

REPORT TO FULL COUNCIL

COUNCIL OFFICES RENOVATION PROJECT



Report Reference C-20-04
Meeting Date 23rd November 2020
Agenda Item 10
Prepared by Town Clerk

1.0 BACKGROUND

In approving the business case for the transfer of the Council Offices, the council committed to undertaking a renovation of the building, making the building accessible and operating it as the council's offices with community and commercial use in the different rooms.

In October 2018 the sub-committee appointed Hayes and Partners as the council's architect for the project. This followed an initial invitation to tender to a number of companies specialising in works to historic buildings and the sub-committee interviewing two firms. Following a number of meetings with Hayes and Partners, a second round of proposed plans were developed for a renovation, internal reconfiguration and extension of the building.

In January 2019, Council resolved to "postpone all non-essential works to the council's built assets until at least the 2020/21 civic year [...] including the funding of professional services associated with any future works that are at the planning stage". This paused the sub-committee's work on developing plans for the renovation of the council offices.

A member briefing was held on the project in early September. The sub-committee met in October and resolved to that approval be sought from Full Council for the work of the sub-committee to recommence noting that:

- a) The first stage would be a step 'backwards' to refresh the business case and determine whether a project to undertake improvements to the building is viable
- b) That this stage would involve information gathering starting with a new structural survey of the building to identify all works required to bring the existing building to a 'modern office standard'

2.0 RECOMMENDATION

It is recommended that council approves the work of the sub-committee recommending noting that it will first refresh the business case to determine whether the previous proposed renovation/extension remains viable.