



Property NSW Roles and Responsibilities for Accommodation

(Premises owned by Property NSW)



1 Provision of services, repair, maintenance and make good

The Agency must comply with the following in relation to the Premises

Item	PNSW obligations	Agency obligations
1 Repair and maintenance of Premises	PNSW must take reasonable action to keep the Building in good repair, structurally sound and safe for the Permitted Use.	Agency to keep the Premises in good repair and condition (having regard to their condition at the commencement date), excluding fair wear and tear and any structural repairs or repairs of a capital nature.
2 Repair and maintenance of fixtures, fittings, furnishings, plant and equipment	PNSW to use best endeavours: <ul style="list-style-type: none">to keep the base building air conditioning plant and equipment and the lifts in good working order;to keep the base building services available during business hours.	Agency to keep its own fitout, fixtures, fittings, furnishings, plant and equipment in good repair and condition.
3 Repair and maintenance of lights	PNSW must keep in proper working order and condition light fittings, globes and tubes in the Common Areas and replace any such damaged or broken fittings, globes and tubes.	Agency must keep in proper working order and condition all light fittings, globes and tubes in the Premises and replace any such damaged or broken fittings, globes and tubes.
4 Carpet	None	<ul style="list-style-type: none">Agency must repair any carpet beyond fair wear and tear.If the carpet is replaced, Agency must remove any fixtures, partitions, workstations and other items to facilitate carpet replacement.
5 Water, gas, electricity and telephone	PNSW to arrange separate metering.	Agency to pay cost of those services to the Premises.

Item	PNSW obligations	Agency obligations
6 Provision of access keys	PNSW to provide.	Agency to bear cost of providing additional or replacement cards or deactivating lost cards.
7 Compliance with law and authority requirements	PNSW to comply to the extent that compliance requires structural work that is not required as a result of the Agency's particular use or occupation of the Premises or the Agency's act or omission.	Agency to comply to the extent that: <ul style="list-style-type: none"> • compliance does not require structural work; or • compliance requires structural work and the structural work is required as a result of the Agency's particular use or occupation of the Premises or the Agency's act or omission.
8 Cleaning	<ul style="list-style-type: none"> • PNSW to clean Common Areas. • <i>PNSW to clean and remove rubbish from the Premises at the Agency's cost</i> 	<i>[Agency to clean and remove rubbish from the Premises at the Agency's cost]</i>
9 Make good	None.	<p>If full make good is required it includes:</p> <ul style="list-style-type: none"> • removing of all fitout, fixtures, fittings, plant and equipment installed in the Premises by or on behalf of the Agency; • (to the extent required by PNSW/the Lessor) removing of all other fitout, fixtures, fittings, plant and equipment in the Premises; • repairing damage caused by the removal; • reinstating holes made in the structure by the Agency; • reinstating services to base building configuration; • putting the ceiling grid and tiles in good repair; • removing non carpet floor coverings and replacing carpet damaged beyond fair wear and tear; • cleaning the premises and steam cleaning the carpet; • repainting painted surfaces.

