

PROPERTY MANAGEMENT STRATEGY REPORT

PROPOSED
DEVELOPMENT:
Mooretown Phase 1,
Rathbeale Road,
Mooretown Swords, Co.
Dublin



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 at Mooretown, Swords, Co. Dublin.

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.

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 and public realm maintenance will work in practice and be maintained to the highest standards.

Development Description

The subject site (hereafter called 'the site') is located in an established urban area on lands zoned 'RA' Residential in the Fingal Development Plan 2023-2029, located on Rathbeale Road, Mooretown, Swords, Co. Dublin. The site has a total gross site area of c.9.32 ha, and a net developable area of c.7 ha. The proposal for Local Authority owned housing development by FCC comprises Phase 1 of a wider residential development on lands at Mooretown.

The north of the site is bound by Rathbeale Road, and further north by Rathbeale Park and residential development; to the east by existing residential area of 'Cianlea'; to the south by greenfield lands and to the west by Swords Community College and residential lands under development.

The proposal for Local Authority owned housing development by FCC will provide for 274 no. dwellings, in a mix of houses, own door duplex, and apartment units, varying in height from 2 to 5 storeys, with an average density of c.39 units per hectare. It includes all associated road infrastructure with car parking (415 no. resident and visitor spaces) and bicycle parking (1,117 no. resident spaces and 26 no. visitor spaces), including external covered bike stores, public open space, new pedestrian / cycle links, hard and soft landscaping, connections to existing services and all ancillary / enabling site development works.



02

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
- Fernbank
- 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



FERNBANK



OPUS



CAPITAL DOCK



03

APPOINTMENT OF
PROPERTY MANAGING
AGENT

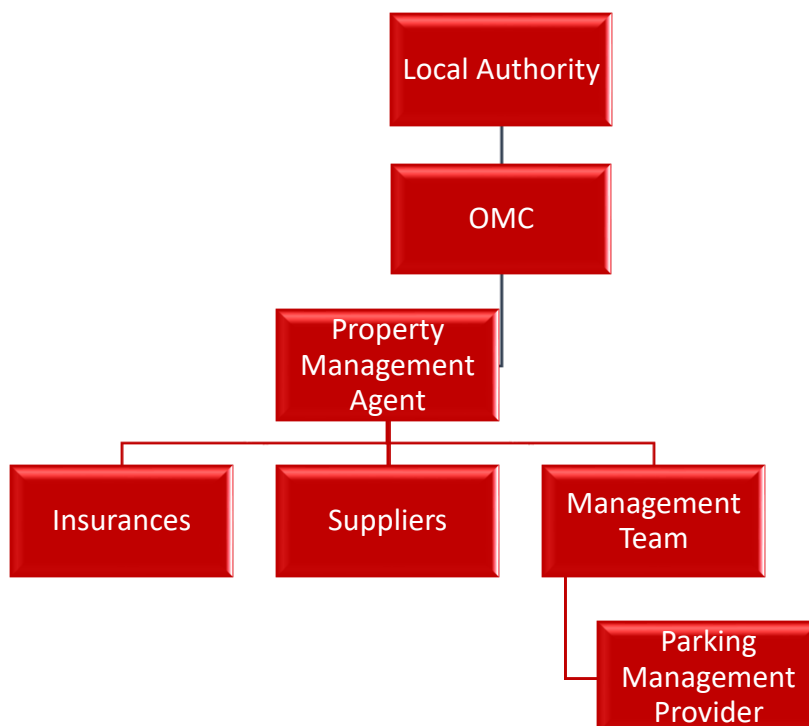
Section 3 - Appointment of Property Managing Agent & Associated Responsibilities

The timing of the appointment of an experienced property management agent and subsequent engagement between the agent and the developer 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 Local Authority / Owner's Management Company (OMC) 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 proposed 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 will be agreed with the Local Authority/OMC on an annual basis and billed to the owners/members 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 Local Authority'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 estate of the development.

The purpose of this management company will be to establish a controlling entity that will assume ownership over the development post construction phase. This will ensure the estate common areas, public realm 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 buildings and tenants that occupy the scheme. The management company will retain control of all shared areas and external public realm. Each owner / tenant will be legally contracted to contribute to the service charge regime through leasing and sale arrangements established.

Legal Entity

The Management Company will be formed as a separate legal entity for the sole purpose of management of the shared common areas, including all roads and open space areas. The entity will be formed prior to the sale of any of the blocks or units within the development so as the structure and legal entity is set out prior to any sale. In order to effectively maintain the development, the Management Company will then be responsible for appointing an independent property management agent to manage the operational, financial and legal aspect with the estate common area management.



