



Landlord and Tenant Act 1985

1985 CHAPTER 70

Service charges

21 Request for summary of relevant costs.

- (1) A tenant may require the landlord in writing to supply him with a written summary of the costs incurred—
 - (a) if the relevant accounts are made up for periods of twelve months, in the last such period ending not later than the date of the request, or
 - (b) if the accounts are not so made up, in the period of twelve months ending with the date of the request,and which are relevant costs in relation to the service charges payable or demanded as payable in that or any other period.
- (2) If [^{F1}the tenant is represented by a recognised tenants' association and he] consents, the request may be made by the secretary of the association instead of by the tenant and may then be for the supply of the summary to the secretary.
- (3) A request is duly served on the landlord if it is served on—
 - (a) an agent of the landlord named as such in the rent book or similar document, or
 - (b) the person who receives the rent on behalf of the landlord;and a person on whom a request is so served shall forward it as soon as may be to the landlord.
- (4) The landlord shall comply with the request within one month of the request or within six months of the end of the period referred to in subsection (1)(a) or (b) whichever is the later.
- (5) The summary shall [^{F2}state whether any of the costs relate to works in respect of which a grant has been or is to be paid under Part XV of the Housing Act 1985 [^{F3}or Part VIII of the Local Government and Housing Act 1989] (grants for works of improvement, repair or conversion) and] set out the costs in a way showing [^{F4}how they have been or will be reflected in demands for service charges and, in addition, shall summarise each of the following items, namely—

Status: Point in time view as at 01/02/1991. This version of this provision has been superseded.

Changes to legislation: Landlord and Tenant Act 1985, Section 21 is up to date with all changes known to be in force on or before 23 January 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations. (See end of Document for details)

- (a) any of the costs in respect of which no demand for payment was received by the landlord within the period referred to in subsection (1)(a) or (b),
- (b) any of the costs in respect of which—
 - (i) a demand for payment was so received, but
 - (ii) no payment was made by the landlord within that period, and
- (c) any of the costs in respect of which—
 - (i) a demand for payment was so received, and
 - (ii) payment was made by the landlord within that period,
 and specify the aggregate of any amounts received by the landlord down to the end of that period on account of service charges in respect of relevant dwellings and still standing to the credit of the tenants of those dwellings at the end of that period

(5A) In subsection (5) “relevant dwelling” means a dwelling whose tenant is either—

- (a) the person by or with the consent of whom the request was made, or
- (b) a person whose obligations under the terms of his lease as regards contributing to relevant costs relate to the same costs as the corresponding obligations of the person mentioned in paragraph (a) above relate to.]

[^{F5}(5B) The summary shall state whether any of the costs relate to works which are included in the external works specified in a group repair scheme, within the meaning of Part VIII of the Local Government and Housing Act 1989, in which the landlord participated or is participating as an assisted participant.]

- (6) [^{F6}If the service charges in relation to which the costs are relevant costs as mentioned in subsection (1) are payable by the tenants of more than four dwellings], the summary shall be certified by a qualified accountant as—
 - (a) in his opinion a fair summary complying with the [^{F7}requirements] of subsection (5), and
 - (b) being sufficiently supported by accounts, receipts and other documents which have been produced to him.

Textual Amendments

- F1** Words substituted by [Landlord and Tenant Act 1987 \(c. 31, SIF 75:1\)](#), s. 41, **Sch. 2 para. 5(2)**
- F2** Words inserted by [Housing and Planning Act 1986 \(c. 63, SIF 75:1\)](#), s. 24(1), **Sch. 5 para. 9(2)**
- F3** Words inserted by [Local Government and Housing Act 1989 \(c. 42, SIF 75:1\)](#), s. 194, **Sch. 11 para. 91(1)**
- F4** Words substituted by [Landlord and Tenant Act 1987 \(c. 31, SIF 75:1\)](#), s. 41, **Sch. 2 para. 5(3)**
- F5** S. 21(5B) inserted by [Local Government and Housing Act 1989 \(c. 42, SIF 75:1\)](#), s. 194, **Sch. 11 para. 91(2)**
- F6** Words substituted by [Landlord and Tenant Act 1987 \(c. 31, SIF 75:1\)](#), s. 41, **Sch. 2 para. 5(4)(a)**
- F7** Word substituted by [Landlord and Tenant Act 1987 \(c. 31, SIF 75:1\)](#), s. 41, **Sch. 2 para. 5(4)(b)**

Modifications etc. (not altering text)

- C1** S. 21 amended by [Local Government Act 1985 \(c. 51, SIF 81:1\)](#), s. 57(7), **Sch. 13 para. 24** (as substituted by [Housing \(Consequential Provisions\) Act 1985 \(c. 71, SIF 61\)](#), s. 4, **Sch. 2 para. 61**) and [Housing Act 1988 \(c. 50, SIF 61\)](#), s. 79(12)
- C2** S. 21 excluded by [S.I. 1988/1283](#), art. 2, **Sch. para. 2(d)**
- C3** Ss. 18-30 modified (1.4.1995) by [S.I. 1995/401](#), art. 18, **Sch. para. 10(b)**

Status: Point in time view as at 01/02/1991. This version of this provision has been superseded.

Changes to legislation: Landlord and Tenant Act 1985, Section 21 is up to date with all changes known to be in force on or before 23 January 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations. (See end of Document for details)

Ss. 18-30 extended (5.7.1994) by 1994 c. 19, ss. 39, 66(2)(b), **Sch. 13 para. 23(b)** (with ss. 54(5)(7), 55(5), Sch. 17 paras. 22(1), 23(2))

Status:

Point in time view as at 01/02/1991. This version of this provision has been superseded.

Changes to legislation:

Landlord and Tenant Act 1985, Section 21 is up to date with all changes known to be in force on or before 23 January 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations.