

Date of Meeting: 8 October 2020

Civic Hall Extension

1. Purpose of Report

To receive a progress report on the Civic Hall Extension

2. Background

At the meeting of the Town Council in July it was agreed to continue with the Civic Hall extension project which would bring investment into the town and would create a much-needed space at the Civic Hall that would generate additional income for the Town Council.

3. Considerations

The Clerk and Facilities Manager have since had several meetings with the Consultants Visualise who prepared the initial brief. Given the time constraints and the workload of Visualise they have sought assistance from BP Architecture Ltd to continue with all future phases through to the contract being awarded to the successful building contractor.

Two subsequent meetings have been held with representatives from BP Architecture where the Facilities Manager confirmed the need to design for a future first floor. This design would require the least possible disruption to the internal areas in the future.

BP Architecture was not aware until their meeting with the Clerk and Facilities Manager that a future first floor extension was desired.

The impacts of designing for the future First floor extension would be:

- Additional cost of steel due to increased size to allow for a future first floor.
- Additional cost of foundations to take the increased loading.
- What loading are we working to?
- How far we go to include for the first floor extension?
- Disruption to existing space now
- Disruption to existing space in the future
- Planning effect

The original sketch scheme for foundation design was for a Single Storey extension. As the majority of the first floor could be to accommodate such services as a museum and library this would need a 4kN loading requirement.

Steel Implications

The consultants have increased the steel sizes to be put into the model. In addition, the piles would be larger to cope with the increased loading. This will be on their drawings.

In order for you to report to the Town Council effectively:-

- all of the columns increase from 152 UC 30 to UC 203x203x52 so a large size and weight
- The beams front to back were 254 x 146 x 31 UB and cross beams 152x89 UB and have increased to 406x140x46 UB and 254x102x22 UB respectively.
- In the image the back columns need to go in now and will support the cap to the stage roof (but the columns are larger because they transfer floor loading)
- The ground floor steels will be left with a plate at their head to allow for future connection of the first floor steel to this.
- The deck is a different type to allow a concrete slab to be cast on it. This will be a roof now, but is cast to floor loadings so this minimises future disruption.

Roof and Floor

Where a roof was being installed to a single storey extension, a different type of metal deck would be used for a roof as opposed to a floor.

The consultants agreed to proceed on the basis of minimal disruption to the Ground floor in the future So:-

1. They will allow for a metal deck that provides the required floor loading, and then a concrete deck to this.
2. This will be over the central area, as shown in the attached 3D image (minus the extended 5 columns to the front)
3. The roof insulation would be a taped style insulation laid over the concrete deck, depending on the time the first floor extension is done and the condition of this insulation, this would be moved up to the first floor roof or replaced (if its condition is deteriorated) when the first floor is put in.
4. During the meeting it was discussed the fact that the kitchen roof is higher than the remaining roofs. The Facilities Manager instructed that the council would not want to see a step in the floor level at first floor from the bar to the remaining first floor space and so the roof/floor has to be put in at this level. This is logical and we are proceeding on this basis.
5. It was agreed that putting the kitchen roof in now as a concrete slab would mean that in the future those areas below can continue and remain open
6. The only areas that would then be disturbed is where the staircase is added.
7. However, there are planning issues as the extension, as shown in the Visualise Planning approval, now has a lower parapet and roof level

Kitchen Roof

8. The consultants are assuming that there are timber roof joists spanning laterally across the kitchen to the wall between this and the store.
9. So rather than span above this and have a further increased roof height. What they have discussed doing with the Engineer is that when the works are done, the kitchen is closed as planned, so the roof finishes including deck are taken

off, but joists left in, and we Steels are put in that span across wall to wall in between the assumed joists.

10. During the next visit they will have a look in the kitchen ceiling void and see if there are any steels in there or that they are just joists
11. The consultants have agreed with the Engineer that they will draw an assumed joist plan for now, and add wording in the Schedule of Works that allows for work in this area.
12. The level for the Kitchen roof/floor will dictate the rest of the roof level , so column heights to the front wall would be adjusted as soon as these steels start to go in, and an accurate top of steel is fixed. [Steels are priced based on tonnages]

Changing Roof

13. They will do a similar exercise for the Changing Roof in this case spanning outer wall, to the wall between the toilets and changing, and the inner wall between the corridor and the infill extension. A slab will span over these steels, and the top of steels would be set to suit the Kitchen roof.
14. In both of the Kitchen and Changing scenarios the Walls providing support as well as the outer wall would be built up to suit the steel levels and parapet now.
15. The parapet capping would then move up in the future.
16. The issue in Planning terms here is the increase in height to the external wall to the South and West elevation.

Kitchen Ventilation

17. The consultants went onto the roof and established that above the hood there are 3 mushrooms that are providing the fresh air ventilation, and a kitchen extract plant.
18. They will need to design for this as part of the proposals. They have an idea in mind for being able to just trim around the kitchen extract duct, and put a short riser in as part of these works , then in the future the extract plant would move up to the new roof and a sheet metal duct would vent this up to this level being encased as part of a bar store area.
19. But there is insufficient space to do the same with the other 3 fresh air ducts. So they will need to come up with a solution to sheet metal duct these through the ceiling void horizontally. The consultants are suggesting that these would be flattened ducts running sideways and venting to the side (or actually drawing fresh air in from the side)

Store Roof

20. This roof is 450mm lower than the Kitchen roof
21. It is possible to extend the roof slab over this area now, but this would have further planning implications and ventilation implications to the North alley elevation.
22. So the consultant is suggesting that this roof is left at this level for now and raise this in the future as part of a new planning application in circa 5 years time.

There will be a need to go back to Planning with the elevations once the structure is fixed and the roof level is known.

The drawings were 50% complete at the time of this report, but the Town Council has been advised that the consultants will be at or near completion before this meeting so it is hoped to present these to the Council during the meeting.

Staircase and Rear levels

During the meeting the designing to allow for a future staircase now was discussed, but not putting the staircase in. The details for the staircase are to follow.

We also discussed setting the level for the rear extension and the fact that the Kitchen future floor level is 420mm higher than the car park level.

The level to the Changing block floor on the other hand is 280mm above the car park and there is a 140 – 160mm level difference between the two internal future floor levels.

It was agreed that the consultants would set the proposed level to suit the Changing block and put an internal ramp in the top corridor rather than the bottom corridor.

This will also have the effect of reducing the ramp and level difference requirements at our new thresholds and to get from our proposed car park layout. The Town Council awaits further information on this.

The Clerk and Facilities Manager were advised that the cost implications of future proofing the extension to allow for a first floor in a future phase of development would see in the region of 30% increase in costs on the foundation and steel materials, but not on the whole build.

Other progress and next steps

The Clerk has registered the Town Council on government contract finder in anticipation of the tender and schedule of works. The consultants will prepare a full tender document and schedule of works. It is hoped that the contract will go out to tender during October/November. Depending on the date the advert goes live it is hoped that the successful contractor will be appointed before the end of the year.

4. Recommendations

4.1 That members support and approve the continued desire to future proof the extension to allow for a first floor in a future phase of the development:

5. Financial Implications

There will be in the region of an additional 30% cost to foundation and steel materials.

6. Equalities Impact

Not applicable

7. Personnel Implications

Not applicable

8. Environmental implications

Not applicable at this stage.

9. Consultation

Residents were consulted in early 2020 on the proposed development.