Royal Liver
Naas Road, Dublin

Estate and Common Area Management Plan



CUSHMAN & WAKEFIELD

Royal Liver Phase 2 LRD

Estate & Common Area Management Plan

FOR MIXED USE DEVELOPMENT AT

Royal Liver Retail Park, Old Naas Road, Dublin 12

SUBMISSION TO
Dublin City Council

ON BEHALF OF
Land Development Agency
September 2026

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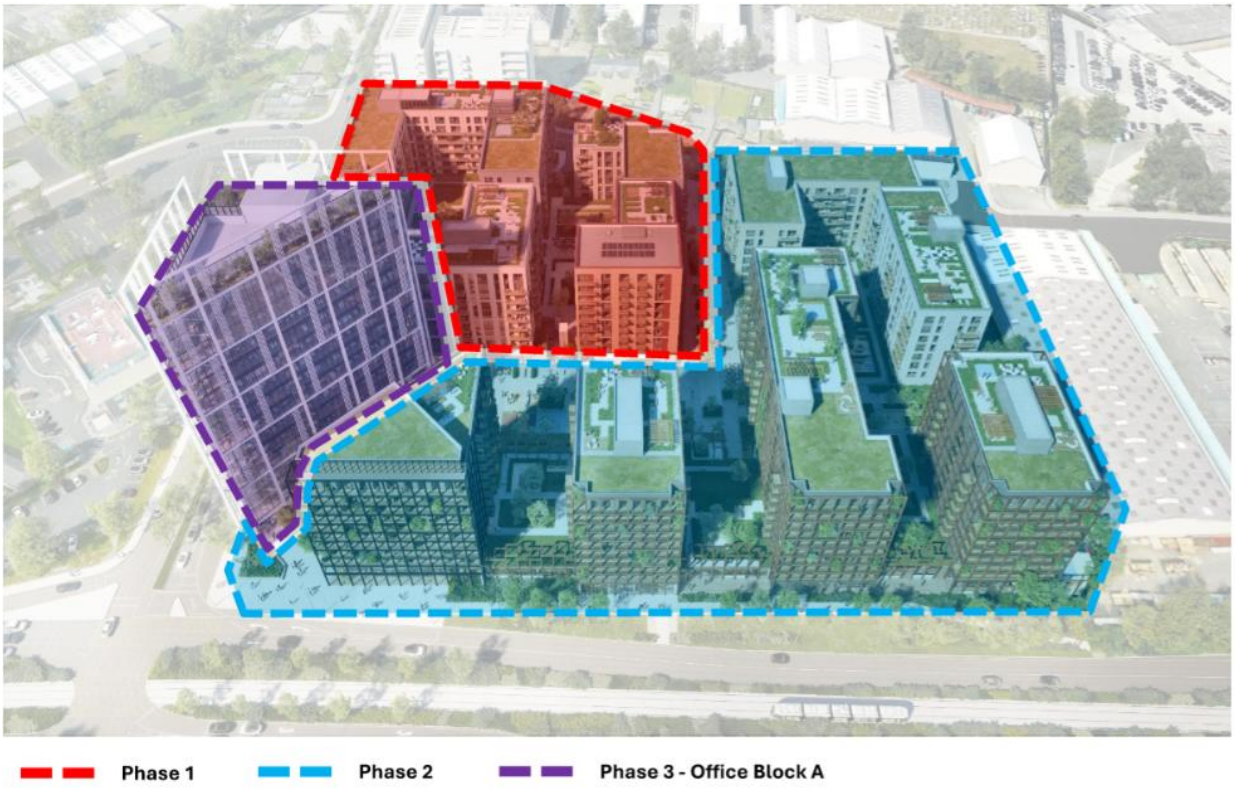
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1. Introduction

This report has been prepared on behalf of the Land Development Agency by Cushman & Wakefield with assistance from the wider design team.

The proposed development “Royal Liver Phase 2 LRD” will be a mixed-use scheme consisting of residential units, non-residential spaces, community & creche. The proposal of phase 2 amendment focuses on the refinement of the apartment blocks and the main commercial activities facing onto the public square.



Royal Liver Masterplan Strategy

The development will consist of the construction of a residential development set out in 6 no. blocks (identified as Block B1, B2, C1, C2, D1 and D2), ranging in height from 8 to 10 storeys, to accommodate 635 no. apartments including café/restaurant/retail units, community/cultural spaces, creche and the introduction of more public open space between blocks B2 and C1.

The 6 no. residential buildings are arranged around podium courtyards accommodating communal amenity spaces for future residents. Blocks B1 and B2 are 10 storey blocks between the Naas Road and the public square containing 196 apartments. Blocks C1 and C2 are 10 storey blocks facing the Naas Road containing 242 apartments. Blocks D1 and D2 are 8 to 9 storey blocks located off the Old Naas Road containing 197 apartments.

Car and cycle parking for residents is provided below podium and basement level . The visitors parking is provided below podium and at surface level throughout the scheme. The proposed development includes all site landscaping works, open space, green roofs, lighting, servicing and utilities, signage, and associated and ancillary works, including site development works above and below ground.

The proposed development sits as part of the wider Royal Liver development which includes the permitted Phase 1 (563 apartments with Blocks E1, E2, F1 and F2) and the future phase 3 which is the office block.

This report demonstrates the measures which have been considered to effectively manage and reduce costs for the benefit of residents and the environment with an objective of improving the overall living experience for all residents while adopting best practice in co-operative living to reduce impact on the environment.

