

additional papers 1



Overview and Scrutiny Committee

Thu 7 Sep
2023
6.30 pm

Council Chamber
Town Hall
Redditch



www.redditchbc.gov.uk

**If you have any queries on this Agenda please contact
Mat Sliwinski**

**Town Hall, Walter Stranz Square, Redditch, B98 8AH
Tel: (01527) 64252 (Ext. 3095)
email: mateusz.sliwinski@bromsgroveandredditch.gov.uk**



Overview and Scrutiny

Thursday, 7th September,
2023

6.30 pm

Agenda

Membership:

Cllrs:

Sid Khan (Chair)
Sharon Harvey
(Vice-Chair)
Imran Altaf
Karen Ashley
Chris Holz

Joanna Kane
Emma Marshall
Jane Spilsbury
Monica Stringfellow

6. Executive Committee Minutes and Scrutiny of the Executive Committee's Work Programme - Selecting Items for Scrutiny (Pages 5 - 16)

This pack contains the latest version of the Executive Committee Work Programme covering the period from 1st October 2023 to 31st January 2024.

11. The Town Hall Refurbishment - Final Decision (Report to Follow) (Pages 17 - 68)

This pack contains the report for this item and associated appendices.

This page is intentionally left blank

EXECUTIVE COMMITTEE LEADER'S WORK PROGRAMME

1 October 2023 to 31 January 2024

(published as at 1st September 2023)



This Work Programme gives details of items on which key decisions are likely to be taken by the Borough Council's Executive Committee, or full Council, in the coming four months. "Key Decisions" are ones which are likely to:

- (i) result in the Council incurring expenditure, foregoing income or the making of savings in excess of £50,000 or which are otherwise significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) be significant in terms of its effect on communities living or working in the area comprising two or more wards in the Borough;
- (iii) involve any proposal to cease to provide a Council service (other than a temporary cessation of service of not more than 6 months).

If you wish to make representations on the proposed decision you are encouraged to get in touch with the relevant report author as soon as possible before the proposed date of the decision. Contact details are provided. Alternatively, you may write to the Head of Legal, Democratic Services and Property Services, The Town Hall, Walter Stranz Square, Redditch, B98 8AH or e-mail: democratic@bromsgroveandredditch.gov.uk

The Executive Committee's meetings are normally held at 6.30pm on Tuesday evenings at the Town Hall. They are open to the public, except when confidential information is being discussed. If you wish to attend for a particular matter, it is advisable to check with the Democratic Services Team on (01527) 64252, ext: 3072 to make sure it is going ahead as planned. If you have any other queries, Democratic Services Officers will be happy to advise you. The full Council meets in accordance the Council's Calendar of Meetings. Meetings commence at 6.30pm.

EXECUTIVE COMMITTEE MEMBERSHIP

Councillor Matthew Dormer, Leader and Portfolio Holder for Planning, Economic Development, Commercialism and Partnerships

Councillor Gemma Monaco, Deputy Leader and Portfolio Holder for Climate Change

Councillor Joe Baker

Councillor Joanne Beecham Portfolio Holder for Leisure

Councillor Brandon Clayton Portfolio Holder for Environmental Services

Councillor Luke Court Portfolio Holder for Finance and Enabling

Councillor Lucy Harrison Portfolio Holder for Community and Regulatory Services

Councillor Bill Hartnett

Councillor Craig Warhurst, Portfolio Holder for Housing and Procurement

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Approvals to Spend Report Key: No	Executive 31 Oct 2023		Report of the Executive Director of Finance and Corporate Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252
Draft Council Plan Key: No	Executive 31 Oct 2023 Council 13 Nov 2023		Report of the Executive Director of Finance and Corporate Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252
Draft Council Tax Support Scheme 2024/25 Key: No	Executive 31 Oct 2023		Report of the Executive Director of Resources	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Draft Council Tax Support Strategy Key: No	Executive 31 Oct 2023 Council 13 Nov 2023		Report of the Executive Director of Resources	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Environmental Enforcement Business Case Key: Yes	Executive 31 Oct 2023		Report of the Executive Director of Finance and Corporate Resources	Mark Cox, Technical Manager Worcestershire Regulatory Services
Finance Recovery Plan - Update Key: No	Executive 31 Oct 2023		Report of the Executive Director of Resources	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Garden Waste Service Key: Yes	Executive 31 Oct 2023 Council 13 Nov 2023		Report of the Head of Environmental and Housing Property Services	Matthew Austin, Environmental Services Manager Tel: 01527 64252
Matchborough and Winyates Regeneration Proposals Key: Yes	Executive 31 Oct 2023		Report of the Head of Planning, Regeneration and Leisure Services	Ostap Paparega, Head of North Worcestershire Economic Development and Regeneration Tel: 01562 732192

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Medium Term Financial Plan - Tranche 1 Budget including Fees and Charges (prior to consultation) Key: No	Executive 31 Oct 2023		Report of the Executive Director of Resources	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Parking Enforcement Service Level Agreement Key: Yes	Executive Not before 31st Oct 2023	This report may contain exempt information which would need to be discussed in private session.	Report of the Head of Environmental and Housing Property Services	Kevin Hirons, Environmental Services Manager Tel: 01527 881705
Proposal for a Public Space Protection Order (PSPO) in Redditch Town Centre Key: Yes	Executive Not before 31st Oct 2023		Report of the Head of Community and Housing Services	Bev Houghton, Community Safety Manager (Redditch and Bromsgrove) Tel: 01527 64252 ext 3656
Review of Governance Arrangements for Rubicon Leisure Limited Key: No	Executive 31 Oct 2023 Council 13 Nov 2023		Report of the Head of Legal, Democratic and Property Services	Claire Felton, Head of Legal, Democratic and Property Services Tel: 01527 881429

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council response to Local Plan Consultations; Birmingham Development Plan, South Staffordshire Local Plan and South Worcestershire Development Plan Key: No	Executive Not before 5th Dec 2023 Council Not before 29th Jan 2024		Report of the Head of Planning, Regeneration and Leisure Services	Mike Dunphy, Strategic Planning and Conservation Manager Tel: (01527) 881325
Finance and Performance Quarter 2 Report 2023/24 Key: No	Executive 5 Dec 2023 Council 29 Jan 2024		Report of the Head of Finance and Customer Services	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Future Plans for Auxerre House Key: No	Executive 5 Dec 2023 Council 29 Jan 2024	This report may contain exempt information which would need to be discussed by the Executive Committee in private session.	Report of the Head of Environmental and Housing Property Services	Simon Parry, Housing Property Services Manager Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Homelessness Prevention Grant and Domestic Abuse Grant Key: Yes	Executive 5 Dec 2023		Report of the Head of Community and Housing Services	Amanda Delahunty, Housing Strategy and Enabling Officer Tel: (01527) 881269
Medium Term Financial Plan - Tranche 1 Budget Update including Fees and Charges Key: No	Executive 5 Dec 2023 Council 29 Jan 2024		Report of the Executive Director of Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252
Play Audit Key: Yes	Executive Not before 5th Dec 2023 Council Not before 29th Jan 2024		Report of the Head of Planning, Regeneration and Leisure Services	Ishrat Karimi-Fini, Parks and Events Service Manager Tel: 01527 881204
Playing Pitch and Built Facilities Strategies Key: No	Executive 5 Dec 2023		Report of the Head of Planning, Regeneration and Leisure Services	Jonathan Cochrane, Development Services Manager Tel: 01527 63051

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Approvals to Spend Report Key: No	Executive 9 Jan 2024		Report of the Executive Director of Finance and Corporate Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252
Carbon Reduction Strategy - Annual Review Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Head of Community and Housing Services	Judith Willis, Head of Community and Housing Services Tel: 01527 64252 ext 3284
Council Tax Base and Business Rates Yield 2024/25 Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Executive Director of Resources	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Council Tax - Discretionary Council Tax Reduction Policy Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Head of Finance and Customer Services	David Riley, Revenues Services Manager Tel: 01527 64252 ext 3382

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax - Empty Homes Discounts and Premiums Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Head of Finance and Customer Services	David Riley, Revenues Services Manager Tel: 01527 64252 ext 3382
Decarbonisation of the Council Fleet Key: No	Executive Not before 9th Jan 2024 Council 29 Jan 2024		Report of the Head of Environmental and Housing Property Services	Kevin Hirons, Environmental Services Manager Tel: 01527 881705
Final Council Tax Support Scheme 2024/25 Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Executive Director of Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252
Finance Recovery Plan - Update Key: No	Executive 9 Jan 2024		Report of the Executive Director of Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252
HRA Rent Setting 2024/25 Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Executive Director of Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Independent Remuneration Panel Recommendations Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Executive Director of Resources	Darren Whitney, Electoral Services Manager Tel: 01527 882547
Non-Domestic Rates - Discretionary Rate Relief Policy Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Head of Finance and Customer Services	David Riley, Revenues Services Manager Tel: 01527 64252 ext 3382
Pay Policy 2024/25 Key: No	Executive 9 Jan 2024 Council 29 Jan 2024		Report of the Executive Director of Resources	Becky Talbot, Human Resources and Development Manager Tel: 01527 64252 ext 3385
Medium Term Financial Plan (including Treasury Management Strategy, Capital Strategy, Minimum Revenue Provision and Investment Strategy) (Tranche 2) Key: No	Executive 6 Feb 2024 Council 26 Feb 2024		Report of the Executive Director of Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Council Tax Resolutions 2024/25 Key: No	Executive 26 Feb 2024 Council 26 Feb 2024		Report of the Executive Director of Resources	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Finance and Performance Quarter 3 Report 2023/24 Key: No	Executive 26 Feb 2024 Council 26 Feb 2024		Report of the Head of Finance and Customer Services	Michelle Howell, Head of Finance and Customer Services Tel: 01527 64252
Overview and Scrutiny Annual Report Key: No	Council 26 Feb 2024		Report of the Overview and Scrutiny Committee	Mateusz Sliwinski, Democratic Services Officer
Approvals to Spend Report Key: No	Executive 19 Mar 2024		Report of the Executive Director of Finance and Corporate Resources	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252

Decision including Whether it is a key Decision	Decision Taker Date of Decision	Details of Exempt information (if any) and any additional information for noting	Documents submitted to Decision Maker / Background Papers List	Contact for Comments
Finance and Performance Monitoring Outturn Report 2023/24 Key: No	Executive Not before 1st Jun 2024 Council Not before 1st Jun 2024		Report of the Head of Finance and Customer Services	Peter Carpenter, Interim Section 151 Officer Tel: 01527 64252

This page is intentionally left blank

**Executive
2023**

12 September

Town Hall Refurbishment Report

Relevant Portfolio Holder	Councillor Dormer Councillor Court
Portfolio Holder Consulted	Yes
Relevant Head of Service	Claire Felton
Report Authors	Head of Finance and Customer Services Claire.felton@bromsgroveandredditch.gov.uk
Wards Affected	All Wards
Ward Councillor(s) consulted	No
Relevant Strategic Purpose(s)	All
Key Decision	
If you have any questions about this report, please contact the report author in advance of the meeting.	
This report contains exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, as amended	

1. 1. RECOMMENDATIONS**The Executive is asked to RECOMMEND to Council that:**

- 1) The Town Hall Refurbishment Capital Budget is increased to £6.2m.**
- 2) That the £1m difference from the original approved budget is funded through PWLB debt financed via the additional income, over and above what is in the MTFP, being delivered.**
- 3) Authority be delegated to the Interim Director of Finance and Resource to enter into the consequential contractual arrangements.**

2. BACKGROUND

- 2.1 Following the report to Executive on the 11th October 2022, this report sets out progress on the repurposing of the Town Hall, which had already started at that time of that report with the closure of the cashiers' service as a community hub. The overall aim is to provide a range of services to Redditch residents in one location whilst reducing the overall operational costs to the Council for running the Town Hall and facilitating the use of £4.2m of Towns' Funding at the existing Library site.

**Executive
2023**12 September

- 2.2 The County Council approved the movement of the Library at its Cabinet Meeting on the 20th July 2023 from its existing site to being housed in the Town Hall with other services.
- 2.3 This report sets out
- The final design of the redeveloped Town Hall, including the movement of the Civic Suite from the Ground to the Second floor.
 - The development of the design and costs and agreements with the County Council to move its services from the Library to the Town Hall.
 - The development, design and agreement of the ground and first floor space with the NHS.
 - The decant and movement of services as building works take place through to final delivery at the end of December 2024.

3. DETAILED REFURBISHMENT BREAKDOWN**Final Design – Town Hall**

- 3.1 The closure of the Cashiers in September (Executive Report “Future Use of the Town Hall and Customer Access” on the 12th July) set out that the Town Hall would be turned into a “public sector hub”.
- 3.2 In assessing the best use of the building as a result of implementing more agile working, the Council’s office space requirement has reduced significantly and can now be contained within the second and third floors of the Town Hall. This would include the Members’ Suite, which would move from its present ground floor location to the second floor in a new “future proofed” space which will be designed to facilitate agile and virtual working.
- 3.3 This would leave the basement, ground, first and fourth floors available to other public sector organisations.
- 3.4 The Government document “The Growing Network of Government Hubs” set out the benefits of housing multiple government and voluntary sector services within a single location. This includes:
- Increased productivity of services.
 - A greater sense of community across the services.
 - Greater collaboration leading to increased public engagement.
 - Increased wellbeing.
 - Greater ability to future proof.
- This is in addition to the savings that the Council will make from fully utilising redundant space.

- 3.5 As mentioned in the July and October 2022 reports, the Council have been in negotiations with the NHS for use of the Cashiers' side of the building, covering both the ground and first floors. As part of this arrangement, the NHS have invested a significant sum in the building to ensure it meets their standards. This is set out in a later section with the site starting to be used with clients in September 2023.

Non-NHS Space

- 3.6 For the remainder of the Ground Floor, First Floor and Basement the Council have been in negotiation with the County Council on the possible move of services presently delivered in the library. This would obviously be subject to a public consultation but if it were to happen, it would open-up the use of the existing Library space for wider Public Realm use for which £4.2m of "Towns Fund" financing is available.
- 3.7 The Council is following as RIBA 4 stage design and build process. The Council are using Eddisons as the Project Managers, with Mac Consulting and AEW Architects undertaking the technical design. In parallel to the County Council library move decision process, discussions have taken place with the County Council and its tenant the DWP on their requirements. This process intensified over the summer of 2023 as the draft costs crystallised into actual costs as requirements of each party became understood and defined.
- 3.8 Part of the process included ensuring that there was no reduction in space or facilities for the Library and the DWP and that the ongoing revenue costs the County Council would be paying would be no higher (linked to yearly to inflation) than what it paid in the 2022/23 financial year for the existing library. However, any additional requirements would be chargeable to the County Council.
- 3.9 We have now reached RIBA Stage 3 where the design and costs are at a stage where they can be used for tenders to prospective contractors. At RIBA Stage 3 RBC, WCC and DWP have formally approved the stage 3 design documentation. The Stage 4 design documentation is in production until mid-September. Redline lease boundaries have been agreed with Heads of Terms formally signed off. Future requested changes to the design will be subject to a formal change request process.

**Executive
2023**

12 September

-
- 3.10 The timescales for the remainder of the process are set out in **Appendix A**. The key dates are:
- ITT issued through Proactis Portal – 18th August 2023
 - Stage 1 tender period - Provisionally 18th August 2023 to 29th September 2023 – 6 week tender period for Stage 1 tender
 - Stage 4a design ongoing from 18th August 2023 through to 13th October 2023 – 8 weeks – By AEW, Civic, Kennedy Redford and Stannah Lifts employed by the Authority – To be completed during the Stage 1 tender stage
 - Stage 1 tender return date – 12 noon 29th September 2023
 - Evaluation of tenders – 29th September 2023 to 16th October 2023
 - Notification of JCT PCSA contract award decision and appointment Provisionally 20th October 2023 or sooner
 - Bidder mobilisation and start on site – Provisionally from 20th October 2023 or sooner where possible
 - Stage 2 tender period – Provisionally 20th October 2023 to 1st December 2023 – 6 week tender period for Stage 2 tender
 - Notification of JCT D&B contract award decision and appointment Provisionally 11th December 2023 or sooner
 - Continued mobilisation, design development and site works – From 11th December 2023
 - Completion of works 20th December 2024
- 3.11 The Design has gone through a number of iterations over the past 6 months. The final design sees:
- The construction of a new entrance and reception to “invite” stakeholders into the building.
 - The construction of a new feature “public” staircase and lift opposite the Palace Theatre.
 - Moving the Civic Suite from the Ground Floor to the second Floor with additional meeting rooms for Council and external business. This Civic Suite includes the Mayors Office and both Group Rooms
 - The Library moving from its present location to the ground and first floors
 - The DWP moving from its present location in the Library to the basement and also taking space on the 4th floor.
- 3.12 The present designs are set out in **Appendix B, which shows the floor plans, and Appendix C which give internal and external views**. Linking to the Government’s aspirations for Hub as set out in 3.4 above, the designs look to these designs take account of the

following concepts designed to make the building more welcoming to all customers:

- Ensuring the design is inclusive and accessible to all. This ensures the requirements of visual and hearing impaired customers, wheelchair users, Pram users, and Parent and child facilities are catered for.
- That the design is based on a 'street' walkway concept, with a central communal space of the 'community hub' and a shared user journey through the building, This includes digital interaction, inclusive way finding, engaging display and merchandising.
- The scheme will have requirements for new furniture elements across key feature areas. Some opportunities to enhance the offering within the shared and community spaces includes consideration being given to: durability, fabric grade, type, flexibility, and ease of use.
- Lighting will be a key element of the design. The majority of the space is very open plan and due to the nature of the building the occupiers will need sufficient lighting both functionally and to enhance the experience. The design has given significant consideration to the exposed ceilings and ensuring the space feels seamless. Simple architectural lighting in crisp colours will be introduced. Through engagement with lighting specialists, we can ensure lighting specifications work in line with project requirements.

- 3.13 Key considerations to Services users are where they are located and how their services will operate. The floor layouts in Appendix C reflect the approach set out in 3.12 in terms of how the space will be used.
- 3.14 Of significant impact on the working of the Council will be the move of the Council Chamber from the Ground to the Second Floor. This free's up the more "usable" and "accessible" parts of the building for customer based services. However, the move gives the Council the scope to reassess the use of its Civic Space, including audio visual improvements. Work is underway with potential ICT providers for the best option of delivery for Members and once this is secured consultation will be carried out. It should be noted that the present Group Rooms and the Mayors Office will all move to the second floor.
- 3.15 Planning Permission for the changes was agreed on the 27th July (**Appendix D**). There were a number of requirements linked to design

which are set out in the appendix, however the main customer facing issue will be improvements of access to the building from the disabled parking bays.

- 3.16 The final design has been assessed by our Programme Team and their quantity Surveyors. The final costs have risen from the original £5.2m to £6.2m. (20%). A further analysis of costs funding and other overall affect on the Councils budget are set out in Section 4 below. The present cost plan is set out in **Appendix E** and exempt financial information in **Appendix G**.
- 3.17 The Contingency and Inflation amounts have reduced from the initial stages of the project as design requirements of all the partners have been agreed as set out in 3.9 above. Work is still continuing on ICT requirements (non Members) for which after a number of workshops a budget of £250k has been assumed.
- 3.18 The Borough Council and the County Council have entered into the following agreements following the approval by its Cabinet of the proposed Library move:
- Reciprocating Heads of Terms
 - Sets out services delivered at the town hall for County Council services to be located there and other public sector sublets.
 - Reciprocating 125 year lease agreements
 - This is for the present Library site and the use of the Town Hall for County Council services and public sector sublets.

NHS Use of the Ground and First Floors

- 3.19 The NHS have been updating the Ground and first floors to the west side of the building which will be used to deliver mental health services. They are fully funding all the upgrade works to the building to ensure that are to the correct standards. This includes the new entrance via Walter Stranz Square.
- 3.20 The NHS lease is a full repairing and insuring lease for a term of 15 years with tenant only break options on a 5 yearly basis subject to 6 months prior written notice. In addition to this the NHS have a secondary lease for 70 car parking spaces, 5 at the Town Hall, 65 at the Trafford Car Park.

**Executive
2023**

12 September

-
- 3.21 There will be a rent free period of 10 years from commencement of the lease. For the avoidance of doubt this will apply to the rent only and the service charge will be paid upon completion/occupation, whichever the earlier. The rent free period compensates the NHS for the investment they have made in the building. The plans for the Ground and First Floors are shown in **Appendix F**
- 3.22 Works started earlier this year and the NHS are expected to take “occupation” of the area in September 2023.

Interim Arrangements

- 3.23 There are two specific periods where Officer, Member and Public requirements need to be assessed during the construction phase. These are:
- The delivery of Council Meetings during the Building Phase
 - The movement/Decanting of services into the Town Hall once the works have been completed and signed off.
- 3.24 The Council is presently sourcing other locations for Civic duties such as Council and Committee Meetings. Members will be updated on options in a future meeting.
- 3.25 The final decant of staff from their present locations will be planned with partners over the next 2 months so that there is full transparency for partners, users and customers on the process.

4. FINANCIAL IMPLICATIONS

- 4.1 In October 2022 in the Town Hall Hub report to Executive it was set out that the estimated costs of the refurbishment would be circa £5.2m (funded from Capital Receipts from Farmore Lane, Easemore Road and Web Heath) with £400k of savings built into the budget from 2025/6 financial year. At this point detailed conversations had not taken place with the Library or the DWP over their requirements or account taken of increases in utilities due to the conflict in Ukraine.
- 4.2 We now have got to the stage where the detailed requirements of the refurbished Town Hall Hub, including the Library and DWP are known at today's prices which include inflation. Costs now are circa £6.2m. This is £1m more than the original estimate (20%) but takes into account detailed user requirements at present day prices. (All Towns Fund project estimates still have uplifts for price increases as they are delivered by ringfenced grants). This increase is 20% and is inline with

buildings inflationary increases over the 2 year period (in fact it is slightly less)

- 4.3 As part of this process, Council staff will be using less space in the Town Hall to deliver Council Services. This will lead to a reduction in the Service Charge/Rent invoiced to Bromsgrove of £70k a year which needs to be factored into the calculation.
- 4.4 In addition, £250k has now been built into the budget for programmed buildings maintenance for 23/4 ongoing. There was a revenue budget of £200k a year for all buildings. This can now be reduced by £100k to give an ongoing building maintenance budget (capital and revenue) for all sites of £350k a year.
- 4.5 Overall – this gives net savings of 490k. This is £90k better than target.
- 4.6 The £1m increase in costs if we were to fund externally over 40 years via the Public Works Loan Board (PWLb) would be at 5.54% - giving a capital cost of (£55.4K + £25k) = 80.4k. This can be funded from the over recovery of income compared to budget and still ensure the schemes remain within the overall revenue budget target.
- 4.7 In terms of the remainder of the scheme (£5.2m) this was expected to be funded from the disposal of the following sites: Farmore Lane, Easemore Road and Webheath. The present situation on the delivery of these capital receipts of all 3 is £5.05m to £6.2m

5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising as a result of this report as HOTs and Leasing Agreements have been signed and tenders are now out for evaluation for the works to be delivered.

6. STRATEGIC PURPOSES - IMPLICATIONS

Relevant Strategic Purpose

- 6.1 The Strategic purposes are included in the Council's corporate plan. The following strategic purposes are linked to this project:
- Finding Somewhere to Live
 - Aspiration, Work and Financial Independence
 - Living Independent, Active and Healthy Lives
 - Communities which are Safe, Well Maintained and Green

- The Green Thread runs through the Council Plan

Climate Change Implications

- 6.2 The green thread runs through the Council plan. The design of the building will be to the latest sustainability standards. Significant investment have already been made in the Town hall over the past 2 years including window replacement and the installation of heat pumps.

7. OTHER IMPLICATIONS

Equalities and Diversity Implications

- 7.1 The design, as set out in 3.12 above, takes account of differing equalities and diversity implications.

Operational Implications

- 7.2 The Council has significant redundant space within the Town Hall. The move to a Community Hub maximises the use of this redundant space and brings partners with similar services within the same building.

