

FAQS – LEASING

1. HOW DO I APPLY FOR LONG TERM LEASING?

If your property is within Fingal County Council's administrative area, meets the private rented dwelling standards and is vacant, the Council will consider your application. A final decision will be made following an initial inspection by Fingal County Council. You can download our submission form from our website; <http://www.fingal.ie/housing/leasing-initiatives/long-term-lease-scheme/> Submission forms will only be accepted via email to ltlapplications@fingal.ie

2. HOW LONG IS THE LEASE TERM FOR?

Fingal County Council (FCC) offer leases for a minimum of 10 years up to 20 years. There will be no break clause during the term of the lease for either party. If the property is sold within the period of the lease it will be sold with the lease agreement transferred to the new owner and FCC's tenant in place until the expiration of the lease. FCC should be notified immediately of any change in the ownership of the property.

3. WHY WOULD FINGAL COUNTY COUNCIL REFUSE MY PROPERTY?

Fingal County Council would refuse your property if:

- There is currently no demand for social housing in the specific area.
- Rents cannot be agreed between both parties.
- If the Head Lease for the property has a clause which prohibits the sub-letting of units for a term greater than five years to a person/organisation who do not become registered as a member of the Management Company. It is policy that Fingal County Council do not become members of Management Companies.

4. HOW IS THE RENT CALCULATED & PAID

The rent is paid at approx. 80% of the current rate for properties. These monies are paid by electronic fund transfer (EFT) in advance into your bank account. The monies reach your bank account on the first Friday of each month. If there is a period where Fingal County Council has no tenant in the property there will be no rent loss to the owner. Please note that if a landlord is living outside Ireland the rental income is subject to 20% withholding tax. Further information on this is available at www.revenue.ie

5. WHO WILL BE LIVING IN MY PROPERTY?

The tenant accommodated in your property will be from Fingal County Council's Housing List. FCC will have exclusive use of the property during the term of the lease and will allocate tenants.

6. WHO WILL BE RESPONSIBLE FOR MAINTENANCE TO THE PROPERTY?

The property owner will be responsible for any structural repairs to the exterior and roof of the premises. Following a six week liability defect period (white goods) and a six month liability defect period (drains, sanitary fittings, boilers, etc.) Fingal County Council will take responsibility to manage the tenancy and to manage and maintain the property. All everyday maintenance, e.g. grass cutting, etc. will be the responsibility of the tenant.

7. WHO IS RESPONSIBLE FOR THE PAYMENT OF EACH HOUSEHOLD CHARGE?

- **Management Fees:** The owner is responsible for the payment of these fees throughout the term of the lease.
- **Refuse Charges:** Where there are no management fees applicable the person allocated the house will be responsible for the payment.
- **House Insurance:** The owner is responsible for the annual insurance payment and evidence of insurance may be required to be submitted at each review date.
- **Local Property Tax:** The owner is responsible for the payment of this fee.

8. IN WHAT CONDITION WILL MY PROPERTY BE RETURNED TO ME?

At the end of the lease term the Council will ensure that the property is returned in good condition minus fair wear and tear. It should also be noted that furnishings will not be replaced.

9. DOES THE OWNER NEED TO REGISTER WITH THE RESIDENTIAL TENANCIES BOARD (RTB)?

No.

10. CAN I WITHDRAW FROM THE CONTRACT DURING THE LEASE TERM

No. However, under the long term leasing arrangement the property can be sold by the property owner during the term but only on the condition that the lease agreement is transferred to the new owner and the local authority is notified in advance.

11. WHAT DOCUMENTS OR SERVICE REQUIREMENTS WILL I BE REQUIRED TO SUBMIT?

Document Requirements:

- Confirmation of date from which the property is available for leasing (with all the required works complete).
- Current Tax Clearance Access No. (TCAN No.) In the same name as the person(s) whose Bank Account details are provided.
- Completed EFT form for setting up the payment of the monthly rent.
- Future postal and email address of the owner for correspondence purposes.
- BER Certificate.
- ETCI Report.
- Recent Gas Boiler Certificate.
- Copy of Annual Service Charge Receipt (where applicable).
- Copy of the House Rules (where a Management Company is in existence).

