

The Tootal Buildings



Sustainability at
The Tootal Buildings
January – March
Quarter 2021





Welcome!

It's great to be able to provide you all with our very first Environmental / Health & Safety update.

We will be providing you with updates each quarter to tie in with our newly installed Green Group meetings, the first of which will be taking place virtually in the coming months.



Building Information

The buildings were constructed in 1898 as a head office and textile warehouse for Tootal, Broadhurst and Lee, designed by J. Gibbons Sankey. They were built as part of the late 19th century wave of warehouse development in the city and are part of an important group of historic buildings on Oxford Street.

The 7-storey, 7-bay buildings are prominent on the west side of the street, overlooking the Rochdale Canal. The front elevation and parts of the Rochdale Canal and Great Bridgewater Street elevations were designed in an imposing classical style, with a ground floor plinth, bold cornices and giant pilasters. The up-to-date functional design of the interior included fire-proof floors and a steel-frame, which allowed for generous floor plates and large windows.

Other innovative features included a one-way goods vehicle circulation off the Great Bridgewater Street frontage, since altered. The Buildings were extended in several phases, the first in 1910 when additions to the rear were designed in a seamless architectural style. In the 1950s a new office block was built on the canal frontage, and at the same time, the narrow rear courtyards were in-filled, leaving one large courtyard between Broadhurst and Lee.

Broadhurst is a 7-storey Grade II listed building which, as the elegant roundheaded doorway proudly states, was built in 1898. Today it still retains many of its handsome Edwardian baroque features, and these distinctive, classical qualities mark Broadhurst as one of the most characterful and impressive buildings in the city.

Connected to Broadhurst and yet distinctive in style, Lee is an 8-storey Grade II listed building constructed in the 1930s and is a masterpiece of modernism. The reception area in the building has been recently refurbished and provides a contemporary breakout and waiting area for visitors and occupiers.



EPC Ratings

Both Buildings have Common Area EPC ratings:

- Broadhurst: B
- Lee: D

Every suite in Tootal has a full EPC available with every refurbished suite achieving at least a C rating.

Please speak to a member of the Building Management Team if you require further information on these ratings.





Connectivity at Tootal

Ewave Telecommunications Ratings

Both Broadhurst and Lee have been reviewed by Ewave who provide a detailed assessment and rating for the building across both fixed and mobile networks achieved by comprehensive site survey. We are delighted that both buildings have achieved a 5* Rating.

Please speak to a member of the Building Management Team if you require further information on this Rating or would like to see a copy of the full report.

Key Features of Connectivity

- Choice available of 4 unique sources of high-speed wireline fibre connectivity including BT Openreach; Vodaphone; Colt and Virgin
- Fixed wireless connectivity is available from the building rooftop providing fully independent service from the networks in the street.
- Telecom equipment is located in a secure, dedicated room to protect against service interruption
- Telecom cables are kept in protected, secure riser cupboards throughout the building to minimize risk of damage
- Public WiFi is provided by the Management Team in common areas to enhance access to connectivity throughout the building.
- BT Openreach is present which provides the ability of other carriers to service occupiers in the building if requested.
- We have documented wayleave agreements in place with carriers to support seamless and timely provision of services to occupiers.



Our Sustainability Headlines at Tootal

As part of our commitment to providing a brilliant service to all our customer groups, we have implemented a number of core sustainability actions across The Tootal Buildings. The headlines of these are:

- Producing this Occupier Sustainability Report to be circulated Quarterly sharing Building Statistics and Targets
- A commitment that 100% of all Landlord / Common Area energy will be provided from renewable sources
- Zero Waste to Landfill and a seminar held to encourage recycling held
- Waste segregation for paper and glass on site for improved recycling
- Battery Recycling offered on site for occupiers
- We encourage green travel with Cycle & Shower Facilities available on site
- All Management Staff have completed Environmental & Sustainability Awareness Course
- No Handtowels across the common areas – dryers only to reduce waste
- All cleaners using eco friendly products and working with cleaning company to further reduce environmental impact
- Green Groups being set up to encourage information sharing and best practice with occupiers
- Car Park Lighting and most common area lighting converted to LED with motion sensors (remaining areas being done on a rolling programme)

In addition, we will be supporting numerous charities over the year including; cash4kids Christmas appeal, poppy appeal, Save the Children Christmas Jumper Day, Breast Cancer Now – Wear it Pink Day



Your Team at Tootal



TOM QUINN
Associate Director
Surveying

Tom is based in our Manchester office, and has been with Ashdown Phillips since 2017. Tom is the lead surveyor on the Tootal Buildings as well as providing a supporting role on the Northern Quarter office buildings and takes an active role in the Green Group for the Tootal Buildings as part of the regular occupier engagement. Tom is also a Mental Health Ambassador for the business offering support to colleagues.