8. RISK MANAGEMENT

- 8.1 There are a number of risks which could potentially influence the project, this includes the following which are typical of this type of project::

- Stakeholder sign off.
- Stage 4 design progression.
- Commercial negotiations.
- Project cost envelope.
- Project governance.
- Programme slippage.
- ICT specification and commercials.
- Macro-economics

9. APPENDICES and BACKGROUND PAPERS

Appendix A – Project Timelines

Appendix B – Design Documents – Floorplans

Appendix C – Design Documents External and Internal Visuals

Appendix D – Planning Decision

Appendix E – RIBA Stage 3 Costings (exempt)

Appendix F – NHS Plans for the Ground and First Floors (exempt)

Executive
2023

12 September

Appendix G – Exempt Financial Information

Executive
2023

12 September

10. REPORT SIGN OFF

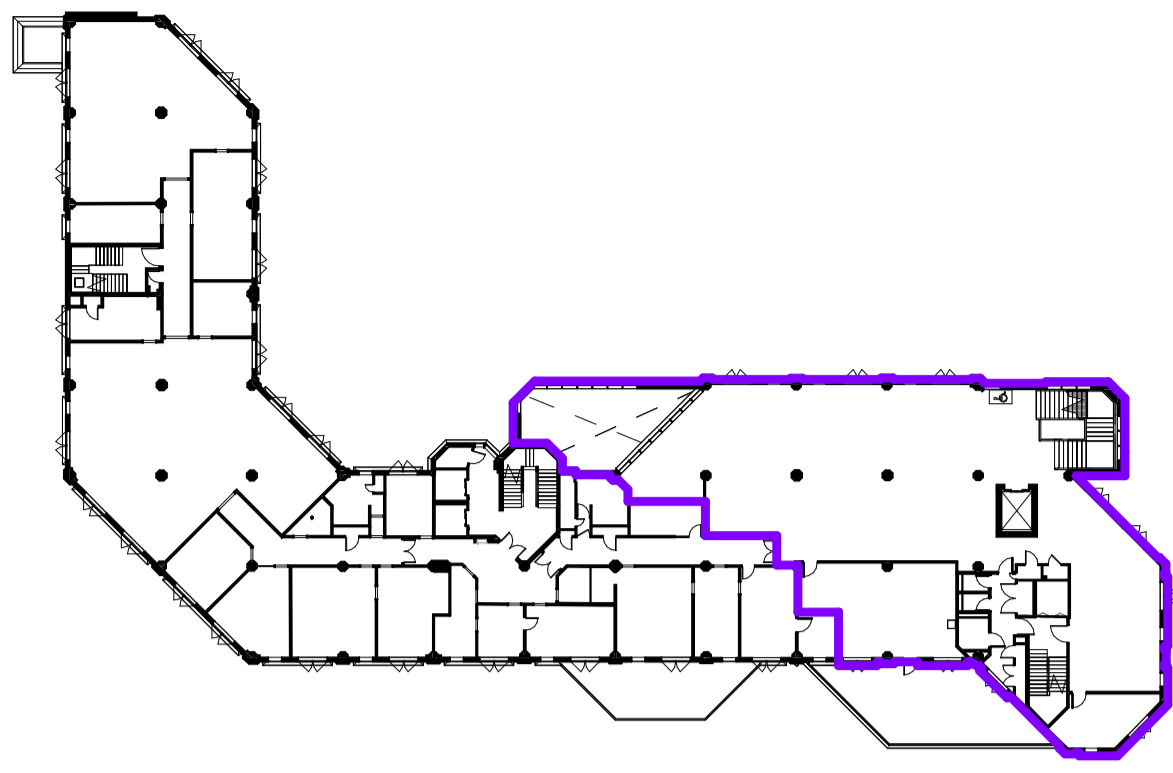
Department	Name and Job Title	Date
Portfolio Holder	Councillor Luke Court,	29/08/23
Lead Director / Head of Service	Peter Carpenter, Interim Director of Finance	04/09/23
Financial Services	Michelle Howell, Head of Finance and Customer Services	29/08/23
Legal Services	Claire Felton, Head of Legal, Democratic and Property Services	04/09/23

**Executive
2023**

12 September

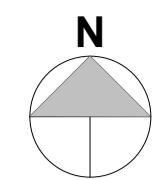
Appendix A – Project Timelines

- RIBA Stage 2 design – completed March 2023
- RIBA Stage 3 design - completed May 2023
- RIBA Stage 4 design – commenced 18th August 2023
- ITT issued through Proactis Portal – 18th August 2023
- Stage 1 tender period - Provisionally 18th August 2023 to 29th September 2023 – 6 week tender period for Stage 1 tender
- Bidders Event/Site Visit – 24th August 2023 from 10am
- Deadline for the receipt of clarification questions – 4th September 2023
- Target date for responses to clarification questions – 8th September 2023
- Stage 4a design ongoing from 18th August 2023 through to 13th October 2023 – 8 weeks – By AEW, Civic, Kennedy Redford and Stannah Lifts employed by the Authority – To be completed during the Stage 1 tender stage
- Stage 1 tender return date – 12 noon 29th September 2023
- Evaluation of tenders – 29th September 2023 to 16th October 2023
- Notification of JCT PCSA contract award decision and appointment Provisionally 20th October 2023 or sooner
- Bidder mobilisation and start on site – Provisionally from 20th October 2023 or sooner where possible
- Stage 2 tender period – Provisionally 20th October 2023 to 1st December 2023 – 6 week tender period for Stage 2 tender
- Stage 4b design ongoing from 20th October 2023 through to 1st December within the PCSA – 6 weeks – Services by consultants employed by the Contractors
- Notification of JCT D&B contract award decision and appointment Provisionally 11th December 2023 or sooner
- Continued mobilisation, design development and site works – From 11th December 2023
- Completion of works 20th December 2024



Keyplan
Scale @ 1 : 500

Note:
All existing information shown is based upon a survey model provided by the client. In some instances existing information was not available and has been estimated.
All proposed information shown is subject to review by the following consultants (let not exhaustive): Structural Engineer, M&E Engineer, Building Control, Fire Engineer, Acoustician, Planning Consultant, Local Authority, Statutory Consultees.



Scale Bars TO BE USED ONLY AS GUIDANCE

1:100	mm	0	1000	2000	3000	4000	5000
1:200	mm	0	1000	2000	3000	4000	5000
1:500	M	0	5	10	15	20	25
1:1250	M	0	10	20	30	40	50
							70

- NOTES**
- All dimensions and levels are to be checked on site.
 - Any discrepancies are to be reported to the architect before any work commences.
 - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
 - This drawing shall not be reproduced without express written permission from AEW.
 - Title overlay drawings and ownership boundaries are produced using all reasonable endeavors. AEW cannot be responsible for the accuracy or scale discrepancy of base plans supplied to them.
 - All works are to be undertaken in accordance with Building Regulations and the latest British Standards.
 - All proprietary materials and products are to be used strictly in accordance with the manufacturers recommendations.
- This drawing contains the following model files:-
12905-AEW-XX-XX-M3-A-0001

CDM 2015

Client notified of duties: **11/04/22**
Principal Designer: **TBC**

Unless noted below, all known hazards have been highlighted on the drawing.

Key

- Current Project Boundary
- Existing Structure
- Existing Structure (assumed - subject to further survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

Proposed Uses

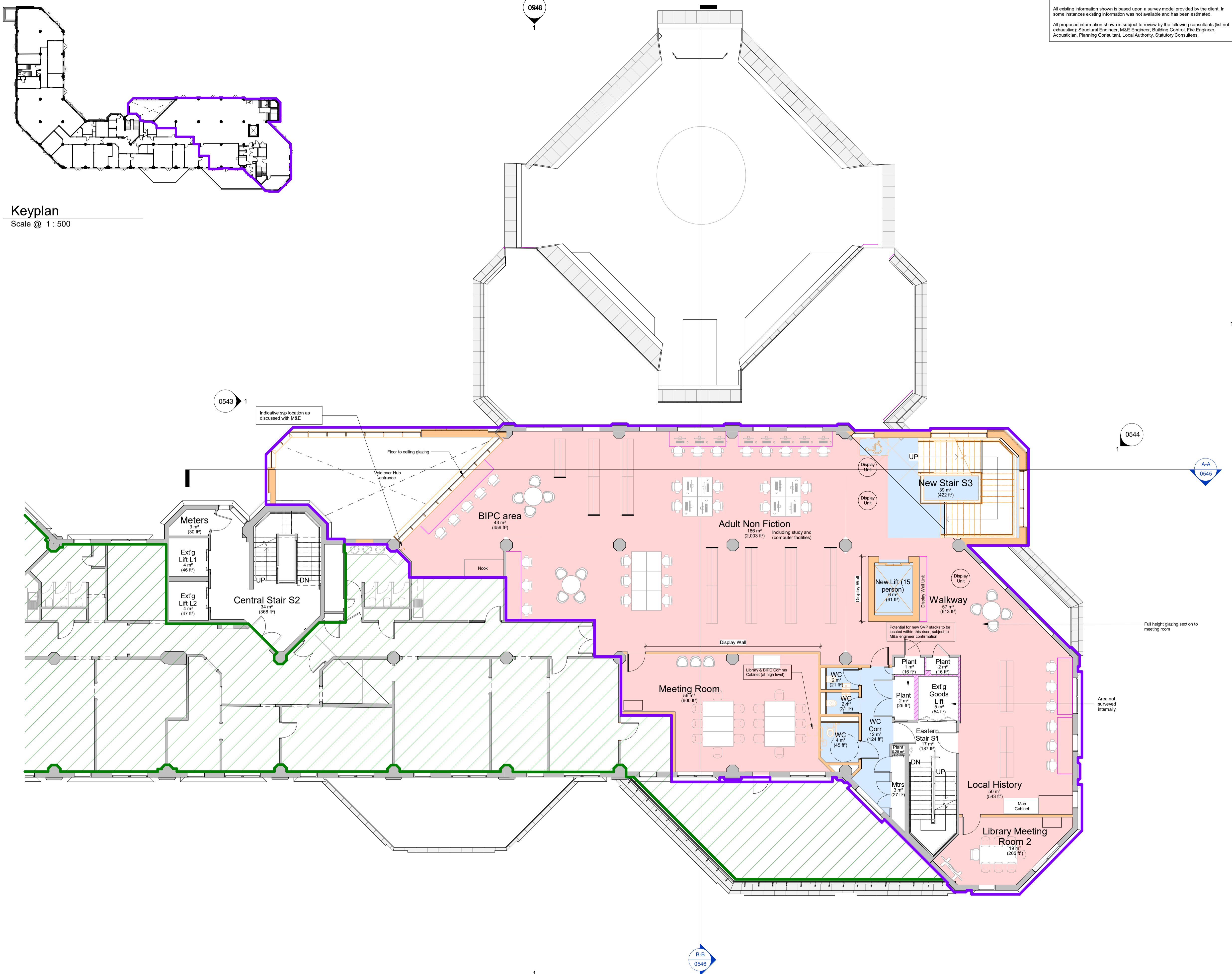
- Library (Dedicated)
- DWP (Dedicated)
- Council Services (Dedicated)
- Communal Hub Services (Shared)

Furniture arrangements and specifications shown indicatively only - awaiting client/ stakeholder FFE audit information. Furniture arrangements, details and quantities subject to further development by designer.

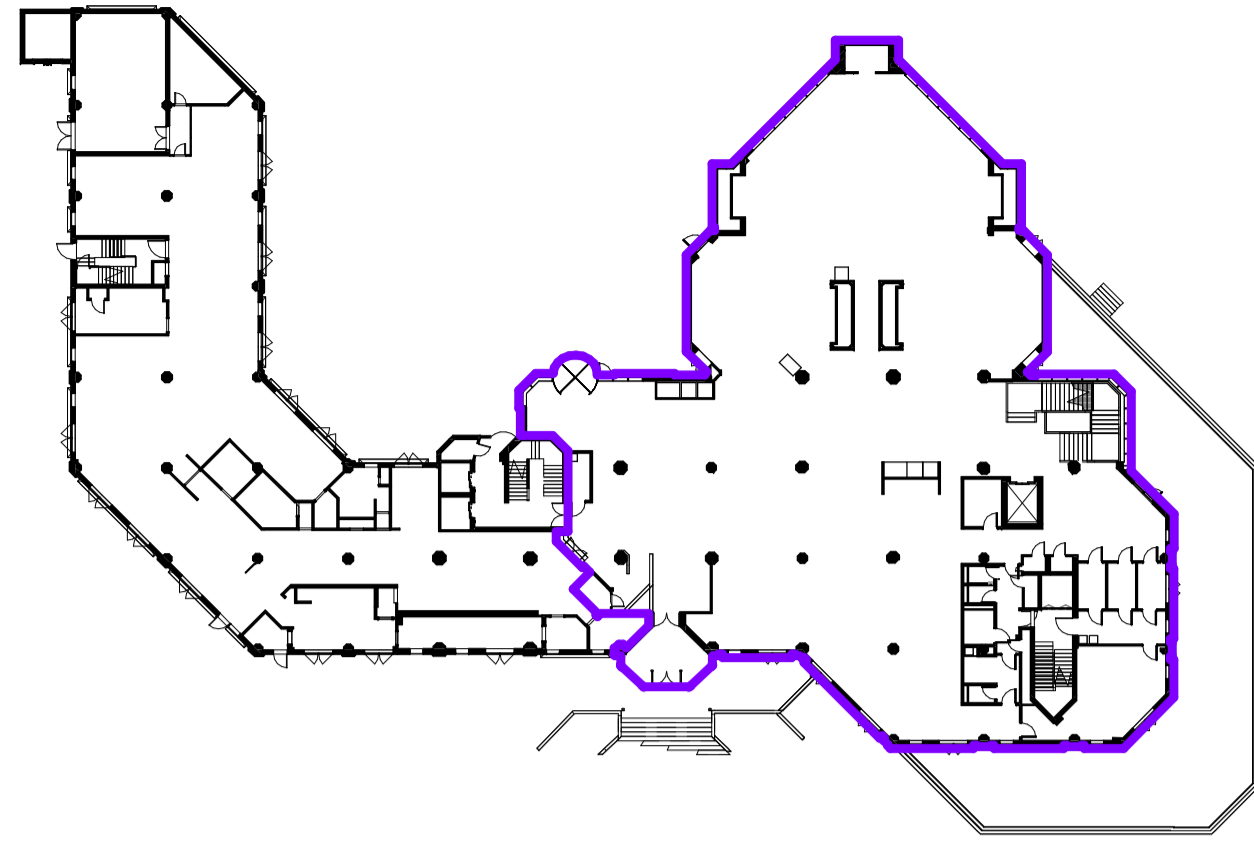
Rev	Date	Description	Drawn by	Checked By
P04	06/07/23	Layout changes following library feedback call 27.06	LD	PC
P03	23/06/23	Layouts & areas updated following client meeting 22/06/23	MH	LD
P02	15/06/23	Area / layout updated following client meeting following WCC meetings 14/06/23	MH	LD
P01	28/04/23	Initial Issue	MH	LD

drawing stage	client		
Stage 3	client		
Redditch & Bromsgrove Borough Council			
project			
Redditch Town Hall			
drawing title			
Proposed GA First Floor Plan (Stage 3)			
date	27/03/23	drawn	MH
scale @ A1	As indicated	checked	LD

01 - Proposed GA First Floor Plan (Stage 3)
Scale @ 1 : 100

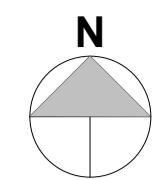


This page is intentionally left blank



Keyplan
Scale @ 1 : 500

Note:
All existing information shown is based upon a survey model provided by the client. In some instances existing information was not available and has been estimated.
All proposed information shown is subject to review by the following consultants (let not exhaustive): Structural Engineer, M&E Engineer, Building Control, Fire Engineer, Acoustician, Planning Consultant, Local Authority, Statutory Consultants.



Scale Bars TO BE USED ONLY AS GUIDANCE

1:100	mm	0	1000	2000	3000
1:200	mm	0	1000	2000	3000
1:500	M	0	10	20	30
1:1250	M	0	10	20	30

- NOTES**
- All dimensions and levels are to be checked on site.
 - Any discrepancies are to be reported to the architect before any work commences.
 - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
 - This drawing shall not be reproduced without express written permission from AEW.
 - Title overlay drawings and ownership boundaries are produced using all reasonable endeavors. AEW cannot be responsible for the accuracy or scale discrepancy of base plans supplied to them.
 - All works are to be undertaken in accordance with Building Regulations and the latest British Standards.
 - All proprietary materials and products are to be used strictly in accordance with the manufacturers recommendations.
- This drawing contains the following model files:-
12905-AEW-XX-XX-M3-A-0001

CDM 2015
Client notified of duties: 11/04/22
Principal Designer: TBC

Unless noted below, all known hazards have been highlighted on the drawing.

Key

- Current Project Boundary
- Existing Structure
- Existing Structure (assumed - subject to further survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

Proposed Uses

- Library (Dedicated)
- DWP (Dedicated)
- Council Services (Dedicated)
- Communal Hub Services (Shared)

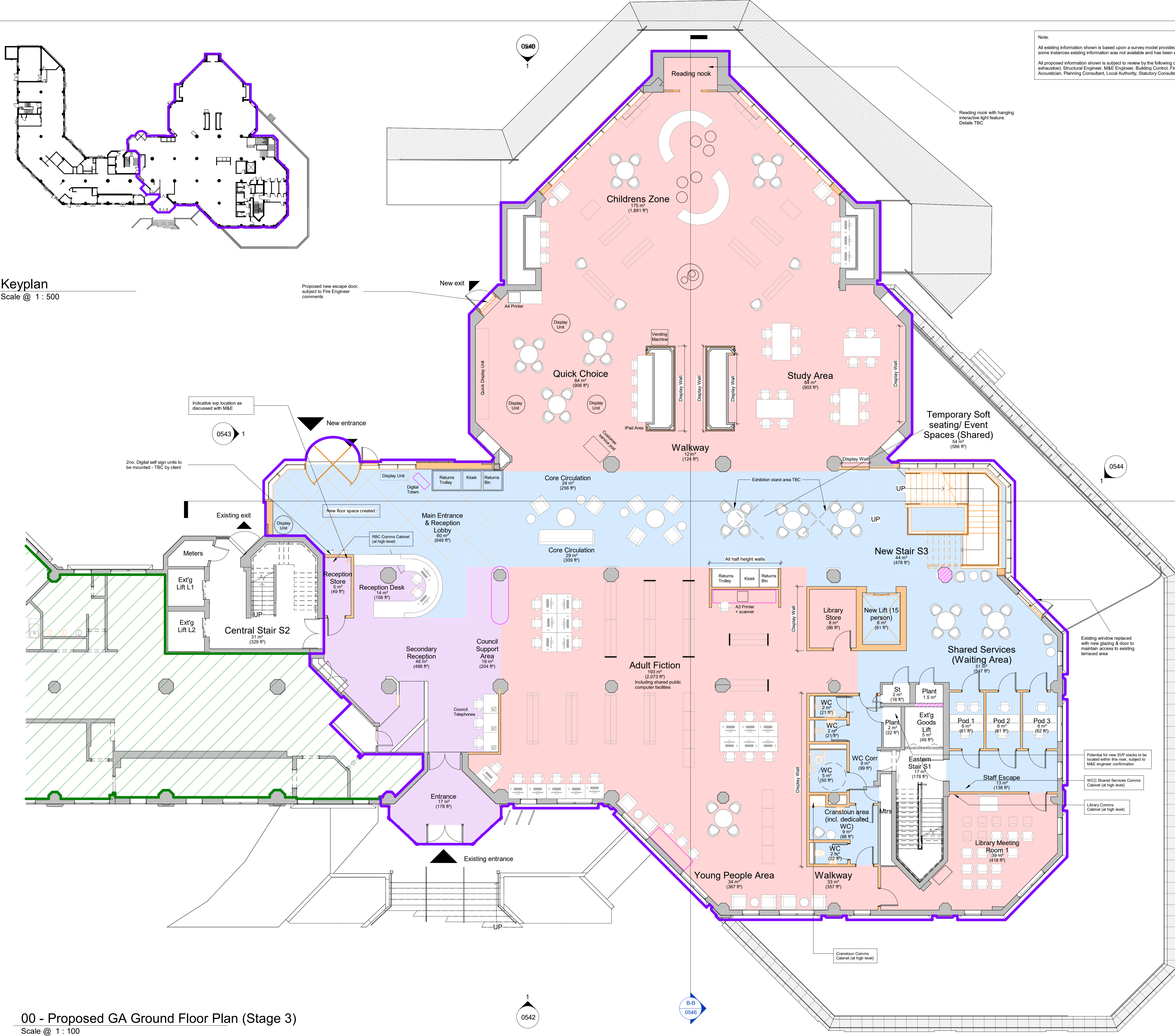
Furniture arrangements and specifications shown indicatively only - awaiting client/ stakeholder FFE audit information. Furniture arrangements, details and quantities subject to further development by designer.

Rev	Date	Description	Drawn by	Checked by
P04	06/07/23	Updated to library feedback call	PC	LD
		- door added to store room		
		- shelving adjusted to suit		
P03	23/06/23	Layouts & areas updated following client meeting	MH	LD
		22/06/23		
P02	15/06/23	Areas / layout updated following client meeting following WCC meetings	MH	LD
		14/06/23		
P01	28/04/23	Initial Issue	MH	LD
Rev	Date	Description	Drawn by	Checked by

drawing stage: **Stage 3**
client: **Redditch & Bromsgrove Borough Council**
project: **Redditch Town Hall**
drawing title: **Proposed GA Ground Floor Plan (Stage 3)**

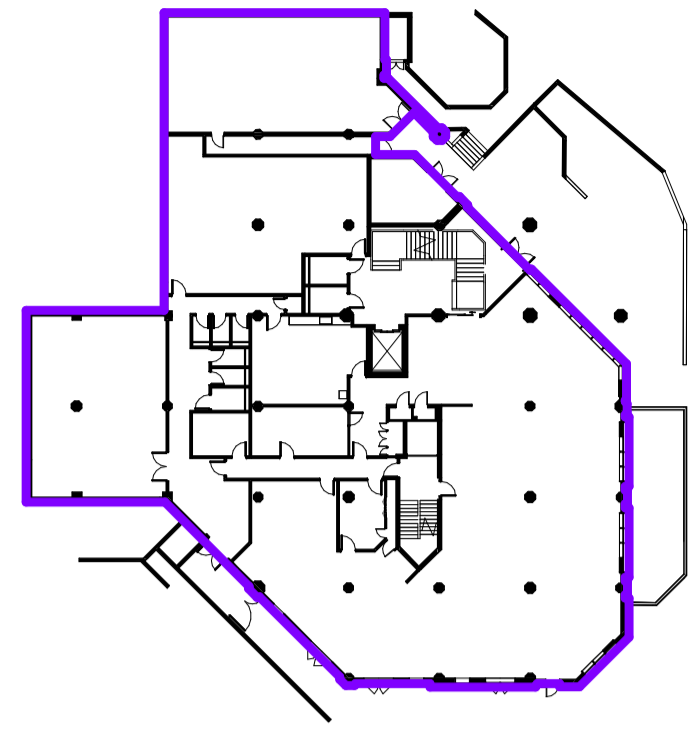
date: 27/03/23 drawn: MH
scale @ A1: As indicated checked: LD

00 - Proposed GA Ground Floor Plan (Stage 3)
Scale @ 1 : 100

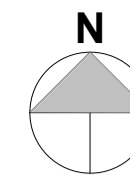


This page is intentionally left blank

Keyplan
Scale @ 1 : 500



Note:
All existing information shown is based upon a survey model provided by the client. In some instances existing information was not available and has been estimated.
All proposed information shown is subject to review by the following consultants (list not exhaustive): Structural Engineer, M&E Engineer, Building Control, Fire Engineer, Acoustician, Planning Consultant, Local Authority, Statutory Consultants.



Scale	TO BE USED ONLY AS GUIDANCE
1:100	mm
1:200	mm
1:500	M
1:1250	M

- NOTES**
- All dimensions and levels are to be checked on site.
 - Any discrepancies are to be reported to the architect before any work commences.
 - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
 - This drawing shall not be reproduced without express written permission from AEW.
 - Title overlay drawings and ownership boundaries are produced using all reasonable endeavors. AEW cannot be responsible for the accuracy or scale discrepancy of base plans supplied to them.
 - All works are to be undertaken in accordance with Building Regulations and the latest British Standards.
 - All proprietary materials and products are to be used strictly in accordance with the manufacturers recommendations.
- This drawing contains the following model files -
12905-AEW-XX-XX-M3-A-0001

CDM 2015
Client notified of duties: 11/04/22
Principal Designer: TBC
Unless noted below, all known hazards have been highlighted on the drawing.

Key

- Current Project Boundary
- Existing Structure
- Existing Structure (assumed - subject to further survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

Proposed Uses

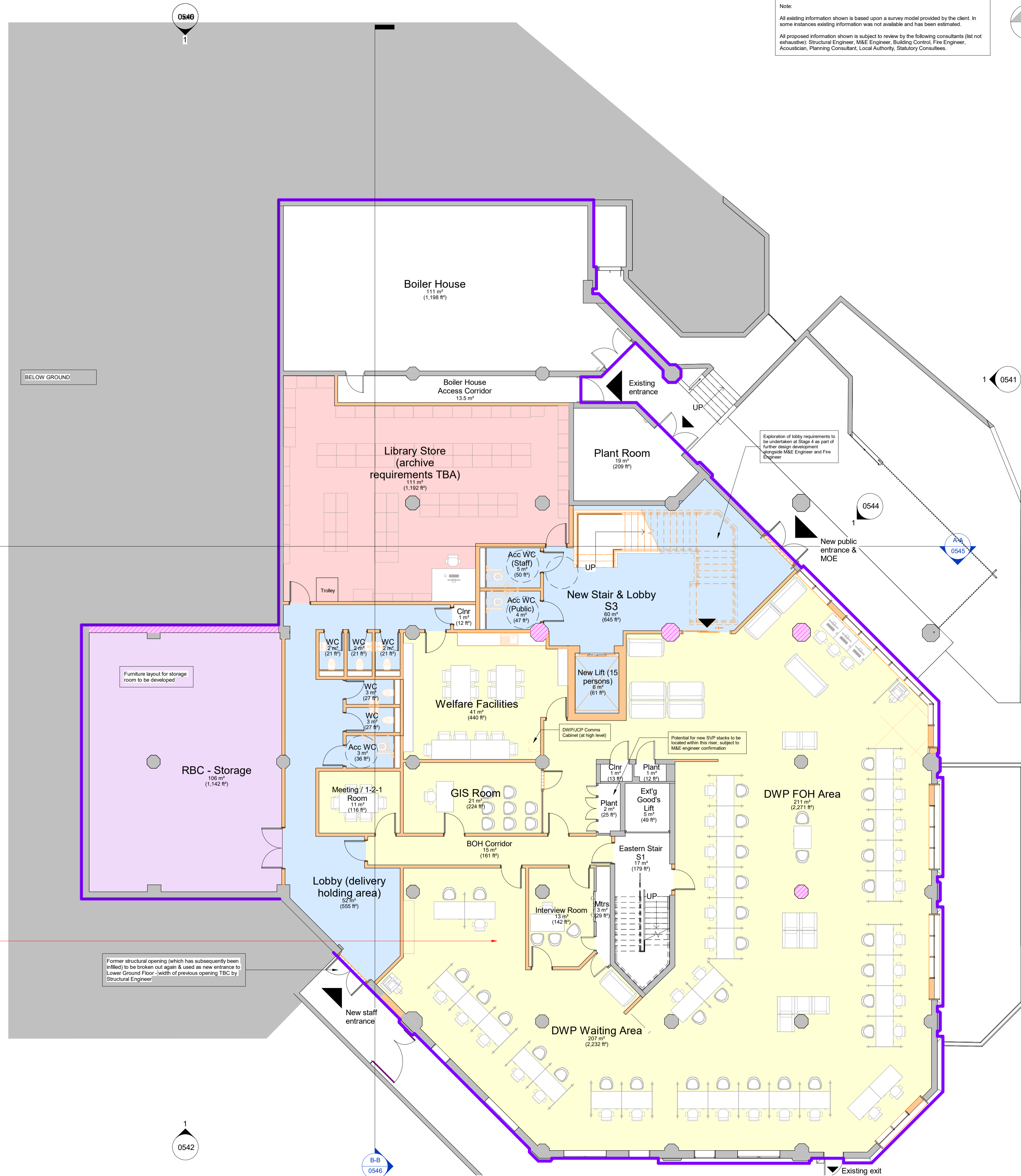
- Library (Dedicated)
- DWP (Dedicated)
- Council Services (Dedicated)
- Communal Hub Services (Shared)

Furniture arrangements and specifications shown indicatively only - awaiting client/ stakeholder FFE audit information. Furniture arrangements, details and quantities subject to further development by designer.

Rev	Date	Description	Drawn by	Checked by
P04	06/07/23	Updated to library feedback call	PC	LD
		- door added to store room - shelving adjusted to suit		
P03	23/06/23	Layouts & areas updated following client meeting	MH	LD
		22/06/23		
P02	15/06/23	Area / layout updated following client meeting following WCC meetings	MH	LD
		14/06/23		
P01	28/04/23	Initial Issue	MH	LD
Rev	Date	Description	Drawn by	Checked by
S2		For information		

drawing stage: **Stage 3**
client: **Redditch & Bromsgrove Borough Council**
project: **Redditch Town Hall**
drawing title: **Proposed GA Lower Ground Floor Plan (Stage 3)**

date	scale	drawn	checked
27/03/23	A1	MH	LD



DWP furniture plans based on latest floor plans P00391-DWP-XXXXXX-XX-04-PR-SP-0001-S0-H provided by DWP. Layouts subject to further development by AEW/ DWP during stage 4 period.

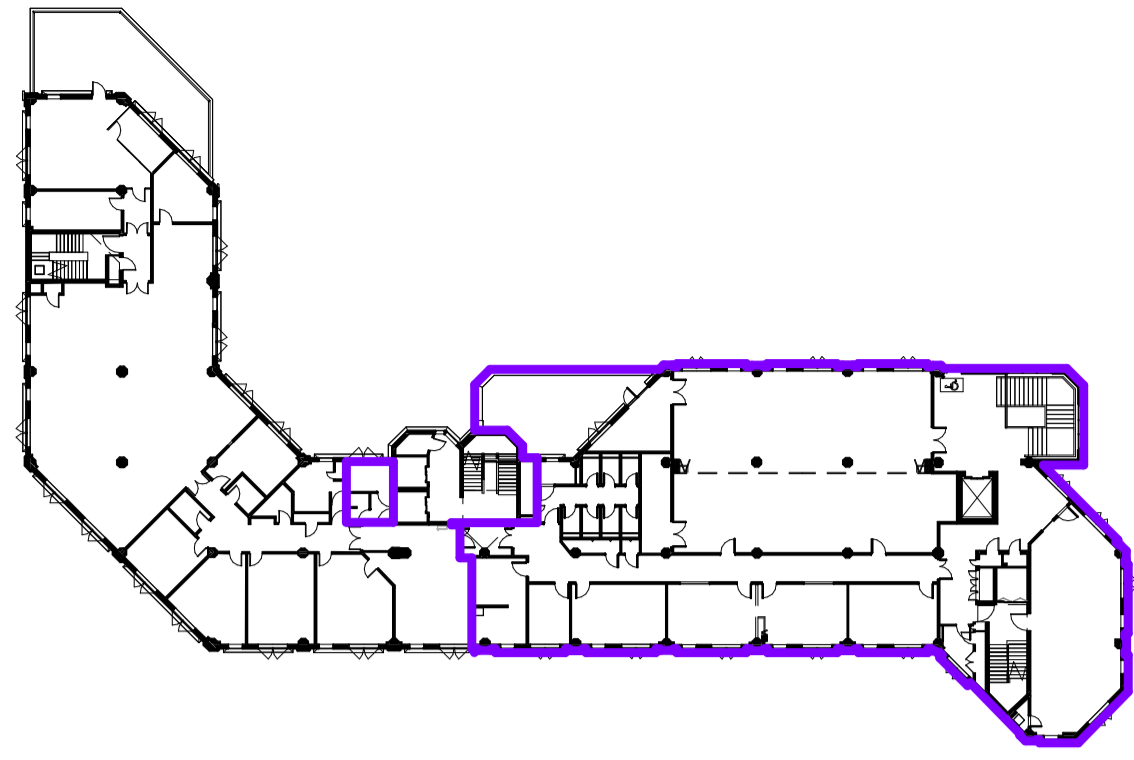
Former structural opening (which has subsequently been infilled) to be broken out again & used as new entrance to Lower Ground Floor - width of previous opening TBC by Structural Engineer

Exploration of lobby requirements to be undertaken at Stage 4 as part of further design development alongside M&E Engineer and Fire Engineer

Potential for new SVP stacks to be located within this area, subject to M&E engineer confirmation

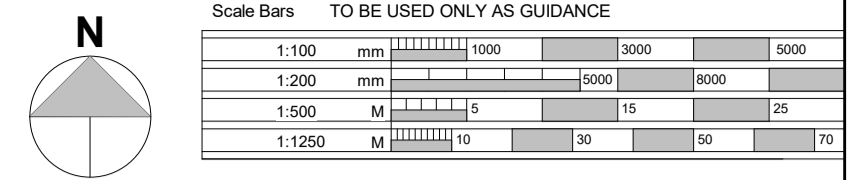
LG - Proposed GA Lower Ground Floor Plan (Stage 3)
Scale @ 1 : 100

This page is intentionally left blank



Keyplan
Scale @ 1 : 500

Note:
All existing information shown is based upon a survey model provided by the client. In some instances existing information was not available and has been estimated.
All proposed information shown is subject to review by the following consultants (let not exhaustive): Structural Engineer, M&E Engineer, Building Control, Fire Engineer, Acoustician, Planning Consultant, Local Authority, Statutory Consultees.



- NOTES**
- All dimensions and levels are to be checked on site.
 - Any discrepancies are to be reported to the architect before any work commences.
 - This drawing shall not be scaled to ascertain any dimensions. Work to figured dimensions only.
 - This drawing shall not be reproduced without express written permission from AEW.
 - Title overlay drawings and ownership boundaries are produced using all reasonable endeavors. AEW cannot be responsible for the accuracy or scale discrepancy of base plans supplied to them.
 - All works are to be undertaken in accordance with Building Regulations and the latest British Standards.
 - All proprietary materials and products are to be used strictly in accordance with the manufacturers recommendations.
- This drawing contains the following model files -
12905-AEW-XX-XX-M3-A-0001

CDM 2015
Client notified of duties: 11/04/22
Principal Designer: MAC Consulting
Unless noted below, all known hazards have been highlighted on the drawing.

Key

- Project Boundary
- Existing Structure
- Existing Structure (assumed / not shown on survey)
- Area not surveyed internally
- Proposed New Structure
- Proposed New Floor Area
- Not in project scope

Proposed Uses

- Library (Dedicated)
- DWP (Dedicated)
- Council Services (Dedicated)
- Communal Hub Services (Shared)

Furniture arrangements and specifications shown indicatively only - awaiting client/ stakeholder FFE audit information. Furniture arrangements, details and quantities subject to further development by designer.

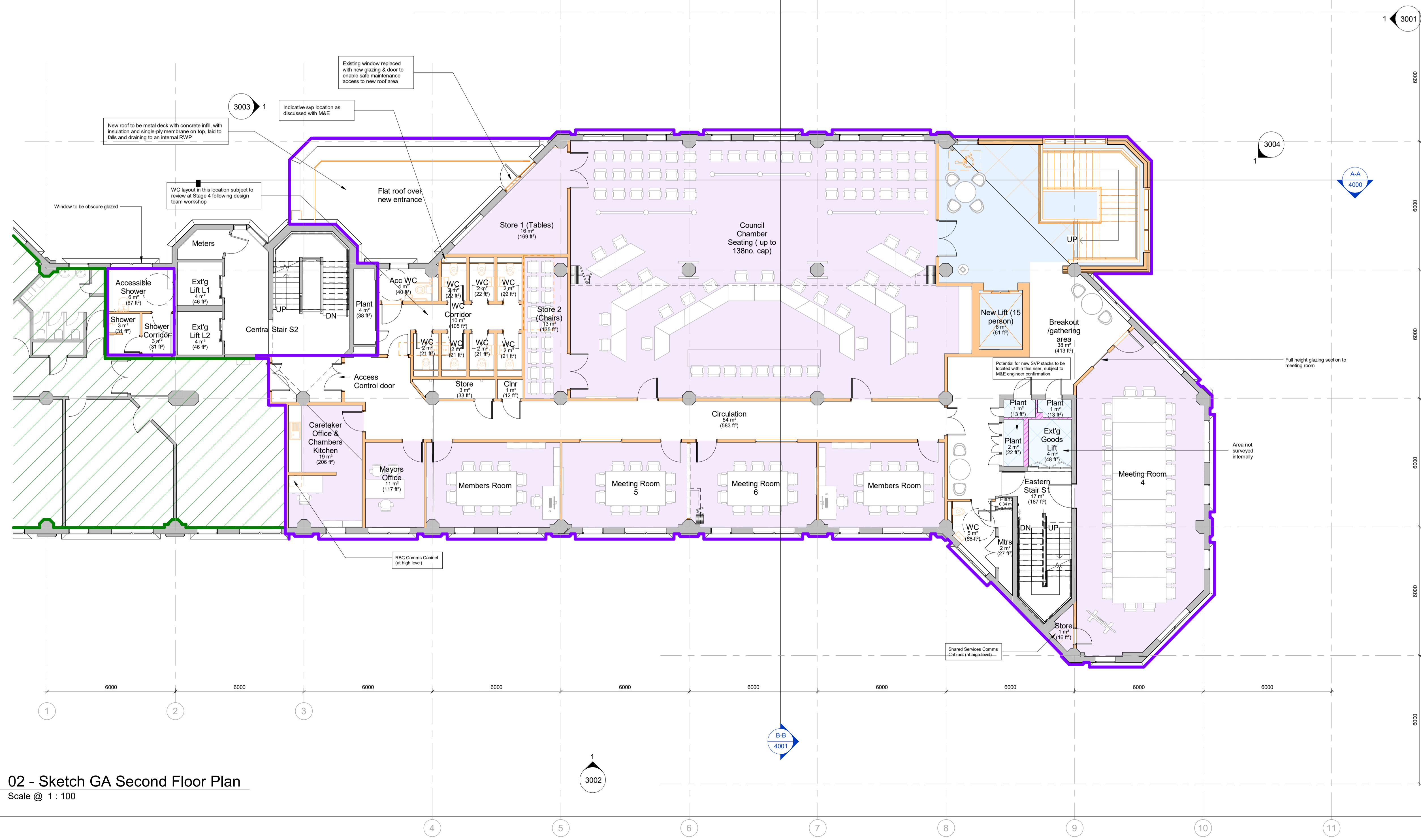
P01	04/09/23	Initial Issue	MH	LD
Rev	Date	Description	Drawn by	Checked By
Status	Purpose of Issue			
S2	For Information			

drawing stage **Stage 4**
client
Redditch & Bromsgrove Borough Council

project
Redditch Town Hall
drawing title
GA Second Floor Plan

date	23/08/23	drawn	MH	
scale @	A1	As indicated	checked	DS

02 - Sketch GA Second Floor Plan
Scale @ 1 : 100



This page is intentionally left blank

Redditch Town Hall Community Hub

CGI Document

aew architects

together we

create buildings and interiors, masterplan and design urban spaces, we work with the virtual and the real, we make places to work, live and play, we volunteer and fundraise, we collaborate with each other, with every client on every project .