Service Requirements:

Electrics – An RCD fuse board is required with all circuits labelled. A current ETCI/ECSSA Periodic Inspection Report by a registered electrical contractor for the electrical installation in the dwelling will be required for each property before entering into lease. The result of the inspection shall show a standard which requires that “no remedial work is required”.

Gas – Systems to be checked and tested with any required works undertaken to ensure compliance with Regulations. Once the works are undertaken a current Declaration of Conformance Certificate for an IS 8133 annex C (service) and annex E (inspection) by a Registered Gas installer for the gas installation in each dwelling. Each gas supply from the meter shall undergo a soundness test to ensure that it complies with regulations. If a gas boiler is present the boiler should have been serviced with the heating systems fully operational and balanced.

Water Systems – Water storage tanks to be lagged and have a tight fitting lid. Pipework in areas such as attics should be insulated – main isolating stop cock to be labelled.

TV/Telephone - TV and telephone connections to be available.

Flooring: Floor covering to be provided in all rooms, stairways, tiling/ nonslip flooring in wet areas

Other: All fabrics should be fire retardant.

Each window, balcony door, patio door shall be provided with blinds and curtains, which shall have secured/safe cords, chains.

Windows on upper floors to have restrictors that restrict easy opening (e.g. by child) but which allow quick release, when required.

All appliances shall be clean (e.g. fridges defrosted) with all accessories (e.g. shelves), fully and correctly installed to the manufacturer's requirement and be in full working order.

Fire Safety Systems: LD2 standard fire / smoke detection system required – smoke / heat detections required to stairs/landing, kitchen and living room mains interconnected with 10 year battery back-up.

11. DO I HAVE TO FURNISH THE PROPERTY?

Yes the following furnishings will be required in the property:

Kitchen

- 1 x 4 ring hob, oven and grill
- 1 x extract cooker hood ducted to the outside
- 1 x fridge freezer (or 1no x fridge and 1no x freezer)
- 1 x washing machine and 1 x dryer (where the house does not contain a garden/yard for the exclusive use of that house) - combined washer / dryers are acceptable
- 1 x fire blanket minimum 1m x 1m
- Non-slip flooring/tiles
- Fitted kitchen units to be provided and functional

Living Room

- 1 x suite of furniture appropriate to room size (minimum 3 x seater couch, 2 x matching armchairs – all washable / cleanable, coffee table)
- 1 x fire place (where space has been left for one and there is a chimney present) with hearth, mantle and fire grating. Chimney must be cleaned with written and dated confirmation provided.

Dining Room

- 1 x table and chairs (appropriate to property size / occupancy, minimum 4 x chairs)

Bedroom (Double) minimum 1 per dwelling

- 1 x double bed (incl. base, mattress & headboard); all beds and accessories shall be clean, free from damage / staining.
- 2 x bedside locker
- 1 x chest of drawers
- 1 x wardrobe fixed back to wall

Each other Bedroom (Single)

- 1 x single bed (incl. base, mattress & headboard); all beds and accessories shall be clean, free from damage / staining.
- 1 x bedside locker
- 1 x chest of drawers
- 1 x wardrobe fixed back to wall

Bathroom / En-suite / Sanitary Accommodation

- Bath / showers to have non-slip base
- Non-slip flooring/tiles
- Shower enclosures to be fully tiled. Where there is a shower provision over a bath, the walls will require to be tiled from the bath to the ceiling on 2 / 3 walls depending on the arrangement
- 150mm high splash back behind wash hand basin
- 1 x bathroom cabinet fixed to wall
- In any bathroom or en-suite, or toilet room without a window, provide 1 x mechanical extract fan ducted to outside with 15 minute over-run.