

1 Pen y Bryn – Servicing and Management Plan

Version Control				
v.	Title	Changes Made	Author	Date
0.1	Servicing and Management Plan Draft		P Burgess	27/6/2021
0.2	Servicing and Management Plan – 1st version	Template and minor amendments	J Cooke	28/6/2021
0.3	Servicing and Management Plan – 2nd version	Refuse & Storage amendments	P Burgess	22/10/21

Management of the external recreation space.

The property will be managed by The Fox & Tanner Property Company Ltd who has experience of, and actively manages HMO's in Wrexham. The company's cleaning team will visit the property weekly to clean the property and will clean and check the outdoor recreational space identifying any potential issues. In addition to this, the company's lettings manager will visit every month to conduct a formal inspection.

Refuse storage and collection.

The Fox & Tanner Property Company Ltd have a contract with Biffa Waste Services who provide and empty a 660 litre wheely bin dumpster every week. This dumpster will be kept in the purpose built locked room just to the left of the main entrance. The door is secured with a combination lock (no keys to lose) so that tenants and staff have access to waste disposal at all times (tenants provided with the code to open the lock as part of our check in procedure). Any refuse not taken to the dumpster by the tenants will be taken there by our cleaning team who visit weekly. The bin is put out by our cleaning team the morning of collection, and taken back in once emptied. Biffa take away the refuse and recycle it. Information on how Biffa recycle is provided on this link <https://www.biffa.co.uk/biffablog/2017/october/from-bin-to-biffa-how-we-recycle-your-waste>

Cycle storage.

The property has a designated cycle storage room that will be accessed from a door off Chapel Street. This will be secured by a combination lock on the door so that tenants can access as and when they require.