2. An Assessment of Long-Term Maintenance and Running Expenses.

2.1 Property Management of the Common Areas of the Development

A professional licensed property service provider will be engaged from the outset to ensure that all property management functions are dealt with for the development and that the operational and maintenance costs of the common areas are kept within the approved Annual Service Charge Budget. An Owners Management Company will be established by the developers for the purposes of holding the reversionary interest and common area title of the development. The licensed property service provider will act as managing agent (MA) for the development.
That agent will operate the service charge scheme to include the identification of services required for the estate to ensure the sustained and effective management of the estate and maintenance of all facilities in the development.

The MA will work with the Owners Management Company (OMC) to ensure that the OMC can operate effectively and advise on the transparent and equitable apportionment of charges to each unit. The MA will enter into a contract directly with the Owners Management Company for the ongoing management of the built development.

2.2 Responsibilities of the MA

- Advise on the fair and equitable apportionment of the Annual operational charges in line with the Multi-Unit Development Act 2011 and reflecting the different needs and services provided to different unit types.
- Engagement of independent legal representation on behalf of the OMC in keeping with the MUD Act – including completion of Developer OMC Agreement and transfer of common areas on a phased basis.
- Transfer of documentation required by Schedule 3 of the Multi-Unit Developments Act 2011.
- Identification of services required by the OMC for the benefit and enjoyment of individual properties and the estate by residents and owners
- Preparation of annual service charge budget for the development common areas.
- Estate Management.
- Third Party Contractors Procurement and management.
- Reporting to OMC in accordance with the MUD Act and to include reports to OMC directors and members
- Keeping proper books of account in accordance with the Companies Act 2014 and MUD Act 2011 and preparing a file for Audit by the OMC accountant at year end.
- Corporate Services to include convening of general meetings of members, establishing and maintaining the register of members of the OMC
- Insurance Procurement and Management to ensure that the OMC and its members interests are protected.
- After Hours Emergency Services.
- Staff Administration.
- Estate initiatives to facilitate the future needs of unit owners and adapt with technology that effect the living experience of owners and changes in the built environment

2.2.1 Common Areas are areas including:

- The external walls, foundations and roofs and internal load-bearing walls the entrance halls, landings, lifts, lift shafts, staircases and passages
- The access roads, footpaths, kerbs, paved, planted and landscaped areas, and boundary walls Architectural and water features as applicable.
- All ducts and conduits, other than those within and serving only one unit in the development
- Cisterns, tanks, sewers, drains, pipes, wires, central heating boilers, other than such items within and serving only one unit in the development
- Carparks
- Bicycle and Bins Stores
- Other areas that are from time to time provided for common use

2.2.2 OMC Services and Obligations

The OMC through the offices of their MA will provide services required to the estate and detailed in the title documents of all units. In addition to the prescribed services, the OMC is best positioned to provide additional services to improve the living experience for all residents on the estate. The appointed management agent will endeavour to introduce initiatives for approval by the OMC and its members designed to deliver a strategy of better living balanced with value for money.

The services identified for the proper maintenance and upkeep of the residential development at Royal Liver are;

- ### Insurance

All shared structures, land and property owned by the OMC and used by residents collectively must be insured against normal risks protecting shared and private property against all insurable risks.
The MA on behalf of the OMC will procure a comprehensive all risks property damage policy prior to the handover of the first unit reflecting the full reinstatement value of the development as completed. In addition to buildings insurance the OMC will require public and employers' liability insurance, directors and officers' liability insurance, engineering insurance for lifts and other mechanical installations and contents insurance for its fitness centre, management office and common areas.

- ### Life Safety Systems, Fire Prevention and Protection

The safety of residents is paramount. Each apartment building will be designed and built within strict regulatory requirements in respect of fire safety.
The OMC will then have a duty of care to each resident to ensure that the building is maintained in accordance with its fire safety certificate and fire strategy. This will involve quarterly maintenance and inspection of fire alarm, emergency lighting and ventilation systems, daily and weekly checks by onsite personnel to ensure faults and failures are identified and corrected and an ongoing understanding of the fire strategy to ensure that the integrity of the fire safety certificate is never compromised by minor alterations to the building.
Residents and owners will be advised to provide fire blankets and multi-purpose fire extinguishers to their apartments on an annual basis. Relevant signage and notices will assist compliance by residents in the operation of the buildings and evacuation plans will be provided as necessary.

- ### Energy Consumption and Management

As part of the sustainability strategy for Royal Liver , Common area lighting and power consumption will be monitored on a regular basis to strike a balance between comfort and efficiency. All plant and equipment will be maintained in accordance with manufacturers guidance and guarantees to ensure that they are operated efficiently, and that the full life expectancy is delivered.

- ### Waste Management

The Management Company will also be managing the collection of waste for the site in accordance with the waste management plan.

The types of waste which will be generated at the site include:

- Cardboard and Paper
- Plastics (bottles and containers)
- Food Waste
- Glass (green, clear and brown)
- Metals (aluminium cans and tin cans)

Waste which will primarily be generated, is recycling and domestic waste from the occupants of the apartments. Waste will be collected from the site on a weekly basis with segregation between the commercial and residential waste streams.

The waste collections will be scheduled so they are completed off peak times and will not disrupt local traffic. The strategy for domestic waste will be based upon the Operational Waste Management Plan. The entire estate will use communal waste centres split to Residential and Commercial for all types of waste.

