

PROPERTY MANAGEMENT STRATEGY REPORT

PROPOSED DEVELOPMENT:
MAYESTON S179A



CLIENT:
FINGAL COUNTY
COUNCIL

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01

INTRODUCTION

Section 1- Introduction

Executive Summary

Aramark Property have been instructed by Fingal County Council, to provide a report on the property management strategy for their proposed residential development located within existing residential development referred to as Mayeston, Poppintree, Dublin 11.

As with any residential scheme, the main challenge for the developer will be to maintain a secure, peaceful, and attractive environment on a 24/7 basis while each occupier in the development carries out their business.

The intention of this report is to set out the management strategy for the scheme post construction in order to demonstrate how once operational, the mechanics of the property management will work in practice and be maintained to the highest standards.



Development Description

The proposed development relates to a site of c.1.35ha. located within existing residential development referred to as Mayeston, Poppintree, Dublin 11. The site is located north of St Margaret's Road and is bound by the M50 motorway to the north, Mayeston Green and Silloge Green to the east, Mayeston Downs to the south, and to the west by public open space.

The proposed development will include for the provision of 119 no. apartment units consisting of 39 one-bedroom apartments, 68 no. two-bedroom apartments and 12 no. 3-bedroom apartments ranging from 3-6 no. storeys and will also include for car parking, cycle parking, pedestrian and cycle links, storage, services, and plant areas. Landscaping will include for high quality private open space, communal amenity areas and public open space provision.



Schedule of Accommodation

SECTION 179A UNIT/AREA SCHEDULE

12.10.2023

	No.	%
Unit Mix		
1 bed apartment	39	32.77%
2 bed 3 person apartment	13	10.92%
2 bed 3 person UD apartment	20	16.81%
2 bed 4 person apartment	35	29.41%
3 bed 5 person apartment	6	5.04%
3 bed 5 person duplex	6	5.04%
Total	119	

Tenure Mix		
Cost Rental	57	47.90%
Social	62	52.10%

UD units		% of social
UD units	20	32.26%



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RELEVANT EXPERIENCE

Section 2 - Summary of Relevant Experience

Aramark Property is the largest dedicated property management provider in Ireland, with over 40 years' experience in residential, office, retail, and mixed-use developments. Some of our relevant case studies on major schemes that involve residential management would include:

- Beacon South Quarter
- Walled Garden
- OPUS
- Capital Dock

Our role within these developments includes the property management of the common areas, internal demises, and estate areas, as well as management of some individual stakeholder's properties. Each estate has several interested parties, and it is Aramark's role to maintain the estate and common areas to a high standard as well as meeting the requirements of the different interested parties.



BEACON SOUTH QUARTER



WALLED GARDEN



OPUS



CAPITAL DOCK



03

APPOINTMENT OF
PROPERTY MANAGING
AGENT

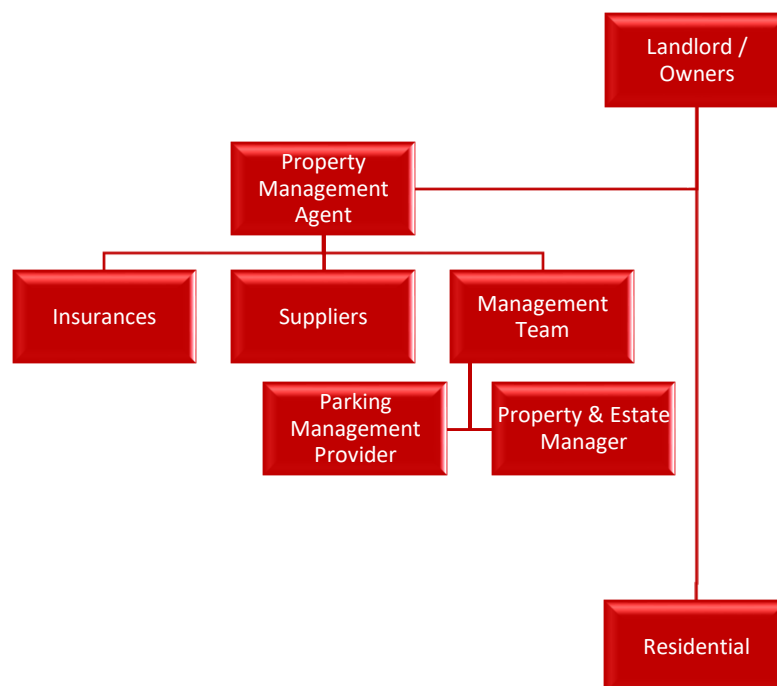
Section 3 - Appointment of Property Managing Agent & Associated Responsibilities

The timing of the appointment of an experienced property management agent by the applicant and subsequent engagement between the agent and the client would be recommended to take place at least nine months in advance of completion. Our experience shows that the successful outcome on completion can be aided when a property management agent is in place to consult and advise on the operational management strategy.