this is the work we do **everyday.**

AEW Job Reference

12905

Issuing Date

30 June 2023

Document Reference

REDACTED

Revision

P01

CGI

3D view

View of new circulation stair from Alcester Street

For illustrative purposes only



CGI

3D view

View of new main entrance from Walter Stranz Square

For illustrative purposes only



3D view

View of new circulation stair from Alcester Street

For illustrative purposes only



CGI

3D view

View of new circulation stair from corner of Grove Street and Alcester Street

For illustrative purposes only



CGI

3D view

Aerial view of new circulation stair

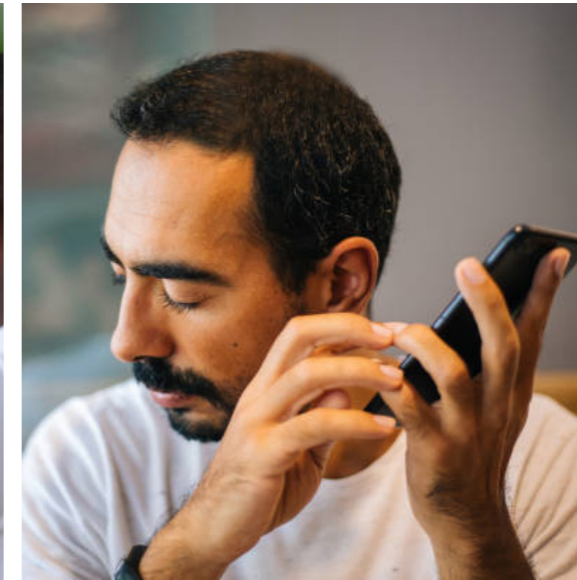
For illustrative purposes only



aeu architects
trinity court
16 john dalton street
manchester M2 6HY
T: 0161 214 4370
www.aewarchitects.com



inclusivity & accessibility | considerations



considerations;

- hearing impaired
- visually impaired
- access for;
 - wheelchair users
 - mobility scooters
 - pram users
- parent & child facilities
- pray/ quiet rooms

incorporate following provisions and facilities;

- accessible routes & turning points
- amenities for parent & child
- clear areas for pram & mobility scooter parking
- turning access for up to larger sized mobility scooters
- consideration on colour use
- induction loop installation
- visually impaired aids



new interventions | the hub

our welcome

- digital interaction
- inclusive way finding
- engaging display and merchandising

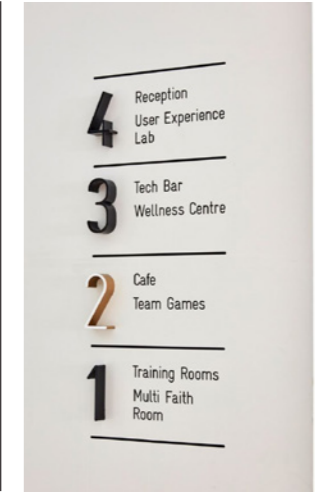
vertical connection

- accessible
- communal



high level design features to scheme;

1



2



3





new entrance arrival



children's library



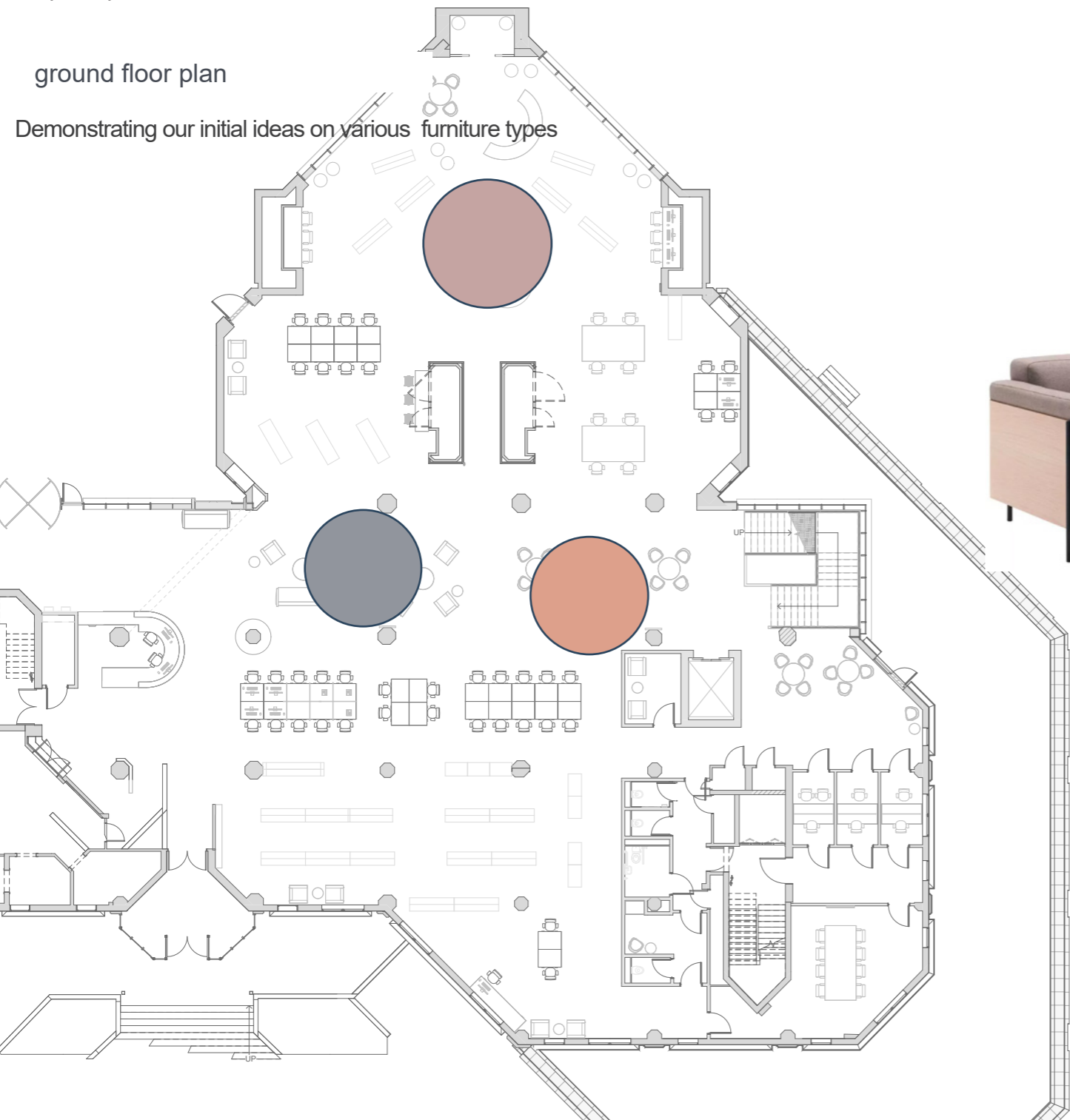
council chamber

FF & E | initial furniture aesthetics

The scheme will have requirements for new furniture elements across key feature areas. Some initial areas are highlighted below and provide opportunity to enhance the offering within the shared and community spaces.

Consideration should be given to;

- + durability
- + fabric grade
- + type
- + flexibility
- + ease of use
- + price points