- ### Service Deliveries

Where possible, the service deliveries to the site will be scheduled to ensure that there is minimal disruption to the traffic flow and operation of the surrounding road network.
The Management Company will also be ensuring that service to the Development does not prejudice the safety of vulnerable road users.
Peak hour deliveries will be discouraged, and retail lease agreements will reflect the Management Companies regulations and schedules for deliveries.

- ### Public Realm & Open Space

All public open spaces, landscaped routes and town centre streets to be delivered in accordance with the Landscape Masterplan and retained for public access in perpetuity

- ### Public Spaces

All streets, routes, squares and landscaped spaces to remain publicly accessible at all times.

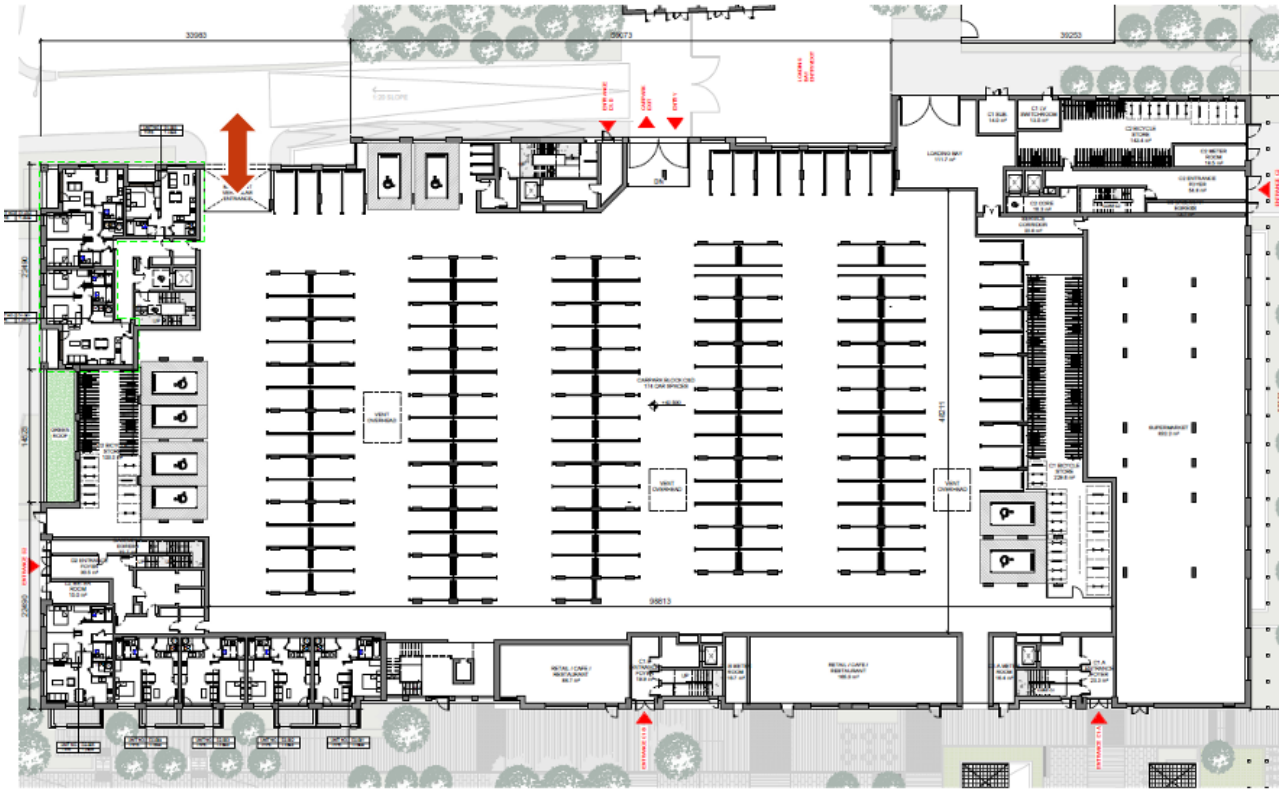
- ### Landscaping and environmental maintenance

The landscaping plan has been designed to provide both hard and soft landscaped areas throughout Royal Liver . As part of the management strategy, particular attention will be taken to keep the landscaped areas clear and free from debris and waste and generally enhance the natural environment for all owners and residents use and leisure. Ecological conservation measures will be adapted as part of the overall landscaping and grounds maintenance strategy with a view to encouraging diversity of wildlife at Royal Liver .

