

Online estate terrier service

What is an estate terrier?

A terrier is a database of a landowner's property holdings. Traditionally, this often consisted of very large estate plans on which boundaries, acreages, tenancies etc could be marked. With the development of modern technology, terriers can now take various formats.

What is the Mills & Reeve online estate terrier?

The Mills & Reeve estate terrier is an online, web-based terrier. A client's deeds and plans are scanned and stored in electronic format and are categorised and linked together as appropriate. The salient terms, such as matters burdening the freehold, main lease covenants etc, are summarised by Mills & Reeve in easy-to-understand language. Other management information can also be entered, such as planning information, site and floor areas, rateable value and the VAT status of the property.

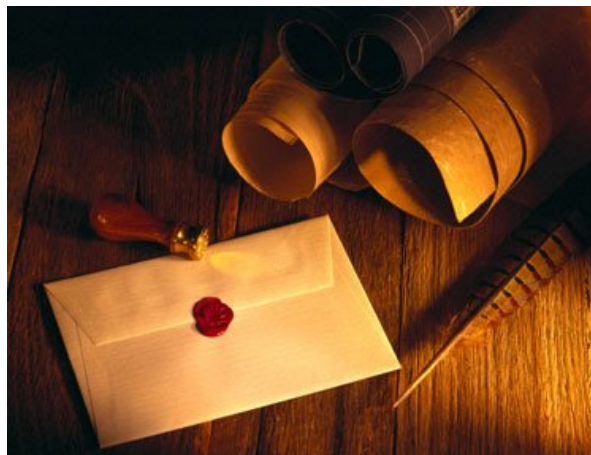
All this information is then accessed on screen, via a web address and personal username and password.

Why have an online estate terrier?

For NHS trusts, a Mills & Reeve online estate terrier is an invaluable tool for satisfying their statutory duties under Estatecode. Other landowners, including higher education institutions, are also recognising the benefits of the terrier to streamline the details of their property holdings and make them accessible at the touch of a button.

How will the Mills & Reeve online estate terrier benefit me?

- All your current property details will be available on your own PC screen – no need to spend time searching through deeds packets for particular documents (or asking your solicitors or agents to do so).



- The summaries of key matters and clauses mean you no longer have to interpret legal jargon.
- A set of reports generated by the terrier gives you instant access to key dates in leases such as break dates and rent reviews.
- If you are contemplating a sale of a property, compiling a terrier will help to unearth any title irregularities there may be and enable them to be dealt with at an early stage.
- The management section of the terrier can consist of as much or as little information as you want, so you can use it as best suits you.

All this means potential savings on administration time, storage costs and professional fees.

“Making the terrier available online has considerably reduced the number of requests to our lawyers for documents and has helped identify missing information. Since the system is hosted by our lawyers, it is more reliable and less time consuming than maintaining the data ourselves. The terrier is also now available as a reliable source of base information to a number of different staff within the organisation at the same time.”

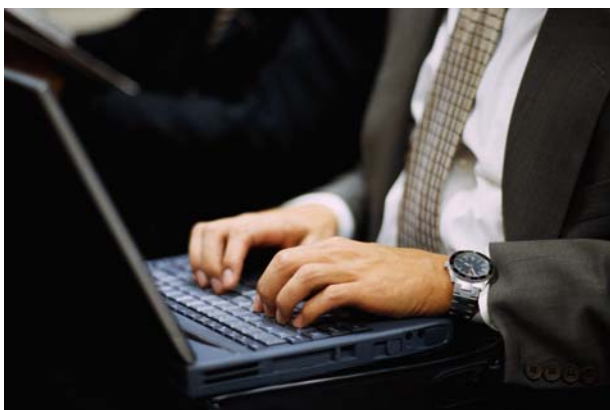
Simon Britton BSC., FRICS
Director of Estates,
University of Leicester

Who can access my Mills & Reeve online estate terrier?

Mills & Reeve personnel, together with anyone else you nominate to receive a username and password. This might include key personnel in your estates department or other members of your organisation who regularly need details of your property holdings. If you have managing, letting or selling agents acting for you, they could also be given access, should you so choose.

Will the Mills & Reeve online estate terrier deal with all my property management for me?

No. That is not its purpose. However, you will be able to use it to generate regular printed reports of your tenancies, rent review dates, lease expiry and break dates etc. We anticipate that future development of the system will allow these reports to become more interactive.



How much does it cost?

There will be an initial set-up cost, which will depend on the number and complexity of your deeds. We will provide a quote for this set-up cost once we have had the opportunity to review them. We are happy to negotiate terms with you to spread the cost over a number of years, if required.

There will also be an annual maintenance charge for IT support and development, which is subject to annual review, but which will be based on a percentage of the initial set-up cost.

How will my Mills & Reeve terrier be kept up to date?

As long as Mills & Reeve is kept fully informed of all dealings and disposals of your property we will be able to keep your terrier up to date. The cost of this would be subject to agreement but there may not be any charge for updating the terrier in respect of a transaction on which Mills & Reeve was instructed to act.

Can I add information to the terrier myself?

The section of the terrier dealing with management information can be edited by clients online. The sections dealing with legal documents are editable only by Mills & Reeve.

NEW: *My Properties* service

We recognise that different clients have different needs and different budgets. If you like the sound of being able to view your property deeds online, but could dispense with the detail of the legal summaries and the reports, then our new *My Properties* service may provide an affordable alternative for you. Please ask us for details.

How do I find out more?

Please contact one of the following:

Laura Elvin (Cambridge):

01223 222263

laura.elvin@mills-reeve.com

Duncan Ogilvy (Cambridge):

01223 222236

duncan.ogilvy@mills-reeve.com

Anne Cooper (Birmingham):

0121 456 8244

anne.cooper@mills-reeve.com