JULIE GUNTHER
Senior Facilities Manager
The Tootal Buildings

Julie is the Senior Facilities Manager in Manchester her location is within The Tootal Buildings but also assists across the Manchester Portfolio. Working closely with suppliers on sustainability topics a number of energy saving projects have been implemented including the installation of LED lighting. Julie also works closely with the occupiers to improve our footprint which forms part of the buildings Greer Group.



DIANE
Front of House
The Tootal Buildings

Diane is your friendly Concierge / Receptionist who can usually be found on the Reception Desk at Broadhurst answering incoming emails, calls, deliveries and post. She is a keen advocate in promoting sustainability and strongly feels this is not a choice in life, but a necessity.



EVANDRO
Front of House
The Tootal Buildings

Evandro is a member of our Concierge team and can usually be found on the Reception Desk at Lee. He enjoys living and working with other people and loves solving problems. He takes an active part in sustainability and is proud to be associated with a building which takes this seriously for future generations.



The Wider Ashdown Phillips Sustainability Team

Supporting your Tootal Buildings Team



ANDREW WRAIGHT
Managing Director
Data Collation, Analysis & Reporting

Andrew leads our Sustainability team and has driven forward this initiative to support our desire to deliver a brilliant service to all our stakeholders. Our forward thinking and approach to customer service sets us apart from our competitors as we believe in working collaboratively and being a trusted advisor across all aspects of property management.



SOPHIE WEINMANN
Director & Head of Surveying
Charity & Community Engagement

Sophie heads up our Surveying Team across the business; based in Manchester she also provides a supporting surveying role on the Tootal Buildings. She's very much a 'people person' and is hugely passionate about supporting staff development. She jointly heads up our Charity and Community group as part of the business sustainability team.



NIKKI BRENNAN
HR Manager
Health & Wellbeing
Mental Health First Aider

Nikki has been with Ashdown Phillips for three years and leads on all things people related. She works hard with the Board to ensure we have diversity across the business which makes us really stand out in the property industry. She is hugely passionate about Mental Health and has set-up the internal team to support colleagues across the business.



RUSSELL JAYCOCK
Director & Head of FM
Health & Wellbeing
Mental Health First Aider

Russell has been with the business for five years and jointly heads up the Facilities Team – which make up over 50% of our staff. He is passionate about providing a brilliant customer experience so is heavily involved with identifying the best service partners for the buildings that we manage. He's also a Mental Health First Aider.





Our Sustainability Pledge at Tootal

At Ashdown Phillips and in partnership with our Clients at XLB, we are committed to providing brilliant service in all we do and our approach to sustainability is no different.

We pledge to:

- Reduce our environmental impact
- Improve health and wellbeing
- Engage with charities and local communities
- Share our achievements with our teams and stakeholders

We will share more detail on each of the elements of our pledge in the forthcoming quarterly updates.

#APPSustainabilityPledge





Health & Safety



At Ashdown Phillips we have a full H&S audit system to ensure we are fully compliant with all relevant legislation.

Assurity Consulting are appointed as our H&S Auditors at Fourways and they attend site annually to undertake a full range of Audits of the Building and our processes. In tandem with these audits sits our new H&S platform Riskwise which collates all site specific compliance and health and safety data for the Property.

All actions and documents arising from our Audits are tracked on our Management System and monitored by our Auditors.

Key information on our Compliance are shown on the following page:

Key Health & Safety Dates

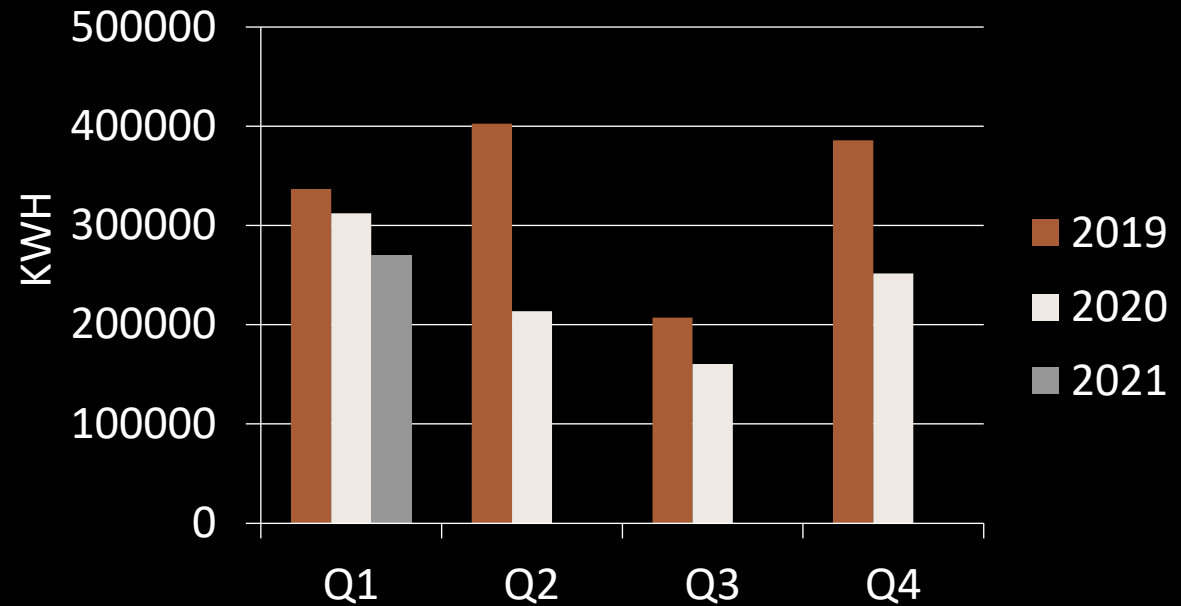
- Key dates are shown in the table below and we are happy to provide further information around any of these items on request:



Item	Date last undertaken	Frequency undertaken
Health & Safety Audit	26/04/2021	Annual
Asbestos Re-inspection	21/12/2020	Annual
Fire Risk Assessment	26/04/2021	Annual
Water Hygiene Risk Assessment	13/05/2020	Annual
Emergency Lighting Test	21/04/2021	Annual
Gas Boiler Inspection	06/08/2020	Annual
Lift Inspection (Insurance)	18/03/2021	6 Monthly
Sprinkler Test	22/04/2021	Annual
Air Monitoring	20/10/2020	Annual

Common Area Electricity - Total

All Common Area
Electricity is
provided by
100% Renewable
Energy

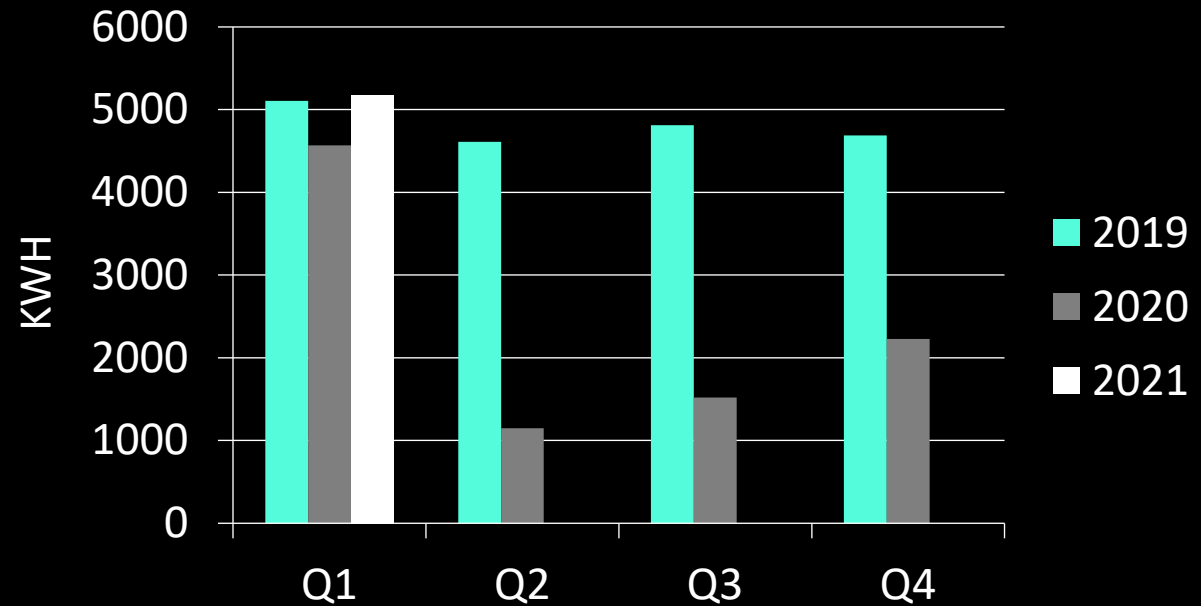


Market Update: Non commodity costs now make up 60-65% of the total energy costs for electricity and continue to increase despite decreases in wholesale costs. This, coupled with the risk associated with the COVID-19 lockdown and more in depth credit stipulations from suppliers, is impacting the electricity cost as a whole. It is unlikely that these factors will be going anywhere for a significant period and further increases in wholesale costs are expected when the market starts to bounce back.



Water Consumption - Tootal

There is one water supply for each building supplying all office occupiers which is recharged via the Service Charge





Waste & Recycling

- As agents for the Tootal Buildings, Ashdown Phillips employ B&M to undertake the Waste Management for the Building.
- 100% of all waste collected on site is recycled with nil to landfill.
- We ask that each occupier ensures their waste is collected in clear bags, rather than the traditional black bin bags; this will enable their sorting centre to undertake enhanced checking of bags to ensure maximum recycling rates are achieved.
- We are looking to arrange a seminar (likely to be virtually) by B&M around the recycling carried out if there is demand from our occupiers. In addition, once we are out of lockdown, B&M are happy to arrange tours of their recycling centre if this is something people would be interested in attending. Please let Julie know if this is something you would like us to arrange.
- The data from the past 3 months are shown on the following page:



Environmental Report

C1481

PREC ManOff Propco 1, S.A.R.L c/o Ashdown

Phillips

TOOTAL BUILDINGS

Date:01/01/2021 to 31/03/2021

TOTAL DIVERSION FROM LANDFILL : 100 %

Welcome to your environmental report which shows you the breakdown of your waste by type, and what has happened to it once it has been collected. You'll notice the amount of waste which has been diverted from landfill.

You'll see the proportion of waste which has been recycled, as well as waste sent for energy recovery at either an Anaerobic Digestion facility (AD, for food waste) or a waste-to-energy facility (Refuse Derived Fuel or RDF from non-recyclable general waste). We'll also show you the breakdown of recycled materials by the type of material. And you'll see how the equivalent energy generated through AD and RDF could be used. You'll see your data across the last 12 months on page 2 and following this, a breakdown of your waste by each individual site.



What happened to your waste?

- RDF (57 %)
- Recycled (43 %)



Of your recycled waste, below shows the materials

- GLASS (18 %)
- MIXED MUNICIPAL WASTE, MIXED MUNICIPAL WASTE, MIXED MUNICIPAL WASTE, MIXED MUNICIPAL WASTE, MIXED MUNICIPAL WASTE, MIXED MUNICIPAL WASTE (57 %)
- PAPER & CARDBOARD, PAPER & CARDBOARD (25...)



Total Collected Waste (KG)

Material	Weight	Recycled	RDF	AD	Landfill
Mixed Glass	2,077.92	2,077.92	0.00		0.00
Mixed Municipal Waste	21,598.50	6,479.55	15,118.95		0.00
Paper & Cardboard	2,805.00	2,805.00	0.00		0.00
Total	26,481.42	11,362.47	15,118.95	0.00%	0.00%
		42.91%	57.09%		

How your RDF and AD use equates to energy

RDF kWh/Tonne - each tonne of RDF produces the below kWh (1)	RDF Weight (KG)	AD kWh/Tonne - each tonne of AD produces the below kWh (2)	AD Weight (KG)	Total kWh Produced	Energy Equivalent				
					No of TVs powered for a year (3)	Washing Machine Cycles Complete (4)	No of Fridge Freezers powered for a year (5)	No of Office Printers powered for 1 week typical printing cycle (6)	Miles driven in a family electric car (7)
575	15,119	300		8,693	136	7,903	49	1,811	36,512

References

- (1) : Average Net kWh/tonne input for 2017 is 575 kWh/tonne, from Tolvik Consulting report of UK EFW Statistics 2017, Page 6, section 3, Figure 11. URL : <http://www.tolvik.com/wp-content/uploads/Tolvik-UK-EFW-Statistics-2017.pdf>
- (2) : 300 kWh per tonne of food waste generated by AD, as stated by the Official Information Portal on Anaerobic Digestion FAQs, Question 3 "How much energy can you get from waste?"
URL : <http://www.biogas-info.co.uk/about/faqs/>
- (3) : Based on the stated Annual Energy consumption of a Panasonic 40" full HD Smart LED Television, model TX-40FS500B, of 64kWh/Year.
URL : <https://www.panasonic.com/uk/consumer/televisions/HDTV/tv-40fs500b.html>
- (4) : Based on the stated energy consumption of 1.10 kWh of a 40C colour cycle of a Bosch Serie 8 washing machine, model no WAW325H0GB
URL : <https://www.bosch-home.co.uk/product-list/washers-dryers/washing-machines/front-load-washing-machines/WAW325H0GB?breadcrumb=frontloader#/Tabs=section-technicalspecs/Togglebox=1051994369/Togglebox=285469437/Togglebox=1118313654/>
- (5) : Based on the annual energy consumption of an LG Fridge Freezer Model No GBB60MCGFS of 178kWh, from the energy label.
URL : <https://www.lg.com/uk/fridge-freezers/lg-GBB60MCGFS#>
- (6) : Based on the typical weekly consumption of a Canon imageRUNNER Advance office printer, model iR-ADV C7570i
URL : <https://canon.ssi.odn.sdlmedia.com/55910.pdf>
- (7) : Based on the WLTP combined cycle range of 168 miles of a 2018 Nissan Leaf with a 40kWh battery.
<https://www.nissan.co.uk/vehicles/new-vehicles/leaf/range-charging.html>



Building Amenities

We have a Cycle Storage Area for 90 bikes along with showers for the use of all occupiers. Lockers and Cycle Storage are available on a 'first come-first served basis' and use of the lockers will require a padlock. The new Landlords XLB are currently progressing plans to refurbish showers and bike storage facilities which will include the addition of 20 new showers, new lockers, drying and changing facilities and increase the bike store capacity to 188 bikes

Our Reception areas offer a relaxed space to meet and "break out" in the day, with free Wifi and TV making this a perfect space to unwind! The Broadhurst Reception and coffee shop is also in line for a makeover by the new Landlords so watch this space!

We are a pet friendly building with your furry friends welcome in all of our common areas. All we ask is that you bring a copy of your vaccination certificate and all necessary licences and insurance with you the first time they visit site so we can issue them with their very own Pet Passport for the building! It is up to each individual occupier whether pets are welcome in their suites, so always check before you come to site.

Coffee Shop: Our coffee shop is operated Bean and is located in the Broadhurst Reception serving coffee, sweet treats and a limited hot food menu

Coffee Machine: We also have a coffee machine in the Lee Reception area offering a selection of hot drinks on demand!



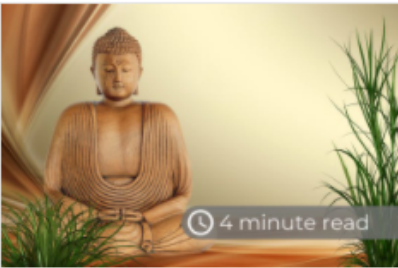
Equiem, Events & Social Media

We are delighted to continue to partner with Equiem, one of the leading Occupier Engagement Platforms, for our Building Portal and App for Tootal!

This portal forms an integral part of our engagement and communication programme and we hope you are finding this a useful resource for all of the Building news as well as resources to assist with Wellbeing and Sustainability! We will continue to update the site with helpful tips on how to reduce your footprint both in work and at home, as well as providing ways to enhance wellbeing and mental health and much more!

<https://mytootalbuildings.com>

A reminder some of the posts from the last quarter are shown below:




4 minute read

15 ways to relax when you've only got 5 minutes to spare

When deadlines are looming and the phone won't stop ringing, taking five is the best thing you can do to reset your focus and claim back some calm.

👍 0 💬 0




2 minute read

This 2-minute stretch can relieve your neck and shoulder tension

Put that tech neck in check with this super simple stretch.

👍 0 💬 0




3 minute read

What is the difference between biodegradable and compostable?

Understanding the difference can help you make more eco-friendly choices next time you're doing the shopping.

👍 0 💬 0



10 secret walks around Greater Manchester

The least reviewed but best rated parks, reservoirs and nature reserves for a quiet walk

👍 0 💬 0



Get the app





Equiem, Events & Social Media

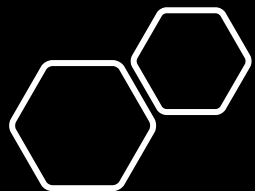
We are passionate about our Occupier Communities and can't wait to be able to re-start our programme of events in 2021. We are planning to join our Tootal Buildings Community with that in our Sister Buildings in the Northern Quarter for some events over the year to really bring our Occupier Community together.

Some of the events planned for the year (as always Covid Permitting) includes our highly anticipated Table Tennis Tournament which was a huge success in 2019, our Bi-Annual Book Club and we will be supporting One Great Day in September! We will be running some polls on our Portal over the coming months to get your views on events you would like to see and we can't wait to get involved!



Don't forget you can also follow us on Instagram:
[@the_tootal_buildings](https://www.instagram.com/the_tootal_buildings)





Here to Help...

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Senior Facilities Manager

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