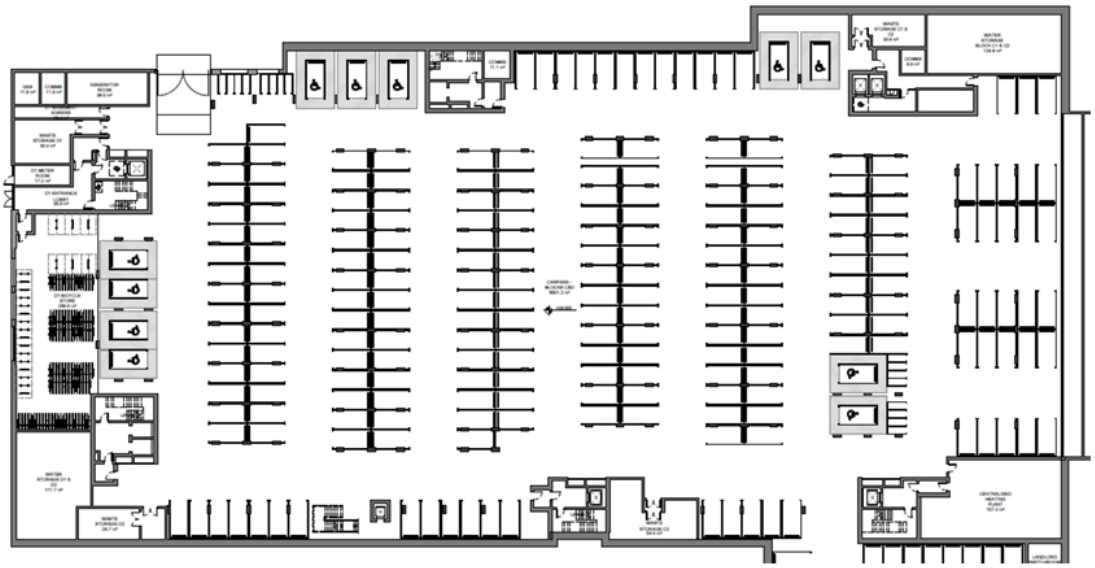
2.3 Residential Car Parking Management/ Cycle Parking Management

- ### Residential Car Parking Management

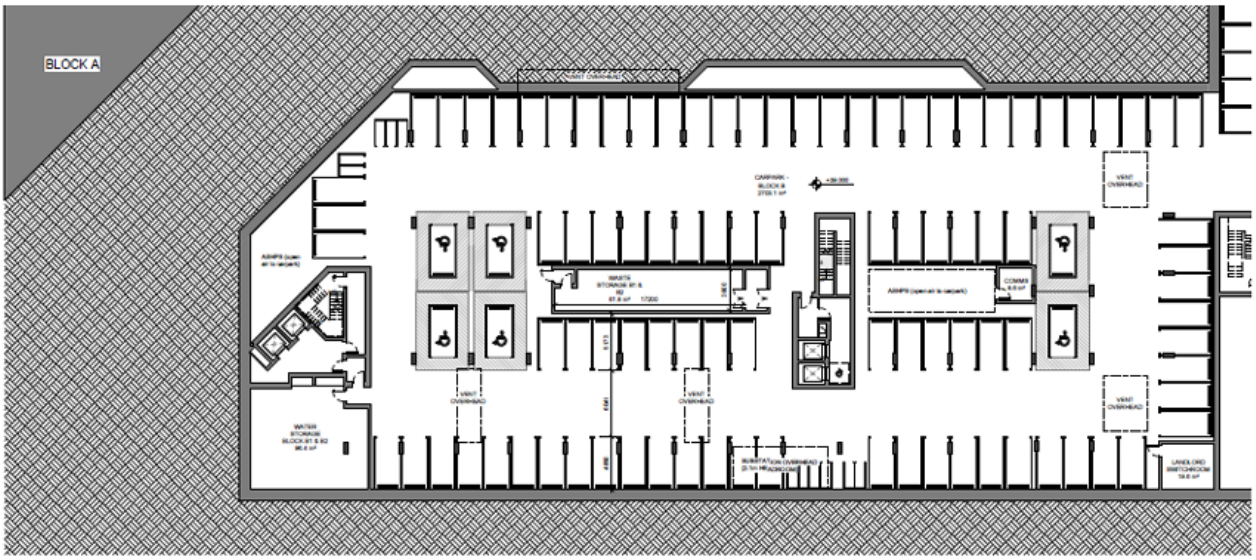
All parking is managed by the **Management Company**. The authority of the management company to dictate the management of the car parking is embedded in the long lease agreements. The rules for car parking will be reflected in the leases and in the House Rules for the development which are enforceable under the Multi Unit Developments Act 2011 ('MUD Act'). The Land Development Agency will have a duty to ensure that the House Rules and terms of the long lease agreements are reflected in short term lease agreements with residential tenants.



Phase 2 Undercroft/podium Car Park Layout (HJL LayoutPRL-HJL-00-00-DR-A-0011A-SITE LAYOUT PLAN - LEVEL 00)



Phase 2 Block C & D Basement Car Parking (HJL Layout PRL-HJL-03-B1-DR-A-1060A)



Phase 2 Block B Basement Car Parking (HJL Layout PRL-HJL-02-B1-DR-A-1051A)

The subject Phase 2 amendment proposals incorporate a total of 514 no. parking spaces for the proposed 635 apartments and commercial units. This proposed provision comprises 510 no. spaces internally (335 no. at basement level and 175 no. at under croft / podium level), and 4 no. external spaces situated along the north-eastern boundary on the southern side of Old Naas Road.

A total of 419 car parking spaces have been provided for the residents of the Phase 2 development, equating to a residential car parking ratio of 0.65 spaces per residential unit. The residential spaces are provided in the following locations;

• 335 No. residents car parking spaces in the Phase 2 basement car park,

• 84 No. residents parking spaces in Phase 2 podium / undercroft car park (Internal Zone 2)

• In addition to 7 no. visitor spaces in the podium / undercroft car park (Internal Zone 1)

It should also be noted that the Phase 2 car parking provision includes 56 no Phase 3 (Bock A) office parking spaces mirroring the quantum previously permitted as part of the 2023 planning application. These 56 no Phase 3 (Block A) car parking spaces are accommodated in the Phase 2 Podium car park. While these spaces will serve the Phase 3 office

development, they will be delivered as part of the Phase 2 works but managed / safeguard (no access permitted) in the interim period until the Phase 3 Block is delivered.

