

Estate Management Statement

Saxon Corner, Emsworth

**Land between Havant Road and Selangor
Avenue**



BARRATT
— HOMES —

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3. Understanding the Management Strategy
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Please note that all appendices are versions of live documents that will be subject to change as the development proceeds and as any unforeseen issues require resolving

Revision B: First Issue – 04/04/19

Introduction

This Estate Management Statement has been prepared by Barratt Homes Southampton in order to demonstrate a robust future commitment towards future maintenance, supervision and sustainability of the proposed development at Saxon Corner, Land off Havant Road, Emsworth.

The intention is to deliver a first class, sustainable residential development which is sufficiently serviced to safeguard the future quality of life that the residents can hope to enjoy. The aim is to provide a safe and secure environment for residents and visitors alike.

We are committed to ensuring a reputable firm of managing agents is engaged in accordance with the terms of a Management Agreement to deliver a robust set of management services in keeping with the intentions described above.

In addition we will ensure that there is a transfer of all land at the development to ensure that there is no land left over without adequate maintenance arrangements in place.

2. The development

The development will provide 147 new homes of which 103 will be available for private sale and 44 will be transferred to an affordable housing provider.

The development includes various areas of open space. This will be maintained by the managing agents on behalf of the residential management company (RMC).

3 Understanding the Management Structure

The over-arching principal is to establish a Residential Management Company that will be known as "Saxon Corner Management Company Limited" or similar.

In the interim period, during the development phase, Director's of Barratt Homes Southampton will act as company director's to ensure that the management Company is properly administered. Decision making will be passed via a vote by all directors with the majority awarding the decision.

The RMC will be set up through Companies House as a 'Private company limited by guarantee'.

The estate roads and footpaths will be designed to an adoptable standard. However, they will not be offered to the local highway authority for adoption, the roads will be transferred to the management company and they will provide maintenance of the roads and footpaths. The estate and the managing agent will accrue a sinking fund collected through the annual service charge to provide for the adequate future maintenance and repair of the roads, footways and shared drives.

The areas of land that will be transferred to the housing association, including their parking courtyards will generally be managed by the relevant housing association.

The key components of successful future management of the site can be split into the following categories:

- Estate Roads
- Permissive Paths/Footways
- Private Curtilage
- Shared Private Drives and Paths
- Common Areas
- Refuse Collection
- Estate Lighting
- Gardening, Cutting and Sweeping
- Estate landscape areas including perimeter hedgerows and trees
- Any Other Common Areas including areas of play
- Sustainable urban Drainage Systems (SuDS)

Dealing with each in turn the following provides further detail relating to the management of the particular aspects:

Estate Roads

The estate roads will be designed to an adoptable standard the management company will provide the maintenance over the roads.

We will safeguard the interests of residents by ensuring that at point of sale they will be aware of these intentions and as contingency, the service charge will initially be set to reflect privately maintainable roads.

Permissive Paths/Footways

All footways within the site are proposed to be handed over to the management company. These will be maintained and managed in line with the below statements.

Private Curtilage

The terms of our sale to private owners will cover their obligations regarding the future maintenance of their properties. Limitations regarding, for example, parking of commercial vehicles, extensions or alterations will be imposed through protective type restrictive covenants which require the prior approval of Barratt Homes. This requirement for approval does not obviate the need for any relevant statutory approvals or planning permissions

The terms of sale also include an obligation to contribute to the Estate and Service Charges relating to the services and role of the Estate Management Company. This

obligation is binding and legally enforceable, thus safeguarding the long term stewardship of the estate

Shared Private Drives and Paths

The conveyance plan for the site will identify all proposed areas of shared responsibility and reciprocal rights.

Where reciprocal rights exist there is either a shared obligation to contribute to maintenance and upkeep 'according to use' or where these areas are included in the 'Common Areas' their upkeep will be through the managing agent.

The managing Agent will include for twice yearly road sweeping of the private road areas.

