ST MICHAEL'S



Condition 25 – Servicing Strategy

1.0 Introduction

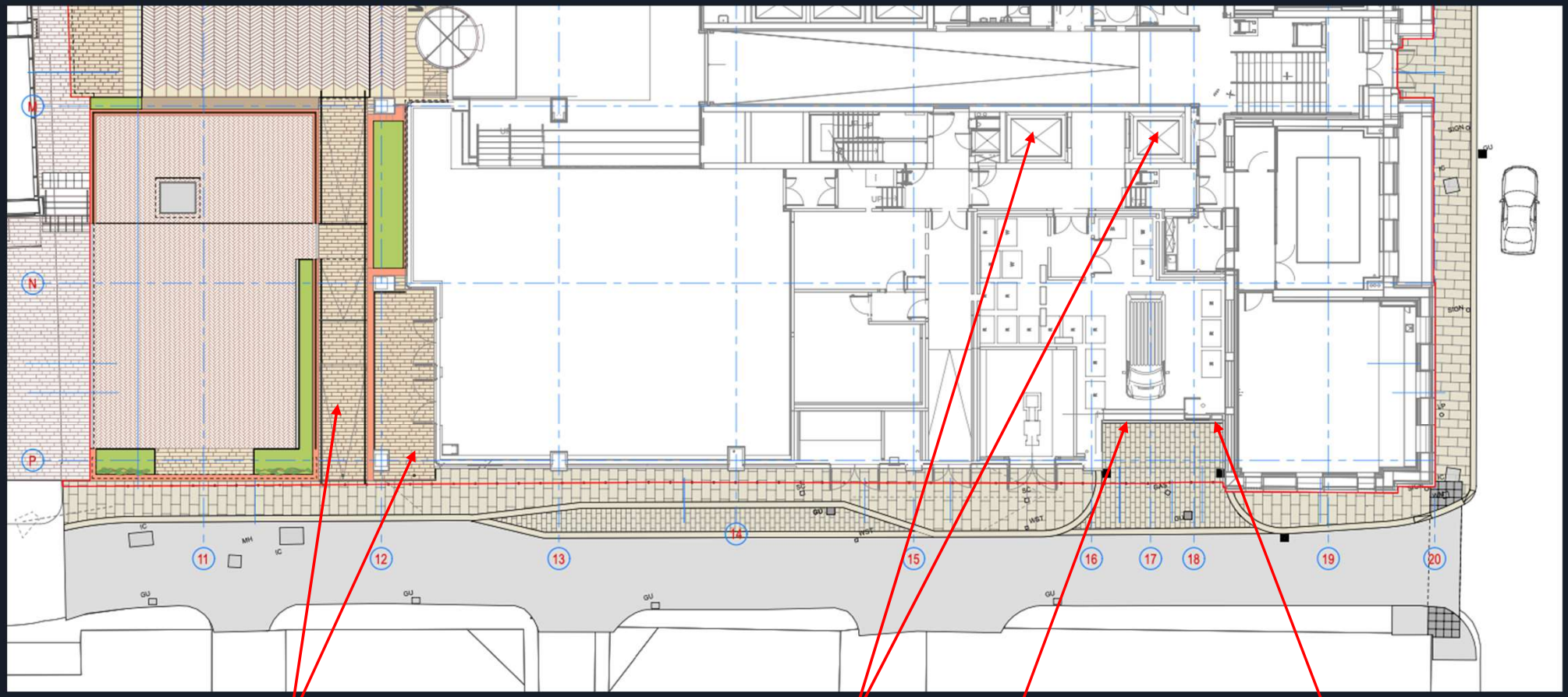
The St Michael's Office Building has been designed based on the building being serviced for deliveries and waste refuse removal from Bootle Street.

The ground floor side of Bootle Street comprises an internal servicing loading bay situated next to the Building Management Office.

In addition, the Local Highways Authority and Planning Authority have supported the inclusion of an undesignated on-street loading bay or pull-in point on Bootle Street to help alleviate the existing demand of servicing to the rear of the commercial properties that front Peter Street, as well as the increase in servicing demands on the completion of the No.1 St Michaels Office Building (including 3nr restaurants) and the future No.2 St Michaels Hotel, Residences, and Office Building.

The Developer appointed MAPP Building Management in June 2022, and regular engagement has been undertaken between MAPP, the Developer/Landlord, and the Developer's Project Design Team.

Typical Access Routes from Bootle Street



Pedestrian access only into the public realm and tenant demises.

Service Lifts

Loading Bay

Intercom and roller shutter

2.0 St Michaels Office Building Loading Bay

2.1 Security

The internal loading bay is secured with an automated roller shutter system, and a CCTV system provides coverage (and can be observed from the Building Management Office). Access Control also restricts access to the rest of the building from within the loading bay.