Unit Type		DCC Dev. Plan Parking Requirements (No. Units / Size Proposed)			2019 Permitted Car Parking Provision	2023 Permitted Car Parking Provision	2026 Proposed Car Parking Provision *(Overall Parking Ratio for Phase 1, Phase 2 - 0.497)*			
		2016-22 (2019 Scheme)	2022-28 (2023 Scheme)	2022-28 (2026 Scheme)			Phase 1	Phase 2		
								Basement	Podium	Total
Residential	Block E1, E2	469 (469 Units)	465 (465 Units)	563 (563 units)	247 (1: 0.52)	177 (1: 0.38)	177 (1:0.31)	-	-	-
	Block F1, F2									
	Block B1, B2	180 (180 Units)	180 (180 Units)	196 (196 Units)	-	90 (1: 0.50)	-	100	0	419 (1:0.66)
	Block C1, C2	260 (260 Units)	260 (260 Units)	242 (242 Units)	334	278 (1: 0.61)	-	235	84	
	Block D1, D2	193 (193 Units)	193 (193 Units)	197 (197 Units)						
	Visitor Parking	-	-	-	112	16	9	-	7	7
Commercial	Restaurant / Café / Bar	6 (847 m²)	4 (553 m²)	7 (972 m²)	6	1	1	-	6	6
	Retail (Pharmacy – Block F2)	- (75 m²)	- (119 m²)	- (125 m²)	1	0	0	-	-	-
	Medical Centre	16 (237 m²)	12 (242 m²)	12 (226 m²)	16	6	6	-	-	-
	Community Uses	5	1 (269 m²)	2 (340 m²)	5	9	1	-	2	2
	Creche	3	5	6	3	5	0	-	7	7
	Retail (Supermarket)	25 (2,435 m²)	24 (2,360 m²	8 (834 m²)	44	50	-	-	8	8
	Office	85 (17,002 m²)	85 (17,002 m²)	85 (17,002 m²)	85	56	-	0	56 [C]	56 [C]
Car Share	Internal (On-Site)	-	-	-	9	15	6	0	5	5
	External (Old Naas Rd)	-	-	-	3	3	3	0		0
Drop-off / Collection Spaces	Internal (On-Site)	-	-	-	0	0	0	-	-	-
	External (Old Naas Rd)	-	-	-	3 [A]	3 (Old Naas Rd) [A]	3 (Old Naas Rd) [A]	0	-	-
	External (Kylemore Rd)	-	-	-	2	2	2	-	-	-
Courier Bays					0	-	2 (External Block EF)	1 (External Block CD)		1
External Public Car Parking Spaces (Old Naas Rd)		-	-	-	6	6 (Old Naas Rd)	3 (Old Naas Rd)	3 (Old Naas Rd)		3
Sub-Total (Internal)		**1242**	**1229**	**1318**	**862**	**703**	**200**	**335**	**175**	**510**
Sub-Total (External)		**-**	**-**	**-**	**14**	**14**	**13**	**4**		**4**
Total Car Parking		**1242**	**1229**	**1318**	**876**	**717**	**213**	**514**		**514**

- ## Accessible Parking Provision

A total of 25 no. disabled parking spaces is provided within the Phase 2 development, comprising 17 no. spaces in the basement and 8 no. spaces in the undercroft car parks. This provision is in accordance with the requirements of Appendix 5 of the Dublin City Development Plan 2022-2028, representing 5% of the total car parking provision. Table 4-4 below details the quantum of disability-accessible car parking provided as part of Phase 2.

Minimum DCC Standard	Total Basement Parking	Disability-Accessible Parking	Total Undercroft Parking	Disability-Accessible Parking
5% of the total number	335 spaces	17 spaces	175 spaces	8 spaces

- Motorcycle Parking

The Dublin City Development Plan 2022–2028 requires the provision of motorcycle parking spaces equivalent to 5% of the total number of car parking spaces. In accordance with this requirement, a total of 26 no. motorcycle parking spaces will be provided as part of the proposed phase 2 development.

