1 – Design and Site Assembly

1 EXECUTIVE SUMMARY

1.2 This report covers the design to RIBA Plan of Works Stage 3 and the site assembly aspect of the Civic Development Project.

1.3 It summarises the principal design elements for Stage 3 of the office, theatre, underground car park and public realm including the principal site, building and material design criteria which has informed the overall design of the whole project and further summarises the specific design elements for the theatre, office, underground car park and public realm and landscaping.

1.4 It places the project design within the setting of the historic Calverley Grounds and the surrounding townscape and explains how massing, size and scale have been addressed through design to sit comfortably within this context and respect and complement the original Decimus Burton concept.

1.5 The report highlights how the designs have changed from Stage 2 to Stage 3.

1.6 It considers the transport and access arrangements for the scheme, the office and theatre servicing, access and inclusive design and neighbourly matters including rights to light and day light and sunlight and party wall matters.

1.7 The site assembly strategy and CPO process are summarised with the proposed timeline integrated into the project programme.

1.8 A summary of the Planning Pre-Application engagement is included and highlights that, as is usual practice for developers, we will be continuing our pre-application discussions and seeking to refine design and address issues through to a planning application being submitted. The report indicates those matters that need further discussion and highlights the fact that in a scheme of this scale there will be elements that the planning authority will need to consider against the broader benefits of the scheme to the town and the borough.
1.9 The report includes information on the engagement with the independent specialist bodies, Historic England and Design South East, which indicates their endorsement in principle to the overall design. These discussions will continue through the later RIBA design stages.

2 INTRODUCTION AND BACKGROUND

2.1 This report covers the design and site assembly aspects of the Civic Development project related to the following elements:

- A new 1,200 seat theatre:
- A new shared-use building including accommodation for civic functions and offices for the council and third party organisations;
- An underground car park, partly under the office building and extending under part of Calverley Grounds;
- Local remodelling of the public realm associated with the above buildings and car park.

2.2 The development is proposed on the Mount Pleasant Avenue and Great Hall car parks which are in the freehold ownership of the Council and will form the western edge to Calverley Grounds. The location of the car parks and Calverley Grounds is shown in the redacted Stage 3 documents. Overall the project includes the future development of the Civic Complex. The strategy and work carried out on the future of the current Civic Complex is contained in Report 3: Civic Complex.

2.3 The design and development of a new Theatre, Civic Centre, underground car park and public realm works has now reached the end of RIBA Plan of Work Stage 3 (Developed Design). It builds on the work carried out during RIBA Stages 0-1 (Strategic Definition, Preparation and Brief) and Stage 2 (Concept Design). The completion of RIBA Stage 3 is an important project milestone and gateway. The main bulk of the information contained in the redacted Stage 3 documents will be the basis of the planning application that the Council would submit to move the project forward and develop out the scheme.

2.4 Whilst TWBC owns the freehold of part of the site, to enable the development of the new offices and theatre, a number of freehold and leasehold interests and third part rights over the site are required. TWBC is intending to acquire these interests by agreement where possible. However, where sites are in multiple ownerships and occupations, compulsory purchase powers are usually required to assemble a site within the required timescales.

2.5 The site assembly strategy sets out the various methods of assembling the required land to facilitate the development including the use of compulsory purchase powers. It sets out recommendations and next steps for TWBC going forwards.
3 DESIGN & SITE ASSEMBLY

3.1 This report provides a consolidated update and assessment of the design and delivery strategy for the proposed Tunbridge Wells Civic Complex at the end of RIBA Stage 3 (Developed Design). It builds on the work carried out during RIBA Stages 0-1 (Strategic Definition, Preparation and Brief) and Stage 2 (Concept Design). The completion of RIBA Stage 3 is an important project milestone and gateway and subject to the Council’s approval to proceed to planning, the design proposals contained in this report will form the basis of the planning application. However, it is not the end of the design process and further detailed briefing and design on many aspects such as the interior design and the choice of furniture will need to be carried out during subsequent stages.

4 THE SCHEME

4.1 The scheme includes the design and site assembly of:

- A new 1,200 seat theatre:
- A new shared-use building including accommodation for civic functions and offices for the council and third party organisations;
- An underground car park, partly under the office building and extending under part of Calverley Grounds;
- Local remodelling of the public realm associated with the above buildings and car park.
- Site, Context and Analysis

4.2 The design has continued to be developed through RIBA stage 3 having regard to the constraints and opportunities presented by the site, by its historic context and by the analysis undertaken through the previous RIBA stages and further undertaken through Stage 3. Decimus Burton’s original vision has continued to be an underlying influence in the design to deliver the project objectives. These are detailed in the redacted Stage 3 documents.

4.3 The work during Stage 3 has also involved further surveys and investigations, enquiries and negotiations with adjacent landowners and highways authorities, working through the construction sequences and logistics and development and testing of the designs to a greater level of definition. The design work has encompassed, architecture, landscape architecture, civil, structural, mechanical, electrical and fire engineering with intensive involvement of highways and transportation, access, theatre, heritage and conservation, archaeology, arboriculture, town planning, sunlight and daylight assessors and construction cost specialists.

5 DESIGN

5.1 The design of the scheme has developed further having regard to the site strategy, the building strategy and the material strategy. Through RIBA Stage 3 the design of each element of the project, (the office, the theatre, the underground car park and the public realm) has also been developed further.
within these principals respecting the contribution that each makes to the whole but respecting individuality where appropriate to ensure that the design is coherent and complementary but also that the particular uniqueness of the element is respected.

6 SITE STRATEGY

6.1 The site strategy is derived both from the objectives for Calverley Grounds, and from analysis of the townscape of Royal Tunbridge Wells. The intention is that the development sits within the topography and complements the surrounding townscape. The strategy follows a sequence of coherent steps, illustrated in the Stage 3 report, which result in the following key design elements:

- The new public square between Theatre and Office, forming the new entrance to both buildings, and linking Calverley Grounds with Mount Pleasant Road.
- Placement of two low, colonnaded pavilions facing on to it, containing the public uses of each building (the Theatre foyer, and the Office Public/Council spaces), and ‘turning the corner’ to present colonnaded pavilions to Calverley Grounds, as flanking elements to the entrance square.
- The main mass of each building (the Theatre auditorium, fly tower and back of house, and the Office main floors) to be pushed to the edges of the site, and screened by trees.

6.2 A further element of the site strategy is that in order to respond to the rise in level between Mount Pleasant Road and Calverley Grounds, the principal floor of each building (the Theatre main foyer and the Office Civic suite) will be at first floor level, evoking a classical ‘piano nobile’, and allowing the maximum possible interaction between principal public spaces and Calverley Grounds itself.

7 BUILDING STRATEGY

7.1 Each of the two main buildings is broken down into smaller elements. This softens their mass in relation to Calverley Grounds, and allows the element to match the smaller scale of the neighbouring architecture. It allows careful control of massing:

- Since each building has a different function and status within the townscape, and the topography is very different on each side of the valley, it allows for a picturesque composition of elements to either side of the square, rather than a monolithic screen of buildings.
- By disposing similar elements between each building, the relationship between the two buildings can be carefully controlled, establishing a fundamental harmony between them, but also allowing for diversity and contrast.
7.2 Breaking the two buildings down into smaller blocks allows them to sit comfortably in the landscape without overwhelming it, and reflects Royal Tunbridge Wells’ townscape of relatively modest elements combining to create a dynamic overall impression. The design details reflect a modern interpretation of classical architecture and Decimus Burton’s design principle. The disparate elements of the Theatre and Office are composed to sit sensitively in the landscape, carefully framing the new public square.

7.3 The composition of the buildings allows close control of massing. Larger elements, such as the theatre flytower, and the majority of the office space, can be placed in the background. The architecture in the foreground of Calverley Grounds will be limited in scale, human in quality, and dynamic in character. Both Theatre and Council Office follow the same strategy in responding to the site, and they have been conceived as a pair. They will not be identical, since their uses are so different, but shared materials and motifs will create a close but informal relationship between them, bringing coherence to the western edge of the park. Their mass reflects the function that they are to perform as part of the wider place-shaping of the Town Centre.

8 MATERIAL STRATEGY

8.1 The material strategy reinforces the Building strategy. It:
- Balances coherence with the aspiration for a dynamic and varied edge to Calverley Grounds.
- Reflects the dynamism of Royal Tunbridge Wells without losing unity.

8.2 Reflecting the diverse material of Royal Tunbridge Wells, whose buildings often match stone with brick, the two principal materials are proposed to be a pale buff brick, and off-white cast stone. This basic material palette harmonises well with the adjacent Great Hall Arcade, while the generally pale tonal palette evokes the classicism of Decimus Burton. The details of the materials will be further developed through continuing pre-application discussions with the Local Planning Authority and through the planning process.

8.3 Massing – Size and Scale
As experienced from Calverley Grounds, the massing provides two low colonnaded pavilions flanking the entrance square. The higher elements of the building (the Theatre auditorium roof and flytower, and the main Office floors) rise to north and south, reflecting the rise in landscape. Neither reaches the height of the AXA PPP healthcare headquarters.

8.4 This massing arrangement leaves a ‘cleft’ at the central square, whose surrounding buildings co-ordinate with the height of the existing buildings fronting Mount Pleasant Road. This ‘cleft’ allows for long views over the rooftops to the Common to be retained. The massing, scale and size of the theatre, the offices and the car park are discussed in more detail in the redacted Stage 3 documents.
9 IMPACT

9.1 With regard to the impact of the development on the town centre generally, a Townscape Visual Impact Assessment has been carried out. Verified views are provided from a number of places within this zone, from locations agreed with Planning officers.

9.2 In addition, views within Calverley Grounds, chosen by the Friends of Calverley Grounds, and views from Grove Hill House, selected by Grove Hill House residents, have also been produced. These are shown in the redacted Stage 3 documents.

9.3 Images have been prepared showing longer views of the proposals from the west. These show that while the top of the Office block has some visibility, along with other taller buildings in this part of the town, the flytower is largely unseen.

9.4 It is inevitable that the proposals will have some impact on sun and shading patterns within Calverley Grounds. The shading diagrams in the redacted Stage 3 documents show the impact of the proposals at different times of day, and in different seasons. They show no impact at all before midday. Thereafter, the greatest impact is seen to occur in late afternoon during spring and autumn, and late in the evening during the summer.

9.5 A series of images has been prepared to test whether the proposals will have any impact on Mount Pleasant Road. (Images contained in the redacted Stage 3 documents). The images were taken from the west pavement, which would be the most affected. However, they show the proposed buildings to be almost completely invisible from all parts of Mount Pleasant Road.

9.6 Finally, a detailed assessment was made of how the proposals encroach onto Calverley Grounds, and where they expand the current area of Calverley Grounds. The changes are complex but are illustrated in the redacted Stage 3 documents. The proposed buildings cross the boundary of Calverley Grounds. However, the new square, providing additional public space at the entrance to Calverley Grounds, is partly constructed on land which falls outside Calverley Grounds, but will now come into public use, increasing public amenity. The basic areas of encroachment are shown in the diagrams in the redacted Stage 3 documents. Against this might be offset the amount of new public space created, through removal of buildings on Calverley Grounds, addition of new landscaped area to Calverley Grounds, replacement of roadways with public square, and by linking Calverley Grounds to the new roof terrace, which will be available to the public. While the overall encroachment is clearly demonstrated in the diagrams, the net impact is of an actual increase in public open space.

10 THEATRE

10.1 The theatre has been designed to deliver a 1200 seat auditorium with the back of house and front of house facilities to be able to deliver the offer we are looking to present.
10.2 The details of the design are stated in the redacted Stage 3 documents and reflect the design principles that underpin the whole project design, to work with the topography, to complement the historic integrity of Calverley Grounds and to fit into the surrounding Townscape. Key points are:

- The main foyer level is at first floor level, allowing it to relate to Calverley Grounds.

- The colonnade is limited to two storeys, as seen from Calverley Grounds, ensuring it is of human scale. The upper circle foyer is therefore detailed as a lightweight rooftop pavilion that opens onto a roof terrace above the main foyer bar.

- The dressing room block addresses Calverley Grounds to the south of the main pavilion. This progressively steps down to the south, both so as to give prominence to the main colonnade, and so as to reduce impact on Grove Hill House. The part of the Theatre closest to Grove Hill House is therefore reduced to two storeys.

10.3 The Theatre’s entrance elevation is therefore only of three storeys, with a setback ‘attic’ above. The colonnade containing the main, double-height theatre bar is only of two storeys in its relation to the park. The dressing room block is only of two storeys adjacent to Grove Hill House.

10.4 The ‘bulk’ of the theatre is set back from these frontages. The highest point is the fly tower. This is a functional requirement, since touring shows typically require flying. It needs to provide sufficient height to ensure that touring shows are able to come to Royal Tunbridge Wells, fulfilling the primary cultural vision for the Theatre. Considering these criteria it has been possible to reduce the height of the flytower in the stage 3 developed design process to reduce its impact. The flytower is set back some way from Grove Hill House - the neighbouring building most obviously affected. Detailed dimensions are shown in the redacted Stage 3 documents.

10.5 It is intended that a deep planting bed be provided on the service yard roof, with a wire system to support dense climbing planting up the south face of the flytower.

10.6 The layout design has developed in detail from the design presented at Stage 2. The Stage 3 design is detailed in the redacted Stage 3 documents. The designs have been developed with the advice of the Design Team’s accessibility advisor and have also been independently reviewed. The Access report and independent assessor’s comments are in the redacted Stage 3 documents.

10.7 Indications of the type of materials that could be used are suggested in the redacted Stage 3 documents. These will be better informed as the final pre-application planning discussions take place and further developed as the project progresses through the next RIBA stage.
10.8 The auditorium layout has been driven by the need to create intimacy within a large performance room. Materials will be selected to reinforce this thinking. The auditorium must give audiences an unforgettable theatre experience. The Stage 3 Designs for the theatre auditorium are detailed in the redacted Stage 3 documents.

10.9 The service yard at the south end of the Theatre will be used both for theatrical servicing and for the catering and waste operation. It will be covered at the loading bay end to manage noise in relation to nearby residential properties. Its roof will be planted to improve visual amenity.

The servicing and operation design details are stated in the redacted Stage 3 documents.

11 THE OFFICE

11.1 The office building has been designed in accordance with the compositional principles derived from the site and building strategies that underpin the development. Key design elements are:

- The Public / Council areas are contained in a colonnaded pavilion that both provides the frontage to the square, and addresses Calverley Grounds to the east. It corresponds to the colonnaded foyer of the Theatre building.

- The main civic spaces are at first floor level, allowing them to relate to Calverley Grounds.

- The pavilion is limited to two storeys, as seen from Calverley Grounds, ensuring it is of human scale.

- The terrace above this frontage pavilion is at the same level as the northern part of Calverley Grounds. It will therefore be landscaped and made available to the public as part of the experience of Calverley Grounds, allowing users of the park to connect with the new square between Theatre and Office. The Calverley Grounds path network will be extended to link to this terrace.

- The west side of the office building, facing Mount Pleasant Avenue, will be further modelled, with a set-back top floor and dropped balcony, both to reduce its impact on Mount Pleasant Avenue, and to create a more broken modelling to respond to the terraced nature of the Mount Pleasant Avenue houses (see adjacent plan and sections).

- The frontage to the square is only three storeys high, and the frontage of the colonnaded pavilion only two storeys to the park. The main office block is only two storeys above park level, with a further set-back ‘attic’ storey above.
11.2 Detailed sections are contained within the redacted Stage 3 documents to show the relationship between the Office and the buildings along Mount Pleasant Road.

11.3 The office building is a proposed highly specified office building over ground and 5 upper floors. It will provide a new home for Tunbridge Wells Borough Council, but will also provide approximately 20,000 sq ft of private tenanted offices over three floors.

11.4 The revised design, following stakeholder engagement and planning pre-application discussions comprises the following lettable space:

<table>
<thead>
<tr>
<th>Floor</th>
<th>Size sq ft (sq m)</th>
<th>Floor to Ceiling height</th>
<th>Projected rent</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>1,836 (171 sq m)</td>
<td>2700 mm</td>
<td>£27.50 psf</td>
</tr>
<tr>
<td>4</td>
<td>11,237 (1,044 sq m)</td>
<td>2775 mm</td>
<td>£27.50 psf</td>
</tr>
<tr>
<td>5</td>
<td>7,070 (657 sq m)</td>
<td>2715 mm</td>
<td>£27.50 psf</td>
</tr>
<tr>
<td></td>
<td>20,143 (1,872 sq m)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

11.5 A pre-let marketing campaign for c.20,000 sq ft of the tenant space at the office building has been underway since Q4 2016. A summary of the Tunbridge Wells Office market is contained in the Exempt Report 1 Design & Site Assembly Appendix 3: One Tunbridge Wells Marketing Update Report and Exempt Report 1 Design & Site Assembly Appendix 4: One Tunbridge Wells Report Summary.

11.6 The following marketing initiatives have been undertaken:

- Development of ‘One Tunbridge Wells’ brand by GKA (Property Marketing and Design Company)
- Bespoke four page brochure designed incorporating professional photography and CGIs
- Dedicated interactive website (www.onetunbridgewells.co.uk) including downloadable floorplans and brochure
- Distribution of brochure to South East office agents and targeted companies in Tunbridge Wells/Kent area
- Cover and inside front page advert in Commercial Property Register (circulation of 9,000 + occupiers and agents)
- Listings on all major property advertising websites including CoStar, NovaLoca, EGi and GVA website.

11.7 A number of alternative plans have been reviewed with the Architects as the Scheme has evolved through Stage 3, and have reached agreement on a proposed solution for this revised Massing Scheme as follows:-
- The floor plate to be capable of division into a west and an east unit to create two suites of approximately 5,000 sq ft each.

- A terrace is provided on the west and east frontages. This has the dual benefit of reducing the depth to window, and also adding an increasingly popular benefit.

- The Cores have been rationalised with the intention that there will be 3 passenger lifts (1 dual purpose as a Goods Lift) in the main core.

- The shower area at ground floor is accessible from the cycle store without walking through the reception.

- Car parking for the offices will be available within the building for the tenanted space, at a ratio of 1:500 sq ft subject to terms.

Office Marketing Strategy
11.8 The Stage 3 Scheme should be introduced to the market because it is quite different to the previous scheme.

11.9 The lack of office space in Tunbridge Wells is anticipated to have a further positive impact on rental growth in the Town. We understand that a further 20,000 sq ft of offices are to be lost to Permitted Development (Brooke House and Seymour House in Mount Ephraim Road and formerly occupied by Cripps Harries Hall).

11.10 As a result we are advised that were the Scheme available at the time of writing this Report, a rental of £27.50 psf would be achievable. Indeed if it was necessary to split floors, then the Suites overlooking Calverley Grounds would be likely to achieve a premium.

11.11 The Exempt Report 1 Design & Site Assembly Appendix 3: One Tunbridge Wells Marketing Update Report and Exempt Report 1 Design & Site Assembly Appendix 4: One Tunbridge Wells Report Summary, conclude that the proposed office is a well specified, and attractive office building with no current competition, and strong local demand, partly due to the effect of Permitted Development.

11.12 However the proposed completion date for the Scheme in 2022, over 4 years in the future, means this it is very unlikely that interest will be secured on the lettable space, until the delivery date is within 12 – 18 months, and the scheme is under way on site. The advice received is that the proposed office space is unlikely to pre-let for the reasons explained, but that if the building was under construction, the space would let prior to completion.

12 CAR PARK

12.1 The car park has been designed to take advantage of the existing topography at the north side of Calverley Grounds which is of a roughly level area above an escarpment (which is indicated in early maps of the area). While some
modification of contours is required (as detailed in landscape drawings in the redacted Stage 3 documents), this natural land form can accommodate a car park without a fundamental change to its form. Trees will be lost to allow for construction of the car park (as detailed below). None of these are Grade A and replacement tree planting will be undertaken. The significant trees in this area can be retained. Moreover, the below-ground massing of the car park allows for substantial replanting in deep soil along its south edge, and in deep pockets above the car park ‘roof’. The whole car park structure allows for adequate soil depth and drainage for reinstatement of the Calverley Grounds landscape above it.

12.2 Located beneath the office, and extending eastwards below Calverley Grounds, the car park provides space for 261 vehicles, including 6 blue badge spaces, a like for like the current provision in The Great Hall car park, and 2 spaces for building management vehicles. Vehicles will enter and leave the car park at second floor level, from Mount Pleasant Avenue. A pedestrian entrance is also available at this level. The main pedestrian entrance is at ground level, next to (but separate from) the main office reception. An escape stair (used only in emergencies) is located to allow emergency exit at the north edge of Calverley Grounds.

12.3 The car park is designed as a spiral, descending through four floors from Office second floor to Office ground floor. Pedestrian circulation, fully accessible, is by a dedicated lift and stairs. Spaces are sized for modern vehicle use. Blue badge spaces are located by the entrance, and adjacent to the ground floor egress. Spaces are also provided for electric vehicle charging. 12 motorcycle spaces are provided, four at each level. The entrance level of the car park also provides servicing areas for the Office, including a loading bay available to vans, contractor parking, and a Facilities Management office.

13 TRANSPORT AND ACCESS

13.1 A transport consultant has been engaged in the design work and the pre-applications discussions with the Planning Department and KCC Highways. Their work included in the redacted Stage 3 documents provides the following information:

- Description of vehicular access, parking and servicing arrangements (including swept path analysis);
• Detailed highway design drawings showing necessary level changes;
• Traffic forecasts for The Approach, the theatre service yard and the proposed car park;
• Stage 1 Road Safety Audit relating to the proposed widening of Mount Pleasant Avenue;
• A list of permanent and temporary Traffic Regulation Orders that will need to be necessary for construction and operation of the proposed development; and
• Draft Delivery and Servicing Management Plans for the theatre and the office.

