Astor House Offices will continue to be paid down at a rate of £3,500pa during 2022/2023.

### **Service Charge Apportionment**

The service charge operates for the whole property as defined in the lease documents. The apportionment percentages for each lessee are noted within the Service Charge Apportionment in Appendix A. They are based upon the GIA calculated in accordance with the RICS Code of Measuring Practice, 6<sup>th</sup> Edition following the property being measured by Johnson Fellows.



A number of service charge schedules are used for the apportionment of the service charge expenditure. The Schedules are detailed below.

#### Schedule 1 – Astor House Internal Offices

There are a number of office suites (A, B, C, D and 2) which are accessed via a communal entrance and stairs. They also benefit from communal services including heating.

The budget shown in Schedule 1 is stated exclusive of VAT.

#### Schedule 2 – Astor House

All leaseholders within Astor House contribute to this schedule. The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building and fire alarm, but not the shop fronts.

#### Schedule 3 – 290 Lichfield Road (Commercial)

The ground floor retail unit of 290 Lichfield Road has been split into three units with two maisonettes situated above.

Two separate schedules have been adopted for 290 Lichfield Road due to the VAT status of the residential maisonettes, with Schedule 3 allocated 72% for the commercial units and Schedule 4 28% for the maisonettes. This split reflects the total floor area of the commercial units and the residential maisonettes.

The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building.

The expenditure in Schedule 3 is shown exclusive of VAT.

#### Schedule 4 – 290 Lichfield Road (Residential)

This schedule is for a share (28%) of expenditure also detailed in Schedule 3, which is attributable to the maisonettes.

The budget is shown **inclusive** of VAT

#### Schedule 5 – Holden Way Phase 1

This schedule comprises of ground floor units with the part of the gym immediately above at first floor. The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building and is shown exclusive of VAT.

#### Schedule 6 – Holden Way Phase 2

This schedule comprises of one ground floor unit with part of the gym at first floor above. The expenditure within this schedule includes the repair and maintenance of the structure and external parts of the building and is shown exclusive of VAT.

#### Schedule 7 – All Tenants



The expenditure included in this schedule relates to the external communal areas, towards which all commercial leaseholders contribute.

The two maisonettes are excluded from this schedule as the residential tenants do not use the service yards or access road.

### **Management Team**

#### Facilities Manager:

Chris Monteith

Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW

Direct Dial: 0121 234 0409

Mobile: 07786 072 755

Email: [chris.monteith@johnsonfellows.co.uk](mailto:chris.monteith@johnsonfellows.co.uk)

Chris Monteith is responsible for the repair and maintenance of the property and statutory compliance.

#### Management Surveyor:

Neil Wetherell

Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW

Direct Dial: 0121 234 0406

Mobile: 07836 313 914

Email: [neil.wetherell@johnsonfellows.co.uk](mailto:neil.wetherell@johnsonfellows.co.uk)

Neil Wetherell is responsible for the overall management of the property.

#### Assistant Management Surveyor:

Narinder Sira

Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW

Direct Dial: 0121 234 0463

Mobile: 07745 539 094

Email: [narinder.sira@johnsonfellows.co.uk](mailto:narinder.sira@johnsonfellows.co.uk)

Narinder Sira is responsible for the collection of the service charge and assisting with the management of the property.

#### Service Charge Accountant:

Rebecca Glover

Client Accounts

Johnson Fellows, Charter House, 163 Newhall Street, Birmingham, B3 1SW

Direct Dial: 0121 234 0405

Email: [rebecca.glover@johnsonfellows.co.uk](mailto:rebecca.glover@johnsonfellows.co.uk)

Rebecca Glover is the client accountant responsible for this property.

### **Budget Commentary**





## **SCHEDULE 1 – Astor House Offices**

*All figures are shown net of VAT*

- **Management Fee** **£2,500**

A share of the fee to manage and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule's expenditure (excluding exceptional expenditure).

- **Facilities Manager** **£1,706**

A share of the facilities management costs for the administration of maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure (excluding exceptional expenditure).

- **Health & Safety** **£900**

The cost of the annual Health & Safety Audit of the communal office areas and services.

- **Electricity** **£1,500**

The communal electricity supply serving the internal areas and services. Due to significant inflation, we have increased this budget.

- **Gas** **£3,000**

The communal gas supply for the heating of the offices. Due to significant inflation, we have increased this budget.