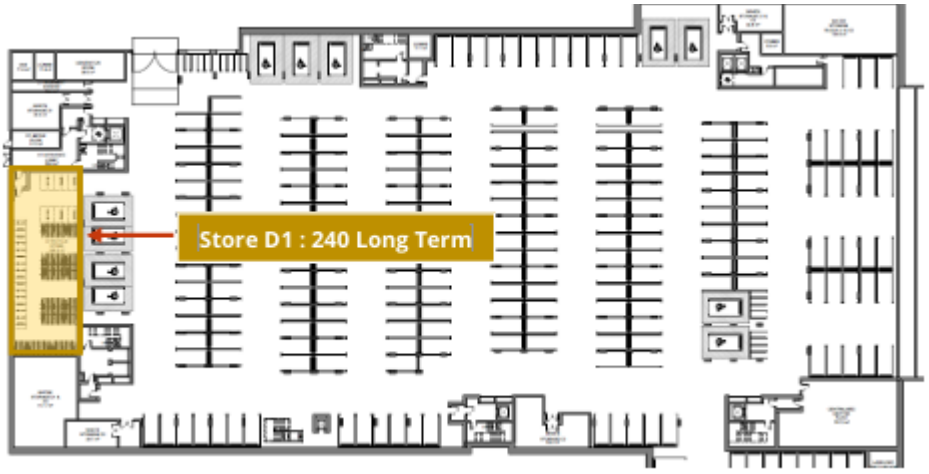
- Cycle Parking Management

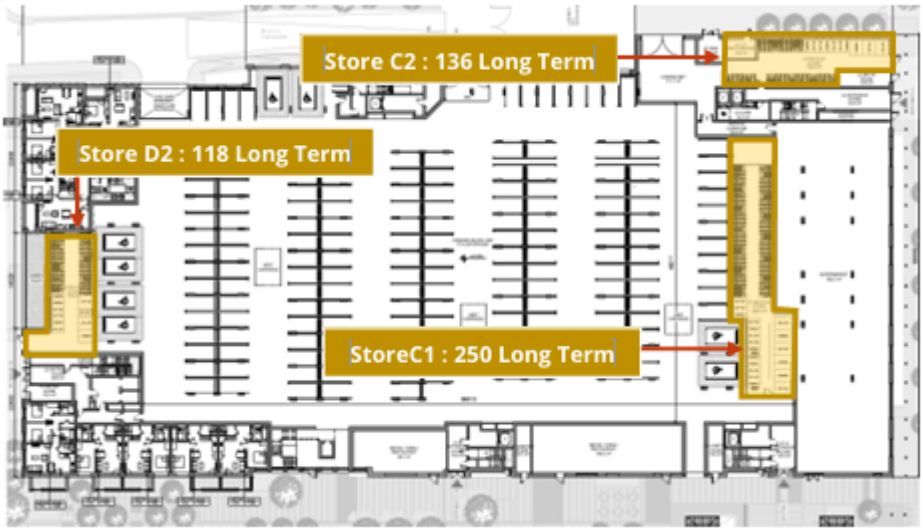
The Phase 2 development proposals include the provision of a total of 1104 on-site bicycle parking spaces. This level of provision includes both long term bike parking for residents and staff in addition to short term parking for visitors. The following table demonstrates the level of compliance between the proposed 1104 no. bicycle parking spaces and the corresponding cycle parking standards in the Dublin City Development Plan 2022-2028 and the SRDCSGs requirements.

Land Use		Units / GFA	DCC Dev Plan 2022-2028 Standards		SRDCSGs Standards		Proposed Cycle Parking	
			Long-Stay	Short-Stay	Long-Stay	Short-Stay	Long-Stay	Short-Stay
Residential	Apartments	1003 bedroom	1003	318 (635 Apartments)	1003	*Visitor Cycle Parking should also be provided'*	1004	88* (70+18)
Non-Residential	Retail (Supermarket)	843 sqm	2 (7 to 10 staff)	8	n/a	n/a	12	
	Community Use	351	n/a	n/a	n/a	n/a		
	Creche	123 children	4 (21 staff)	12	n/a	n/a		
	Retail/ Café/ Restaurant	150 seats	3 (17 staff)	15 (150 Seats)	n/a	n/a		
Sub Total Cycle Parking			**1012**	**353**	**1004**	**-**	**1016**	**88**
Total Cycle Parking			**1365**		**1004**		**1120**	

Long Term

Secure, weather protected cycle parking is provided for residents and staff of the Phase 2 development. A total of 1016 No. long term cycle parking spaces are provided internally across 6 different bike stores at basement (1 store with 240 no. spaces) and podium level (5 stores with 776 spaces). The specific locations of these 6 no. long-term cycle parking stores is illustrated in Figure 5-9 to Figure 5-11 below.







Phase 2 Bicycle Store	Two-tier Rack System	Sheffield Stand spaces	Cargo Bike	Sub-Total
B1	108	16	10	134
B2	116	14	8	138
C1	212	26	12	250
C2	116	14	6	136
D1	196	32	12	240
D2	98	14	6	118
Total	846	116	54	1016

Proposed Phase 2 Long-Term Cycle Parking

Access to/from the bike stores is provided either directly from the plaza areas/streets/amenity areas of the development or on a dedicated bike ramp (to the basement located bike store).

Short Term

A total of 88 no. short term bicycle parking spaces is provided as part of the Phase 2 development. These 88 visitor cycle parking spaces are additional to and complement the permitted Phase 1 short term bicycle parking which provided 302 no. visitor bike parking spaces. Accordingly, the masterplan provides that a total of 390 short term bike spaces will be provided on-site comprising the permitted 302-no. Phase 1, 70 spaces with Phase 2 and 18 short term spaces with Phase 3 (but delivered as part of the Phase 2 works). This quantum of 390 visitor bike spaces whilst representing a substantial quantum of bike parking is acknowledged to be below the DCC Development standards for Bicycle. Nevertheless, it is noted that;

• the Compact Settlement Guidelines only requests a generic "Visitor Space to be provided" suggesting an allowance, such as the proposed 390 visitor bike spaces, opposed to a specific quantum identified.

• The permitted 2023 scheme (Planning Ref. 4436/23) provided only 264 visitor bike spaces

for the entire masterplan representing only 43.5% of the corresponding DCC development management standard requirement. The proposals represents an increase above this accepted quantum with the new provision now equating to 53% of DCC requirement.

DBFL believe the provision of 390 dedicated short-term spaces distributed across the masterplan lands in convenient highly accessible locations represents an appropriate considered quantum for the following reasons;

• The demand greater than 390 is very unlikely to be generated at the same time.

