



**Land East of Waterwells, Marconi Drive, Quedgeley,  
Gloucestershire**

**Maintenance and Management Strategy**

**June 2021**

**Introduction**

This Maintenance and Management Strategy has been prepared on behalf of Sanctuary Affordable Housing Limited (SAHL) by Crest Nicholson as part of resolution of Schedule 2, Part 3 of the Section 106 Agreement secured against the grant of full planning permission (ref: S.17/1446/FUL) at Land East of Waterwells, Marconi Drive, Quedgeley, Gloucestershire.

For context, the full planning permission description of development reads:

*‘Erection of 118 dwellings and associated works including access, drainage and landscaping (cross boundary application - duplicate planning application also submitted to Gloucester City Council).’*

The Section 106 Agreement, Part 3 set out the following:

*‘The Owner and/or Developer covenant with the Council...not to cause or permit Occupation of more than 50% of the Dwellings until:*

- a. The Open Space has been provided and laid out and*
- b. The Owner and/or the Developer has submitted the Management Scheme for approval by the Council PROVIDED THAT the Owner and/or the Developer shall be permitted to seek to amend the approved Management Scheme at any time following the initial approval SAVE THAT in seeking to do so the Owner and/or the Developer shall submit such amendments to the Council in writing for approval of those amendments.’*

For the purposes of this submission The Section 106 Agreement Interpretation of ‘Management Scheme’ has been referred to. This sets out the requirement of the following information to be provided within the Management Scheme:

*‘Means a written scheme prepared by the Owner and/or the Developer setting out:*

- a. The proposed standards of maintenance and repair to be achieved and maintained for the Open Space*

- b. The estimated costs associated with those standards of maintenance and repair for the Open Space
- c. The initial management cost per Dwelling
- d. Management of the Open Space in perpetuity which shall include details of the administration, funding and insurance thereof and the maintenance programme
- e. The constitution and identify of the Management Company to be established or appointed to undertake the management of the Open Space in perpetuity'

### Public Open Space Maintenance and Management Strategy

#### The Proposed Standards of Maintenance and Repair

The Management Company will carry out routine scheduled visits of the site. The table below demonstrated the frequency of visits and maintenance programme which will be adhered to.

AREA	No.	DESCRIPTION	Jan	Feb	March	April	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Count
		21 Visits Per Annum	x1 Visit	x1 Visit	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	Visit 1 Visit 2	
Grass & Lawn Edges	1a	x1 cut – March & November (Collect grass at March cut only)			✓									✓	2
	1b	x2 cuts – April to October				✓	✓	✓	✓	✓	✓	✓	✓	✓	14
	2	Lawn edges will be reformed once per annum (where appropriate can be split across x3 visits due to volumes)	✓	✓											3
	3	Lawn edges will be maintained as necessary to maintain a clean edge				✓	✓	✓	✓	✓	✓				6
Flower Beds, Borders & Shrubby Areas	4	All beds, borders and shrub areas to be kept weed free by hand weeding or herbicide application	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
	5	All beds, borders and shrub areas to be cultivated annually (where appropriate can be split across x4 visits due to volumes)	✓	✓	✓									✓	4
Pruning & Trimming	6	Maintain hedges, shrubs, climbing plants of previous year's growth as appropriate for each species	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
Litter	7	General litter will be removed from all areas at each visit.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	21
Trees	8	Trees to be maintained in accordance with regional tree management Programme						✓							1
Hardstanding	9	All communal hardstandings, garage areas and landscaped areas to be cleared of litter debris, leaves, moss and weeds.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	12
	10	Leaves and Autumn debris to be collected and removed from site	✓	✓								✓	✓	✓	5
Grit Bins	11	Where grit bins are present on a scheme they will be re-filled once per annum with rock salt or equivalent in October each year.										✓			1

#### Estimated Costs associated with the Maintenance and Repair including Initial Management per Dwelling

It is estimated that £15,646,80 per annum should be suitable for the maintenance and repair of the Open Space, contributed to via the Service Charge on all occupied dwellings. The service charge for a rented apartment is £16.74 per week which is fully eligible and covered

by housing benefit. This service charge however covers considerably more than just the grounds maintenance and contributes to cleaning of communal areas in the apartments, maintenance of the car parking, window cleaning, contract repairs and maintenance on fixed electrical systems like the tv aerial system, fire alarm system and door entry system.

The shared ownership houses will be subject to a monthly service charge of £53.51 (£12.35 p/wk).

All service charges are reviewed annually to ensure they remain appropriate for the scheme.

### Management of the Open Space

Sanctuary Affordable Housing Limited (SAHL) is the owner of the site and will utilise its sister entity Sanctuary Maintenance Contractors Ltd (SMCL) to manage the public open space and green infrastructure areas on site. SMCL is a wholly owned subsidiary of the parent company Sanctuary Housing Association. We will ensure the POS remains available for amenity use, for free public recreation and enjoyment for all residents who will contribute to the on going maintenance, by way of a service charge recovered by Sanctuary Affordable Housing Limited (SAHL). Confirmation of SMCL's professional indemnity insurance cover is attached for use as well.

Service charge payments in relation to the public open space will be recovered from owners of all residents in a fair and transparent manner. SAHL's responsibilities in relation to service charges include:

- Providing full detail of service charge obligations to owners at plot purchase
- Providing an annual budget for maintenance of the estate
- Providing a breakdown of the total service charge contribution to owners
- Collection of service charge contributions on a monthly basis
- Reviewing service charge contributions on an annual basis to ensure they are fair and reasonable
- Providing reasonable notice to owners of any changes to service charge contributions, and ensuring transparency of any changes
- Resolving any disputes in relation to service charge contributions in a transparent manner
- Providing information regarding service charge to owners on request

The Constitution and Identify of the Management Company to be Established or Appointed

SAHL will utilise its sister entity SMCL to maintain the public open space through the expertise of their regional Estates Services team. Professional Indemnity Covering Letter has been appended to this report.