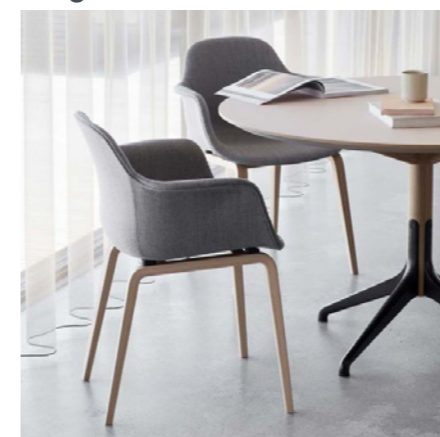
children's area



welcome area



working tables



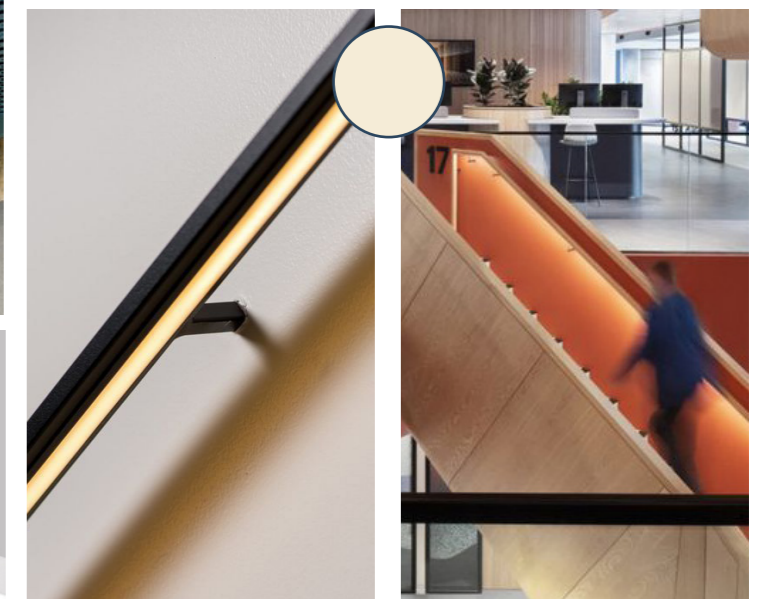
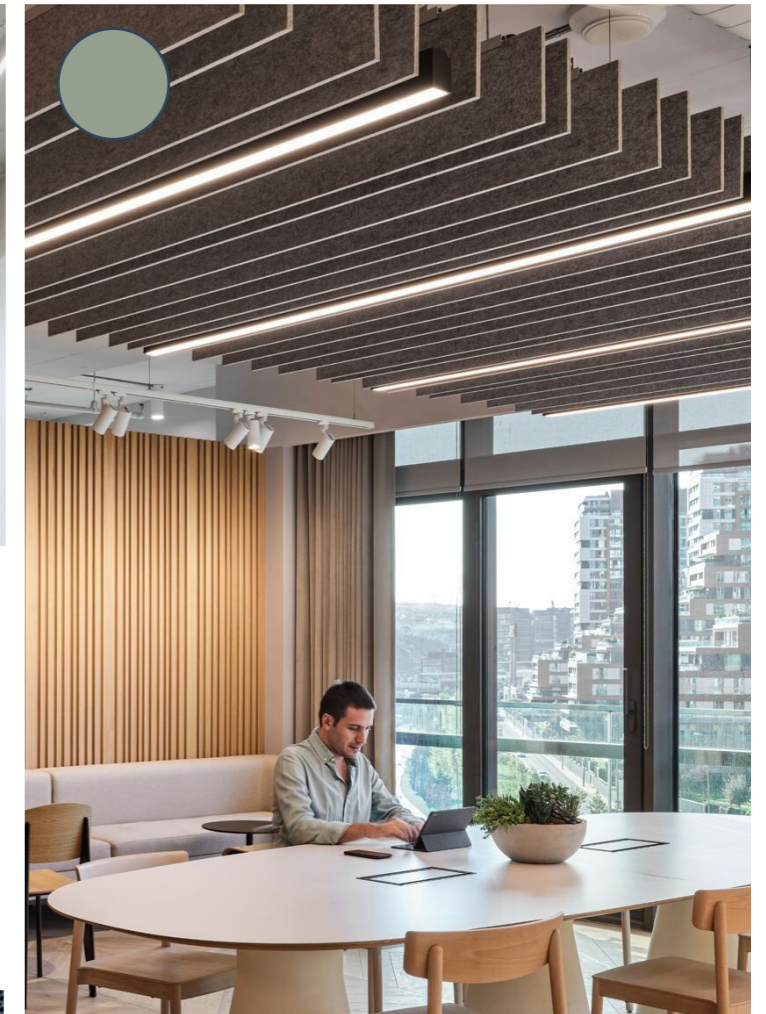
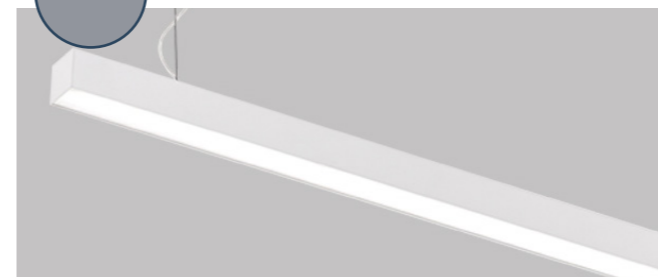
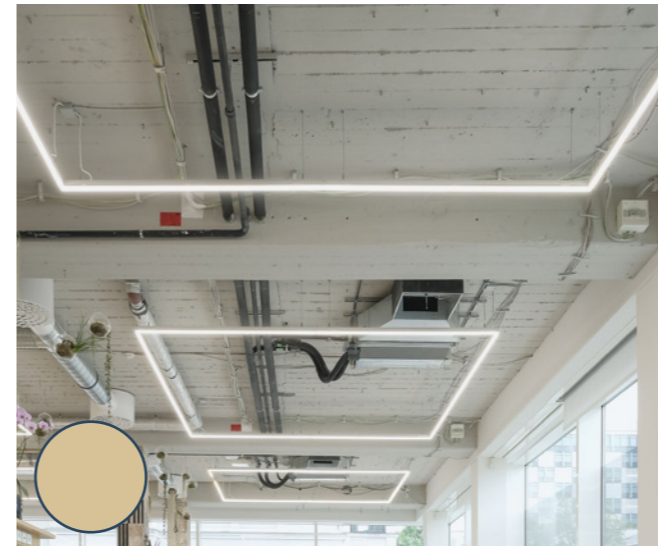
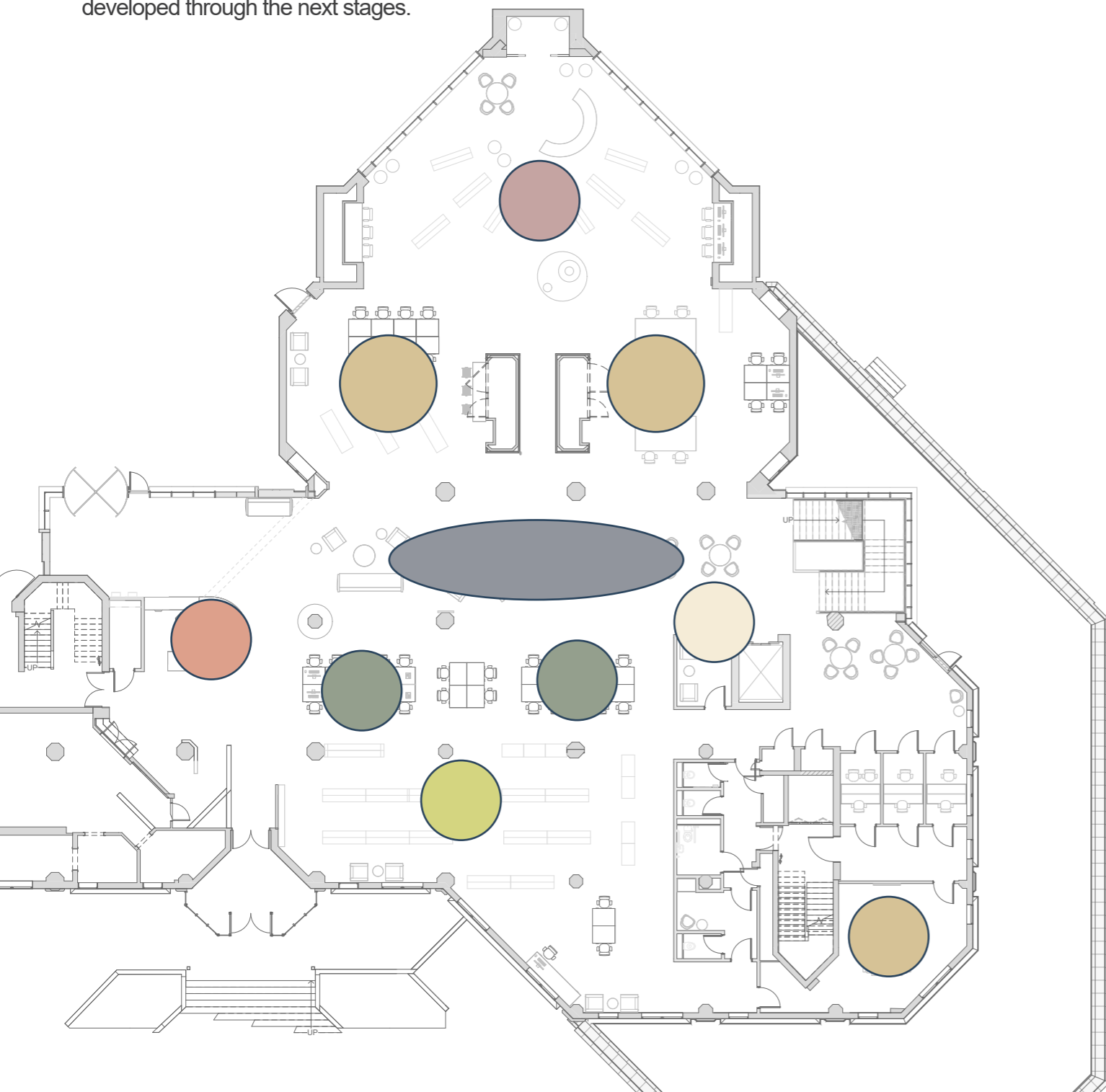
FF & E | initial lighting aesthetics

Lighting will be a key element of the design within the Redditch Town Hall – the majority of the space is very open plan and due to the nature of the building the occupiers will need sufficient lighting both functionally and to enhance the experience.

We approach this project with much consideration to the exposed ceilings and ensuring the space feels seamless. Simple architectural lighting in crisp colours will be introduced. Through engagement with lighting specialists we can ensure lighting specifications work in line with project requirements.

ground floor plan

Demonstrating our initial ideas on various lighting solutions to enhance the space. Considerations to both task and decorative lighting types. These can be reviewed and developed through the next stages.



This page is intentionally left blank

REDDITCH BOROUGH COUNCIL

Redditch Borough Council
 C/O Ms Kate Wood
 Eddisons Barker Storey Matthews
 The Lawns
 33 Thorpe Road
 Peterborough
 PE3 6AB
 United Kingdom

Grant of Planning Permission subject to Conditions

APPLICATION:	23/00537/FUL
LOCATION:	Town Hall, Walter Stranz Square, Redditch, Worcestershire
PROPOSAL:	Change of use from Town Hall to Mixed Use as Town Hall, and Community Hub including Use Classes F2(b) and F1, with associated extensions and works.
DECISION DATE:	27th July 2023

Redditch Borough Council as the Local Planning Authority grants planning permission in accordance with the Town and Country Planning Act 1990 and The Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended) for the proposal described above. This permission is subject to conditions which must be complied with and are set out below:

Conditions

- 1) The development to which this permission relates must be begun not later than the expiration of three years beginning with the date of the grant of this permission.

Reason: In accordance with the requirements of Section 91(1) of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

- 2) The development hereby approved shall be carried out in accordance with the following plans and documents:-
 - Dwg. No. 12905-AEW-XX-SI-DR-A-0500_Location Plan Rev.P02
 - Dwg. No. 12905-AEW-01-SI-DR-A-0502_Proposed Site Plan Rev.P04
 - Dwg. No. 12905-AEW-XX-LG-DR-A-0520_Proposed GA Lower Ground Floor Plan Rev.P04
 - Dwg. No. 12905-AEW-XX-00-DR-A-0521_Proposed GA Ground Floor Plan Rev.P04
 - Dwg. No. 12905-AEW-XX-01-DR-A-0522_Proposed GA First Floor Plan Rev.P04
 - Dwg. No. 12905-AEW-XX-02-DR-A-0523_Proposed GA Second Floor Plan Rev.P04
 - Dwg. No. 12905-AEW-XX-03-DR-A-0524_Proposed GA Third Floor Plan Rev.P04
 - Dwg. No. 12905-AEW-XX-04-DR-A-0525_Proposed GA Fourth Floor Plan Rev. P03
 - Dwg. No. 12905-AEW-XX-RF1-DR-A-0526_Proposed GA Lower Roof Plan Rev. P03
 - Dwg. No. 12905-AEW-XX-RF2-DR-A-0527_Proposed GA Upper Roof Plan Rev. P03
 - Dwg. No. 12905-AEW-XX-ZZ-DR-A-0540_Proposed GA North Elevation Rev. P04
 - Dwg. No. 12905-AEW-XX-ZZ-DR-A-0541_Proposed GA East Elevation Rev.P04

Dwg. No. 12905-AEW-XX-ZZ-DR-A-0542_Proposed GA South Elevation Rev.P03
 Dwg. No. 12905-AEW-XX-ZZ-DR-A-0543_Proposed GA West Elevation Rev.P04
 Dwg. No. 12905-AEW-XX-ZZ-DR-A-0544_Proposed GA North East Elevation Rev.P04
 Dwg. No. 12905-AEW-XX-ZZ-DR-A-0545_Proposed GA Section A-A Rev.P04
 Dwg. No. 12905-AEW-XX-ZZ-DR-A-0546_Proposed GA Section B-B Rev.P04
 Dwg. No. 12905-AEW-XX-ZZ-DR-A-0549_Proposed Site Section (Streetscene) Rev.P04
 Document 12905-AEW-ZZ-XX-RP-A-003-S2-P02 Design & Access Statement Rev.P03
 Document 12905-AEW-ZZ-XX-RP-A-004-S2-P01-CGI Document Rev P01

Reason: To provide certainty to the extent of the development hereby approved in the interests of proper planning.

- 3) Prior to their first installation, details of the form, colour and finish of the materials to be used externally on the walls and roofs shall be submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

Reason: To ensure that the development is satisfactory in appearance, to safeguard the visual amenities of the area.

- 4) Prior to first occupation of the development hereby permitted, a scheme for hard and soft landscaping shall have been submitted to and approved in writing by the Local Planning Authority. The scheme shall include the following:

Details of all proposed planting, including numbers and species of plant, and details of size and planting method of any trees.

All hard landscaping shall be completed in accordance with the approved scheme prior to first occupation of the development. All planting, seeding or turfing comprised in the approved scheme of landscaping shall be carried out in the first planting and seeding seasons following the first occupation of the building or the completion of the development, whichever is the sooner; and any trees or plants which within a period of 5 years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

Reason: To enhance the appearance of the development in the interest of the visual amenities of the area.

- 5) In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported immediately to the Local Planning Authority. The applicant is advised to immediately seek the advice of an independent geo-environmental consultant experienced in contaminated land risk assessment, including intrusive investigations and remediation.

No further works should be undertaken in the areas of suspected contamination, other than that work required to be carried out as part of an approved remediation scheme, unless otherwise agreed by the Local Planning Authority, until requirements 1 to 4 below have been complied with:

1. Detailed site investigation and risk assessment must be undertaken by competent persons in accordance with the Environment Agency's 'Land Contamination: Risk Management' guidance and a written report of the findings produced. The risk assessment must be designed to assess the nature and extent of suspected contamination and approved by the Local Planning Authority prior to any further development taking place.

2. Where identified as necessary, a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to identified receptors must be prepared and is subject to the approval of the Local Planning Authority in advance of undertaking. The remediation scheme must ensure that the site will not qualify as Contaminated Land under Part 2A Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

3. The approved remediation scheme must be carried out in accordance with its terms prior to the re-commencement of any site works in the areas of suspected contamination, other than that work required to carry out remediation, unless otherwise agreed in writing by the Local Planning Authority.

4. Following completion of measures identified in the approved remediation scheme a verification report that demonstrates the effectiveness of the remediation carried out must be produced, and is subject to the approval of the Local Planning Authority prior to the occupation of any buildings on site.

REASON: To ensure that the risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecosystems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

6) No development shall take place until a programme of archaeological work including a Written Scheme of Investigation(s), has been submitted to and approved by the local planning authority in writing. The scheme shall include an assessment of significance and research questions; and:

- a) The programme and methodology of site investigation and recording.
- b) The programme for post investigation assessment.
- c) Provision to be made for analysis of the site investigation and recording.
- d) Provision to be made for publication and dissemination of the analysis and records of the site investigation
- e) Provision to be made for archive deposition of the analysis and records of the site investigation
- f) Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.

Reason: In accordance with the requirements of paragraph 199 of the National Planning Policy Framework.