• The allowance for dual usage between residential and non-residential demands being generated at different times of the day and days of the week.

• The excellent public transport levels available at the site including LUAS, CBC arterial bus services, the additional Kylemore Road orbital bus routes in addition to the proposed DART+ services via the new Kylemore Rd railway station; will make public transport the preferred sustainable travel choice for the vast majority of journeys were the travel distance greater than a convenient short walk is required.

• The proposed 390 visitor bike spaces represent a significant increase over the previously permitted 264 spaces in the earlier 2023 scheme proposal. Whilst the 2023 provision represented 44% of the DCC standard the subject 2026 masterplan proposals represent a larger proportion at 53% of the DCC standards.

As a result, we believe that the proposed 406 on-site visitor bicycle parking spaces can perform a dual use accommodating the bike parking requirements for both the non-residential (weekday daytime) and residential uses (typically weekday evenings and weekends). The Table 5-5 below illustrates the overall cycle parking for the subject masterplan

Development Phase	DCC 2022-2028 Dev Plan Requirements		Overall Master Plan Provision	
	Long Term	*Short Term*	*Long Term*	*Short Term*
Phase 1	871	291	871	302
Phase 2	1012	353	1016	70
Phase 3	227	85	227	18
Sub Total	**2110**	**729**	**2114**	**390**
Total	**2839**		**2504**	

2.3.1 Security and Access Management

The Management Company will be responsible for the control of all access to the site. The parking will be managed as follows;

Undercroft & Basement

The Management Company will operate fob-controlled gated access to the undercroft/ basement parking.

- Fobs will only be issued to residents with valid car parking licences
- The Management Company can revoke access for misuse or any act that it is contravention of the long lease agreements, the House Rules or the Car Parking Licence Agreement.
- The Management Company can remotely deactivate fobs
- CCTV will be monitored to ensure compliance with the car parking regulations.
- Regular site inspections will be carried out by the Management Companies agents
- Enforcement.

Surface
The Management Company will manage the surface car parking by;

- Conducting regular inspections by the Management Companies agents.
- Enforcement (See Enforcement Measures Below)
- CCTV will be monitored to ensure compliance with the car parking regulations.

Signage

Undercroft/ Basement and external signage will be installed to communicate rules and liabilities. The signage will alert people to the regulations of the car parking including;

- General wayfinding signage to be agreed with DCC prior to occupation.
- The location of the allocated residential spaces.
- The location of the bicycle spaces.
- Which spaces are reserved for those with disabilities.
- The enforcement procedure for unauthorised parking.
- That parking is at the owners own risk.

Enforcement Measures

- **Signage**: Clear directional and regulatory signs will be displayed throughout the site.
- **Management:** The parking areas will be regularly patrolled and any violation of the Car Park Management strategy will be escalated to the managing agents.
- **Clamping**: A clamping operator will be engaged on behalf of the Management Company. They will apply conduct regular patrols and apply clamps to vehicles in contravention of the parking rules. Clamps will be released on payment of a fine or verification of parking rights.
- **Monitoring**: Management Company retains the right to refuse entry or remove vehicles at its discretion.
- **CCTV** will be managed in the compliance with GDPR and by a provider regulated by the Private Security Regulator.

Sustainability Integration

A key objective for the Management Company will be to actively promote the use of sustainable transport options and to manage car parking in a way that supports the broader goals of reducing car dependency and encouraging low-carbon mobility. The development is equipped with 2,473 bicycle parking spaces across all phases, ensuring ample provision for active travel.

The EV-ready infrastructure further support shared mobility and the transition to electric vehicles. These facilities are seamlessly integrated with the site's pedestrian and cycle networks, enabling safe, convenient, and direct access to local amenities and public transport links. Through ongoing engagement, monitoring, and promotion, the Management Company will ensure that these sustainable transport features are fully utilised and embedded into the daily mobility patterns of residents and visitors.

2.4 Non-Residential

Description	Phase	Area (sq m)
Block E1 - Medical Centre	1	226
Block E1 - Pharmacy	1	126
Block F2 - Café	1	86
Block F2 - BTR Amenity	1	385
Block C1 – Retail / Café/Restaurant	2	92
Block C1 – Retail / Café/Restaurant	2	161
Block C1 - Supermarket	2	847
Block B2 / B1 - Creche	2	600 (+156 Courtyard)
Block B2 – Retail / Café/Restaurant	2	97
Block B2 - Community	2	330
Block B1 – Retail / Café/Restaurant	2	282
Block A – Café/Restaurant	3	290