14 BRIEF DESCRIPTION OF ACCESS, PARKING AND SERVICING

14.1 The redacted Stage 3 documents outline the access arrangements and provide detailed analysis of the swept path for the vehicles that will be accessing and servicing the proposed developments.

14.2 The Car Park - Access to the multi-level underground car park under the proposed office will be directly from Mount Pleasant Avenue. Access to Mount Pleasant Avenue will be between 64 Mount Pleasant Road (Neals Yard Remedies) and 62 Mount Pleasant Road (TSB). From Mount Pleasant Avenue car park users will turn left in and right out. To facilitate this access it will be necessary to widen the bend on the corner at the rear of the TSB to enable two cars to pass and make the section of Mount Pleasant Avenue between the car park access and the widened bend two way. This will mean that vehicles accessing the car park do not need to go through the shared space (The Approach) to be provided between Carluccio’s and the Great Hall.

14.3 In creating The Approach between Carluccio’s and the Great Hall the existing taxi rank will be relocated to Mount Pleasant Road. In addition it is intended to narrow the carriageway. A raised table is proposed on Mount Pleasant Road on entry to The Approach for the benefit of people walking between the railway station and Calverley Grounds.

14.4 Office Servicing - All regular deliveries to the proposed office will take place from within the proposed car park using the same access as vehicles for the car park. Refuse will be collected from the street on Mount Pleasant Avenue and exceptional servicing such as removals will take place from the pedestrian area (The Square) in front of the proposed office being accessed from the Approach between Carluccio’s and the Great Hall. Access for businesses and residents along Mount Pleasant Avenue will be from the Approach up hill. This is a reverse of the current one way.

14.5 Theatre Servicing - Goods vehicles relating to productions will approach the theatre service yard via The Approach to the north and exit via Hoopers service
yard car park. Goods vehicles will be required to reverse back onto the loading docks from within the Hoopers service yard car park. The swept path analysis indicates that vehicles will be able to access each of the docks at the rear of the Theatre independently (i.e. in no particular order).

14.6 In order to facilitate the development and these access arrangements a number of temporary and permanent Traffic Regulation Orders (TRO) will be required. In addition Vectos have undertaken traffic forecasts on the vehicular movements being proposed. To facilitate these servicing arrangements for both the Theatre and the office some management will be required. A draft service and delivery management plan has been prepared. These details are summarised in the redacted Stage 3 documents.

15 TRAFFIC FORECASTS

15.1 Day to day theatre servicing vehicles and stage door related vehicles will enter and exit the site via the Hoopers service yard car park.

15.2 Outbound production related vehicles will exit via the Hoopers service yard and car park. The likely vehicle numbers described above are summarised in the redacted Stage 3 documents.

16 SUSTAINABILITY AND SERVICES

16.1 The Theatre is designed to achieve BREEAM “Very Good”, but with significant enhancements beyond this level. These include:

- Natural ventilation to foyers, dressing and green room, offices
- Separate stage ventilation system to avoid use of full system except in performance
- Rooftop PVs
- Heat recovery on all ventilation systems
- Low energy / LED lighting with automatic switching and dimming
- Variable speed pump and fans
- Control of plant through CO2 monitoring
- Low water flow sanitary fittings

16.2 The auditorium will be ventilated by a displacement system, the most effective way of ensuring audience comfort. This requires plenums below seating rakes so that air can be supplied under seats at low velocity. Air is then removed at high level. Large ducts have been designed in to accommodate this strategy, with plant areas located both in the basement, and at high level. The foyer spaces will be naturally ventilated and this will be integrated into the design of the facades during the following stage. Plant is generally contained within the building envelope, other than some plant located behind screens at dressing room level.
16.3 The Office is designed to achieve BREEAM “Very Good”, but with significant enhancements beyond this level. These include:

- Layout maximises natural light
- Reversible cycle air source heat pumps for heating and cooling
- Rooftop PVs
- Heat recovery on all ventilation systems
- Low energy / LED lighting with automatic switching and dimming
- Variable speed pump and fans
- Control of plant through CO2 monitoring
- Low water flow sanitary fittings

16.4 Rooftop plant is located in an enclosure above the fifth floor office. Internal plant is located on the second floor adjacent to the Council Chamber / Flexible Space.

17 CONNECTION WITH TOWNSCAPE

17.1 The development has been designed to connect into the surrounding townscape. The new development’s principal focus and connection is towards Calverley Grounds however the other three edges of the site, towards north, west and south, connect it into the hard townscape of Royal Tunbridge Wells and have been designed and detailed accordingly.

17.2 The building to the north of the Office is the rear face of the AXA PPP healthcare headquarters, on higher ground facing onto Crescent Road. There are mature trees between the two buildings, making this elevation less significant than the others. Nonetheless, it has been detailed with care, following the same principles as the other elevations. The west and east elevations of the Theatre and Office need to reflect very different conditions. While the east elevations face Calverley Grounds, and can be seen – albeit screened by trees – in long views across the valley, the west elevations need to relate to the closer urban grain of Royal Tunbridge Wells. For this reason the massing of the west Office elevation is reduced (by setting back the fifth floor) and notched (around the fourth floor balcony), to create a modelled elevation whose broken outline and return faces reflects the terraced nature of the buildings opposite. Materials have been used to compliment the connectivity with the surrounding townscape.

