

BULLETIN NO.5**AUTUMN 2011**

Michael Rogers Property Management Ltd continues to expand. We now provide a nationwide property management service for a mixed portfolio of commercial properties with a total estimated value of £100m, rental values of some £6.5m p.a. and annual service charge budgets of approx £1.5m. Clients include Waitrose Ltd., the Metropolitan Police Friendly Society, Cube Real Estate Ltd., the Electrical Contractors Association, the Crest Nicholson Group as well as private investors, family trusts, housing associations and property companies.

We can offer help and advice on many current issues:

RICS SERVICE CHARGE CODE 2011: 2ND EDITION

➤ The second edition of the RICS Guidance Note came into force on 1st October 2011. The Code has been compiled after consultation with, and the support of, all of the major associations representing commercial property owners and tenants. The Code deals with the whole area of best practice in commercial property service charges, particularly the management of service charge funds, the preparation and delivery of service charge budgets and year end accounting procedures.

Michael Rogers Property Management is working closely with its clients to achieve full compliance with the Code.

EMPTY PROPERTY BUSINESS RATES

RELIEF CUT FROM APRIL 2011

➤ From 1 April 2011 the empty property business rates threshold reverted to £2,600 from the current level of £18,000.

TM44 AIR CONDITIONING INSPECTIONS

➤ Air conditioning systems over 250kW are required by law to be inspected and this should have been carried out by 4th January 2009

➤ Systems with an output of 12kW but less than 250kW were due for inspection by 4th January 2011

➤ Further inspections are due every 5 years

ASBESTOS MANAGEMENT

➤ There are now 2 types of survey:

- ❖ Management Survey
- ❖ Refurbishment and Demolition Survey

➤ Does your duty holder have a management plan and register for your premises and is it being managed in accordance with the new guidance HSG 264?

If you would like to discuss the above, or any other property management topics, please call us or visit the “Property Management” section of the Michael Rogers web-site: www.michaelrogers.co.uk



45,000 sq ft Waitrose Supermarket in Wallingford, Oxfordshire. Managed on behalf of a private investor



80,000 sq ft refurbished industrial complex in Kent



18,901 sq ft prestige offices in Reigate, Surrey

Our company's experienced team provides a range of services, tailored to meet specific client requirements, including:

- Rent collection
- Service charge administration
- Portfolio advice
- Organisation and supervision of maintenance and repairs
- Vacant property caretaking service
- Insurance advice and administration
- Advice on all landlord and tenant matters
- Advice on lease terms and facilities management
- Advice on compliance with Government regulations
- Monitoring lease renewals and rent reviews
- Lease auditing and advice to tenants on service charges

We work closely with the agency, professional services and investment consultancy departments of Michael Rogers LLP to provide a full range of commercial property services.

THE TEAM



JOHN HAMLING FRICS, Managing Director: John joined Michael Rogers in 1999 to establish Michael Rogers Property Management. He is a Chartered Surveyor with over 35 years experience gained in a number of senior appointments in the public and private sectors. Before joining Michael Rogers he was an executive director of a quoted property company responsible for the management of a multi-million pound nationwide commercial property portfolio.

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JAN KILLINGBECK, Associate Director: Jan joined the company in 2006 bringing over 20 years experience in facilities management. She previously worked for the Japanese electronics company TDK, where she was responsible for facilities management of their UK properties. Jan assists John with the management of the property portfolio.

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TANYA BROOK, Finance and Administration Manager: Tanya has been with Michael Rogers Property Management since 2001. Previously she had over 15 years experience in administration and financial management with major financial institutions including Guardian Royal Exchange and Citibank. Tanya deals with office management, finance and administration.

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Regulated by RICS

Michael Rogers
Property Management