

20 November 2018		ITEM: 7
Corporate Overview and Scrutiny Committee		
Grays South Regeneration: Civic Offices Project		
Wards and communities affected: All		Key Decision: Key
Accountable Assistant Director: Gary Staples, Strategic Lead - Transformation		
Accountable Director: Steve Cox, Corporate Director Place		
This report is: Public		

Executive Summary

The Grays Town Centre: Civic Offices Project was presented at Cabinet on 7 November 2017. The project was granted approval to develop a detailed design for an extension to the CO2 building and the refurbishment of the ground floor of CO2.

The project will help deliver and contribute towards:

- Supporting the aims of the Grays Masterplan
- Obtaining best value for money and making revenue savings
- Contributes to Housing new build targets
- Residents channel shift towards self-service
- Taking 'digital by design' to the very core of building design
- Maintaining and enhancing the Council's civic presence in Grays
- Embedding modern and adaptable ways of working for staff
- Relocation of registrars supporting the review of options to replace Thameside functions

Initial concept designs for the scheme were costed at around £8m. When existing refurbishment and capital works funding was taken into account along with potential returns from residential redevelopment on CO1, an estimated £380k of additional capital was required to meet the scheme costs.

Appendix A of this report contains detailed designs for a three-storey extension to be built on land to the west of CO2 containing;

- customer services area (including confidential interview rooms to meet increasing demand from homeless and social care users);
- a new council chamber, suite of committee rooms and Mayor's Parlour;
- new rooms to accommodate segregated member areas,
- a new registrars suite with separate entrance and garden
- a new cafeteria for use by the public, visitors and staff

The accommodation provided within the extension will, in turn allow, the CO1 building to be vacated ready for much needed residential development.

The designs are expected to achieve the BREEAM (Building Research Establishment Environmental Assessment Method) 'Outstanding' rating. To achieve this rating a cost efficient and environmentally sustainable building needs to be constructed. This building will set the benchmark for future developments in Grays town centre under the Grays Masterplan.

1. Recommendations

That Corporate Overview and Scrutiny Committee:

1.1 comment on the cost options set out in Table A

1.2 comment on this report and the Cabinet recommendations, which are:

1.2.1 Note the designs for an extension to CO2 presented at appendix A of this report

1.2.2 Agree the cost options set out in Table A at 3.4 below and agree capital of £1.8m in addition to the £380k agreed previously.

1.2.3 Authorise officers to submit the following ;

- i a full planning application for an extension to CO2 based on the emerging designs contained in appendix A**
- ii and an outline planning application for up to 120 new residential units on the CO1 site**

1.2.4 Authorise officers to begin a procurement process for the appointment of a main build contractor

2. Introduction and Background

2.1 The Civic Office site falls within the Grays Masterplan redline boundary and as such is a crucial part of both the underpass scheme and the Masterplan's objective of regenerating Grays High Street. The Civic Offices development will play a vital part in shaping Grays into a high quality place in which to live and work by acting as a catalyst and setting the tone for further development within the Town Centre and the surrounding area.

2.2 The Masterplan states that the vision for Grays aims to build on the strengths of the town centre as a chartered market town and as a centre for cultural and civic services. A key element of the Masterplan is to replace the level crossing of the rail line with a pedestrian rail crossing linking the High Street to the south side of the town where the new civic presence will be one of the main destination points.

- 2.3 The Civic Office plans will support the delivery of the Grays Masterplan and the pedestrian rail crossing scheme, together creating a high quality public realm along Grays High Street and a gateway into the town from the station.

3. Issues, Options and Analysis of Options

- 3.1 Following Cabinet approval given in December 2017, a procurement exercise was carried out to appoint architects and various structural and engineering consultants for the scheme. LSI Architects were chosen to develop the scheme from its initial concept designs to RIBA Stage 3 -

- Prepare Developed Design, including coordinated and updated proposals for structural design, building services systems, outline specifications, Cost Information and Project Strategies in accordance with Design Programme.

- 3.2 The brief to LSI Architects was to design a building that could potentially be award winning. It has to meet, as a minimum, the council's planning conditions of BREEAM 'Outstanding' so that it will set the tone for future town centre developments.

- 3.3 Building on the work undertaken at concept stage, additional consultations were carried out with stakeholders to further develop the earlier high level accommodation requirements and to consider the local environmental impact. Consultees included;

- | | |
|---|--|
| • Directorate Management Teams | • Corporate Workforce Group |
| • Staff Networks (BME, Disability, DWG and Women's) | • Customer Services Reception |
| • Democratic Services | • Registrars |
| • Clinical Commissioning Group | • ICT (for new server room requirements) |
| • Essex police | • St Peter's and St Paul's Church |
| • Thurrock CVS | • South Essex College |

- 3.4 Early engagement with the Design Council (CABE) resulted in a number of options being explored which took the designs from the basic 'box' layout of the concept plans to a building designed around its future users and the local environment. These design options have costs attached to them as shown in table A below.

- 3.5 It is suggested that all the options shown below are considered for inclusion as this will ensure that the new civic office extension brings an impressive civic presence to the high street and creates a building that is welcoming, functional and efficient. Corporate Overview & Scrutiny are asked to consider the design elements in Table A and the associated costs to confirm which elements should be taken forward. The additional capital the full design package requires is shown in Table B.