17.3 The Theatre’s south elevation faces Grove Hill House, separated both by the covered service yard, and the west-east leg of Mount Pleasant Avenue. The service yard roof is planted with a mix of sedum and wildflower planting, providing a green ‘foreground’ to views of the building. It also includes a deep planting bed to allow the south elevation of the flytower to be covered with a rich variety of climbing plants. The upper levels of the flytower will be further decorated with grooves in the brickwork.

17.4 Meanwhile, the dressing room block and stage door, reduced to two storeys at the south elevation, will be detailed as a neat pavilion, composed around the Stage Door entrance, signage, and the Green Room window above.
17.5 The central focus of the east elevation addressing Calverley Grounds is the new entrance square flanked by colonnaded pavilions. Materials and design features are used to emphasize the primary or secondary nature of the facades and link the buildings together and with Calverley Grounds and the surrounding townscape.

17.6 The new square between Theatre and Office will not only bed the new buildings in the townscape of Royal Tunbridge Wells but also connect Mount Pleasant Road more effectively to Calverley Grounds. Landscape treatment of the square is discussed below. Elevations to the square reflect their townscape importance, and contain the main entrances to the two buildings. Planting on the new terrace will be visible from below, Creating a clear visual link with Calverley Grounds.

18  LANDSCAPING

18.1 The landscaping designs are included within the redacted Stage 3 documents and have been influenced by creating a modern representation of Decimus Burton’s Arcadian landscape. A key objective of the proposal is to promote an evolving urban environment where quality of life is integral. The scheme will draw strong influence from the original Arcadian principles of Decimus Burton’s work applied to the design of Calverley Grounds, reinterpreting them in a contemporary manner. This is to be achieved by strengthening the local connections to neighbouring areas and open spaces, through the creation of legible pedestrian routes and a new public space at the interface with Calverley Grounds, which lies within Special Identity Area of the Royal Tunbridge Wells Conservation Area.

18.2 The proposals described in the redacted Stage 3 documents are based on seven integrated principles to produce an attractive, distinctive and inclusive place which enhances the area’s character and identity:

- Create locally distinctive spaces which respect the architectural, historic and landscape quality of Royal Tunbridge Wells.
- Create public realm which responds to the activities within the buildings.
- Celebrate the history of the site and the Arcadian principles of its landscape.
- Enhance town’s environment and ecology.
- Create a legible hierarchy of streets and spaces that will result in cohesive integrated place.
- Comfort and safety.
- Health and well being.

18.3 To ensure that the scheme becomes a vibrant new development within a highly sensitive area, it is key to consider the relationship between the buildings, public realm and listed Calverley Grounds. Public realm and new amenity space can
contribute significantly to the quality of the built environment in the Royal Tunbridge Wells town centre and play a key role in the creation of a sustainable community. Design development as part of the design process feedback from consultations was incorporated in the landscape proposals. Within the overall public realm and landscaping 67 trees will be removed. None are grade A. Significant trees can be retained. Circa 50 trees will be replanted. This will be finalised in pre app discussions.

19 CALVERLEY GROUNDS MANAGEMENT PLAN

19.1 The Council plans to appoint consultants to work with the Friends of Calverley Ground and other interested parties to develop a 10 year management plan for Calverley Grounds. The Friends will be consulted on the draft consultants brief.

19.2 Subject to consultation, the areas to be covered by the plan would include the development of an overarching vision and aims and objectives, consider sustainability, heritage and conservation issues, community involvement and future management and opportunities for funding.

20 ACCESS AND INCLUSIVE DESIGN

20.1 The Project has been designed in consultation with all clear designs to support the design development process undertaken by the design team. The Access Statement contained in the redacted Stage 3 documents contains an explanation of measures that will be incorporated within the proposals for the Civic Development to facilitate access and use by all people, and indicates how the design meets the required design standards, good practice guidance and Building Regulations access requirements.

20.2 The statement takes into account the needs of people with mobility impairments including wheelchair users and those with sensory and cognitive impairments. However, it is recognised that the issues considered in the report will affect the convenience of access for all occupants.

20.3 This Access Statement is based on the strategies set out in CABE guidance on Access Strategies, including:

- Explanation of policy and approach to access;
- Sources of advice and guidance on accessibility;
- Details of consultations undertaken or planned;
- Details of access consultant involvement;
- Explanation of specific issues affecting accessibility and details of access solutions adopted; and
- Details of potential management policies and procedures to be adopted to enhance and maintain accessibility.

20.4 Areas where technical or other constraints have prevented or constrained the application of the principles set out in the above strategy are highlighted as
appropriate. The areas covered in the buildings include entrances, horizontal and vertical circulation, facilities and sanitary accommodation. At this stage, the statement does not cover operational aspects in detail, but it identifies and comments on areas where management procedures are likely to be required to ensure good accessibility. Public realm and landscaping is considered in so far as it relates to the proposed building and related works, for example, at interfaces between the street and entrances/thresholds.

20.5 The following documents and guidance have been used for assessment:

- GLA, Accessible London: Achieving an Inclusive Environment, April 2004; *(good practice as not directly related to this Local Authority)*
- British Standard BS8300:2010A Design of buildings and their approaches to meet the needs of disabled people – Code of Practice;
- British Standard BS9999:2008 Code of practice for fire safety in the design, management and use of buildings
- DETR, Parking for Disabled People, Traffic Advisory Leaflet 5/95, 1995

20.6 In using these documents and this guidance, the design team and access consultant have observed and had regard to reasonable functional and financial practicalities; and taken into account the nature of the use of Building. Wherever possible, the design team have gone beyond the minimum requirements of Part M (Building Regulations) and the guidance provided in the Approved Document M. This will assist the occupier(s) in meeting its/their duties under the Equality Act 2010.