The Landlord / Owner's Management Company will appoint a managing agent to manage the development on behalf of the members to ensure that the scheme is well managed, and the development is maintained to an extremely high level in line with the planning application for this scheme.

The property agents will have overall responsibility for setting the service charge budget for the development. In order to effectively manage the development an annual budget would be billed to the Owner's on an annual basis to ensure enough funds are received to enable effective management of the scheme.

Proposed Structure – Hierarchy of Title



Proposed Management Company Structure

It is the developer's intention that the development will be run by a management company which will in turn appoint a property management agent to manage the common area and other elements of the development.

The purpose of this management company will be to establish a controlling entity that will assume ownership over the elements of the development post construction phase. This will ensure the estate common areas and shared areas of the development are retained as the legal responsibility of this Management Company.

The constitution of the management company is drafted by legal counsel and the shareholding will be calculated by the apportionment of the owners that occupy the relevant parts of the development. Each such owner will be legally contracted to contribute to the service charge regime through leasing and sale arrangements established. The Management Company will be formed as a separate legal entity for the sole purpose of management of the areas other than those being taken in charge as per the TIC layout.



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SUMMARY OF SERVICE
CHARGE BUDGET

Section 4 – Summary of Service Charge Budget

The operational service charge budget will cover those aspects of the estate and common area management.

Please see a brief overview of the services we would anticipate would be covered:

Management Costs

- This aspect of the budget would cover any direct management of the development. This includes the managing agent's costs, any on site staffing costs, the company audit fee and any other consultancy works that may be required.

Utilities

- Any costs incurred for water usage, electricity (lighting) and gas (if any).

Soft Services

Security

- This element of the budget will allow for any security guarding or patrol requirements that may be required. It will also make a provision for the maintenance and repair to any security systems including CCTV and access control systems.

Cleaning

- The cleaning of the external and internal common areas will be covered under this section. It is vitally important that the common areas are kept as clean as possible, and any vandalism or graffiti is addressed as quickly as possible.
- A maintenance schedule will be put in place and will ensure common areas are checked and cleaned daily.
- Any common furniture, water features, sculptures and litter bins will form part of the cleaning and maintenance protocols which will be defined by the onsite team.
- Apartment window cleaning and external façade cleaning to be carried out 2 – 4 times per annum using boom lift / cherry picker / abseiling or reach and wash systems where appropriate.
- Any common areas with furniture will form part of the cleaning and maintenance protocols.

Waste Management

- Bin stores will be regularly inspected to ensure the area is clean, secure and free from hazards. The residents will take all waste and recycling to this location for disposal.
- Facilities and guidance to residents will be provided to ensure high levels of recycling/brown bin recycling and to encourage a reduction of waste. Residents will be required to segregate waste within their own units.
- Signage will be posted on or above the bins to show which wastes can be put in each receptacle. Residents will be informed by the management company where they are required to deposit their waste and fobs/keys for access will be provided to their dedicated storage areas.
- Collection's frequency and designated collection points to be communicated to residents upon move in.
- Please refer to the Operational Waste Management Plan for further details.

Health and Safety

- The Management Team post-handover will design a health and safety strategy and Occupiers' Handbook that will ensure the development has the utmost health and safety standards. This will be provided to the residents and to staff/contractors that will be managing and working in the development.
- The Handbook will contain protocols for the times of operation, weather events and planned shutdowns of the water amongst other things.
- The amenity areas will be the focal point of the development and will have a specific health and safety focus. The Management Team will work with the insurance surveyors to ensure that a policy is suitable for an area with use of this nature. There will be an individual set of risk assessments and method statements relating to any outdoor areas.
- This document will also govern the protocols for contractors visiting site to carry out works.
- A comprehensive General Risk Assessment to be completed by an appointed surveyor prior to occupation of the building.

Hard Services

- An allowance will be made for any maintenance required on plant and equipment. This includes the servicing and management of any pumps, lifts, gates, and any other items of plant located within the external and internal common areas.
- There will be a budget for general repairs which will cover basic works such as lighting repairs and any rectification to areas of the common areas that may become damaged or dilapidated.

Open Spaces & Landscaping

- Given the scale of the proposed communal space it will be essential for an appropriate maintenance schedule to be devised and implemented by the managing agents, with a focus on the planting scheme as envisaged by the landscape architects.
- A schedule of maintenance will be implemented for cleaning of hard surfaces and garden features throughout the landscaped areas.
- The landscape maintenance schedule will include annual contracts that specify weekly visits by the external contractors and this service will be closely managed and tailored to suit the scheme specifics to ensure a high standard is upheld.
- A policy document will be developed around this process and issued to all residents.