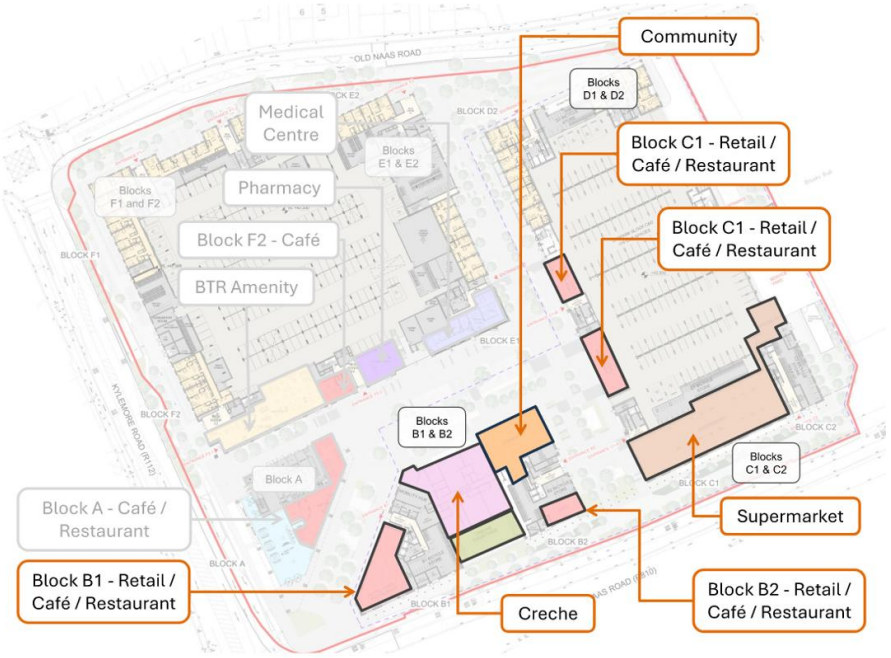


Diagram of Ground Floor Space

- ### Retail/Café/Restaurant/ Supermarket

There is a total 1,479 sqm spread across four retail units & 1 Supermarket within Phase 2.

- ### Retail and Town Centre Use

Retail and commercial units to operate in accordance with approved layouts; restrictions on signage, shutters and external alterations.

- ### Maintenance

Maintenance of all plant and equipment in accordance with statute, best practice and manufacturers warranties and guidance is essential for optimizing the operation of the estate and delivering comfort to residents. Maintenance contracts will be entered into for all such facilities to include lift maintenance, closed circuit television systems, access control, communal ventilation etc. In addition to maintenance contracts relevant consultants will be engaged to advise on best practice for maintenance and occasional review of contractors performance.

2.4 Service Charge Scheme

The company must establish a scheme for annual service charges to pay for the maintenance, insurance and repair of common areas within its control and for the provision of common services to unit owners. The initial charge will be set in consultation with the developer prior to the sale of the first unit, subsequent service charge budgets will be approved by a general meeting of the members.

The preparation of a Service Charge Budget is a key function of the OMC and MA as it determines the services and service levels deliverable to the residents and OMC members for the coming year. The budget covers all items in connection to the maintenance, management, insurance, repair, upkeep, cleaning of common areas and equipment in accordance with the he Multi Unit Developments Act 2011 (“MUD” Act).

The Service Charge Budget will also detail different cost centres to reflect the enjoyment and consumption of services by different property types within the estate. This will enable the OMC to recover the costs from unit owners in an equitable and transparent manner.

The service charge budget will be prepared on a “normal year” basis ignoring warranties and guarantees available in the first year to establish a realistic service charge budget that should not vary greatly within the first three years of

establishment. The budget will include a reasonable reserve fund, separate to the sinking fund, to provide for unforeseen expenditure and enable the OMC to equalise its costs year to year without fluctuating the contributions from unit owners.

The MA will review the development to determine the most equitable and transparent manner of apportionment of service charges. The apportionment will determine the contribution each unit owner makes to the OMC costs as detailed in the Service Charge Budget and which cost centres each unit will contribute towards.

A service charge budget should also include an allowance for a Sinking Fund and a Reserve Fund.

- ## Sinking fund

A fund formed by periodically setting aside money for the replacement of a wasting asset (for example, major items of plant and equipment, such as heating and air-conditioning plant, lifts, etc.). It is usually intended that a sinking fund will be set up and collected over the whole life of the wasting asset.

Within 3 years of the transfer of ownership to it, the owners' management company must establish a sinking fund for spending on refurbishment, improvement or maintenance of a non-recurring nature of the multi-unit development. Unit owners are obliged to make contributions to it (including developers in the case of unsold units).

Contributions to the sinking fund must be held in a separate account.

- ## Reserve fund

A fund formed to meet the anticipated future costs of maintenance and upkeep in order to avoid fluctuations, or an anticipated large, one-off increase in the amount of service charge payable each year (for example, regularly recurring items such as external cleaning and redecorations).
The allowance for the sinking fund and reserve fund within the service charge budget is determined by establishing the Asset Register. The Asset Register will identify those works which are necessary to maintain, repair, and enhance the premises over the 30 year life cycle period, as required by the Multi Unit Development Act 2011 and the costs required to achieve it. The Asset Register will form part of the initial report for the OMC.

- ## Optimising Maintenance and Life Cycle

The design of buildings and their facilities in Royal Liver incorporates various measures to maximise the useful life of assets, plant and equipment focusing on the living experience for all residents. Operational management of the various facilities will include monitoring of performance and continuous re-assessment to ensure that each assets life cycle is maximized. Monitoring run times, energy consumption and reactive maintenance patterns will influence the life cycle strategy of the building. The Sinking Fund strategy is a living document that is subject to change through the experience of use trends within the estate and monitoring technological advances and adopting same when it is economically viable.

- ## House Rules

The MA will prepare House Rules prior to the sale of the first unit having regard for the title documents and the physical nature of the development with a view to the quiet enjoyment of the estate by all unit owners. The House Rules will be distributed as part of the Owners Management Information Booklet.

- ## Owners Management Information Booklet

The MA will prepare an Owners Management Information Booklet that will contain details on the OMC, service charge budget, apportionment, House Rules and other useful information regarding the operation of the OMC and services provided.