

Bristol City Wall Limited Operational Management, Maintenance and Security of the Building,

September 2023

This document seeks to provide all the information required to discharge Condition 35 relating to Planning Application 18/05132/F. Condition 35 is as follows:

“No development hereby permitted shall be occupied or use commenced until details of the operational management, maintenance and safety and security protocols and measures for the development hereby approved are submitted to and approved in writing by the Local Planning Authority. The details (including drawings to a relevant scale where necessary) of the following are required unless otherwise agreed in writing by the Local Planning Authority:

- a) The day-to-day management and maintenance of the site including details relating to the use and management of all accesses and breakout areas and all associated publicly accessible areas/routes including an out of hours strategy (security arrangements and systems, emergency/complaint protocols)*
- b) Overall maintenance and management of the site (other than day to day)*
- c) Details (including drawings where necessary) of a scheme of CCTV/cameras for all key areas (including the exact location, dimensions, design/ technical specification and method of fixing)*
- d) Details (including drawings where necessary) of door and gate entry systems for all accesses including main entrance lobbies, courtyard accesses, storage areas, car parking, any other external access points, cycle and refuse and recycling stores*
- e) A written refuse management strategy to include how refuse and recycling will be transferred to the stores shown on the approved plans; how refuse and recycling will be collected from the site, when and how often.*

The Management Plan and associated Security arrangements shall be implemented prior to the first occupation of the development and maintained as such in perpetuity unless otherwise agreed in writing by the Local Planning Authority”.

Building Use

The overall use of the building is a commercial office and/ or retail space.

Level B basement and Car parking.

The basement area will be used predominately for parking. The commercial unit will have two spaces allocated. There is also a shared refuse area and bicycle racks are available for office staff,

Access via street level will only be via ramp entrance for cars and delivery vehicles. A Buzzer on street level will be provided access and links to the hotel reception to gain entry. Access to the commercial units via the basement for staff

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Level Ground Floor – Commercial Offices or Retail (soon to be occupied)

Access to staff initially will be via a locking system. Once open the access can be freely open for general use if required.

Level 1 Office Commercial space.

Not an area for public use. Access to these floors will be via lift or stairs. Staff will have key access to this floor and internal entrance doors. Guests will gain access via an intercom linked to each office floor. Keycards are issued to registered guests and hotel staff only. A full log of issued cards will be kept as per the individual tenant's Health and Safety Policy.

Level 2.

Not an area for public use. Access to these floors will be via lift or stairs. Staff will have key access to this floor and internal entrance doors. Guests will gain access via an Access to these floors is via lift or stairs using a keycard access system. Keycards are issued to registered guests and hotel staff only. A full log of issued cards will be kept. as per the individual tenant's Health and Safety Policy.

Maintenance Strategy for all areas

All maintenance issues will be reported to the management service provider who jointly service the commercial units and hotel.

Predictive/service Maintenance (PdM)

Maintenance which is as part of a service contract or warranty. A full list of service contracts and contacts available in BCP plan.

<u>Item</u>	<u>Regularity</u>	<u>Comments</u>
Plant/Boiler Maintenance & BMS	Annually Quarterly	To commence after CAT A fit out
Fire Panel/ smoke heads	Annually Quarterly	To commence after CAT A fit out

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Falling man roof system	Annually	As per Hotel Schedule
Disabled alarms	As recommended	To commence after CAT A fit out
Emergency Lighting	Quarterly	As per Hotel Schedule
Lift	Quarterly	As per Hotel Schedule
PAT Testing	annually	As per tenants H&S Policy

Security Strategy

Vacant Building

The office units of the commercial building will operate normal Monday to Friday, business working hours. Out of hours access to the building will be restricted to pre-approved personnel and staff only. The ground floor unit is yet to be decided, but vacant building security measures will apply if applicable.

Regular operation

The office units of the commercial building's normal operating hours entry points will be locked and can only be opened by intercom system. The intercom system will be controlled by the individual office units.

CCTV

The hotel operates Live footage and 24 hours CCTV. Some of the Commercial areas will be covered by this. The Commercial space itself does not have CCTV to date.

Door and Gate Entry Systems

Details of the door and gate entry systems for all accesses, car parking, any other external access points, cycle and refuse and recycling stores will be the same as the hotel which have all ready been submitted to Bristol City Council and approved.

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Refuse Management Strategy

Internal waste strategy

Waste will be managed on by each individual tenant of the commercial unit.

Office waste:

Each individual tenant will deal with their own office waste. It is expected this waste will be recycled and divided into two categories confidential and non-confidential. Confidential waste will be dealt with each individual tenant. Non confidential will be brought directly to the refuse storeroom in the basement.

Collections

We will share the hotel's waste management company who currently have systems to recycle the following.

1. Cardboards.
2. Plastics – items made from Polyethylene Terephthalate (PET), High Density Polyethylene (HDPE) Polyvinyl Chloride (PVC), Low Density Polyethylene (LDPE), Polypropylene (PP)
3. Paper – Mixed papers, Newspapers, Magazines, Office paper etc.
4. Metals.
5. Glass.
6. Food.
7. Waste Electrical and Electronic Equipment (WEEE).
8. Wood.
9. Lighting – lamps and tubes including electrical parts.
10. Aerosols.
11. Batteries.
12. Furniture.

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Frequency of collections

<u>Refuse Collection</u>	<u>6 days a week</u>	<u>Timings informed by city centre scheduling and avoiding peak traffic periods.</u>
<u>Beverage</u>	<u>7 days a week, approx. 3 deliveries per day</u>	<u>Deliveries typically mid-morning at around 11:00</u>
<u>Food</u>	<u>7 days a week, approx. 4 deliveries</u>	<u>Deliveries typically early morning 05:00 – 08:00</u>
<u>Miscellaneous</u>	<u>Weekly deliveries of guest supplies, kitchen supplies, kitchen sundries, stationary, hotel sundries etc</u>	<u>Typically occur in the middle of the day 11:00 – 15:00</u>

At the allocated times the hotel' s waste manager will make collections from the Nelson Street loading bay. Once collected the bins will be returned to the refuse store.

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