Private landscaped areas including perimeter hedgerows and trees

These areas are subject to the requirements of the 'Residential Areas Landscape Management and Maintenance plan and will be implemented in accordance with the detailed plans approved by the Planning Authority. At the end of construction activity and prior to a transfer of responsibility to the Estate Management Company an audit will be undertaken by ACD to ensure full implementation of the approved scheme. Any deficiencies will be corrected by the contractor prior to transfer

Common Areas

The common areas of the estate generally include the roads and footways, areas of shared private drives and communal parking over which a reasonable number of residents have reciprocal rights of way.

For general administration and ease of accounting the full costs of maintaining these areas is proportioned equally among all home owners.

Refuse Collection

The scheme has been designed to include adequate collection arrangements for domestic refuse. Collection points have been included as part of the external works detailing where required and the Conveyance plan includes for reciprocal rights which will safeguard the retention of these locations in perpetuity.

Estate Lighting

The main estate roads will have a lighting scheme that is designed to suit the locality and nature of the estate roads. The roads and lighting will remain private and be maintained by the managing agent.

The lighting of the remaining areas; courtyards, private roads and drives will generally be through standard coach-house lights affixed to the front elevation of all properties. Each of these is fitted with movement sensor and photocell.

This allows residents to retain control over the level of security and lighting that they consider appropriate for their environment. It also promotes increased environmental awareness and responsibility for energy consumption.

An unmetered supply agreement will be entered into with SSE and this agreement will be transferred to the management company on handover. Energy charges will be paid by the new residents

Gardening, cutting and sweeping

Gardening expectation is for 2 visits per month April to October and 1 visit per month November to March to undertake maintenance

Grass cutting - Allow for 15 cuts per/annum

Allow for litter picking and sweeping twice monthly

Estate landscaped areas including perimeter hedgerows and trees

The majority of the boundaries are clear and delineated via hedgerow, post and wire fence or close boarded fence. These will be maintained and managed by the RMC. This will include:

6 monthly inspections

Flytipping / rubbish removal as necessary

Repair and replacement of damaged boundary treatments

Tree / hedge surgery if required, following 6 monthly inspection.

Any Other Common Areas including areas of play

Other areas for this scheme which will be maintained and managed by the RMC include:

- LEAP
- LAP
- Ecology retained area of POS (Northern Part of site)

Maintenance for these areas will be in accordance with the guidance listed above. In addition to this all areas of play will be inspected at least annually by ROSPA or an

equivalent registered body. Any signage, bins and furniture associated with these areas will be included as part of the inspection regime.

Any areas of unexpected waste disposal on the common land (flytipping) and pest control will be the responsibility of the RMC and managing agent.

A blank template of the estate charges scheme can be found in Appendix A. This includes an overview of the areas which Barratt Homes require from the Managing Agent to ensure the longevity and success of the RMC.

Sustainable urban Drainage Systems (SuDS)

There are a number of SuDS across the scheme. All soakaways and permeable areas within private curtilage will be the responsibility of the owner.

All SuDS within common areas including, but not limited to, filter drains, permeable surfaces, surface water storage, pump station and mains drainage will be the responsibility of the RMC. The managing agent will maintain and manage these areas on behalf of the RMC. This will include routine inspection of all systems which may include camera CCTV surveys, repair & replacement and general maintenance.

Maintenance of the SuDS will be in strict accordance with the SuDS Management Plan produced by Cundall Civil Engineers.

3.1 Initial Management

In accordance with standard practice the intention is to ensure there is a seamless transfer of responsibility from the operational site based team to the managing agent at the appropriate time.

This will ensure that all aspects of the working and living environment can be properly managed from a Health and safety point of view. Barratt Homes will retain responsibility until such time as a proper handover inspection can take place with the agent.

The timing of the transfer of responsibility will be determined by the completeness of the relevant areas and will trigger an inspection to ensure that the areas are fully completed including any audit-identified remedial issues to be addressed

3.2 Long Term Management and Operations

Following transfer of responsibility including a transfer of the freehold of all common areas to the management company, the appointed managing agent will bear full responsibility for the on-going maintenance of the development.

