



Sinclair Development Framework & Plan

Long Term Strategic Plan 2022 - 2032

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Background

- The first blocks in the Sinclair development were occupied by owners in the summer of 1998. The last block to be occupied was circa January 2000.
- The development is now over 20 years old and in places nearly 25 years old. Anywhere, when left to its own devices deteriorates with time (2nd law of thermodynamics).
- Up till now only minor domestic routine maintenance has been carried out by the factor. i.e., weekly stair cleaning, gardenin g, changing of light bulbs etc. or piece meal reactive fixes when required i.e., a new light fitting to replace a broken one.
- There has not been any cohesive planed renovations or updating in the development was built.
- We have also suffered from the "revolving door of factors". These factors have varied greatly in terms of the quality of the services they have provided us, and we have not had any of them in place long enough to make any headway into a longer-term plan.

Introduction

- The intention of this presentation is to capture a longer-term framework of themes that can endure for at least the next 5 years and possibly as long as 10 years. These themes should endure regardless of who the current factor is or who is on the residents committee
- Underpinning each theme there will be several objectives that the committee will define to support the framework themes. The committee will review these periodically with the factor to schedule these objectives as immediate, within the next 6 months, within the next 12 months, within the next 24 months, within the next 5 years or within the next 10 years.
 - Objectives due to be completed within the 6 - 24 months period will result in detailed projects that will require work jointly by the committee and the factor.
 - Objectives due to be completed in less than 6 months will be in the most part driven by the factor.
- The committee & factor should endeavor to have sufficient details available on any proposed projects to allow votes to be held by all the owners to agreed the projects at the AGM. This should also allow the factor to add the cost to the annual development budget.
- The committees focus should be on the overall direction, critical decisions and critical choices to be made in any project. The factor should be fully responsible for the detailed aspects of the planning & execution.

Strategic Themes (2022-2032)

- Theme 1- Maintaining The Gardens & Common Parts of the Development
 - Maintaining and updating the common parts of the development, in particular the gardens to level of maturity that preserves the amenity inline with a contemporary interpretation of the original 2000 plans. This includes remedial actions to stop any detrimental affects to any buildings, infrastructure or individual dwelling in the development.
- Theme 2 - Maintaining & Updating the Blocks
 - Maintaining the common parts of the blocks to a contemporary standard equivalent to the objectives of the original developers build standard in 1998, however with the specifications moved forward and updated to meet the expectations of residents in the 2020s.
- Theme 3 - Sustainable Future
 - Preparing the development for a low carbon & environmentally sustainable future whilst preserving the integrity and visual cohesiveness of the blocks and the common parts of the development.
- Theme 4 - Stakeholder Communications
 - Improve communications, consultation & feedback between the key stakeholders in the development, namely the committee, the owners, the factor and the residents
- Theme 5 - Factoring
 - Enabling and empowering the factor to deal with all routine maintenance and repairs without intervention from the committee or individual owners.

Theme 1- Maintaining The Gardens & Common Parts of the Development

Goal /Objective	Time Frame
Reduction of tree size and Large shrub size to reduce blocking of light into individual dwellings. This may include removal of current planting and re-planting with more appropriate plants. If required.	Within 12 months
Refurbishment or rebuild of the fountains to make the fountains more maintainable and sustainable	Within 24 months
Replanting of "Gaps" in the gardens including consideration of making some of the gaps due to "short cuts" into formal paths instead of trying to replant and failing repeatedly.	Within 2 months
Have all current external lighting functional, with any vegetation removed that impacts the utility of the lights	Immediately
Improve the external lights in the dark parts of the development to allow identification of the entrances to each stair/block from the roads & car parks and improve the overall safety of the development	Within 12 months
Improve signage to make it clear the full address of each block and stairs. I.e., reduce the confusion between gardens / close / places and the confusing block numbering system for visitors and delivery companies.	Within 24 months
A cycle shed clear out to remove abandoned bikes and other items that should not be stored in the cycle shed	Within 24 months
clean the external beige rendered areas of the development buildings. (common parts)	Within 5 years
Introduction of development parking permits to the private car parks and roads in the development to deal with parking issues when the Football / Rugby is on and or the council permit parking is introduced in the local area.	Within 24 months
Painting of the railings and gates around the development	Within 24 months

Theme 2 – Maintaining & Updating the Blocks

Goal /Objective	Time Frame
Assessment of roof condition	Within 24 months
Issuing a clear policy / process on how to request external changed to the blocks and these agreed at the AGM. May be a special policy on Boiler & window replacement ?	Within 12 Months
Agree a refurbishment scope, plan & cost for each of the blocks. NB. This need to be done at block level rather than stair level due to the terms of the deed of condition.	Within 24 months
Execution of the common stair's refurbishment plan	Within 5 years
Refurbishment Scope : Spec & costs for paint & decorating the hallways	Within 24months
Refurbishment Scope : Spec & costs for carpeting & floor coverings	Within 24 months
Refurbishment Scope : Spec & costs for entry phone system upgrade	Within 24 months
Refurbishment Scope : Spec & costs for replacement block doors	Within 24 months
External block lighting made fit for purpose i.e. it is on when it needs to be, not just when people are present.	Immediately
Install of Hyperoptic broadband provider with minimum impact to the development and buildings	Immediately (Already started with Myreside ? I have some email contacts with Hyperoptic)
clean the external beige rendered areas of the development buildings. (common parts)	Within 5 years

Theme 3 – A Sustainable Future

Goal / Objective	Time Frame
An agreed development policy & remedial action in the instillation of condensing boilers that effect the exterior walls of the blocks.	Immediately
An agreed infrastructure to support charging of electric vehicles in allocated parking spaces	Within 24 Months
Agreed development policy on heat pumps for domestic heating purposes and the consequential effect on the exterior walls of the blocks and the common parts of the development	Within 5 years
Provision of recycling bins with the current bin store arrangement	Within 12 months
Assessment of the level of insulation provided in the blocks	Within 5 years
Provision of solar energy harvesting from the development roof area.	Within 10 years
Agreed position on the use and application of low energy lighting solutions with the development	Immediately

Theme 4 – Stakeholder Communications

Goal /Objective	Time Frame
Locate a Resident association notice board & suggestion box in a central place in the development	Within 12 Months
Hold an all-owner survey to gain feedback on owner's general priorities and to inform the development plan going forward	Within 12 Months
Find a better, more modern means of electronic two-way communications between the owners, committee and factor.. ie Facebook, twitter, Instagram, forums etc.	Within 2 years
Find a better more modern means for the committee and factor to share information and work collaboratively	Within 2 years
Produce a quarterly update newsletter published jointly by the factor & the committee	Within 12 Months

Theme 5 - Factoring

Goal /Objective	Time Frame
Bring development external lighting up to a working standard	Immediately
Bring the gardens back under control & replace missing plants	6 months
Complete the re-evaluation for insurance purposes	Immediately (repeated every 5 years ?)
Repairs to cycle shed roofs	Immediately
Gutter cleaning	Annual