04

AMENITY
CONSIDERATIONS
& MANAGEMENT

Section 4 - Amenity Considerations & Management

Considerations

The development has been designed with quality of amenity space as a central consideration for both residents and the wider community.

This proposal for Local Authority own housing development by FCC sets out to create a new neighbourhood that integrates with the surrounding natural landscape of the existing Riparian Corridors, with their streams, hedgerows and rich flora and fauna, and connects to the wider network of parks and green amenities; a neighbourhood that provides an environment with excellent provision of open space, green networks, active travel routes and easy and safe pedestrian and cycling access to schools, local services, convenience shopping and public transport.

The compact cells of houses with their associated dense network of local access roads and on street parking are interspersed with pocket parks and landscaped elements to provide high quality pedestrian and cycling connections to the non-vehicular, landscaped green interfaces along the existing Riparian Corridors. All internal roads are designed for a speed limit of 30kph with typically 6.0m wide carriageways and footpaths along both sides. All intersections within the development itself will be priority junctions with raised tables where appropriate. The low speeds and traffic calming measures will ensure the safe operation of these junctions and a safe/secure environment for pedestrians and cyclists.

The amenity within the development is largely provided through the landscaping and diverse landscape types, this is important in engaging with the community and raising awareness of environmental and sustainable issues, as well as providing a safe, healthy, and pleasing amenity space that the community can use.



05

SUMMARY OF SERVICE
CHARGE BUDGET

Section 5 – Summary of Service Charge Budget

The operational service charge budget will cover all 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 (public 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. This will be closely monitored by the onsite resident's management team.
- 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

- Based on the landscape plans received, the communal areas will be at the forefront of management's maintenance priorities.
- Given the scale of the proposed public/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 and open spaces.
- 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 of the overall estate.

Access Control

- Provision for all electronic access control systems including access control devices that control access to bicycle storerooms and apartment 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.
- Prevention 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: Sprinklers, where provided, 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.



06

PARKING & MOBILITY
MANAGEMENT

Section 6 – Parking & Mobility Management

Car Parking Management Strategy

The proposal for Local Authority own housing development by FCC, Mooretown, includes all associated road infrastructure with car parking (415 no. resident and visitor spaces) and bicycle parking (1,117 no. resident spaces and 26 no. visitor spaces), including external covered bike stores, public open space, new pedestrian / cycle links, hard and soft landscaping, connections to existing services and all ancillary / enabling site development works.

Accessible spaces will be provided as close as reasonably possible to the building entrance points and allocated and suitably sign posted for convenient access.

A total of 83 no. spaces will be provided for and equipped with EV Charge Points upon completion of the development.

Further information with respect to parking and mobility is available within the Traffic and Transport Assessment completed by Waterman Moylan.

The managing agent will ensure an active parking management strategy is regularly enforced in the development via the on-site estate management team. Communal and off-curtilage car parking spaces will be allocated in accordance with OMC policies and leasing structure for residents within the development.

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

Residents will only be able to utilise their allocated car parking space and the onsite management team will provide a permit to the resident who will display it on the window of the vehicle. If no car parking spaces are available, the future occupier will be informed of this prior to occupation of a residential unit.

Part of the Local Authority's commitment to sustainable transport services, is carsharing schemes of which it is proposed that 3 no. GoCar facilities will be allocated to the proposed development by FCC, these will be managed in house by GoCar or a similar car share provider.

Bicycle Parking Management Strategy

A Total of 1,143 no. cycle parking spaces are proposed as part of the proposed Mooretown Development, comprising 1,117 long term (residents) bicycle parking spaces and 26 short term (visitor) cycle spaces.

Resident bicycle parking has been provided at a ratio of 1 space per 1 or 2-bed apartment and duplexes plus an additional 1 space per bedroom in line with the Fingal Development Plan 2023-2029 Standards. 3-bedroom apartments are allocated 2 per unit plus an additional space per bedroom.

Long-stay secure bike parking spaces are proposed internally in the ground floor of both apartment blocks either in stacked allocated bike lockers or in a double-stacked arrangement. Storage rooms have been sized to accommodate this stacking equipment. The bike stores are located adjacent the main entrance. Spaces for cargo bikes, e-charging points, maintenance facilities and bike wash facilities are provided within secure rooms.

A secure facility 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.

Motorcycle Parking

6 no. motorcycle spaces are being provided adjacent to relevant apartment buildings across the site.



07

CONCLUSION & CONTACT
DETAILS

Section 7 – 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.

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Aramark Key Service Lines



Document Control Sheet

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