The agent will be selected according to their experience, reputation and based on having a demonstrable track-record in delivering high levels of customer service to safeguard our reputation as a 5 star builder.

The affordable housing itself will be managed on a day to day basis by a Registered Social Landlord (RSL).

3.3 Participation and Communication

Barratt Homes will provide comprehensive point of sale literature to our customers covering our responsibilities in accordance with the Consumer Code; see: www.consumercodeforhomebuilders.co.uk

This will set out anticipated charges in connection with estate management services and will include access to the relevant Management Plan and Conveyance documents for the development.

The managing agent will take up the role of primary contact once the transfer of Long Term Management and Operations has taken place. This will include regular updates to residents explaining the basis of the services being delivered and the associated charges.

4.0 Conclusion

The intention is to create a prestigious development that the customers of Barratt Homes can be proud of.

This statement aims to demonstrate how the general environment and quality of place will be safeguarded in perpetuity and aims to ensure that residents can enjoy peace of mind when it comes to the upkeep and stewardship of their community

Each aspect of the plan will work together to deliver the quality of service and standards that the development warrants

5 Sources for Key Reference Documents

The Consumer Code for Homebuilders:
www.consumercodeforhomebuilders.co.uk

APPENDIX A

Blank Estate Charge Inclusion/Breakdown

Saxon Corner Management Company

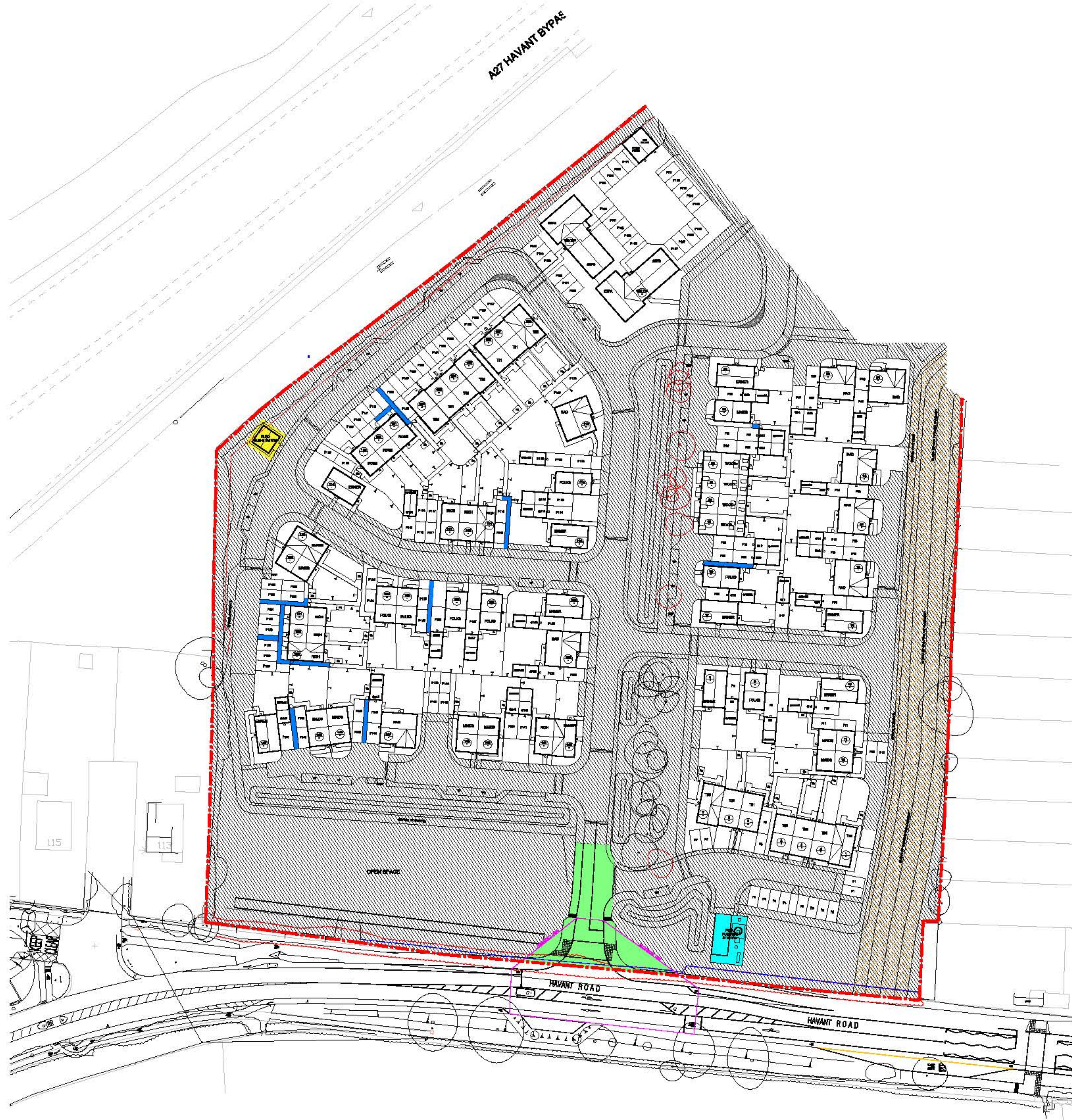
Company Name:	
Regular Maintenance Total:	£ -
Landscape Maintenance	
Pond/SuDS Maintenance	
Tree Surgery	
Car Parks & Play Areas	
Roads	
General Provisions Total:	£ -
Repairs	
Electricity (Street Lighting & Common Parts)	
Electrical Repairs/lamp replacements	
Telephone	
Water Supplys	
Estate Cleaning	
Pest Control	
Arboriculturist	
Unplanned Refuse Removal	
Drainage system Maint. and SUDS inspections	
Out of Hours Service	
Satutory Risk Assesments Total:	£ -
Managament company costs	
Professional Fees Total:	£ -
Bank Charges	
Audit Fees	
Accountancy	
Managing Agent Fees	
Play Area Inspections	
Play Area Signage	
Health & Safety Risk assessment	
Co-Sec Fees	
Company Administration	
Dormant Accounts	
Filing Fee	
General (Postage, Stationary, Secutary etc.)	
Reserve Provision:	£ -
Estate Consumables	
Transfer to Reserve Funds	
Future resurfacing to Unadopted roads etc..	
Future replacement of play equipment	
Major Repair of Ducts, Drains & Accessways	
Landscape Renewal & Aboriculture works	
Future Repair & Redec to Estate Boudaries.	
Future Redec of Estate Items	
Insurance	£ -
Public Liability Insurance	
Directors and officers liability insurance	
Total	£ -
Inc Vat	
Total per Plot	#REF!

Number of Units on Site:

APPENDIX B

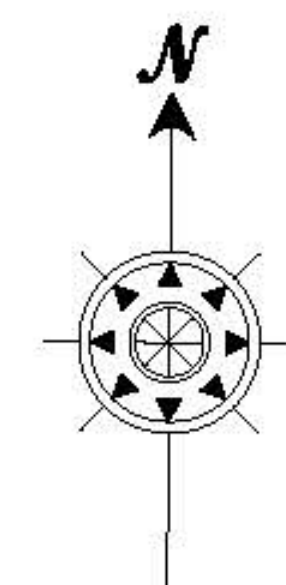
Draft Conveyance Plan

MANAGEMENT COMPANY LAND PLAN 1 OF 2



KEY

- SITE BOUNDARY
- ROADS AND FOOTPATHS TO BE ADOPTED BY HIGHWAYS (SECTION 38)
- LAND TO BE MAINTAINED BY MANAGEMENT COMPANY
- RECIPROCAL RIGHT OF WAY
- LAND TO BE TRANSFERRED TO HOUSING ASSOCIATION
- PLOT LOCATION
- SERVICES EASEMENT
- LAND CONVEYED TO WATER BOARD
- LAND CONVEYED TO ELECTRICITY BOARD
- PLOT BOUNDARY OWNERSHIP MARKER
- PLOT NUMBER/POSTAL NUMBER
- VP VISITORS PARKING SPACE
- P15 PARKING SPACE
- G15 GARAGE NUMBER
- SS ELECTRIC SUBSTATION