A video intercom system will also be located next to the Loading Bay Roller Shutter Doors and connected to the adjacent Building Management Office.

The Building Management Team also plans to ensure that the building is manned by at least two security/concierge staff members 24 hours a day, seven days a week.

2.2. Operating Hours of the Internal Loading Bay

The operation of the internal loading bay will comply with the deliveries, servicing and collection limits set out in Planning Condition Nr 26. These are as follows:

> **Deliveries, servicing and collections**, including waste collections, shall not take place outside the following hours: 07:30 to 20:00, Monday to Saturday. Where Sunday/Bank Holiday deliveries, etc., are permitted, the times shall be confined to 10:00 to 18:00.

2.3 The Management of the Refuse Collection

The Building Management will arrange for all office waste to be taken from the office floors and segregated into recycled Euro bins in the bin store located at the Basement Level. Please refer to the enclosed servicing plans for details on the Bin Store.

The Building Management will also be responsible for transferring the office building waste from the Basement to the loading bay via the 2nr goods lifts (which run from the Basement Level to the Rooftop Restaurant Level) and will manage the collection of the segregated waste via a waste collection haulage contractor.

The Building Management Team will agree to set days and booking slots with the waste collection haulage Contractor to avoid clashing with other deliveries to the premises.

The Building Management Team will also transfer the empty Euro-Bins back into the Basement Bin Store.

The three restaurant operators will be responsible for transferring their daily waste to the communal bin store at the Basement Level. The restaurant operators' staff will also transfer their segregated waste to the loading bay and manage the collection via their own waste haulage contractors. They will also return the empty bins to the communal basement bin store. Similarly, these waste disposal contractors will be allocated a collection slot on set days.

Please note that the Internal Loading Bay also has space for storing Euro Bins while the Refuse Vehicle is loaded. This will prevent any Euro Bins from being left out on the Street.

2.4 The Management of Deliveries to the Office Floors.

The deliveries to the office floors are anticipated to be very low frequency and typically comprise replenishing stationary (such as printing paper) and replacing furniture and electronic printing or IT equipment, which will also be periodically per annum. The office tenants in the building will be required to make prior arrangements with the Building Management Team to book in these deliveries. Generally, these types of delivery slots will be given after 11:30 am in the working week to avoid any delivery clashes or backing up of deliveries with the morning food deliveries to the 3nr restaurants.

The Building Management Team has also identified a Post Room at the Basement Level to address any ad-hoc deliveries to the office tenants and can temporarily store any deliveries if the specific office tenant's member of staff is not present or cannot be found to take receipt of their delivery. This postroom provision will help keep the internal loading bay area clear and help reduce the backing up of deliveries on Bootle Street.

No personal deliveries to the office's main reception or loading bay will be permitted, and the Building Management will produce a Delivery Map for the tenants to circulate to their Delivery Firms.

Please note that the Building Management Office will also be manned during the Office Opening Hours.

2.5 The Management of Deliveries to the 3nr Restaurants

The total weekly deliveries for the 3nr restaurants are anticipated to be on a more daily or every other day basis. However, most of these deliveries will have a typical weekly cycle for their delivery requirements (i.e. beer replenishment every Thursday morning, and fresh green groceries every other day). On this basis, the Building Management Team will also allocate each restaurant operator a delivery slot in line with the weekly delivery cycles, and restaurant delivery slots will typically be between 7:30 to 11:30 am each day. The booking of restaurant delivery slots will also be booked via the Building Management Team, and a full-hour slot will be booked out to ensure there is sufficient time to unload any of the deliveries and to fore manage any issues regarding late deliveries due to traffic.

We anticipate that some deliveries (such as fresh fish deliveries) will come from the same suppliers, but their approach to deliveries will be more of a drop-off basis and of a small quantity (i.e., 4-5 boxes). In this incident, the Building Management Team will be required to take immediate delivery on behalf of the restaurant operators to minimise any backing up on Bootle Street.

3.0 Servicing Management Rules & Policies

The Building Management Team (MAPP) is currently preparing a Tenant's Operational Handbook that includes the limitations and rules around arranging and booking deliveries to the No.1 St Michaels Office Building. This Handbook will be circulated to the tenants' staff prior to them occupying their lettable office space or restaurant.

4.0 Supporting Plans

The following plans have been enclosed to illustrate the Servicing Strategy and help demonstrate the above points have been integrated into the building design.

Electronically titled drawings:

- Appendix A - Servicing Strategy Plans (24.07.24) – Street Level Servicing, Ground Floor Deliveries-in & Waste-out, Level 10 Deliveries-in & Waste-out, and Level 10 Deliveries-in & Waste-out.

- Appendix B - 63068-ABE-ZZ-00-DR-E-6801 (2) - Ground Floor Security Drawing.

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