

24th January 2023

Operational Management Strategy

Background

London College of Accounting (“LCA”) is an experienced educational operator with a strong understanding of the needs of its students and staff. Bruntwood SciTech (BWST), operators of Manchester Science Park, where Base is located has experience of managing learning institutions and other transient commercial occupiers across its portfolio.

Student Welfare, from an operational perspective

Students will have direct contact with liaison officers who can assist students with day to day needs or concerns, in the interest of supporting their wellbeing and continued educational development.

Staffing

For the 2023/24 academic year, 30 full time equivalent (“FTE”) positions will be recruited by LCA and accommodated at the premises (“Base”), including teaching, administrators and admissions staff. This is expected to increase to 60 FTE’s and by 2025/26 when an additional 30 FTE’s will be recruited, who will all be teaching staff. 4 FTE contracted cleaners and security staff will also be accommodated at the Site from 2023/24. This equates to 94 FTE’s from 2026/27 onwards.

Occupational Levels

The strategy includes a maximum occupancy of up to 500 students and 58 staff present at site at any one time, this is the highest possible occupancy level and it is anticipated that daily staff and students would not regularly reach this capacity. The occupancy levels here include a contingency for growth.

Operating Hours

Base operates under 24-hour access; with the external terrace available for use between the hours of 0800 and 2200 Monday to Sunday. The proposed educational use is to also operate under 24-hour access, but it is proposed that teaching activities will only take place between 0900 and 2100. Only members of staff from LCA will have access to the roof terrace.

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Security

There is 24 hour security provided by Bruntwood SciTech (“BWST”) across Manchester Science Park, the site security office is located within Base.

Site Management

LCA/UoB will work alongside BWST (the operator of Base and the wider MSP area) to ensure any management issues that arise are identified and addressed promptly. In this regard, BWST will remain the first point of contact for community engagement, but there will be regular dialogue with the occupier to ensure a high degree of coordination of operations and management between all parties. If additional security or site management is required, BWST will provide and recharge via the service charge.

Travel Strategy

There are three accessible car parking spaces available for use by LCA. These will be reserved for members of staff, or in exceptional circumstances, occasional use by students. The majority of LCA occupiers will travel to site via Manchester’s integrated public transport network. Due to the variety within the teaching timetable, it is anticipated that students and staff arriving or leaving the premises will be phased over the course of the day thereby reducing peak travel times.

Beryl Bikes – the closest sites are on Pencroft Way and Oxford Road, these link with the major public transport hubs in the city centre.

Bus – the closest major bus route is on Oxford Road which will assist LCA occupiers travelling into the city centre to major public transport hubs. See below plan indicating the closest bus stop available on Oxford Rd.

Owner operated bikes – there is adequate cycling provision on site, alongside shower provisions.

Train – occupiers can access the major train routes via the Oxford Rd. These can be accessed by walking or the integrated public transport network.

Walking – occupiers wishing to walk to the major public transport hubs will be able to access these via Oxford Rd, see below plan.

The above transport options will be publicised to students as part of an induction/welcome pack.

Signage

There will be limited on site signage required as students will be attending site semi-regularly and will have received an induction/welcome pack. LCA's landlord at Base, Bruntwood SciTech, has agreed to assist with additional temporary signage during induction weeks when a new cohort of students will be on site.



Roger Leung
Company Secretary
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Appendix 1.0