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Rev.	Date	Details	By	Checked/Approved

PRELIMINARY



Site: **SAXON FIELDS EMSWORTH**
Drawing Title: **MANAGEMENT COMPANY LAND PLAN**

Date: DEC 2018
Drawn: AD
Checked: DE
Approved: DE

Drawing No. **4714/A/CONV/01**

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KEYPLAN - NTS

MANAGEMENT COMPANY LAND PLAN 2 OF 2



KEY

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A	5/10/18	UPDATED TO MATCH LATEST PLANNING LAYOUT	MD	DE	DE
Rev.	Date	Details	By	Checked	Approved

PRELIMINARY

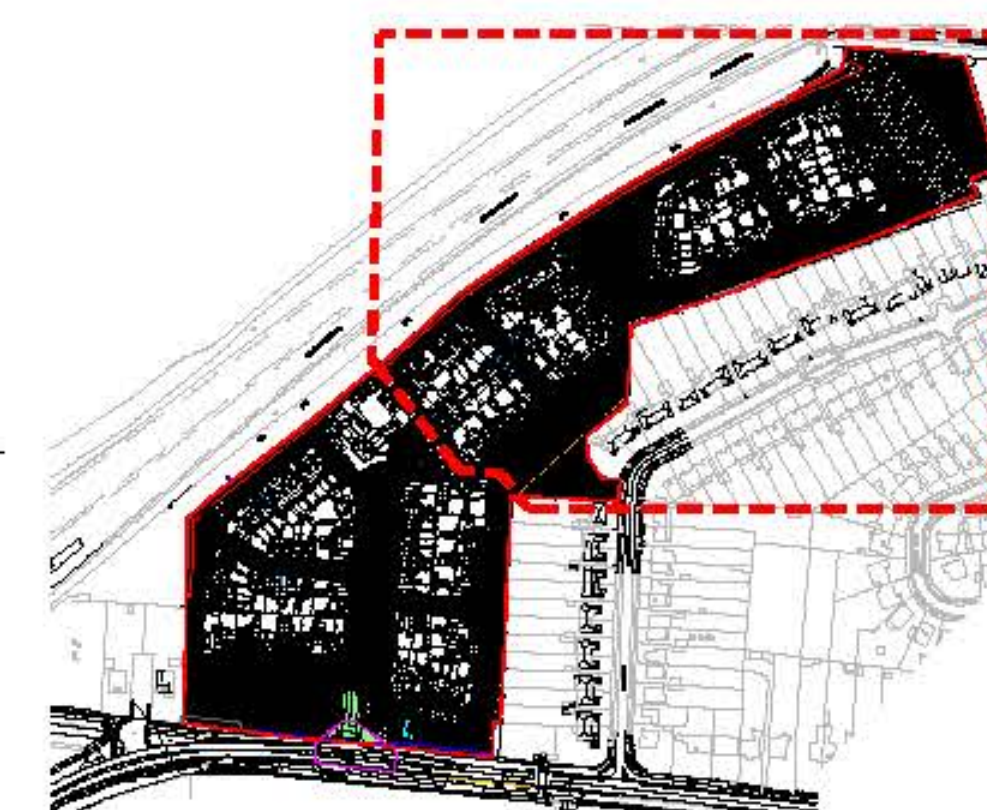
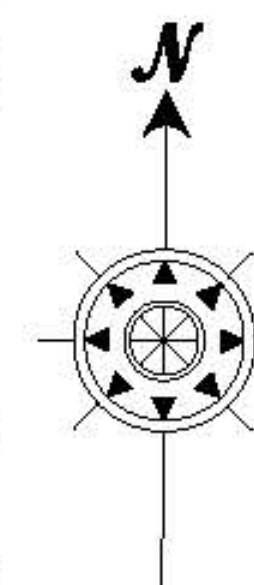