7) The development shall not be occupied until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme(s) of Investigation approved under condition (6) and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.

Reason: In accordance with the requirements of paragraph 199 of the National Planning Policy Framework.

- 8) Level 1 Record: The development shall not be commenced until a Level 1 Historic Building Recording (as defined by Historic England) has been completed in accordance with the guidelines laid out in the Standards and Guidelines for Archaeological Projects in Worcestershire and submitted to the County Historic Environment Record.

Reason: In accordance with the requirements of paragraph 205 of the National Planning Policy Framework.

- 9) The premises shall be used for a mixed use as a Town Hall, and Community Hub including uses that fall within Classes F1 and F2(b) of the Town and Country Planning (Use Classes) Order 1987 (as amended) and any subsequent amendments thereto.

Reason:- To define the permission.

- 10) The Development hereby permitted shall not be first occupied until 10 sheltered, safe, secure and accessible cycle parking to comply with the Council's adopted highway design guide has been provided in accordance with details which shall first be submitted to and approved in writing by the Local Planning Authority and thereafter the approved cycle parking shall be kept available for the parking of bicycles only.

Reason: To comply with the Council's parking standards.

- 11) Prior to their first installation, the details below shall be submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

- details, including samples, of the form, colour, and finish of the materials to be used externally on the walls and roofs
- 1:20 or 1:25 setting out elevations for the proposed works, within the context of the existing building, to enable assessment of alignments
- 1:5 details of proposed glazing and cladding junctions, edges and copings.

Reason: To ensure that the character of the NDHA is maintained as a result of the works, in accordance with Policy section 20 of the Bromsgrove District Plan and the NPPF.



Ruth Bamford
Head of Planning, Regeneration and Leisure Services

Reason

This proposal has been assessed against the following documents:-

Borough of Redditch Local Plan No. 4

Policy 1: Presumption in Favour of Sustainable Development

Policy 13: Primarily Open Space

Policy 22: Road Hierarchy

Policy 30: Town Centre and Retail Hierarchy
 Policy 31: Regeneration for Town Centre
 Policy 39: Built Environment
 Policy 40: High Quality Design and Safer Communities

Others

NPPF National Planning Policy Framework (2021)
 NPPG National Planning Practice Guidance
 Redditch High Quality Design SPD
 National Design Guide

Assessment of Proposal

The Use

Members will be aware that there are proposals to transform Redditch Town Hall into a new community hub providing multiple services.

Work has already started to transform the Town Hall into that community hub, with the west wing of the Town Hall currently being refurbished for the NHS to use as a clinical therapy/counselling space on the ground floor, with general office accommodation /meeting space on the first floor.

This application involves the relocation of the existing Council Chamber facilities to the second floor of the building enabling the opportunity to reuse the lower ground floor, ground floor and first floor space for community hub type uses.

As mentioned above the application includes the change of use of the building from Town Hall to Mixed Use as Town Hall, and Community Hub including Use Classes F2(b) and F1, with associated extensions and works.

As it is unclear at this stage who will be the end users of the community hub facilities, it is considered prudent to define the use of the east wing of the building to uses that fall within Classes F1 and F2(b) only as defined below:-

Class F1 uses are generally learning and non-residential institutions and defined in 7 parts:

- F1(a) Provision of education
- F1(b) Display of works of art (otherwise than for sale or hire)
- F1(c) Museums
- F1(d) Public libraries or public reading rooms
- F1(e) Public halls or exhibition halls
- F1(f) Public worship or religious instruction (or in connection with such use)
- F1(g) Law courts

Class F2(b) uses are local community related and include halls or meeting places for the principal use of the local community.

The site is within the Town Centre zone and Civic Open Space as defined in Borough of Redditch Local Plan No. 4 (LP4). Policy 30 of LP4 requires the Town Centre to be the preferred location for many facilities including social and community facilities.

The proposed uses cited above are acceptable community activities that could easily occupy the intended facilities and would not conflict with the existing uses within the building, including the new NHS facilities proposed to be available soon. In addition, the proposed uses would be acceptable Town Centre uses complying with Policy 30 of the LP4 which encourages tourist and cultural activities, as well as social and community venues. Policy

30.6i of LP4 promotes the redevelopment and diversification of the Town Centre by providing vibrant mixed-use areas and enhanced public realm.

Extensions

To enable the implementation of the community hub facilities, extensions are proposed to provide a new entrance and an additional circulation staircase. The additional staircase would provide access to the community hub facilities at lower ground level, ground level, first floor level, as well as access to the relocated Council services that will be provided from the second floor onwards.

To provide a renewed presence for the building in respect to enhanced Council facilities and new community hub, a double height glazed entrance is proposed on Walter Stranz Square which is regarded as the most convenient access to the Town Hall from the town.

The extensions have been revised following on from negotiations between officers and the applicant in respect to comments made by the Conservation Officer regarding the design of the extensions. As mentioned above the building is regarded as a Non-Designated Heritage Asset and is also opposite the Palace Theatre which is a Grade-II listed building.

Initially the extensions were rectangular and horizontal attenuation jarred with the building's prominent horizontal attenuation features. It was also evident that the rectangular form of the two extensions clashed with the building style of the Town Hall which has heavily chamfered corners. In addition, the elevations initially submitted showed a material dark grey finish with dark colour glazing bars. The architect's intention was to provide a modern contrast to enable the history of the building to be clearly read rather than trying to blend in and devalue the quality of the original with a pastiche.

Officers considered that the shape of the extension including the pronounced upper floor overhang of the staircase, the colour finish of the cladding, and positioning of the glazing bars, clashed with the design of the Town Hall and would cause harm to the setting of the Palace Theatre.

Revisions have been made to the scheme which now shows the following:-

- o A reduction in the mass of the staircase extension.
- o Chamfered corners have been introduced on prominent corners of the extensions.
- o Horizontal attenuation (utilising glazing bars and cladding features) has been carefully applied to ensure alignment is as close as possible, with horizontal attenuation features that exist on the building.
- o The colour finish of the potential cladding has been amended to a bronze anodised finish that will now harmonise and complement the existing building. Whilst this colour has been mutually agreed between the applicant and your officers, a condition would be imposed for the submission and approval of all materials including the cladding.

Although revisions have been made to the scheme, concerns have still been raised by Conservation in respect to the design. The architect acknowledges the comments and potential suggestions made to further revise the scheme, and responds as summarised below:-

- o If the plans were to amend the building to provide further office space or link floors, and the stair core was simply a functional addition then the design may be different. However, the proposal is trying to achieve a very ambitious conversion of office space into a public, accessible and community facility and the stair will be an integral part of this. The contrast in use we feel justifies the cost and design ambition of a high-quality modern addition to the building.

- o In our experience this approach is generally recognised as a suitable approach to extending existing (and even listed) buildings. The modern contrast enables the history of the building to be clearly read. This approach has also been taken at the theatre and to a lesser extent by the NHS with their entrance proposal.
- o The glazing at the ground floor level in our opinion is wholly appropriate and helps denote the ground floor (which due to the topography is at first floor level). This is already denoted by roof features and so we believe our addition provides another interesting detail to further emphasise this and provide a clear break of old and new. The internal space within the Town Hall building will be open to views and light, and when viewed externally the extension will be an illuminated feature particularly in the darker evenings.
- o The design of the extensions represents a high-quality approach which is respectful of the existing building and its surroundings.

Paragraph 203 of the NPPF states that the effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.

Paragraph 202 of the NPPF states that where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

Conservation harm identified in this case is low-medium impact on the Town Hall as a non-designated heritage asset, whilst harm to the Palace Theatre (Grade-II listed building), would be considered as at the lower end of less than substantial harm. As mentioned above under Paragraph 202 of the NPPF, the less than substantial harm should be weighed against the public benefits. In this situation, the public benefits would be making more efficient use of the Town Hall by introducing additional uses to provide a community hub facility optimising the viable use of the building.

In coming to a 'balanced judgement' as required by para 203, officers consider the revised plans enable the proposals to complement the existing building whilst still projecting a modern interpretation. The proposals also enable the optimum viable use of the Town Hall building whilst ensuring that harm to buildings of significance and their setting such as the Palace Theatre is minimised in accordance with paragraphs 202 of the NPPF. The revised proposals are considered to be acceptable complying with Policies 39 and 40 of the LP4.

The new entrance extension will be located at the South-East corner of Walter Stranz Square. The site is within the Civic Open Space as defined in LP4. Policy 13 of LP4 requires open space areas to be protected and, where appropriate, enhanced to improve quality, value, multifunctionality and accessibility. In order to maintain the levels of open space provision in the Borough, proposals which would result in the total or partial loss of Primarily Open Space will not normally be granted planning permission unless it can be demonstrated that the need for development outweighs the value of the land as an open area.

A criteria is set out in the Policy and should be applied when assessing applications for development in open space areas:-

- i. the environmental and amenity value of the area;

- ii. the recreational, conservation, wildlife, historical, visual and community amenity value of the site;
- iii. the merits of retaining the land in its existing open use, and, the contribution or potential contribution the site makes to the Green Infrastructure Network, character and appearance of the area;
- iv. the merits of protecting the site for alternative open space uses;
- v. the location, size and environmental quality of the site;
- vi. the relationship of the site to other open space areas in the locality and similar uses within the wider area;
- vii. whether the site provides a link between other open areas or as a buffer between incompatible uses;
- viii. that it can be demonstrated that there is a surplus of open space and that alternative provision of equivalent or greater community benefit will be provided in the area at an appropriate, accessible locality; and
- ix. the merits of the proposed development to the local area or the Borough generally.

Whilst the site is located within the Civic Open Space as annotated in LP4, due to the location of the new extended entrance (adjoining the Town Hall building), it is considered unlikely that the proposal would conflict with the above criteria and would not hinder the use of the Square for open space purposes. 13.8 supports this view as it sets out that where a building is already located on land that is designated as Primarily Open Space, proposed development within its curtilage or immediate surroundings may be acceptable subject to the proposal complying with other relevant planning policies and material considerations. The design of the proposed entrance is acceptable complementing the streetscene and would be in accordance with Policies 39 and 40 of the Local Plan No. 4.

Consultation responses

An extensive public consultation has taken place twice for this application due to the change in the description of the application. Only 1 comment has been received which does not include any comments in respect to the proposals but refers to existing mobility access arrangements between the Council car park and Town Hall entrance. Property Service Officers will be looking into this as a separate matter to the application proposal.

Consultee comments include the request for conditions to cover potential contamination issues should they arise, and County Archaeology Services request standard conditions including a condition to photographically record the interior of the building prior to works taking place. Worcestershire Highways note that the proposed uses could lead to an intensification of the site and have requested a condition for additional cycle parking facilities.

Overall, it is considered that the proposed uses would be compatible with existing uses within the Town Hall, the proposed uses would be acceptable uses in this Town Centre location complying with the Council's policies.

The proposals complement the existing building whilst still projecting a modern interpretation and enable the optimum viable use of the Town Hall building whilst ensuring that harm to buildings of significance and their setting such as the Palace Theatre is minimised in accordance with paragraphs 202 and 203 of the NPPF and policies in LP4. For these reasons the development complies with the provisions of the development plan and would be acceptable.

Informatives

- 1) In dealing with this application the local planning authority have worked with the applicant in a positive and proactive manner, seeking solutions to problems arising

from the application in accordance with the NPPF and Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The authority has helped the applicant resolve technical issues such as:

- o the impact of the development in the street scene,
- o improving the design of the proposed development.

The proposal is therefore considered to deliver a sustainable form of development that complies with development plan policy.

- 2) The applicant is advised that Cadent Gas have identified gas service pipes and related apparatus in the vicinity of the site which may be affected by the proposed works. Prior to any works that take place on site, the applicant is advised to contact Cadent Gas.

For your information

Appealing the Decision

If you feel that the conditions are not acceptable you can appeal to the Secretary of State through the Planning Inspectorate. This appeal should be made by 25th January 2024 unless supported by special circumstances. The appropriate form and further information on how to appeal can be found at <https://www.gov.uk/appeal-planning-decision> or by contacting the planning Inspectorate Customer Services Team on 0303 444 5000. If you want a planning appeal to follow the inquiry procedure you should notify the Local Planning Authority and also the Planning Inspectorate at least 10 working days before submitting your planning appeal.

Purchase Notices

If Redditch Borough Council or the Secretary of State has refused planning permission or granted it conditionally, the landowner may claim that the land is incapable of reasonable beneficial use, and for this reason may serve the Council a purchase notice requiring them to purchase the land. In certain circumstances, a claim may be made against Redditch Borough Council for compensation. Further information about purchase notices can be found at: <http://www.legislation.gov.uk/ukpga/1990/8/part/VI>

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank