HOLLIS



Contents

Development and project management

- Access consultancy
- Cost management
- Development management
- Development monitoring
- Health and safety
- Measured surveys and area referencing
- Neighbourly matters
- Project management

Buy and sell

- Building defects
- Environmental consultancy
- Reinstatement cost assessments
- Technical due diligence
- Vertical transportation

Lease and occupy

- Building safety and fire
- Dilapidations
- Dispute resolution
- MEP engineering
- Planned maintenance
- Pre-lease advice
- Service charges
- Tenant alterations
- Workspace consultancy

Sustainability and innovation

- Drone surveys and data capture
- Energy solutions
- ESG and sustainability
- Management consultancy and secondments

Introduction

At Hollis, we reach for amazing at every turn – for our clients and for ourselves. And our training sessions are no exception. We invest substantial amounts of time in our internal training, as well as holding regular, interactive, industry-leading seminars and courses; and when you talk to one of our experts, you can be sure you're talking to a seasoned professional of the highest calibre.

Our comprehensive range of workshops cover every dimension of real estate, from pre-construction right through to leasing, and each talk is conducted by one or more of our experienced specialists who will provide you with a bespoke, expert insight into your topic of choice. In the following pages, you'll find a run-down of the talks we offer for each service. The length and content of our talks can be tailored depending on your requirements.

To book any of these talks, or to find out more about our talks and how we can tailor them to your needs please get in touch.

Mark Hampson
Chief Commercial Officer

T: +44 7766 508148

E: mark.hampson@hollisglobal.com



An introduction to Hollis

We're Hollis. We're independent real estate consultants. We work with owners, occupiers, developers and funders, to help them get more out of their real estate.

We're constantly evolving our capabilities, knowledge, footprint and approach to reflect the demands of the changing world around us. To ensure our clients receive a properly integrated and focused service that reflects their key objectives, our specialist teams and industry leading experts deliver our services across 17 key sectors and sub-sectors.



Our sectors

- Charities and not for profit
- Education
- Further education
- Universities
- Schools and colleges
- Energy and utilities
- Healthcare
- Assisted living
- Care homes
- GP surgeries
- Hospitals
- Heritage, arts and culture
- Hotels
- Aparthotels
- Hostels
- Serviced apartments
- Infrastructure
- Aviation
- Harbours and marine
- Highways
- Ports
- Rail
- Life sciences and technology
- Data centres
- Laboratories
- Pharmaceutical
- Science parks

- London estates
- Logistics and industrial
- Industrial estates and last mile
- Logistics and distribution hubs
- New build
- Open storage
- Trade parks
- Media and entertainment
- Offices and business space
- Public
- Central government
- Local government
- Retail
- Shopping centres
- Supermarkets
- Retail parks
- Retail warehousing
- Residential
- Build-to-rent and co-living
- Prime residential
- PRS
- Senior living
- Social and affordable housing
- Sports and leisure
- Cinemas and entertainment
- Football stadiums
- Pubs and restaurants
- Sports venues
- Student accommodation

Development and project management <u>Contents</u>

Access consultancy

Equality and inclusive environments: a guide for...

Whether you're an architect, asset manager, developer or occupier, this talk will give you a full run-down of inclusive environments and can be fully tailored to your requirements, region or specific areas of interest.

Generally, the talk will cover:

- Overview of equality legislation and varying duties under legislative frameworks.
- What inclusive design/environments mean and achieving that through the life cycle of the built environment, including Planning and Building Regulations.
- Best practice guidance the good, the bad and the ugly.







Service head

Simon Devlin
Director

T: +44 7767886027 E: simon.devlin@hollisglobal.com

Development and project management

Cost management

Selecting the right procurement route

Successful projects begin with selecting the right procurement route. We'll look at the main options available to you, the varying risk profiles for clients and the advantages and disadvantages of each.

All things prelims: what, why, and how to get them right

In this talk we run you through preliminary costs, why they're an important part of project costs, how they should be priced, and the contractor's approach to pricing them.

Honing in on JCT vs NEC

In this talk, we will delve into JCT and NEC contracts, touching on insurance provisions, risks, liabilities, payment mechanisms, and more, to help you decide which is right for you.

Contractor insolvency and how to protect yourself

In this talk we take a look at what happens when a contractor becomes insolvent part way through a construction contract, the role of the Project Manager and Quantity Surveyor, what to look out for, and top tips to protect yourself.



Dolphin Square, London AXA IM – Real Assets



Service head

Mark Smith
Director

T: +44 7741 904458
E: mark.smith@hollisglobal.com

More information <u>here</u>

Barry Stevens

T: +44 7824 018 484

E: barry.stevens@hollisglobal.com



Development management

TDD steps to take at acquisition to look to derisk the appraisal

In this talk we provide a clear methodology to progress and review sites including; understanding consultant fee profiles and abnormals which could affect returns as well as legislation or market conditions leading to a potential impact to timescales and ultimately the IRR.

What the occupiers want

In this talk we focus on commercial offices, we'll discuss the various certifications and standards available and how these are being seen by occupiers and purchasers, also how these are affecting commercial returns.

How to proactively review your portfolio for best returns

It's difficult to think years in advance but in order to minimise void periods it's important to be efficient and plan ahead. In this talk we run through the stages of a project looking at; lease expiries, RIBA stages, reletting and disposal or hold strategies to give you an overview of each stage in a project. This will to assist with the pro-active management of your portfolio to reduce void periods within your asset or portfolio profile.



Service head

Sarah Trahair-Williams

T: +44 7858 116962

E: sarah.trahair-williams@hollisglobal.com

Development monitoring

The legal particulars of development monitoring appointments

This is a talk focussing on the legal documents we review during a development monitoring appointment, from the facility agreement to the development agreement. We will also discuss amendments to these agreements and the building contract that need to be considered, such as stipulated penalties for default, deferred works, BREEAM anticipated not to be met, transfer of risk and associated insurance requirements, and completion documents required as CP to balancing payments.

Environmental due diligence requirements in development monitoring

This presentation will run you through the Environmental Due Diligence documentation and reports that we would be expected to be provided with in order to carry out a development monitoring commission. We will also provide a high level review of what the potential hazards are, the difference between a Phase 1 and Phase 2 report, some examples of issues we have encountered, and how we can help.

Development monitoring in Europe

This talk will provide a comprehensive overview of the differing legislation and requirements for Building Licences / Permits and the Building Regulation approval / BCAR process on the continent that you need to be aware of, highlighting the key differences with procedures in the UK.

Specifications for residential developments

This talk will take you through all the typical market specifications for various types of residential development (BTR, PRS, Private Sale, etc.) and how best to achieve them, with a particular focus on multistorey developments and fire safety mechanisms. We will also discuss the importance of client design guides when monitoring acquisitions to ensure our clients are getting what they're paying for.

A beginners' guide to the UK planning system

We will provide an outline of how the UK planning system works and its implications for investors, including the significance of "pre-commencement" conditions, S.106 Agreements, S.38, S.73, S.104 and NMAs, as well as discussing how a Consent may still be granted with significant design issues still to be resolved by the developer and how to protect your investment in these situations.



Service co-head

Phillip Hughes
Senior Associate

T: +44 7468 860530 E: phillip.hughes@hollisglobal.com Service co-head

Chris Twitchell

T: +44 7780 730850

E: chris.twitchell@hollisglobal.com



Development and project management <u>Contents</u>

Health and safety

CDM Advisor: the client's best friend

In this talk, we will cover your duties as a 'client' under CDM 2015, how to practically comply with them and why an experienced CDM Advisor can add value to your project. We will also touch on the importance of the client brief, selecting the right team and being able to demonstrate to third party regulators (such as the HSE) that you are in control and compliant with legislation.

Health and safety: information is power

This session looks at why having the right information delivers better outcomes at all stages of a project, including:

- Pre construction stage Client's duties, reducing hazard and cost risks.
- Access and maintenance strategy.
- Construction stage How safe projects reduce delays.
- Completion Health and safety files, 24/7 access to information using common data environments, H360 and assisting with asset management.

CDM duty holders: an introduction

This session looks at the legal duties of the main CDM duty holders and the practical implementation of these through the life of a typical project, with case studies.



Coventry Building Society Portfolio



T: +44 7393 461054 E: elliott.lockyer@hollisglobal.com



Measured surveys and area referencing

IPMS: how are you measuring up?

This talk explores the changes to measurement reporting and how you can ensure you are up to date with the latest requirements.

Laser scanning to identify defects and movement

In this talk designed for Asset Managers, we explore the use of laser scan technology to identify and monitor structural defects, including floor flatness surveys, facade movement and steel work deformation.

Sizing up your space

We discuss the importance of having up-to-date, reliable drawings for your assets at every stage of the property lifecyle.

Replanning and repurposing retail parks

We show you how our measurement team can help with replanning the logistics of your retail park to fit its new purpose; from topographical surveys, buried services and drones, to feasibility design and swept path analysis.

Verification surveys: ensuring construction 'measures up' to design

Don't wait until the end to find out if your project has been built correctly! We discuss the various exercises we can undertake throughout your project to ensure that construction is measuring up to the design.

GIS and digital management of your assets

A talk designed specifically for owners, we discuss the importance of bringing together all your portfolio information together in one place and how you can achieve that using a visual, interactive GIS system.

Measured data: what, why, when and how?

Clients need different levels of information at various stages of a project's lifecyle. In this talk we explore the benefits of laser scanning your assets and demonstrate how the same data can be used across the whole lifecycle.

You own the building, but do you own the land?

In this talk we discuss the importance of understanding your ownership and rights of access in relation to your property.

How Revit models can save you time and money

In this talk, we show how building a 'digital twin' Revit model early in the design phase can save time and money during the lifecycle of your project.

When 3D data capture and rights of light unite

We discuss the combined approach of data capture and rights of light analysis and how we capture all the relevant 3D information as part of feasibility studies for new developments.



Neighbourly matters

Rights of light and daylight: what, why and when?

This talk provides a comprehensive overview of both rights of light and daylight and why they're so important to factor into planning and feasibility.

Rights of light for neighbours

With buildings cropping up left, right and centre, we run you through steps you can take to protect your rights of light and retain asset value.

Shedding light on your project: daylight design

This talk will introduce you to the general principles of natural light design in buildings, as well as the tests that can be applied to assess whether a prospective development will provide enough natural light.

Rights of light: the surveyor's role

We delve into the technical processes surrounding rights of light and the surveyor's role.

Reflecting on EN17037

We take you through everything you need to know about the new European daylight assessment criteria.

Rights of light: Ireland legal update, valuation, and insurance solutions

In this talk we'll provide some background on rights of light in Ireland and an update on the legal situation there. We'll also touch on some rights of light theory, analysis, and valuation, as well as insurance updates and options.

Love thy neighbour: an introduction to party walls and neighbourly matters

In this talk, you'll learn about the Party Wall etc. Act 1996 and its importance when undertaking development works, as well as how to identify where the Act applies, how it works, and commercial and practical advice on discharging any obligations. We'll also touch on other neighbourly matters you need to consider, from boundary determination to oversailing.

Your guide to the party wall process

Tailorable to your particular specialism, this talk will cover everything you need to know about the Act, including which works fall under it, the surveyors and their duties, and how appeals are dealt with.



Service head

Ian McKenna
Director

T: +44 7767 886040 E: ian.mckenna@hollisglobal.com

More information here

Barney Soanes-Cundle Senior Associate

T: +44 7341 562562

E: barney.soanes-cundle@hollisglobal.com



Development and project management

Project management

Office and business space

Fabric first approach

We understand that making your building futureproofed is important. We'll take you through our "fabric first" approach and share where you should consider spending more on thermal elements to create value in the longer term.

Operations efficiencies

This talk will turn your focus on air tightness during design and construction to maximise operational efficiencies.



Neighbourhood North, Bristol Legal and General Investment Management



Dan Roberts

Director

T: +44 7468 860535

E: dan.roberts@hollisglobal.com



Development and project management

Project management

Logistics and industrial

Green leases and MEES

The responsibilities and obligations to minimise carbon emissions arising from the sustainable development, operation and occupation of a property to remain energy efficient.

Biodiversity Net Gain (BNG)

We'll talk through our approach to development that aims to leave the natural environment in a measurably better state than it was beforehand.

Electrical infrastructure

We know that making applications for upgraded electrical infrastructure should be done early. We'll tell you why and our approach to the production, process and delivery.

Life sciences and technology

Office to Life Science conversion

Office-to-lab conversions are an increasingly popular response to the rising demands of the life sciences sector. There is much to consider, and this talk will explain the various challenges and considerations to deliver a successful conversion.



Logicor Park, West Molesey Logicor



Logistics and industrial

William Horsthuis
Director

T: +44 7721 126343

E: william.horsthuis@hollisglobal.com

Life sciences and technology

Richard Dawes

T: +44 7469 153319

E: richard.dawes@hollisglobal.com



Buy and sell <u>Contents</u>

More information here

Building defects

Building defects: how we can help

This is a high-level introduction to building defects, what they are, why they occur, and how we approach investigation and resolution.

We'll also cover the importance of investigating such issues correctly and why we will often involve other in-house specialists to assist us, using real life case studies relevant to you for review and discussion.

Discovering building defects post-completion

This talk is focussed specifically on defects found after the completion of your construction project, the changes you need to make to your approach and reporting to reflect these, and the routes of recourse available post-completion.

The session will also provide an overview of the Building Regulations and how they apply to new developments, structural warranties associated with residential accommodation and the strengths and weaknesses of these, together with the responsibilities of the various parties (developer, residents, and guarantor).

Common building defects and how to investigate them

From roof leaks and condensation to structural movement and glazing failures, this talk will focus on the most common defects that you are likely to experience and how best to approach investigating them depending on various situations.



Environmental consultancy

Contaminated land: what you need to know

An introduction to contaminated land liabilities in property transactions.

EHS compliance management for landlords

This session will examine why having a robust tenant inspection programme with respect to EHS compliance is important for commercial and industrial landlords in order to manage risks and future tenant exits.

Developing brownfield and difficult sites: remediation and environmental considerations

In this talk, we will discuss the regular issues that we come across when developing brownfield / difficult sites, the investigations that must be carried out both on-site and through desktop studies, and key environmental considerations that must be made – from navigating groundwater contamination and disposal to addressing physical obstacles such as difficult site access and insufficient power, water or gas supply for the intended development.

Contaminated land: what if my site is not 'low risk'?

We discuss the options that are available to you when a site is not a 'low risk' from a contaminated land liabilities perspective e.g. further work, indemnities, insurance.

EHS due diligence in M&A transactions

This session will look at why robust EHS due diligence is essential during M&A transactions and will highlight some of the common pitfalls in M&A deals.



Tritax Big Box portfolio Nationwide



Buy and sell <u>Contents</u>

Reinstatement cost assessments

RCAs: getting insurance assessments right

With many tenants scrutinising their outgoings, looking more closely at insurance and challenging costs for their premiums, it's more important than ever for insurance brokers and managers to make sure they're calculating tenants' premiums accurately. In this talk, we discuss insurance assessments and how to get them right.



Tritax Portfolio UK and Europe



Service head

James Key
Director

T: +44 7717 342087

E: james.key@hollisglobal.com

Technical due diligence

TDD: the full package

An overview of the technical due diligence products we offer, what we look at when surveying our clients' buildings and why. We will also cover our holistic approach and how we draw on our other in-house services to deliver the full package.

Using virtual due diligence for transactions

We show you how our virtual due diligence product is revolutionising the transaction process by combining virtual tour technology and technical data into one interactive, digital portal.

TDD: why get a vendor report?

This talk provides an introduction to vendor reports and the advantages of providing a survey to a potential purchaser for complex disposals.

Pre-bid advice to assist transactions

This talk reflects on the angles that can be adopted using rights to light, dilapidations, cost feasibility, and other areas to be considered at the bid stage before your purchase to maximise your opportunity.



Cross Border – The Netherlands, Spain Hines



Buy and sell <u>Contents</u>

Vertical transportation

An introduction to vertical transportation for property professionals

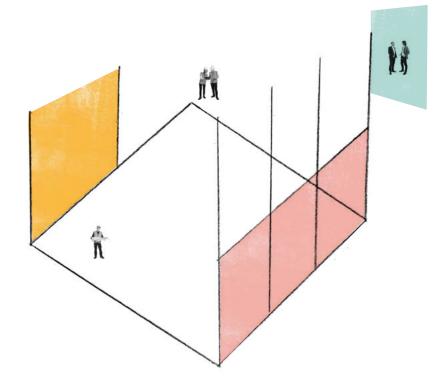
A tailored introduction into the application, legislation and maintenance around lifts and / or escalators in buildings. The talk will cover design, standards, traffic planning, common issues, upgrades, lifecycle regulatory framework and maintenance.

Vertical transportation life cycle options for property professionals

A tailored introduction to the lifecycle aspects of lifts and escalators and the options available to you when planning a new development or refurbishment.

How many lifts? Vertical transportation planning for property professionals

This talk will provide an overview of the standards for quality of lift services when planning a new development or refurbishment.





Stephen Lemmon

T: +44 7917 686634

E: stephen.lemmon@hollisglobal.com



Building safety and fire

External walls and facades: have we forgotten how to build correctly?

A review of the regulations, requirements and recommendations relating to the design and construction of external walls. Based on first-hand experience of investigating dozens of building facades and acting as expert witness in as many cases, this talk will provide examples of what we do wrong, why and what we should be doing instead.

Building Regulation Amendments

A summary of the new transformative Building Regulation regime which became law on 01 October 2023 – highlighting the new duty holders and their roles, how the changes affect both the those having works carried out on their behalf and those undertaking the design and construction of building works. Additionally, an overview of the differential processes dependent on the type of project being undertaken such as the involvement of the Building Safety Regulator (BSR).

Government & developer funding

An overview of the various funding sources available to remediate or mitigate fire safety defects, including; the Building Safety Fund (BSF), pilot Cladding Safety Scheme (CSS) for 11–18m buildings, and the 'Developer Pledge', with a focus on how developers could be liable to remediate buildings with 'life-critical fire safety defects'.

Building Safety Act 2022

An introduction to the implications of the BSA, including the requirement to register higher–risk buildings with the Building Safety Regulator (BSR) and what key building information is required for submitted to the BSR. Plus an introduction to the Three Gateways, the 'Golden Thread' of information, and the requirements of a Building Safety Case report.



Service head

Benjamin Ralph

T: +44 7776 566400

E: benjamin.ralph@hollisglobal.com

More information here

Nathan Hooper

T: +44 777 0644531

E: nathan.hooper@hollisglobal.com



Dilapidations

Dilapidations: the basics

In this talk we'll run you through the basics of dilapidations, why the process exists, how it is built up and dealt with, and key things you need to be aware of as an owner or occupier.

Dilapidations: strategic advice for occupiers

In this talk our experts will provide advice on lease covenants at the start of the lease, tactics regarding commissioning works at the end of the lease and other strategic advice.

MEES and the potential impact on dilapidations

We run you through the basics of the MEES regulations and how they might influence dilapidations positions.

Dilapidations: the technical stuff

A follow on to 'Dilapidations: the basics', this talk will go into more detail about the dilapidations process and runs you through the most common areas of dispute.

Interim dilapidations: the when, the why, and the how

This talk will focus on interim dilapidations. When they can be used, how they can be utilised to improve an asset and why they are powerful to protect a landlord's position when there is a higher risk of tenant defaults.

CVAs, administration and liquidation

We take you through the best ways for landlords to protect themselves in a volatile market.



28 North Way, Andover Mileway



Service head

Alistair Cooper

T: +44 7766 859590 E: alistair.cooper@hollisglobal.com

Dilapidations



Canary Wharf Group Portfolio London

Pitfalls to avoid with new leases

This talk will cover pitfalls you need to avoid with new leases, from the extent of demise and carrying forward obligations, to schedules of condition.

Practical considerations during lease term and at lease end

In this talk designed for solicitors, property managers and landlords we take you through the key considerations during lease term and at lease end, including carefully documenting and reviewing tenant alterations, regularly inspecting properties to highlight issues of disrepair and unlicensed alterations throughout the term, and reviewing the dilapidations' position at lease end or prior to default.

Consequential losses and dilapidations

In this talk tailored to landlords, leading property law KC Nicholas Dowding runs you through consequential losses, the case law, when they're applicable, and how to recover them.

Dilapidations in Scotland

Our Scottish dilapidations experts discuss common law differences in Scotland, differences in terminology and the acts and protocols which apply, ordinary and extraordinary repairs, measure of loss, payment clauses and case law.

Factoring in dilapidations pre-purchase

What is the likely rate of recovery? What impacts recovery? What number should I put into my model? We take you through these questions and how to find all the right answers step by step.

Dilapidations and projects: a recipe for success

In this talk for landlords, we focus on the synergy between dilapidations and projects and how dovetailing them correctly can reduce capital expenditure.

The ins and outs of the "all-inclusive" lease

A review of the American style all-inclusive leases; their rise in popularity, pitfalls to avoid and where they might impact dilapidations.

Dilapidations in practice

This talk provides a practical look at how dilapidations works, how surveyors gather data and common areas for dispute.

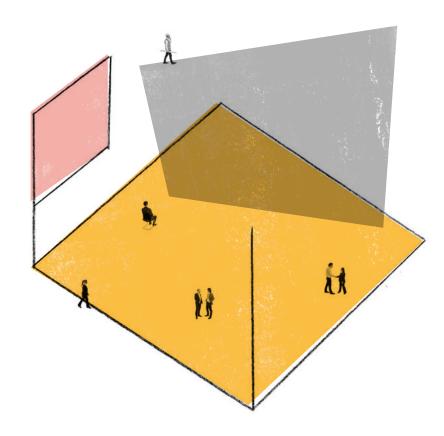
Dispute resolution

Sainsbury's Supermarkets Ltd v Medley Assets Ltd: holding your Ground F

This talk hones in on Ground F and the implications for justifying it, using the recent Sainsbury's vs Medley case as an example. Our dispute resolution expert Chris Sullivan's involvement in this example brings a unique perspective on the unusual factual basis of the case.

The offer of this talk is twofold, covering both a practical and legal perspective on the pitfalls arising from the case, as well as considering the practical aspect of whether or not a tenant can physically stay in place during disruptive works.

With plenty of opportunities for audience participation, this talk can be run as a workshop-style presentation or a lecture, depending on how much you'd like to participate.





Service head

Christopher Sullivan

T: +44 7887 657855 E: christopher.sullivan@hollisglobal.com

More information here

Nicholas Dowding KC Barrister

T: +44 7393 237040

E: nicholas.dowding@hollisglobal.com

Lease and occupy Contents

MEP engineering

The 'nuts and bolts' of pipes and wires

This talk provides a high level introduction to the identification of common services within office and industrial units, including commentary on aspects of statutory compliance documentation.

The MEP lifecycle: from MEES to dilapidations

Focussing on example scenarios, this talk provides a look into how the MEP lifecycle works and ways in which MEES obligations may impact dilapidations claims for both landlords and tenants.

Utilities: what you see might not be what you can get

A high level overview of the type of utility supply arrangements and responsibilities, the difference between infrastructure capacity and agreed capacity, the processes for new or upgraded supplies and the potential timescales involved.



Interchange House, 81–85 Station Road, Croydon Canmoor Asset Management/Tristan Capital Partners





Lease and occupy

Planned maintenance

Planned maintenance: maximising long-term returns

We talk you through the benefits of planned maintenance and how the right schedule can keep your tenants and your bank balance happy in the long term.

FM consultancy

We'll talk to you about how to facilitate and manage the day-to-day operational expenditure, while also providing you with future capital expenditure budgets for the upcoming years.

Maintenance needs to be viewed holistically, and by working as one team, we can create a robust framework throughout the operational phase of a building's lifecycle, protecting and enhancing asset value.



LandSec portfolio Nationwide



Head of FM consultancy

Derek Houston

Director

T: +44 7776 662239
E: derek.houston@hollisglobal.com

Pre-lease advice

Agreeing new leases: what should be considered?

Adaptable to suit retail, industrial or office occupiers, this talk will cover the key considerations you need to make when agreeing new leases, including assessing whether the property is fit for occupation and any works required, avoiding onerous dilapidations covenants, carving out liabilities where possible and understanding service charge exposure.

Negotiating lease terms: key hints and tips to protect your position

This talk will cover the key elements of a lease to consider when agreeing new terms with a tenant. We will also touch on how subtle changes to lease wording when drafting can have a significant impact on ensuring the strength of dilapidations claims on the way out.

RICS Code for leasing: working to your advantage

In this talk, we will run through the RICS Code for Leasing Business Premises, what you need to be aware of and how to use it to your advantage.

Pre-lease surveys: the complete package and keeping it simple

This covers the most effective way of dealing with pre-lease surveys for our occupier clients – a holistic, hassle free and quick package of information, including measured surveys, commentary on suitability for fit out and occupation, a review of the condition of the fabric and services and a review of lease obligations including dilapidations and service charges.



British Heart Foundation



Mike Turner

T: +44 7785 254067 E: mike.turner@hollisglobal.com



Service charges

Tenants: negotiating service charge claims and limiting liability

In this talk, we'll run you through everything you need to know about service charges as a tenant, including what should and should not be included in lease agreements, limiting liability, what works are expected of you during the lease term, and what works can be included as part of service charge.

We'll also touch on replacements and whether these can be included when they're required, as well as whether works undertaken towards the end of the lease term can be challenged.

Solicitors: considering service charge when acting for landlords and tenants

Our experts take you through the things that should and should not be included in lease agreements, specific clauses to include and avoid, lease drafting (extent of demise, common parts, repairing covenants, management fees etc.), and good and bad examples of service charge mechanisms. We'll also run through common service charge disputes along with recent cases and examples.

Landlords: best practice when dealing with service charge

This talk will take you through the key considerations to make when dealing with service charges, from what should be included in lease agreements and what works can be included as part of a service charge, to the differences between repairs and improvements. We'll also touch on mechanical and electrical works and walk you through the process of implementing works, including contractor selection, tendering, record keeping, and more.



Tenant alterations

The importance of getting tenant alterations right and best practice

We take you through the dos and don'ts of tenant alterations and how we can help you get it right.

Getting reinstatement right

A whistlestop tour of the implications when licences aren't drafted correctly and the impact this can have for either an owner or occupier.

Licence for alterations: technical information you need to include

We run you through the best ways to review and disseminate technical information to ensure absolute clarity on proposals and any reinstatement requirements expected of a tenant at lease end.

The importance of retrospective reviews

In this talk, we'll touch on the importance of keeping your paperwork in check, spotting issues early, seeking to overcome unlicenced alterations before it's too late, and how to enforce reinstatement provisions.



Adelphi Building London



Service head

Adam Nicol

T: +44 7793 808087 E: adam.nicol@hollisglobal.com

Workspace consultancy

The essential guide to moving office

You've made the bold decision to move premises or open your first office and you want to create your own unique mark on the world. Where do you start? What do you look for in new office space, and how can you make it the best home for your brand and employees?

The future of the workplace

In this talk, we discuss what the workplace will look like in the future, how design, technology, sustainability, wellbeing etc. will be affected, and what trends we are currently seeing in the market.

How to embrace environmental sustainability in your new office fit-out

There are many options and accreditations available when undertaking a new office fit-out. We talk you through which are most suitable for your needs, what they typically cost, and the advantages and disadvantages of each.

What can I do to promote wellbeing in my workplace?

Designed for occupiers who are moving offices or refurbishing their existing space, this talk will cover the key elements you should include in your new workplace design to maximise employees' health, happiness, and productivity.





Dentons, Haymarket Square Edinburgh Sustainability and innovation Contents

Drone surveys and data capture



Early morning in Bristol



Stuart Patience

T: +44 7584 479086

More information here

The drone revolution?

This talk will be reviewing the uses of drones in real estate, including marketing shots, detail inspections, creation of maps and models, and using alternative non-visual sensors on drones. We will also cover the legal requirements to fly drones in the UK and Europe.

Using virtual due diligence for transactions

We show you how our virtual due diligence product is revolutionising the transaction process by combining virtual tour technology and technical data into one interactive, digital portal.

Innovation in real estate

In this talk, we'll review innovation across real estate and the new technologies that are likely to impact us moving forward.

Sustainability and innovation <u>Contents</u>

Energy solutions

Why we should be embracing PV

This talk will discuss market trends, current and future drivers for installing PV on your rooftop, the benefits to both landlord and tenant and how a collaborative approach can deliver successful projects to the overall ESG strategy.

Design de-risking

The session will look at some best practice in the design and specifying stage to mitigate risks and develop a PV system that delivers a safe operation and the best returns. The talk looks into key areas relating to health and safety during construction, ongoing access and maintenance strategy, third party regulatory approvals, leading product manufacturers to deliver best long-term return on investment. The session will also look into 3D modelling during the feasibility stage to factor shading obstacles such as nearby trees, buildings and roof plant equipment that may affect the overall system performance and how these can be minimised.

The future of solar, EV and battery storage

This covers the continual development of solar PV technology, convergence of associated technologies such as battery storage, electrification of buildings and electric vehicle charging points.



Unit 2, White Hart Lane Works, London LaSalle Investment Management



Service head

Stuart Patience

T: +44 7584 479086

E: stuart.patience@hollisglobal.com

Sustainability and innovation Contents

ESG and sustainability

Keeping up with the latest ESG trends

We'll speak through the alphabet soup of ESG and help you make sense of it.

Developing your ESG strategy

This talk will talk through your ESG strategy and how it can be developed, through acquisition and beyond.

ESG across the UK and Europe

We'll share our knowledge on current and upcoming regulations and trends that you need to be aware of, wherever you are located.

Current UK market context for ESG

In this talk we will discuss the Building Regulation changes, MEES, and Net Zero Carbon targets to make sure you're on track with what's happening for ESG in the current UK market.

EPC methodology Vs Operational methodology (TM54)

We'll speak to you about the differences between EPC methodology and operational methodology and when you need to consider each of them.

NZC/Decarbonisation reports

This covers targets and recommendations for NZC/ decarbonisation reports.



Deepika Singhal

T: +44 7788 328967

E: deepika.singhal@hollisglobal.com

More information here



Road to Net Zero - UK Context

This talks about the road ahead for the UK properties in the context of current and future regulatory and legislative requirements for 'Net Zero Carbon'. We also talk about commercially viable and practical solutions we have implemented on our projects to achieve these targets.

Design for Compliance vs. Design for Performance

Breaking away from the compliance culture and bridging the performance gap has been topic of discussion for long in this industry. We talk about the difference between EPC rating and Actual Energy Use and the ways to bridge the gap. We have in house NABERS assessor and experts who are also able to talk about NABERS Design for Performance (DfP) approach and NABERS Energy rating system and it's role in bridging the performance gap.

Decarbonisation of Assets and Portfolios

We'll talk about CRREM benchmarking against current and future energy and carbon targets to appraise the assets against stranding risks and the pathway to decarbonise the assets. Believing in data is power we will showcase bespoke dashboard we have built for our clients.

Whole Life Carbon Assessment

We'll talk about the concept for whole life carbon i.e. operational and embodied carbon and the importance of both in your journey to net zero carbon. We'll also talk about the synergies between WLC and Scope1,2 and 3 emissions and the upcoming UK Net Zero Carbon standard.

Katherine Beisler ESG and sustainability, Europe

T: +31 62 921 8350

E: katherine.beisler@hollisglobal.com



Sustainability and innovation Contents

ESG and sustainability

Minimum Energy Efficiency Standards (MEES)

Understanding the MEES and EPC obligations for commercial properties across all sectors, and current timescales.

MEES for acquisitions and sales

How to factor in MEES considerations pre-purchase to improve your bid position and understand the underlying risks ahead of refurbishment or prior to a sale.

ESG Due Diligence

We'll help you ensure compliance and make informed decisions about the environmental impact.

Certifications - BREEAM, LEED

Our in-house team of licensed professionals can help you achieve top sustainability credentials and certifications, such as BREEAM, Fitwel and LEED, on standalone assets and across international portfolios.

Health and Wellbeing in Real Estate

We know poor quality buildings can lead to bad health and wellbeing. This talk will bring a mix of physical changes you can make to ensure your building and people are well.

Physical Climate Risk

We'll take you through the Physical Climate Risk metrics to analyse your risk and hazards.



Sustainability and innovation <u>Contents</u>

Management consultancy and secondments

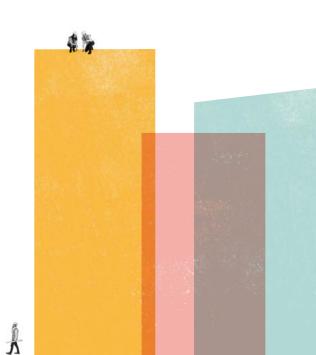
We have assisted several of our clients through our management consultancy and secondments service, advising on best practices and processes to complement their asset management and investment objectives.

With extensive experience working across the UK's top funds and property companies, our flexible secondments can help resolve short-term resource issues, plug a specialist skills gap and improve internal policies, guidance and procedures to complement asset management objectives. Bringing our experts in to provide guidance and develop processes across your business ultimately saves time, reduces risk, and allows you to focus on the things that matter.

Here are just some of the areas we can come in and help you with.

- Reviewing your maintenance and refurbishment processes alongside CDM policy to ensure you're adhering to best practice H&S procedures.
- Reviewing your project management processes and procurement strategy to ensure you know exactly what you're getting before instructing projects.
- Developing processes to assist you in influencing the critical stages of an instruction, from dilapidations and licenses for alterations to planned and preventative maintenance.
- Assisting with drafting your processes and reporting structures which encourage greater collaboration, resulting in a clearer brief and fewer surprises along the way.
- Drafting bespoke manuals, forms and templates for your external consultants to use on asset manager-led instructions.





Talks given to our clients so far

























































Revantage



Where we operate

We have a team of over 500 people dedicated to helping clients get more out of their real estate across the UK, Ireland and mainland Europe. We have an office in every major UK city, as well as a number of key strategic European locations, so you can be sure that whatever your ambitions, we have the necessary expertise on hand.

Please click below for full addresses

Amsterdam

Leeds

Ashford

Liverpool

Belfast

London

Berlin

Madrid

Birmingham

Manchester

Bristol

Milton Keynes

Cambridge

Newcastle

Cardiff

Nottingham

Dublin

Welwyn Garden City

Edinburgh

Winchester

Glasgow

HOLLIS