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Drawing Title: MANAGEMENT COMPANY LAND PLAN

Date: DEC 2018
Drawn: AD
Checked: DE
Approved: DE

4714/A/CONV/02

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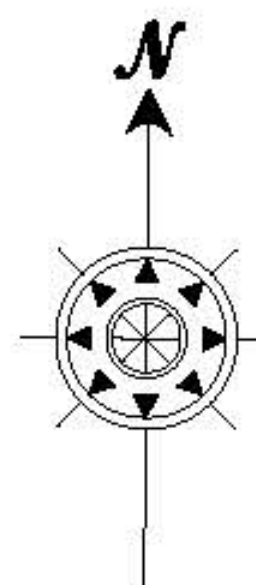
KEYPLAN - NTS

HA LAND TRANSFER PLAN 1 OF 2



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Scale 1:500

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PRELIMINARY



Site: SAXON FIELDS EMSWORTH
Drawing Title: HA LAND TRANSFER PLAN

Date: DEC 2018
Drawn: AD
Checked: DE
Approved: DE

Drawing No. 4714/A/CONV/03



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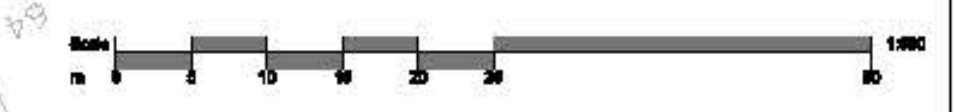
KEYPLAN - NTS

HA LAND TRANSFER PLAN 2 OF 2



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PRELIMINARY



Site: SAXON FIELDS EMSWORTH
Drawing Title: HA LAND TRANSFER PLAN
2 OF 2

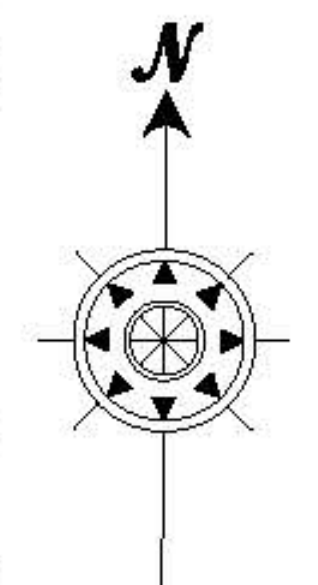
Date: DEC 2018
Drawn: AD
Checked: DE
Approved: DE
Drawing No. 4714/A/CONV/04

