



Experts in property  
& asset management





## Network Space Management (NSM) may be a new name in commercial asset and property management, but the company already has an impressive track record in the sector.

As part of the Network Space group of companies, the NSM team has more than 30 years' experience of successfully managing proprietary portfolios.

Now, established as a RICS accredited Property Management company, the team's expertise and experience is also available on the open market to property owners and investors of all sizes.

We are able to achieve these ambitious objectives because of the in-depth sectoral knowledge, market intelligence and skills of our experienced team.

Furthermore, our approach is also underpinned by significant investment in the latest CRM software - our state-of-the-art SpaceMan system.

This mix of the proven track record of our management team and the latest digital technology, enables us to:

- > Maximise cash flow
- > Mitigate holding costs
- > Deliver strong returns
- > Increase asset value
- > Develop exit strategies and ensure "readiness for sale" when appropriate



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### Our ethos is simple:

1. For each client we develop a bespoke property management strategy that aligns with their individual commercial goals and business plan.
2. We unlock and extract the maximum value from each property for each client.
3. We provide a first-class customer experience to develop and maintain positive relationships between landlords and tenants.



# Our services



We offer a comprehensive range of services for commercial property landlords, investors and tenants including leasing and sales, property management, asset management, facilities and service charge management and accountancy services.

These are available either on a fully tailored customised basis, or as a menu of individual options from which clients can choose.



## Letting & sales agency support

- > Preparing and presenting the property to market
- > Effective marketing and lead generation
- > Managing and conducting viewings
- > Handling negotiations and reporting the results
- > Leasing advice
- > Lease generation
- > Free Rightmove and Zoopla listings
- > In-house brochures
- > In-house virtual tours



## Asset management

- > Identification of future capital expenditure requirements
- > Developing and implementing property strategies - Including clear exit strategies
- > Enhancing rental growth and income
- > Lengthening security of income
- > Maximising capital growth and value
- > Reducing liabilities
- > Covenant compliance
- > Reporting property performance



## Landlord & tenant

- > Lease renewals
- > Rent reviews
- > Assignments and sub-lettings
- > Dilapidations management
- > Licences to alter
- > Section 25 and other legal notices
- > Lease variations
- > Landlord and tenant advice



## Property management

- > Co-ordinating client, tenant and supplier liaison
- > Service charge management and consultancy
- > Utilities procurement and management
- > Insurance procurement and management
- > Business rates management
- > Health and safety governance
- > Management of repairs and maintenance
- > Contractor procurement and management
- > Reporting against budgets and business plans
- > MEES compliance & strategy



## Accountancy

- > Financial management and service charge accounting
- > Collection of rents and service charges from tenants
- > Arrears pursuit and resolution
- > Sourcing, management and payment of suppliers
- > Maintaining full documented records
- > Maximisation of ancillary income streams
- > Comprehensive financial reporting, including management KPIs
- > Assistance with annual audit and close liaison with a client's finance team
- > Completion and submission of VAT and CIS returns

**Having this comprehensive range of services under one roof ensures that clients receive swift responses to queries and quick turnarounds on documentation as required.**



Meanwhile, all our liaison with clients is enhanced by our market-leading SpaceMan CRM platform which offers a raft of important benefits:

- ☁ Cloud-based system accessible from any location on any device.
- ☁ Reduces admin time, avoids duplication and streamlines leasing process to enhance cashflow.
- ☁ Centralised resource for all property, tenant and lease information.
- ☁ Fully integrated with Office 365 for complete traceability of email correspondence.
- ☁ Provides clients with key information at their fingertips.
- ☁ Fully integrated with Network Space's website allowing property availability to be instantly updated.
- ☁ Live dashboard reporting, including property manager alerts.



SpaceMan has been developed using the NSM teams extensive knowledge and experience of the property market.

SpaceMan is at the heart of everything we do at NSM, and it can be uniquely designed and configured to meet client needs, ensuring total transparency of information and fingertip reporting.

SpaceMan is built and hosted on the industry-leading Salesforce platform ensuring it has the highest levels of security, reliability and resilience.

Our investment in this state-of-the-art technology went live in 2017 following a year of in-depth development and testing. This is further evidence of our commitment to establish NSM as the asset and property manager of choice for clients across the North West, Yorkshire and beyond.

We are committed to continually develop and enhance our IT systems to ensure that we stay at the forefront of technology and respond to emerging client demands.

Our aim in every case is to look after even the smallest details of a client's property portfolio, while also focusing on the bigger picture, and to align the management of the real estate to the wider strategic aims of the organisation that owns it.

We would be delighted to arrange a meeting to discuss how our team and our services can meet your property and asset management requirements.



[www.networkspace.co.uk/nsm](http://www.networkspace.co.uk/nsm)



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