- **Internal Cleaning** **£2,750**

The contract cost for the cleaning of internal communal areas which serve the offices.

- **Window Cleaning** **£400**

The contract cost for the external window cleaning of Suites A, B, C, D & 2.

- **M & E Maintenance Contract** **£2,500**

There is a single contract for the maintenance of various services for the offices which cover:

- Emergency lighting
- Fire extinguishers
- Entrance roller shutter
- Central heating boiler
- Tap temperature tests
- Gas safety inspection of the central heating boiler

- **M & E Repairs** **£2,000**



The cost for any re-active repairs to the services covered by the M&E contract.

- **Internal Repairs and Maintenance** £1,000

A contingency for any repairs required to the internal communal areas which serve the offices.

- **Loan Repayment** £3,500

The annual repayment of the Landlord's funding of the exceptional works carried out to the internal communal office areas in 2018.

**Total**

**Schedule 1** £21,756

This budget is net of VAT.

**SCHEDULE 2 – Astor House**

*All figures are shown net of VAT*

- **Management Fee** £1,211

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule expenditure.

- **Facilities Manager** £826

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure.

- **M & E Maintenance Contract** £3,000

The contract for the maintenance of the fire alarm which serves the whole of Astor House. We have increased the budget to provide a fire zone plan.

- **Decoration External** £500

Decoration of the external parts are planned during the year.

- **Building Repair** £5,000

The cost for planned repairs to the render, spalling brickwork and providing steps to the rear of the ground floor retail units. We have also included a small contingency for reactive repairs to the building.

**Total**



**Schedule 2**

**£10,537**

This budget is net of VAT.

***SCHEDULE 3 – 290 Lichfield Road (Commercial)***

*All figures are shown net of VAT*

- **Management Fee** **£585**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule expenditure (excluding exceptional expenditure).

- **Facilities Manager** **£399**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure (excluding exceptional expenditure).

- **Decoration External** **£360**

Decoration of the external parts are planned during the year.

- **Building Repair** **£3,750**

The cost of planned repairs to the flashing to the canopy, maisonettes access and gate, together with a contingency allowance.

**Total**

**Schedule 3**

**£5,095**

This budget is net of VAT.

***SCHEDULE 4 – 290 Lichfield Road (Residential)***

*All figures are shown inclusive of VAT*

- **Management Fee** **£285**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule expenditure (excluding exceptional expenditure).

- **Facilities Manager** **£195**



A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure (excluding exceptional expenditure).

- **Decoration External** **£170**

Decoration of the external parts are planned during the year.

- **Building Repair** **£1,500**

The cost of planned repairs to the flashing to the canopy, maisonettes access and gate, together with a contingency allowance.

**Total**

**Schedule 4** **£2,150**

This budget is inclusive of VAT.

***SCHEDULE 5 – Holden Way Phase 1***

*All figures are shown net of VAT*

- **Management Fee** **£285**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule expenditure.

- **Facilities Management** **£194**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure.

- **Building Repair** **£2,000**

The cost for any reactive repairs to the building.

**Total**

**Schedule 5** **£2,479**

This budget is net of VAT.

***SCHEDULE 6 – Holden Way Phase 2***

*All figures are shown net of VAT*





- **Management Fee** **£285**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule expenditure.

- **Facilities Management** **£194**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure.

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- **Building Repair** **£2,000**

The cost for any reactive repairs to the building.

### **Total**

**Schedule 6** **£2,479**

This budget is net of VAT.

### **SCHEDULE 7 – All Tenants**

*All figures are shown net of VAT*

- **Management Fee** **£3,545**

A share of the fee to manage the property and administer the service charge, which is a fixed fee, indexed linked annually to RPI. It is apportioned between schedules having regards to the schedule expenditure.

- **S/C Audit Fees** **£750**

The fees for the external accountants to certify the annual service charge accounts.

- **Facilities Manager** **£2,419**

A share of the facilities management costs for the administration of the maintenance works and contracts. It is apportioned between schedules having regards to the schedule expenditure.

- **Health & Safety** **£1,000**

The cost of the annual health & safety audit of the external communal areas.

- **Electricity** **£3,000**





The communal electricity supply serving the external areas. Due to significant inflation, we have increased this budget.

- **External Cleaning** **£8,000**

The contract cost for the cleaning of the external communal areas.

- **Pest Control** **£800**

The contract costs for the maintenance of the bait boxes provided around the external communal areas.

- **External Landscaping** **£500**

The contract cost for the maintenance of the communal landscaping, including the treating of weeds.

- **Snow Clearance / Gritting** **£5,000**

A provision for the clearing of snow and gritting of communal areas during winter.

- **Drainage** **£1,400**

The contract cost for the annual flush of the surface water drains serving the external communal areas and the rainwater goods serving all buildings.

- **External Repairs and Maintenance** **£10,000**

Planned repairs to the surface at the rear of Astor House and access road curb together with re-active repairs to the external communal areas.

- **Electrical Repair** **£2,000**

Reactive repairs to the electrical fittings serving the external communal areas.

- **Other Income** **-£7,567**

Contributions to the maintenance costs of the access road and service yard by the third parties who have rights of way and are liable to contribute to maintenance costs, but who are not otherwise part of the service charge regime at the property.

**Total**

**Schedule 7** **£30,847**

This budget is net of VAT.



*N Sheehy*

*A. L. L. L.*

.....  
Management Surveyor

20<sup>th</sup> January 2022

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Facilities Manager

20<sup>th</sup> January 2022



Appendix A

Astor House, Lichfield Road, Mere Green, Sutton Coldfield, B74 2UG (02159)										
Service Charge Apportionment										
1st April 2022 to 31st March 2023										
Unit	Occupier	Area (sq. ft.)	1 - Astor House Offices (Internal)	2 - Astor House Commercial	3 - 290 Lichfield Road (Gross VAT)	4 - 290 Lichfield Road Residential	5 - Holden Way Phase 1	6 - Holden Way Phase 2	7 - All Units	
Office 1	Lola Rae Fashion Limited	755	0.0000%	4.5777%	0.0000%	0.0000%	0.0000%	0.0000%	1.6627%	
Suite A	Medizen Ltd	1,029	16.2354%	6.2390%	0.0000%	0.0000%	0.0000%	0.0000%	2.2662%	
Suite B	Medizen Ltd	1,766	28.3212%	10.8834%	0.0000%	0.0000%	0.0000%	0.0000%	3.9531%	
Suite C	Medizen Ltd	737	11.6283%	4.4686%	0.0000%	0.0000%	0.0000%	0.0000%	1.6231%	
Suite D & Office 2	Four Oaks Taxation & Accounting Services Ltd	2,777	43.8751%	16.8374%	0.0000%	0.0000%	0.0000%	0.0000%	6.1158%	
Office 6	Footsteps Counselling & Support	861	0.0000%	5.2204%	0.0000%	0.0000%	0.0000%	0.0000%	1.8952%	
Office 7	Void	861	0.0000%	5.2204%	0.0000%	0.0000%	0.0000%	0.0000%	1.8952%	
Office 8	MG Grooming Ltd	511	0.0000%	3.0983%	0.0000%	0.0000%	0.0000%	0.0000%	1.1254%	
276a Lichfield Road	Oriental Krawings Ltd	667	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
278a Lichfield Road	PI Property Development Ltd	667	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
280a Lichfield Road	Cancer Research UK	667	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
282a Lichfield Road	Frostis Photocentre Ltd	667	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
284a Lichfield Road	Ms Bishop	727	0.0000%	4.4079%	0.0000%	0.0000%	0.0000%	0.0000%	1.6011%	
284 Lichfield Road	Acorns Childrens Hospice Trust	667	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
286 Lichfield Road	St Giles Hospice Shops Ltd	667	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
286a Lichfield Road	Harveys Cleaning Ltd	910	0.0000%	4.0441%	0.0000%	0.0000%	0.0000%	0.0000%	1.4689%	
Flat A 290 Lichfield Road	JD Wetherspoon Plc	1,190	0.0000%	5.5175%	0.0000%	0.0000%	0.0000%	0.0000%	2.0041%	
Flat B 290 Lichfield Road	Ms Saghia	1,190	0.0000%	0.0000%	50.0000%	0.0000%	0.0000%	0.0000%	0.0000%	
290a Lichfield Road	Indigo Sun Retail Ltd	2,321	0.0000%	0.0000%	50.0000%	0.0000%	0.0000%	0.0000%	0.0000%	
Unit 1 290 Lichfield Road	Cook Trading Ltd	1,673	0.0000%	0.0000%	38.3446%	0.0000%	0.0000%	0.0000%	5.1115%	
290c- Lichfield Road	FRS (Birmingham) Ltd	2,059	0.0000%	0.0000%	27.6392%	0.0000%	0.0000%	0.0000%	3.6845%	
292b Lichfield Road	FRS (Birmingham) Ltd	1,493	0.0000%	0.0000%	34.0162%	0.0000%	0.0000%	0.0000%	4.5345%	
292a Lichfield Road	Ian McLeod Hairdressing & Beauty Ltd	1,496	0.0000%	0.0000%	0.0000%	0.0000%	13.2346%	0.0000%	3.2840%	
294 Lichfield Road	Pioneers UK Ltd	1,966	0.0000%	0.0000%	0.0000%	0.0000%	17.4275%	0.0000%	4.3257%	
Unit 3 Holden Way, 294 Lichfield Road	KPD Communications Ltd	950	0.0000%	0.0000%	0.0000%	0.0000%	8.4212%	0.0000%	2.0922%	
292 & 294 Lichfield Road (First Floor)	Greenwich Leisure Ltd	5,363	0.0000%	0.0000%	0.0000%	0.0000%	46.3126%	0.0000%	11.8110%	
Unit 1 Holden Way 294 Lichfield Road	JD Wetherspoon Plc	5,376	0.0000%	0.0000%	0.0000%	0.0000%	47.6553%	0.0000%	11.8396%	
<b>TOTAL</b>		<b>47,787</b>	<b>100.0000%</b>	<b>100.0000%</b>	<b>100.0000%</b>	<b>100.0000%</b>	<b>100.0000%</b>	<b>100.0000%</b>	<b>100.0000%</b>	



## Appendix B

Astor House, Lichfield Road, Mere Green, Sutton Coldfield, B74 2UG (02159)

### Service Charge Variance

1st April 2022 to 31st March 2023

The property is VAT registered. Figures shown net of VAT.

Service Charge Item	Schedule	Expenditure YE		Budget YE	Budget v	Budget v
		3/2021	Budget YE 3/2022	3/2023	Budget	Budget
		£	£	£	Variance %	Variance £
Management Fee	1 - Astor House Offices	£	- £ 2,066	£ 2,500	21.00%	£ 434
Facilities Manager	1 - Astor House Offices	£	- £ 1,410	£ 1,706	21.00%	£ 296
Health & Safety	1 - Astor House Offices	£	- £ 900	£ 900	0.00%	£ -
Electricity	1 - Astor House Offices	£	- £ 850	£ 1,500	76.47%	£ 650
Gas Supply	1 - Astor House Offices	£	- £ 2,250	£ 3,000	33.33%	£ 750
Internal Cleaning	1 - Astor House Offices	£	- £ 2,750	£ 2,750	0.00%	£ -
Window Cleaning	1 - Astor House Offices	£	- £ 500	£ 400	-20.00%	£ -100
M&E Maintenance contract	1 - Astor House Offices	£	- £ 2,500	£ 2,500	0.00%	£ -
M&E Repairs	1 - Astor House Offices	£	- £ 2,000	£ 2,000	0.00%	£ -
Internal Repairs & maintenance	1 - Astor House Offices	£	- £ 1,000	£ 1,000	0.00%	£ -
Loan Repayment	1 - Astor House Offices	£	- £ 3,500	£ 3,500	0.00%	£ -
	<b>1 - Astor House Offices Total</b>	<b>£</b>	<b>- £ 19,726</b>	<b>£ 21,756</b>	<b>10.29%</b>	<b>£ 2,030</b>
Management Fee	2 - Astor House	£	- £ 1,215	£ 1,211	-0.37%	£ -4
Facilities Manager	2 - Astor House	£	- £ 829	£ 826	-0.38%	£ -3
M&E Maintenance contract	2 - Astor House	£	- £ 2,500	£ 3,000	20.00%	£ 500
Decoration External	2 - Astor House	£	- £ -	£ 500	N/A	£ 500
Building Repair	2 - Astor House	£	- £ 5,000	£ 5,000	0.00%	£ -
	<b>2 - Astor House Total</b>	<b>£</b>	<b>- £ 9,545</b>	<b>£ 10,537</b>	<b>10.40%</b>	<b>£ 992</b>
Management Fee	3 - 290 Lichfield Road (Commercial)	£	- £ 162	£ 585	261.31%	£ 423
Facilities Manager	3 - 290 Lichfield Road (Commercial)	£	- £ 111	£ 399	261.28%	£ 288
Decoration External	3 - 290 Lichfield Road (Commercial)	£	- £ -	£ 360	N/A	£ 360
Building Repair	3 - 290 Lichfield Road (Commercial)	£	- £ 1,000	£ 3,750	275.00%	£ 2,750
Major Repairs	3 - 290 Lichfield Road (Commercial)	£	- £ 49,000	£ -	-100.00%	£ -49,000
	<b>3 - 290 Lichfield Road (Commercial) Total</b>	<b>£</b>	<b>- £ 50,273</b>	<b>£ 5,095</b>	<b>-89.87%</b>	<b>£ -45,178</b>
Management Fee	4 - 290 Lichfield Road (Residential)	£	- £ 97	£ 285	193.62%	£ 188
Facilities Manager	4 - 290 Lichfield Road (Residential)	£	- £ 66	£ 195	193.60%	£ 128
Decoration External	4 - 290 Lichfield Road (Residential)	£	- £ -	£ 170	N/A	£ 170
Building Repair	4 - 290 Lichfield Road (Residential)	£	- £ 500	£ 1,500	200.00%	£ 1,000
Major Repairs	4 - 290 Lichfield Road (Residential)	£	- £ 22,800	£ -	-100.00%	£ -22,800
	<b>4 - 290 Lichfield Road (Residential) Total</b>	<b>£</b>	<b>- £ 23,464</b>	<b>£ 2,150</b>	<b>-90.84%</b>	<b>£ -21,313</b>
Management Fee	5 - Holden Way Phase 1	£	- £ 324	£ 285	-12.09%	£ -39
Facilities Manager	5 - Holden Way Phase 1	£	- £ 221	£ 194	-12.10%	£ -27
Building Repair	5 - Holden Way Phase 1	£	- £ 2,000	£ 2,000	0.00%	£ -
	<b>5 - Holden Way Phase 1 Total</b>	<b>£</b>	<b>- £ 2,545</b>	<b>£ 2,479</b>	<b>-2.59%</b>	<b>£ -66</b>
Management Fee	6 - Holden Way Phase 2	£	- £ 324	£ 285	-12.09%	£ -39
Facilities Manager	6 - Holden Way Phase 2	£	- £ 221	£ 194	-12.10%	£ -27
Building Repair	6 - Holden Way Phase 2	£	- £ 2,000	£ 2,000	0.00%	£ -
	<b>6 - Holden Way Phase 2 Total</b>	<b>£</b>	<b>- £ 2,545</b>	<b>£ 2,479</b>	<b>-2.59%</b>	<b>£ -66</b>
Management Fee	7 - All Tenants	£	- £ 3,847	£ 3,545	-7.86%	£ -302
S/C Audit Fees	7 - All Tenants	£	- £ 750	£ 750	0.00%	£ -
Facilities Manager	7 - All Tenants	£	- £ 2,625	£ 2,419	-7.87%	£ -207
Health & Safety	7 - All Tenants	£	- £ 1,000	£ 1,000	0.00%	£ -
Electricity	7 - All Tenants	£	- £ 2,000	£ 3,000	50.00%	£ 1,000
External Cleaning	7 - All Tenants	£	- £ 8,000	£ 8,000	0.00%	£ -
Pest Control	7 - All Tenants	£	- £ 800	£ 800	0.00%	£ -
External Landscaping	7 - All Tenants	£	- £ 500	£ 500	0.00%	£ -
Snow clearance / Gritting	7 - All Tenants	£	- £ 5,000	£ 5,000	0.00%	£ -
Drainage	7 - All Tenants	£	- £ 1,400	£ 1,400	0.00%	£ -
External Repairs and maintenance	7 - All Tenants	£	- £ 7,500	£ 10,000	33.33%	£ 2,500
Electrical Repair	7 - All Tenants	£	- £ 4,000	£ 2,000	-50.00%	£ -2,000
Other income	7 - All Tenants	£	- £ 7,209	£ 7,567	4.97%	£ 358
	<b>7 - All Tenants Total</b>	<b>£</b>	<b>- £ 30,214</b>	<b>£ 30,847</b>	<b>2.09%</b>	<b>£ 633</b>
	<b>Grand Total</b>	<b>£</b>	<b>- £ 138,311</b>	<b>£ 75,343</b>	<b>-45.53%</b>	<b>£ 62,968</b>