20.7 An independent assessment of the project design has been undertaken by Tony Heaton, OBE, which has concluded that:

“I had the opportunity to review all the documentation and drawings for the scheme in advance of our meeting. The plans are very comprehensive and demonstrate a good understanding of the access requirements likely for disabled users. The meeting confirmed the impression I gained from the documentation that the team had fully thought-through the access implications and had complied with the legislation in a thoughtful and inclusive way, rather than just addressing the requirements as compliance.”

A copy of his comments are attached in the redacted Stage 3 documents.
21 RIGHTS TO LIGHT AND DAYLIGHT/SUNLIGHT

21.1 Point 2 Surveyors have been instructed by Tunbridge Wells Borough Council to undertake a detailed review of the potential daylight, sunlight and Rights to Light effects of the redevelopment proposals for the Mount Pleasant and Great Hall Car Park sites.

21.2 – 22.4 are contained in the exempt civic development report

21.5 The rights to light are being discussed as part of the planning pre-application discussions and the legal right to light will be negotiated once the scheme progresses through the planning process. Compensation may be payable and this is identified in report 4 – Project Financials

22 THE PARTY WALL REPORT

22.1 The existing land and buildings are currently being used for car parking with an existing cottage/building which is currently being used as a dental practice, but will be demolished as part of the development. Point 2 Surveyors have been instructed to produce a high level report outlining the nature of the boundary to the site and the implications of its redevelopment on the adjoining buildings. In particular the report gives consideration to those matters which fall under the remit of the Party Wall etc. Act 1996 and other Neighbourly Matters and legal consents.

22.2 The report details each adjoining building or parcel of land in turn, and provides a detailed list of the actions that are either required under the Act or recommended, as a matter of best practice to safeguard the client.

23 SITE ASSEMBLY

23.1 Whilst the Council owns the freehold of a large part of the site there are also a number of third parties who hold an interest in the land and whose interests will be affected by the development. Since mid 2016 the project team have been carrying on negotiations with these parties to seek to reach agreement by private treaty where possible to acquire the necessary land and rights to enable the scheme to go ahead. Exempt Report 1 Design & Site Assembly Appendix 2: Site Assembly Schedule

23.2 Alongside carrying out negotiations with affected parties a Site Assembly Strategy has been prepared. The Site Assembly Strategy is contained in the Exempt Report 1 Design & Site Assembly Appendix 1: Site Assembly Strategy.

23.3 The exempt Site Assembly Strategy provides advice including the potential use of the Council’s compulsory purchase powers to assemble the site for development. It provides a comprehensive strategy to take forward including advice on; the compulsory purchase process; timescales and programming; compensation; acquisition strategy; special types of land; and the recommended next steps. Work is now underway on progressing the next steps set out in the exempt Site Assembly Strategy.
23.4 Appropriate Council authorisation will need to be obtained to make the CPO. Initial provision for the use of compulsory purchase powers has already been agreed within the Council Asset Management Plan 2017 which was agreed at Full Council in February 2017. Within Appendix 2 of the Asset Management Plan, the Plan sets out that “The Council will investigate and look to use all statutory powers including Compulsory Purchase Orders (CPO) to achieve key priority developments including the Civic Development programme”. This provides the initial framework for using compulsory purchase powers.

23.5 The CPO process from start to finish takes between 18-24 months. We are currently in the early preparation stage of the process. Before moving on to make any Compulsory Purchase Order(s) (CPO) there should be at least a resolution to grant planning permission in place. However we are seeking authority to progress with a CPO in the decisions being requested.

23.6 In order to provide the best chance of achieving a confirmed CPO, the following will need to be demonstrated:

- **Policy basis** – the Town and Country Planning Act 1990 powers are available to facilitate the delivery of planning policy. There needs to be sufficient planning policy support for the proposals including showing how the scheme fits in with the planning policy framework and wider council priorities.

- **Deliverability** – that the development is able to process and that there are no other impediments to delivery (such as planning, licenses, consents). TWBC will need to demonstrate it has experience, resources and funding in place ready to deliver the scheme.

- **Efforts to acquire** – TWBC will need to demonstrate that reasonable efforts to acquire the various interests have been undertaken. These can continue in parallel with preparations for a CPO.

23.7 The Planning Inspector assessing the CPO and the confirming Minister will consider these ‘tests’ in making their assessment of whether the scheme contributes to social, economic or environmental well being and whether there is a compelling case in the public interest for the CPO. They will also consider whether there are other reasonable alternatives to deliver the improvements sought.

23.8 If an interest is compulsorily acquired, the claimant is entitled to compensation which is assessed based on the statutory principles which govern the assessment of compulsory purchase. All affected parties would be entitled to statutory compensation. The estimated costs of compensation are identified in Report 4 - Project Financials.
PLANNING PRE-APPLICATION

24.1 Pre-application discussions have already commenced with the Planning Department. To date 8 formal pre-application meetings have been held and it is anticipated that a further 3-4 further meetings will be held.

24.2 While engagement with the planning authority has been good there a number of issues that we will seek to address in the final pre-application meetings. Ongoing studies are being carried out in respect of these issues. These are:

- Daylight & sunlight impact on certain properties
- Visual impact of theatre on certain properties
- Potential Theatre transport noise impact on certain properties
- Highways & finalising traffic movements
- Flooding & drainage assessment

24.3 Ultimately in a scheme of this scale there will be elements that the planning authority will need to consider against the broader benefits of the scheme to the town and borough.

ENGAGEMENT WITH HISTORIC ENGLAND

25.1 The Council has been conscious of the sensitivities around the selected sites at Mount Pleasant Avenue and Great Hall as well as the future redevelopment of the Civic Complex. As a result we have sought to engage with Historic England from early in the design development. Through the RIBA design stages the project team have met with Historic England on the 13 July 2015, 2 June 2016 and 22 June 2017. Historic England

25.2 A copy of the letter is attached as Report 1 Appendix 1. This has in some quarters been misrepresented.

DESIGN SOUTH EAST

26.1 To further develop our approach and design we have sought to engage Design South East to undertake an independent review of the proposals. Design South East undertook their review visiting on the 16 August 2017 with their report being issued on the 1 September 2017. Engagement with Design South East was purposefully during the early pre-application discussions to enable their comments on the design to be taken into consideration. A copy of the Design South East panel letter is attached as Report 1 Appendix 2.

26.2 Design South East provided advice on aspects of the scheme that need clarification or could benefit from further consideration. The Panel raised a number of areas where they thought that further information was required. This has helped to inform further development. On 26 September we provided a
written response to Design South East was submitted addressing the aspects being raised. This is attached as Report 1 Appendix 3. Further correspondence and engagement was sought with Design South East on the elements within their brief however they have indicated on the 20 October that the general feeling from the panel is that they are confident in the abilities of Allies and Morrison and Townshend to produce a well detailed scheme and address minor design issues raised in the report.

26.3 DSE outlined that while their report from the recent design review highlighted potential harms relating to the proposal and its impact on the park, it also referenced potential benefits to the wider town, and they recognise there may be some degree of balancing this. A further conversation around these issues will be organised in due course. Comments from Design South East relating to the requirement for tenanted office and underground parking being provided do not relate directly to the design are addressed elsewhere in the committee reports.

27 CONSTRUCTION PROCUREMENT AND CONSTRUCTION MANAGEMENT PLAN (CMP)

27.1 Details of the proposed procurement process and construction contract method are provided in Report 2 – Procurement. It is anticipated that the project will be developed through a single two-stage Design and Build contract with a client side team to undertake the overseeing role including project management, QS, health and safety, clerk of works. It is proposed that a single contractor is procured to deliver all the elements of the Civic Development Project. This will minimise the development period and subsequent construction period impact and will ensure that one has overall responsibility for development delivery.

27.2 The construction management plan for this project is included within the redacted Stage 3 documents. It sets out the delivery plan for the project and includes strategies for the management of the development phasing, transport and traffic movements, environmental issues, culture and heritage matters, security and safety and communication during construction.

27.3 The strategies contained within this plan are at a high-level Concept Stage (RIBA Stage 3), and will be developed into greater detail in line with the progression of designs. The CMP will be developed in a consultative way and for full endorsement by Tunbridge Wells Borough Council (TWBC).

27.4 The CMP will be updated and re-issued for approval at key stages through-out the project, incorporating feedback from TWBC and key stakeholders.

27.5 The Construction Management Plan (CMP) will help designers, potential delivery partners and contractors understand the scheme, the proposed methodology and the risks involved.

27.6 The completed and signed CMP aims to address how any impacts associated with the proposed works will be mitigated and helps manage the cumulative impacts of construction.
27.7 Where possible, the CMP follows the industry best practice guidelines to control environmental impacts, traffic disruption, site logistical issues and stakeholder communications, however all of the above are subject to change through the following work-stages, and in consultation with TWBC, consultants, delivery partners and key Stakeholders.

27.8 Communication is critical at all stages of construction, and it is vital to have an effective communication process in place from the very start from pre-construction site preparation, through mobilisation and the various phases of development to completion, demobilisation and reinstatement. The CMP will articulate the communication process for the construction period.

27.9 As part of the project construction management, it is anticipated that a compound will be sited on Calverley Grounds during the construction period. In addition, to minimise the area of Calverley Grounds occupied by the contractor and as part of the process to minimise the cumulative impact of construction it is proposed that the contractor will use an off-site consolidation centre(s). This will be fully explored through the planning application but in the construction management plan are suggested 3 possible sites, which could be suitable for this purpose, subject to agreement and subject further to any particular planning or contractor requirements. The possible sites are:

- North Farm Lane
- Tesco's Land
- Balfour Beatty Site

27.10 Any site selected will be subject to a detailed Traffic Management plan to be agreed with TWBC and KCC, kept under close review and implemented by Contractor.

28 PROJECT PROGRAMME

28.1 The project programme is defined in the redacted Stage 3 documents and a copy of the indicative master programme is attached to the covering report as Appendix 7.

28.2 Assuming authority is given to progress and deliver out the project the programme provides for a planning application to be submitted in January 2018.

28.3 Subject to planning consent being granted the programme provides for:

- RIBA stage 4 to be completed Q1 2019
- Site assembly to be completed (using CPO) Q3 2019
- Construction to commence Q3 2019
- Construction to complete Q4 2021

29 RISKS

29.1 The Project risk will be managed through the contract administration process and will be reported through the existing Civic Development Project management process that is currently in place, has been reviewed by audit and
has been declared as strong. The project risk will be overseen by the Project programme Board which meets monthly to review all of the Council's projects.

30 REPORT APPENDICES

30.1 The following documents are to be published with, and form part of, the report:

- Report 1 Design & Site Assembly Appendix 1:
- Report 1 Design & Site Assembly Appendix 2:

31 BACKGROUND PAPERS