Access Control

- Provision for all electronic access control systems including access control devices that control access to block entrance doors will be made.
- Apartment access: Residents will be provided with keys/fobs/app enabled access control depending on the system installed. The property management team would be granted the ability to access the apartment for purposes of inspection, emergencies and maintenance works in line with management policies and leases. Visitors will be required to request access through electronic intercom/access system installed at the block entrance doors and gates.

CCTV

- Location: CCTV will be in operation in key circulation areas as part of the overall security strategy.
- Monitoring: All CCTV systems shall be configured such that they form one site wide system that can be remotely monitored from the management office.
- Maintenance: Provision will be in place for camera maintenance and routine checks in accordance with manufacturer guidelines.
- GDPR compliance will be paramount.

Water Management

- Cold Water Storage & Feed: The cold-water storage and feed will be maintained in accordance with manufacturer guidelines.
- Risk Assessment: An independent and comprehensive Legionella Risk Assessment and Water Testing will be completed. Both are to be completed by an approved surveyor prior to occupation.
- Tanks: The water tanks will be maintained in accordance with manufacturer guidelines.
- Pumps: The pumps will be maintained in accordance with manufacturer guidelines.

Fire

- Evacuation:
 - Excavation Strategy / Resident Guide: A step by step guide of what to do in the event of a fire will be provided to the Residents within the Residents Guide.
 - Signage: Appropriate exit signage will be in place throughout the property.
 - Notices: Notices will be displayed in high traffic areas advising of the fire action policy.

- Protection Equipment: The Management Team will ensure Fire Protection Equipment is provided.
- A Risk Assessment will be instructed to be carried out by an independent consultant and a comprehensive Fire Risk Assessment will be completed prior to occupation of the building.
- Alarm: The fire alarm panel will be maintained and serviced in accordance with manufacturer guidelines. Each unit will have its own fire alarm system.
- Dry and wet risers: Dry and wet risers will be maintained in accordance with manufacturer guidelines.
- Sprinklers: The sprinklers will be maintained by a suitably qualified professional and serviced in accordance with manufacturer guidelines. The Property Manager will ensure appropriate contracts are in place with a contractor for maintenance of the risers.





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PARKING & MOBILITY
MANAGEMENT

Section 5 – Parking & Mobility Management

Parking Schedule

Proposed Parking

Cars (New)	68
Cars (Relocated Existing)	5
EV Car Space provision	15
Motorbike	8
Secure Bikes (Lockers)	240
Secure Bikes (Racks)	118
Visitor Short Stay Bikes	86

Car Parking Management Strategy

A car parking area is proposed to the north of the site, accessed via the existing road network from Mayeston Downs and Mayeston Green. This occupies the area of the site that is in the 30m wide zone adjacent to the M50 and provides an environmental buffer from the M50.

The managing agent will ensure an active parking management strategy is regularly enforced in the development via the estate management team. Car parking spaces will be allocated in accordance with Management Company policies and leasing structure for perspective owners within the development.

The recommendation to combat abuse of parking facilities and abandonment of cars is generally to implement a clamping regime. A clamping regime can be tailored to suit the management structure and would start off by engaging in a contract with a preferred supplier.

Owners / residents will only be able to utilise their allocated car parking space and the management team will provide a permit to the resident who will display it on the window of the vehicle. No additional car parking will be provided by the proposed development. If no car parking spaces are available, the future occupier will be informed of this prior to occupation of a residential unit.

Access from parking spaces to the building entrance will comply with Part M Access and Use, of the Building Regulations. 5no. disabled parking spaces have been provided close to building entrances, being greater than 5% of the total number of bays. 20% of car spaces will have EV charging points upon completion. Provision by way of ducting will be made for electric charging points to all car spaces, to facilitate non-disruptive retrofitting of EV charging points throughout. A drop-off bay has been provided in front of the creche. 8 no. motorbike parking spaces are also provided.

Bicycle Parking Management Strategy

The OMC will only be responsible for managing the visitor cycle parking associated with the apartments and duplexes.

A secure bicycle storage will assist in preventing theft or abandoned bikes becoming common and taking up spaces, however in the event of significant abandoned bicycles, managing agents typically “cull” bicycle parking by removing abandoned bicycles after a short time has elapsed. Bicycles will only be removed and managed as per the responsibilities of the OMC.



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CONCLUSION & CONTACT
DETAILS

Section 6 – Conclusion & Contact Details

Based on the information provided, Aramark Property have considered the schemes proposals. From our experience to date of similar schemes we manage, we have set out an overview of how we believe the overarching management of the scheme can be successfully managed in best practice for the benefit of the owners of this scheme, the future occupiers and the wider community.

Contact Details

Darren Davidson

Director

E: Davidson-darren@aramark.ie

M: +353 83 450 8794

D: +353 1 871 5494

W: www.aramarkproperty.ie

Aramark Key Service Lines



Document Control Sheet

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