Table A – Additional design elements breakdown

Concept design	No additions – basic box style with rendered exterior - estimated costs		7.98m
BREEAM Outstanding	Required by planning and will set the tone for both public and private sector Masterplan developments in the future		0.5m
External works; These items are required to break up the 'box' shape of the building and to complement the surrounding area			
Exterior shape of building	External design elements to better complement the relationship with the church recommended by CABE	75k	
Additional windows/fenestration	To allow more light penetration and give a sense of openness and transparency	190k	
Extra entrance storey height	To create an impressive and grand entrance	205k	
Defensive landscaping	To avoid areas that might attract anti-social behaviour as recommended by Essex Police Secure By Design team.	170k	
External Terrace for cafe		40k	
Parapet to 2 nd floor terrace	Required for Mayor's parlour	26k	
Additional cut for terraces and retaining walls		75k	
Additional height due to ground slope of the site		300k	
	Externals sub total		1.081m
Internal works			
Additional full lift to link block	Required due to slope of the site to maintain step free access	82k	
Additional stairs to link block	Required due to slope of the site	8k	
Mayors tea point/kitchen		4k	
Dual access lift	Registrars requirement for bridal parties	12k	
	Internals sub total		0.106m
Prelims associated with above	(prelims include subcontracts, testing, approvals and completion)		0.110m
Total			9.78m

Table B – additional capital required

	Build Cost	Net Income	Existing Budget	additional capital required
Detailed design to BREEAM Outstanding	9.78m			
New build residential on CO1		(£2.8)		
Existing Civic Offices refurbishment budget			(4.8)	
Total				£2.18m

- 3.6 Since £380k was already approved by Cabinet on 7th December 2017, the additional capital required by the scheme is £1.8m.
- 3.7 The completion of LSI Architect's work to RIBA Stage 3 will culminate in a planning application. This will be made up of a full detailed planning application for the CO2 extension and an outline application for the development of circa 120 residential units on CO1.
- 3.8 The full planning application for CO1 is in outline only as this site will not become available until an extension is built so that the chamber, committee rooms and other remaining users of CO1 can be decanted.
- 3.9 Procurement of a build contractor can begin as soon as designs are submitted for planning permission. The process would be caveated, 'Subject to full planning consent being awarded' to safeguard against any delays in the planning process.
- 3.10 Close links have been maintained throughout the project with officers working on the underpass scheme and both sets of architects have held round table meetings in order to fully understand each other's programme of works.

4. Reasons for Recommendation

- 4.1 In conjunction with the new pedestrian rail crossing, a new Civic extension and the freeing up of the CO1 site, are key enabling elements to the regeneration of Grays Town Centre and demonstrates to the private sector and other public sector partners that the Council is willing to invest in the Town's future.
- 4.2 The development on the civic offices achieves and/or supports a number of Council objectives as follows;
- Supporting the aims of the Grays Masterplan
 - Obtaining best value for money and making revenue savings
 - Contributes to Housing new build targets
 - Residents channel shift towards self-service
 - Taking 'digital by design' to the very core of building design
 - Maintaining and enhancing the Council's civic presence in Grays
 - Embedding modern and adaptable ways of working for staff
 - Relocation of registrars supporting the review of options to replace Thameside functions

5. Consultation (including Overview and Scrutiny, if applicable)

- 5.1 Sections 3.3 & 3.4 above outline the consultation that has taken place to date.

6. Impact on corporate policies, priorities, performance and community impact

6.1 This project will deliver/contribute to the delivery of the objectives of:

- Deliver channel shift to support council digital and customer services strategies
- Housing New Build
- Review of options to enhance Thameside functions

6.2 Other partners have expressed an interest in co-locating with the council in order to provide a multi-agency facility for the public from a single location. These partners include Essex Police, Clinical Commission Group, Borough-wide CCTV control room, National Fraud Service, Youth Offending Service. Further work on adjacencies is being carried out to ensure the right service is located in the right place within the Civic and all will be subject to the final accommodation schedule. However, this represents an exciting opportunity to shape public service delivery going forward.

7. Implications

7.1 Financial

Implications verified by: **Mark Terry**
Senior Financial Accountant

A Quantity Surveyor and Cost Consultant have been engaged throughout the detailed design phase of this project and their figures have shown the financial commitment of this project is the capital cost of building an extension for CO2, £7.98m.

Funding of £4.8m, previously allocated from the refurbishment of the Civic offices project and an expected capital receipt of £2.8m from the housing development on the CO1 site, leaves an unfunded balance of £0.380m.

Cabinet had already agreed on the 7 December 2017 that a further £0.380m be allocated to the project. This leaves a potential balance of £1.8m to meet additional design elements in Table A which would require additional capital funding.

7.2 Legal

Implications verified by: **Robert Capstick**
Planning & Regeneration Locum

External legal advice has been procured to support this project around land acquisition, dealing with easements/covenants and fulfilling planning obligations.

The external legal team is to be retained at least until planning permission has been granted and all necessary land acquired.

7.3 Diversity and Equality

Implications verified by: **Becky Price**
Community Development Officer

Consultation to date has included the council's in-house networks and the Corporate Workforce Group. However, all new build and interior design will meet or exceed current access and use standards. Diversity and Equalities issues will need to be addressed through a Community & Equality Impact Assessment informed and developed by appropriate stakeholder engagement during the design stage.

7.4 Other implications (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None

8. Background papers used in preparing the report (including their location on the Council's website or identification whether any are exempt or protected by copyright):

None

9. Appendices to the report

Appendix A - GRAYS SOUTH REGENERATION - CIVIC OFFICE PHASE
RIBA STAGE 2 REPORT

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