

Unna Administrative Centre



1. Asset information

This project consists of the design, build, finance, operate and maintain of a new administration building. Located in the City of Unna, North Rhine-Westphalia, this project comprises the construction of a new conference hall as well as the partial refurbishment, operation and maintenance of two additional administration buildings. The facilities became operational in 2006 and the concession runs until 2031.



Administration building

2. Impact

The Unna Administrative Centre is a modern government complex combining new and refurbished office buildings and a conference hall in the city of Unna. It serves as the administrative seat for the Kreis Unna (Unna district), which has a population of about 400,000 people.



3. Environment

GHG emissions

The administration building in Unna was built in 2006 and all environmental goals were achieved or exceeded. As part of a city-wide program to reduce greenhouse gases and improve environmental friendliness, the City of Unna has invested in electric cars for the employees in recent years. The City of Unna decided to further install 20 additional car charging stations in the parking garage in 2025.

Since 2020, the project has been supplied exclusively with electricity from renewable energy sources.

The façade of the main building was renovated in 2020 and meets or exceeds the applicable German buildings standards.



Climate risk

The project was screened to evaluate the potential physical impacts from climate change based on 'Paris-aligned' (RCP2.6 ~+1°C) and 'High emissions' (RCP8.5 ~+3.7°C) scenarios across three time periods (2020, 2050 and 2100). The project maintains a Very Low physical climate risk score under both scenarios.

Waste & Water

The project operates a policy to minimise waste and ensures a high degree of waste separation before it gets processed by a specialised waste-treatment company.

The management services provider continues to monitor waste and there is a specific water reduction program in place and water usage is a performance indicator in the contract.

Biodiversity

- Nothing to report at this time.

4. Social

Health & Safety

The project is operated in compliance with German safety regulations. Health and safety is on the agenda each board meeting. Our asset managers work actively with the Portfolio Company or its management service providers, to promote a strong health and safety culture, facilitate the sharing of best practices.

We endorse a zero-tolerance approach to occupational health and safety incidents.

Additionally, the Portfolio Company has a Health & Safety policy in place and regularly conducts a fire or health and safety audit.

Diversity

Not applicable as the Portfolio Company does not employ any staff.

Impact for local communities

The project has a budget available for activities to help improve the project's facilities, their environmental footprint or in support of social activities.

5. Governance

Delegation & oversight

The Portfolio Company directors review on a quarterly basis comprehensive board report, including both general project management and financial management. The project has a rigorous governance structure in place with quarterly board meetings, ad-hoc meetings when required and an authority delegation matrix to the management services provider.

The Portfolio Company has robust ESG policies and procedures in place and clear board-level responsibility to monitor their application. The ESG standard policies include:

- Health, Safety & Environment (HSE)
- Code of Conduct / Business Ethics
- Communication Protocol
- Anti-Slavery & Human Trafficking Policy
- Whistleblower Policy
- Cyber Security and IT Policy
- Rapid Crisis Disaster Escalation & Long-Term Contingency Policy
- Social Development Governance (SDG)
- Responsible Contractor Policy
- Biodiversity Policy

The Portfolio Company holds frequent meetings with the public sector client to promote collaboration, coordination and integration of operations.

Reporting

The Portfolio Company uses a quarterly board pack, reporting to the board of directors on the operational and financial performance of the project and compliance with its obligations and regulation/legislation, including the policies (incl. a tax policy).

Additionally, the Portfolio Company reports annually into BBGI's ESG KPI survey, which comprises 100+ data points, covering all aspects of ESG oversight.

Cyber security

Portfolio Company and its subcontractors continuously monitor that the cyber security policy is in place and perform information risk analysis and develops mitigating measures. They have a robust and comprehensive IT backup system in place. Additionally, the Portfolio Company has a Cyber security policy in place.

Contact

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