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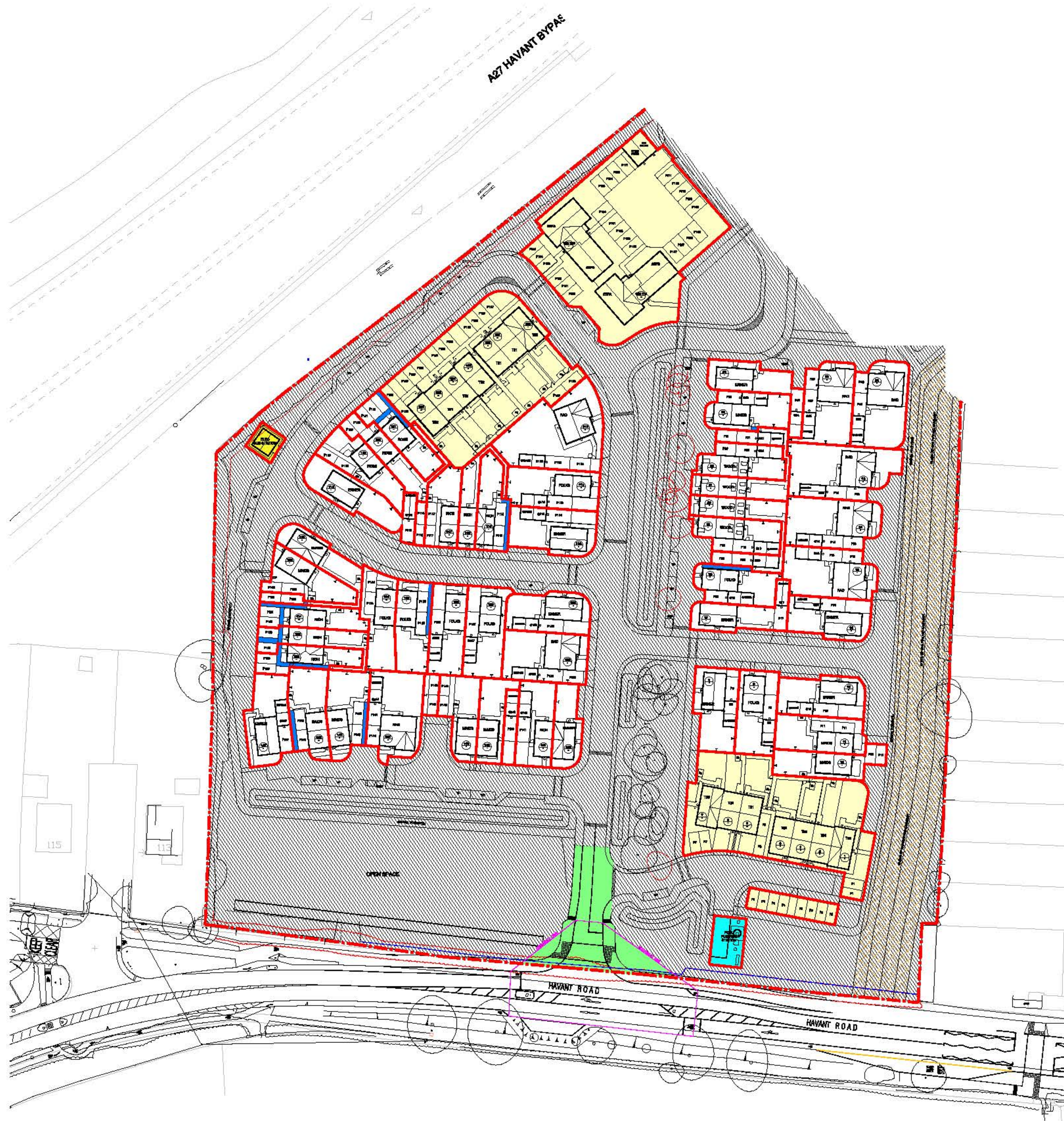
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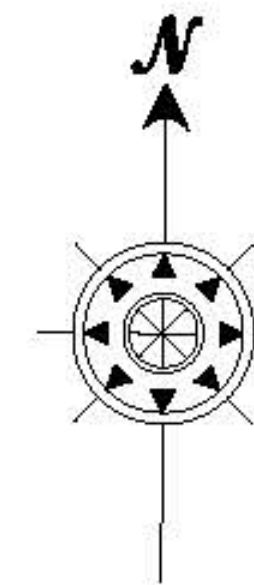
KEYPLAN - NTS

SITE CONVEYANCE LAYOUT 1 OF 2



KEY

- | | |
|---|---|
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Rev.	Date	Details	By	Chkd	Appr.

PRELIMINARY



Site:-
**SAXON FIELDS
EMSWORTH**

Drawing Title:-
SITE CONVEYANCE
LAYOUT

OF 2

Date: DEC 2018
Drawn: AD
Drawing No.

Scale: 1:500 @ A1	
Checked: DE	Approved: DE

Drawing No.

4714/A/CONV/05



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Architectural and Civil Consultants

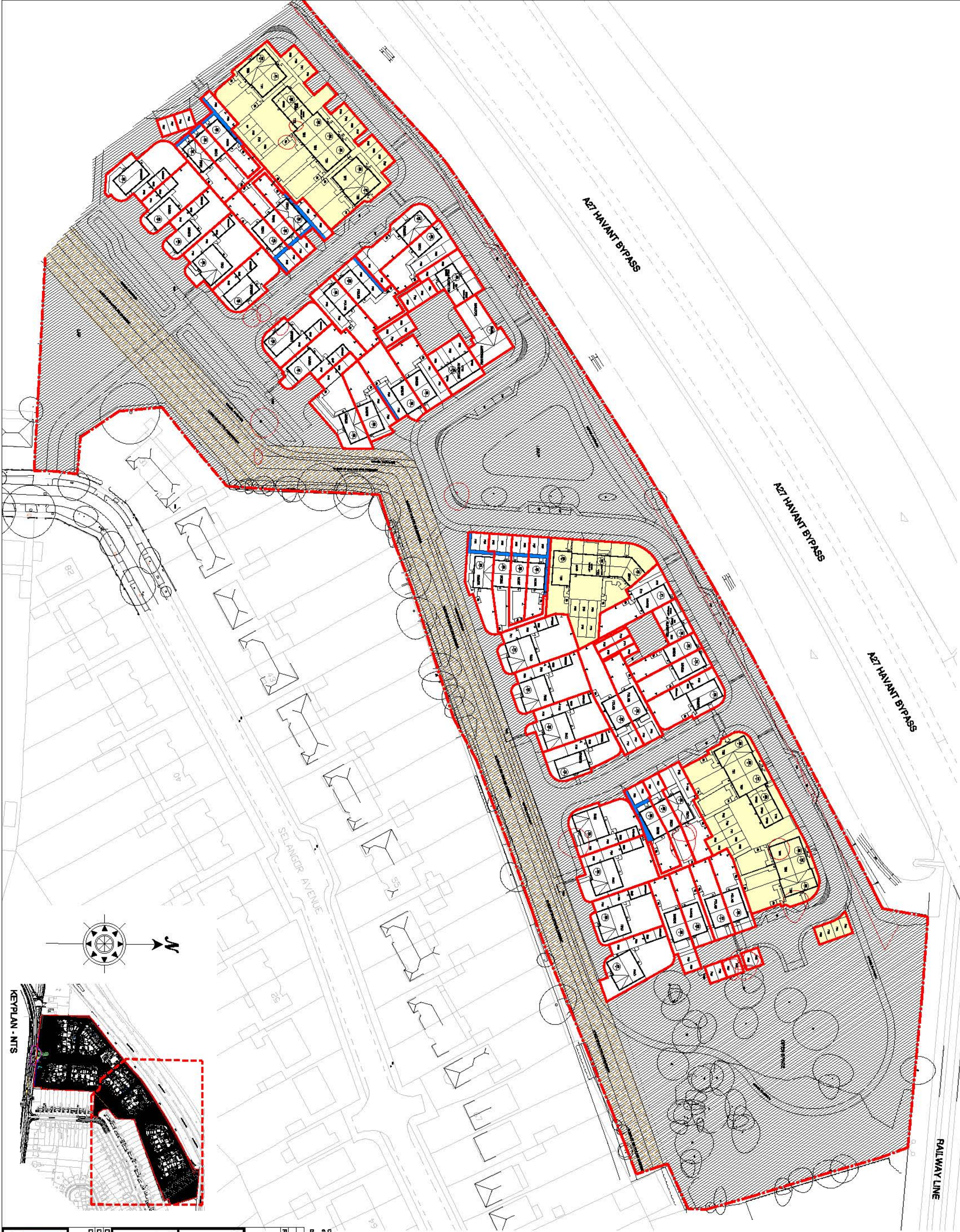
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SITE CONVEYANCE LAYOUT 2 OF 2



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- S8 ELECTRIC SUBSTATION

