

Metropole Glasgow Limited (SC804395)

Property Factor Registration Number: PF001066

## Development Schedule

# The Metropole Building, GLASGOW G1

(December 2024)

### **Section 01 – Appointment** (WSS Section 2 - Authority to Act)

Management Appointment Date – 01/12/2024 .

### **Section 02 – Non Emergency Repairs** (WSS Section 2 - Authority to Act)

Our management is the result of a decision of homeowners in accordance with the Deed of Conditions. Authority to Act, for non-emergency repairs, is the greater of £20 + VAT per property or £2,000 + VAT per development.

### **Section 03 – Core Services** (WSS Section 3 – Core Services Provided)

Communal areas covered by our service provision include:

Common gardens, planting, trees, shrubs-beds.

Common roofs and tiles.

Common area doors, soffits and fascias.

Common external building maintenance.

Common internal areas including entrance halls, corridors and stairs.

Common lighting (internal and external).

Common security entry systems (entry phones within the property are private).

Common TV aerials and telecoms networks.

### **Section 04 - Gardening** (WSS Section 4 – Routine Maintenance – Gardening Schedule)

Maintain the Garden area in the Courtyard.

**Section 05 - Cleaning** (WSS Section 4 – Routine Maintenance – Cleaning Schedule) This will include regular cleaning of all common areas on a weekly basis.

**Section 06- Building Reviews** (WSS Section 4 – Routine Property Inspections)

Your Development Manager will carry out 4 visits per annum to your development.

**Section 07- Management Fees** (WSS Section 5 – Management Fees)

As a not for profit business, all costs incurred will be fully recharged to Owners. There will be no Management fee charged and no Vat will be payable.

**Section 08- Floats** (WSS Section 5 – Float Funds).

Apartment - £700.00.

Commercial Unit A - £1700.00.

Commercial Unit B, C & D -£700.00.

**Section 09- Sinking Fund** (WSS Section 5 – Sinking Funds)

£80.00 per apartment per month ( £960 per annum).

**Section 10- Invoice Frequency** (WSS Section 5 – Invoicing)

This development is invoiced monthly in arrears.

**Section 11- Final Invoice** (WSS Section 5 – Final invoice timing)

The date of the final invoice is determined by the homeowner's sale date. The final invoice / return of Float will be produced within 6 weeks of the final transfer notification to the Factor.

**Section 12 – Insurance Commission** (WSS Section 8.5 – Block Insurance Commission)

This section is applicable if we organise either/or your buildings insurance, property owners liability insurance or engineering insurance policies.

Unlike other factors, MGL does not take any commission beyond that taken by our broker.

We have paid a £3,000 fixed commission fee to our Insurance Brokers (Marsh Commercial) for the arrangement of all Insurances.

**Section 13 – Insurance Claims** (WSS 8.13 & 8.14 – Insurance claims and excesses)

Claims can be submitted by contacting our [getintouch@metropoleglasgow.com](mailto:getintouch@metropoleglasgow.com) , excesses will be charged to the policyholders at the same apportionment basis as the insurance premium.

Standard Excess - £500.00

Escape of Water Excess - £1,000.00

Subsidence Excess - £1,000.00

**Section 14- Termination** (WSS 11.0 – Termination of Agreement)

A termination notice period of three months is required.

**Section 15 – Financial Interests** (WSS 9.3 – Declaration of Interest)

MGL has no financial or other interests in the common parts of this development. However, for full disclosure, the directors of MGL are currently owners of properties in the Metropole scheme.