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Our Town Hall Project

Early Works Submission

Planning, Design and Access Statement

May 2019

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1 Introduction

Introduction

1.1 This Planning, Design and Access Statement (the 'Statement') accompanies a series of applications that are required to facilitate some proposed early works in support of the planned refurbishment of the Grade I Listed Town Hall, which are submitted to Manchester City Council (MCC) as the Local Planning Authority. The Applicant is Manchester City Council.

1.2 The applications relate to the Town Hall Building and internal courtyard, together with part of Albert Square, an area which is broadly bound by Albert Square to the west, Lloyd Street to the south, Cooper Street to the east and Princess Street to the north.

1.3 The early works proposals are described in detail within Section 3 of this Statement and in summary include:

A) Great Hall organ removal, storage, repair, and reinstatement.

Bi) Soft Strip, Mock-up rooms, Temporary Protection Measures, Fire Door Test (one door) and Secondary Glazing Test (one window).

Bii) Due Diligence Surveys.

C) Temporary Scaffolding to Albert Square and Cooper Street.

D) Courtyard Works, including Drainage, Public Realm and Scaffolding Principles.

E) Albert Square Elevation Scaffolding Wrap (application to follow in June 2019).

F) Hoarding of Perimeter of Town Hall Building.

1.4 This document explains the need for the early works at this stage in the refurbishment project and outlines the objectives for the 'Our Town Hall' Project. It also considers the relevant planning policies and assesses the impact of the proposals in the context of the Grade I Listed Building.

Stakeholder Consultation

1.5 The proposals have been discussed with key stakeholders during the pre-application stage, including:

- Local Planning Authority – meetings on 24 April and 8 May 2019.
- Manchester City Council Conservation Officer – meetings on 24 April and 8 May 2019.
- Historic England and the Victorian Society – meeting on 25 April 2019.
- Greater Manchester Archaeology Advisory Service – briefing note issued on 13 May 2019.
- Greater Manchester Police – briefing note issued on 26 April 2019.
- Greater Manchester Fire and Rescue Service – meetings on 3 May 2019.
- Manchester Lead Local Flood Authority – meeting on 19 September 2018 and 19 March 2019.
- Manchester City Council Highways – meeting on 26 April, 30 April 2019 and 15 May 2019.
- Manchester City Council Environmental Health – briefing note issued on 23 April 2019.

1.6 The outcome of the pre-application engagement has been positive, with feedback received taken into account as the proposed early works were finalised.

1.7 A briefing letter has also been issued to the nearby landowners.

1.8 The scope of works has been minimised to the extent necessary to inform ongoing design development for the Our Town Hall Project.

Supporting Documentation

1.9 In addition to this Statement, the following material is submitted in support of the early works' applications as agreed with the Local Planning Authority at a meeting on 24 April 2019:

- Application forms;
  - Five Listed Building Consent application forms
  - One Full Planning Permission application form
  - One Advertisement Consent application form
- Planning, Design and Access Statement, prepared by Deloitte Real Estate;
- Application red-line boundary plans for each application as described in Table 1.1, prepared by Purcell Architects;
- Heritage Impact Assessment, prepared by Purcell Architects;
- Below Ground Surface Water Drainage Strategy, prepared by Ramboll;
- Drainage plans (existing and proposed), prepared by Ramboll;
- Flood Risk Assessment, prepared by Ramboll;
- Interpretative Report on Ground Conditions (Phase 1 and Phase 2), prepared by Ramboll;
- Courtyard Landscaping Strategy, prepared by Planit-ie Landscape Architects;
- Courtyard Landscaping Plans and Drawings, Planit-ie Landscape Architects;
- Instrument Survey and Evaluation of Removal and Storage (Great Hall Organ), prepared by Andrew Carter;
- Mock-up rooms schedule of works, plans and drawings (existing and proposed), prepared by Purcell Architects;
- Details of the full strip out of services from the Mock-up Rooms, prepared by Arup;
- Details of proposed soft strip activity including methodology and plans, prepared by Purcell Architects;
- Methodology Statements, prepared by Purcell;
- Construction Management Plan, prepared by Lendlease;
- Scaffolding plans, prepared by Lyndon Scaffolding;
- Scaffolding fixing details, prepared by Lyndon Scaffolding;
- Scaffolding methodology, prepared by Lyndon Scaffolding;
- Fire Strategy, prepared by Lendlease with input from Manchester City Council and Greater Manchester Fire and Rescue Service;
- Hoarding elevation plans prepared by Purcell;

- Hoarding Branding Strategy prepared by Manchester City Council – to follow;
- Desk-Based Archaeological Assessment prepared by Purcell; and,
- Written Scheme of Investigation for an Archaeological Watching Brief, prepared by Salford Archaeology.

Document Structure

1.10 The remainder of this Statement is structured as follows:

- Section 2: sets out the background to the Our Town Hall Project and the need for the early works;
- Section 3: provides an overview of the proposed early works and the Design and Access elements of the proposed works;
- Section 4: provides a summary of the relevant planning policy framework;
- Section 5: concludes by summarising the benefits of the proposed works; and,
- Appendix A: assesses the proposals against relevant planning policy.

2 Project Background, Objectives & Planning History

2.1 This Section provides background to the project and explains the important factors that underpin the need for the proposed intrusive survey sampling.

Project Background

2.2 The Manchester Town Hall Waterhouse building was first listed as a Grade I listed building on 25 February 1952 (List Entry 1207469). The listing provides a summary which states the following:

"Town Hall. 1868-77, by Alfred Waterhouse. Sandstone ashlar facing to brick carcass, slate roofs. Triangular island site, with three main ranges enclosing a triangular courtyard mostly filled by a rectangular Great Hall. Gothic style. Three storeys and attics. Building of major importance."

2.3 The Our Town Hall Project is based upon eight core principles:

- To secure the long-term future of Manchester Town Hall, its civic role and its external setting.
- To retain and enhance as a functioning and efficient Town Hall.
- Restore and celebrate this significant heritage asset for Manchester.
- To enhance the use of the building, as a visitor destination and increase access to Mancunians.
- To transform users' and visitors' experiences.
- To reduce carbon footprint and energy costs.
- To maximise the commercial opportunities and offset costs to the public purse.
- To deliver economic and social value for Manchester.

2.4 One of the main objectives of the Our Town Hall Project is to refurbish the listed building back to its former glory and ensure that it can continue to provide its critical functional civic uses into the future.

2.5 Lendlease were appointed as the management contractor in January 2019, following a positive competitive dialogue process. Since that appointment, Lendlease have been working hard with the wider project team to develop a detailed construction programme for the project to ensure that it is delivered on time and on budget.

2.6 Through this positive early discussion, a series of proposed early works have been identified, which would enable Lendlease to commence activity to facilitate a staggered site set-up process from summer 2019 to January 2020, when work is scheduled to being in earnest.

2.7 The early works are an important factor in ensuring that the project continues to be delivered to programme and to help meet the targeted re-opening in 2024.

2.8 These works are proposed in advance of the submission of applications for Planning Permission and Listed Building Consent (LBC) for the main refurbishment works, which are targeted for submission during summer 2019.

Planning History of the Application Site

2.9 The Town Hall has been subject to a number of applications. The most recent applications of relevance are set out in Table 2.1.

Table 2.1 Relevant Planning History of Manchester Town Hall and Albert Square

Reference	Description of Development	Decision Date
123036/LO/2019	Listed building consent works to facilitate an Asbestos Survey.	Target Date: 13/05/2019
119106/LO/2018	LISTED BUILDING CONSENT for Internal and external intrusive surveys to the Grade I Listed Old Town Hall in order to inform the Our Town Hall Project to include intrusive survey works within Albert Square adjacent to the Grade II Listed Frasers Statue, the Grade II Listed Jubilee Fountain, the Grade II Listed Brights Statue, the Grade I Listed Albert Memorial, the Grade II Listed Heywoods Statue and the Grade II Listed Gladstones statue.	18/04/2018
106271/LO/2014/C1	LISTED BUILDING CONSENT for the creation of a Stop Equipment Room to service the remodelled St Peters Square Metrolink Stop within Room 35B of the Basement of Manchester Town Hall	18/12/2014
058499/LO/CITY1/00	LISTED BUILDING CONSENT/CITY COUNCIL DEVELOPMENT Removal of timber structure (A Frame) to Great Abel Bell in clocktower	17/08/2000
048604/LO/CITY1/95	LISTED BUILDING CONSENT Alterations and installation of new operator to access ramp door	08/01/1996
048013/VO/CITY1/95	CITY COUNCIL DEVELOPMENT/ LISTED BUILDING CONSENT Strengthening of roof trusses to carry improved roof walkway	15/11/1995
020715	CITY COUNCIL DEVELOPMENT/LISTED BUILDING CONSENT Removal of flat roof glazing, and replacement by lead flat roof, and the insertion of side roof skylights to provide daylight. The insertion of roof access hatches behind parapets to permit day to day maintenance.	06/03/1984

2.10 An application for a series of intrusive surveys was approved in April 2018 (ref: 119106/LO/2018). These surveys were needed to understand the condition of the Grade I Listed building and Grade I and Grade II Listed statues within Albert Square, to help inform the on-going design process for the refurbishment works.

2.11 The most recent LBC application (ref: 123036/LO/2019) relates to an Asbestos Removal and Demolition Specification Survey, which set out how areas of the building will be sampled to ascertain the presence of asbestos in advance of the refurbishment works. The survey will inform the design of any required asbestos removal to ensure that the building meets appropriate Health and Safety Regulations during and following the refurbishment.

2.12 Through carrying out the intrusive surveys, it has become apparent that further due diligence surveys are required to test the design assumption that have been made. These surveys form part of the early works proposal; further details are set out in Section 3 of this report. The scope of the due diligence surveys is limited to areas that are not already covered under ref: 119106/LO/2018.

3 The Proposed Early Works, Design and Access

3.1 This Section of the Statement provides a summary of the proposed early works and explains the format of the applications.

3.2 It also addresses the requirements for a Design and Access Statement as set out in Planning Practice Guidance (PPG) under paragraph 32. As per the PPG, this Statement provides an 'explanation of the design principles and concepts that have been applied to the proposed works'. It explains how these take account of the architectural importance of the building and the building's character.

Application Format and Description of Development

3.3 As agreed with the Local Planning Authority (LPA), the proposed early works have been separated out into a series of submission packages to expedite the start of works on site. The packages are summarised in Table 3.1.

Table 3.1: Early Works Submission – Application Reference and Description of Development

Application Reference	Type of Application	Description of Development	Site Area and Red Line Plan Reference
A – Great Hall organ removal, storage, repair, and reinstatement	Listed Building Consent	Listed Building Consent works to temporarily demount and dismantle the organ located within the Great Hall of the Grade I Listed Town Hall, in order to remove it from site during construction works and to repair and store the organ prior to reinstallation on completion of the construction works	Site Area: 7,255 sq.m. OTH-PUR-XX-XX-DWG-A-003
Bi – Soft Strip, Mock-up rooms, Temporary Protection, Fire Door Test (one no.) and Secondary Glazing Test (one no.)	Listed Building Consent	A series of early works to prepare the Town Hall building for future refurbishment, including: a soft strip exercise to remove modern additions as specified within document schedule ref: OTH-PUR-TH-ZZ-SCH-A-2400; installation of temporary protection measures for items of significance that will remain in situ during refurbishment works, including the murals; removal of one number fire door and re-location to an appropriate testing facility for fire testing; installation of secondary glazing to one number window to facilitate acoustic testing to inform the refurbishment proposals; and, works to facilitate three mock-up rooms (as shown on drawing references: Room 02-017 OTH-PUR-TH-02-DWG-A-2416; Room 04-008 OTH-PUR-TH-02-DWG-A-2422; and, Room 06-019 OTH-PUR-TH-02-DWG-A-2428). That will be used as a quality control measure for the main refurbishment, including the removal of existing modern M&E services and non-original paint, and the installation of a series of strategies and finishes as outlined in specification document OTH-PUR-TH-ZZ-SPE-A-9590	Site Area: 7,255 sq.m. OTH-PUR-XX-XX-DWG-A-003

Application Reference	Type of Application	Description of Development	Site Area and Red Line Plan Reference
Bii – Pre-Commencement Due Diligence Surveys	Listed Building Consent	Listed Building Consent for works to facilitate targeted due diligence surveys within the Town Hall Building in respect of document ref: OTH-PUR-TH-ZZ-SCH-A-2109	Site Area: 7,255 sq.m. OTH-PUR-XX-XX-DWG-A-003
C – Temporary Scaffolding to Albert Square and Cooper Street	Listed Building Consent	Erection of temporary scaffolding to the Albert Square and Cooper Street elevations of the Town Hall for a period of five years to facilitate refurbishment works, including installation of new fixings within the listed fabric to tie the scaffolding	Site Area: 467.5 sq.m. OTH-PUR-XX-XX-DWG-A-005
D – Courtyard Works, including Drainage, Public Realm and Scaffolding Principles	Planning and Listed Building Consent	Works to facilitate the future drainage system, including repair and re-use of elements of existing pipework, replacement of pipework that is beyond repair, installation of attenuation tanks and creation of connections into the building façade; lifting of existing hard finishes, storage and relaying following completion of the refurbishment works; installation of a temporary surface and scaffolding to the courtyard elevations, including creation of new fixings, during the refurbishment of works	Site Area: 998 sq.m. OTH-PUR-XX-XX-DWG-A-006
E – Albert Square Elevation Scaffolding Wrap	Advertisement Consent	Temporary advertisement consent for scaffolding wrap, to include images of relevance to the Our Town Hall project	Site Area: 467.5 sq.m. OTH-PUR-XX-XX-DWG-A-007
F – Hoarding of the Perimeter of the Town Hall building	Advertisement Consent	Temporary advertisement consent for branded hoarding, to include images of relevance to the Our Town Hall project	OTH-PUR-XX-XX-DWG-A-008

3.4 Some of the proposed works, such as the Great Hall organ repair work, are likely to require additional information from an expert sub-contractor once appointed; the information submitted at this stage includes an overarching method statement prepared by Lendlease that will be refined with expert input prior to works commencing. The final method statements are proposed to be submitted to the LPA via a condition discharge application.

Submission A – Safe Removal of the Great Hall Organ (Removal, Storage, Repair and Reinstatement)

Introduction and Summary of Works

3.5 It is proposed to remove the Cavaillé-Coll Organ located within the Great Hall during the refurbishment works, which will be important to ensure its proper protection, and will provide an opportunity for a full repair by specialists before reinstallation. It is beneficial to do this work in advance of the main works, as it will require the Organ to be dismantled, which may take some time.

3.6 The works have been informed by a detailed methodology for dismantling and removal, together with safe storage, which is described more fully below. The project team is receiving advice from Organ specialists, including Technical Consultant Andrew Carter, regarding this and also the repair.

3.7 Constituent parts will be removed from the building. This will be undertaken manually, with large parts moved down the stairs and smaller elements in the public lift.

3.8 The proposal is to restore the Organ to a similar state to the instrument's condition in 1893, as this point in time represents Cavaille-Coll's full realisation of the instrument as he intended.

3.9 The Organ is fully insured for its safe removal, repair and storage, and these details will be supplied to the LPA for reference.

3.10 The works will be carried out in accordance with the specialist advice received. The Project Team are currently in the process of tendering and appointing an Organ Specialist for the full scope of works detailed below, which is being undertaken in conjunction with Manchester City Council's Conservation Officer, Technical Advisor Andrew Carter, Manchester Cavaille-Coll Organ Foundation and Lendlease.

3.11 The specialist contractor will be appointed to complete the following activity:

- Fully remove the Organ and timber screen;
- Protect the surrounding areas as required to facilitate the Organ's removal;
- Protect the Organ during transport and storage;
- Full restoration using materials and techniques appropriate to the design and age of the Organ;
- Reinstall the refurbished Organ and Timber screens;
- Voice the Organ; and,
- Provide archive record information on the Organ, its removal, restoration and rebuild.

3.12 At this stage, information regarding the principles of the works is provided with the submission in advance of specialist contractor input. This includes a method statement from Lendlease, which sets out how they will manage specialist contractor input and engagement strategy for securing approval from MCC Conservation Officer and the LPA prior to works commencing and during the works.

3.13 The nature of the works means that it is anticipated that the final detail of both the repair work and reinstallation of the Organ will need to be agreed through a planning condition. A full audit of its condition and the condition of the building fabric following its removal will not be possible under it is removed from its current location.

History and Significance of the Great Hall Organ

3.14 The Manchester Town Hall Cavaille-Coll Organ is of critical importance to both the history of the Great Hall and the wider Organ building sector within England. The instrument was designed by the world-renowned Organ builder Aristide Cavaillé-Coll and was an integral part of Alfred Waterhouse's design for the Town Hall. As the instrument is largely intact and an original feature, it is of very high significance and is considered to be a fixed element of the Grade I Listed Town Hall structure.

3.15 The Organ is the focal point of the Great Hall and its case was one of the original fittings of Waterhouse's designs. It has been tightly constructed over five levels, with a section of bellows situated behind level 2. The exact location is identified on the existing plans, and further images and detailed explanations of the differing elements are clarified in the Andrew Carter report provided within the submission.

Deterioration

3.16 The Organ is currently deteriorating, due to inadequate access to maintain parts of the Organ that have exceeded their life expectancy. Due to the design of the Organ it is not possible to gain safe access to all parts of the Organ without removing elements as can be seen in Figure 3.1.

Figure 3.1 – Photographs of the Organ in situ in the Great Hall. Source: Purcell Architects.



3.17 The Organ is in very poor condition, and MCC have had problems adequately maintaining the correct wind pressures as a result of failed leatherwork, which is causing multiple wind leaks. One of the main bellows of the instrument does not rise at the moment, notes are not working on all departments, various stops do not work, and pipework is collapsing through metal fatigue.

3.18 The Organ has been added to and adapted during its life and it is proposed as part of the overall restoration through the Our Town Hall project to restore the Cavaille-Col pipe Organ to a state similar to its 1893 condition. To fully understand the Organ's design and construction methodology and therefore fully scope out the restoration works and methodologies required, it will be necessary to carefully dismantle the entire Organ, recording the original construction techniques and subsequent adaptations. This information will be used to inform the restoration project.

3.19 As can be appreciated, the works involved in this activity are extensive and to allow the adequate timings and care required for its restoration, the Organ will be removed from the Great Hall and stored in a specialist contractor's Works Package storage unit, which will replicate where practicable the environmental conditions of the Current Great Hall, where repair work can be progressed.

3.20 The Great Hall itself is proposed to undergo extensive restoration works as part of the main refurbishment project and therefore it is deemed appropriate to remove the Organ form the Great Hall to protect it fully during these works.

Proposed Organ Removal

3.21 Whilst the final methodology for removing the Organ will be provided by the specialist contractor who will be appointed to carry out the work, the project have engaged with the Technical Consultant Andrew Carter to provide a detailed methodology for removal. Please refer to the 'Instrument Survey & Evaluation of Removal and Storage Methods' report provided within this submission.

3.22 The Organ is self-contained and independently supported from the building fabric and was constructed by hand within a purpose-built void within the Great Hall. There is no requirement for any structural modifications to allow the safe removal of the Organ. However, a number of fixing supports to support access scaffolding and hoisting within the Organ Chamber will be required, as detailed within the Removal and Storage Methodology report, produced by Andrew Carter. This can only be fully detailed during the Organ Removal process due to the current limited access. Some of the Organ's components will require a mechanical winch/hoist capable of lifting 1 tonne, to safely remove intact. It is currently proposed to install a scaffold frame to support a lifting beam for the Hoist, which will require structural

fixings to the back wall of the Organ space to allow access to all components of the Organ. The current proposed access scaffold is indicated on the Lyndon drawing provided within the submission.

3.23 Once the Organ has been carefully removed, a detailed assessment of the remaining spaces will be undertaken to inform any further remedial works if required to the building's fabric and structure.

Proposed Organ Repair

3.24 The scope of works that will be procured from the specialist Organ Works Package Contractor will include the following:

- Removal, record and catalogue the Organ, including any temporary support/travel cases to the temporary storage facility;
- Temporary storage of the disassembled Organ prior to refurbishment, storage to be climatically controlled;
- Refurbishment and restoration of the Organ in line with the brief, further details of which are provided in the Specification report;
- Installation of the Refurbished Organ within the Great Hall;
- Voicing of the Organ, allowing for out of hours working to allow a fully functioning Organ prior to completion of the overall project; and,
- Attendances for visits from project staff to the storage facility and factory periodically as suitable for the stage of the restoration.

Organ Transportation and Storage

3.25 As advised by Andrew Carter, and outlined in the Removal report, the Organ will be carefully broken down into its constituent parts and manually moved; this would have been the original method of construction for the Organ. There is a detailed explanation of the approach to dismantling outlined in Andrew Carter's report, which will be further developed by the successful Organ Works Package contractor. All items will be carefully catalogued including modern additions to the Organ, suitably protected for transport and storage and asset tagged.

3.26 The Organ components, some of which need to be transported and stored vertically, will be temporarily stored and consolidated within the Great Hall, prior to removal from the building to suitable temperature controlled (relevant to the components) transportation to the agreed storage facility. The route and methodology for removal from the building will be developed in conjunction with the specialist Organ contractor, Andrew Carter and Manchester City Council's Conservation Officer, prior to the works commencing.

3.27 Whilst off-site, the specialist Organ Works Package contractor will be required to provide Lendlease a specific Insurance policy covering any damage theft or loss and fire as a result of an unknown event. Access to the storage and factory during the works is to be provided to project staff as required.

Organ Reinstatement

3.28 The proposed re-fixing and methodology for the rebuild of the Organ and associated Timber Screen, within the Great Hall will be worked through with the successful specialist Organ Works Package contractor, which can only be fully understood after the careful removal and scoping of the restoration works. It is proposed to agree this information with the LPA through a suitable worded planning condition.

Submission Bi

Internal Soft Strip Activity

Introduction and Summary of Works

3.29 It has been identified that a range of internal soft strip activity of modern additions (post 1944) to the building would be beneficial to complete as an early work; it would provide enhanced visual access to historic fabric to understand the construction of modern interventions, which are generally detrimental to the significance of the building and enable a prompt start on site with the main refurbishment activity in early 2020.

3.30 The soft strip activity would include all of the remaining fixed items that Purcell Architects have identified through their comprehensive baseline heritage work are not of heritage importance.

3.31 These features have a harmful impact on the appreciation of the Town Hall, as identified within the Heritage Impact Assessment submitted with the application, and are therefore are proposed to be removed.

3.32 The early removal of these items will provide an opportunity for the design team to gain valuable insight and understanding of the extent of repairs required to the historic fabric, which will inform the on-going design development and will be addressed within the main application proposals.

3.33 The items included within the proposed soft strip have been carefully selected as part of an extensive survey of every accessible room within the Town Hall. Works are located on all levels, throughout most of the building. See Soft Strip drawings 2401-2430 for more information regarding locations.

3.34 The Soft Strip schedule submitted as part of this application OTH-PUR-TH-ZZ-SCH-A-2400 gives examples of all 36 different types of items proposed to be removed.

3.35 The proposed items to be removed have been carefully chosen by technical consultants including conservation architects, project manager and M&E engineers. Each type can be split as follows:

- General wall items
- Flooring
- Health and safety
- Mechanical and electrical
- Catering
- Welfare

3.36 The methodology for the soft strip works is provided within Purcell document reference OTH-PUR-TH-ZZ-SPE-A-0011. The making good for the various areas of plaster etc. can be found in Specification ref: OTH-PUR-TH-ZZ-SPE-A-9590, which outlines the works for the Mock-Up Rooms.

3.37 The soft strip works will only remove existing fire extinguishers where they have been deemed no longer operational.

3.38 Modern wall partitions will only be removed where they are not full height partitions and are set out in the companying schedule of works.

3.39 The conservation principle for the soft strip is to carry out the minimum intervention necessary to achieve the removal, to ensure change can be reversed or made good, and to avoid harm to historic fabric.

Soft Strip Methodologies

3.40 Whilst the items to be removed are modern additions, the fabric to which they are fixed is primarily historic fabric. The soft strip works will be carried out carefully by a competent contractor according to

the specifications outlined in this application. Additional information pertaining to the removal of a particular item type is provided in the description in the Purcell Soft Strip Schedule OTH-PUR-TH-ZZ-SCH-A-2400.

3.41 Due to the potential for damage to be caused to the historic fabric during the works, careful consideration has been given to the removal process with the following guidelines developed to minimise harm:

- Initial assessment undertaken by operative to assess current fixing methodologies in order to determine the appropriate removal strategy. This strategy should then employ the following principles:
  - All items identified for removal should be dismantled carefully to avoid damage to the historic fabric to the rear;
  - If it is not possible to dismantle the item for removal, priority must be given to protecting the building fabric rather than the item to be removed;
  - If an item is screw fixed, the screws are to be unscrewed and the item removed; and,
  - Dismantling of partitions / dry-lining / panelling should be undertaken with care in order to protect any historic fabric obscured to the rear.
- Clear guidance given to operatives on the extent of removal and what to do in the case of uncovering anything that is not as expected for that element of the works.
- All operatives to have a site induction on the heritage elements of the building to ensure a good understanding of how to work with a listed structure.
- Before starting any opening up / demolition work relating to the removal of modern partitions and sanitaryware, all areas affected by the works to be fully recorded by the contractor using photography and a marked up drawing to show the location.
- When the item has been removed there will be a variety of making good to be undertaken.

3.42 This application assumes that all intrusive changes will be reinstated like-for-like as part of the main phase of works and any damage would be made good using the appropriate high-quality conservation skills and techniques.

3.43 All removals of modern fabric or low-quality alterations will be carried out in a way that minimises damage to the surrounding historic fabric.

3.44 The application is supported by a method statement from Lendlease, which sets out how they will manage contractor input to the soft strip exercise and an engagement strategy for securing approval from MCC Conservation Officer and the LPA for the detailed methodology prior to works commencing and during the works.

Temporary Protection Works

Introduction and Summary of Works

3.45 'Special collections' are defined within the project as furniture, textiles, silver, ceramics, sculptures, paintings, photographs and civic gifts.

3.46 The special buildings' collection has now been safely stored away in anticipation of the refurbishment works commencing in early 2020. Cleaning and conservation work on the 34 sculptures that have been removed and loaned to other Manchester sites, together with conservation work for the collection of paintings and other objects will be carried out in accordance with appropriate methodologies.

3.47 There were a small number of items that could not be removed for a variety of reasons including size or access limitations. Protecting the valuable special collection assets that have to be retained in situ as the wider Our Town Hall project commences is now a priority; the early works proposal seeks consent for a series of temporary protection measures to facilitate this, in addition to the protection of the 12 Ford Madox Brown murals within the Great Hall.

3.48 It is beneficial to undertake these works as an early item as it will enable the protection of these to significant heritage items prior to the main works commencing. By doing this as an early works package, these items are securely protected and the risk of damage during construction is reduced.

3.49 The components requiring temporary protection include the Ford Madox Brown murals, two busts and one sculpture within the Great Hall, and one piece of furniture within the Banqueting Hall. These items have been assessed, and it has been concluded that they cannot be removed from the building prior to refurbishment works commencing.

3.50 The items that will stay in situ will all require a varying level of protection as part of the works. The Schedule of Special Collections 2198-REV-OTH-PUR-TH-ZZ-SCH-A-2198 gives additional information on where the collections remain and the proposed method of protection and, indeed, if this is required. It is important to note the requirements for each heritage item, taking into account the works undertaken within the room so that items are not over protected, which could cause additional problems.

3.51 The general method of protecting these assets retained in situ will be achieved through temporary boxing in, with ventilated panels using tower scaffolding necessary for the wider project, which will not be fixed to any listed fabric. Pressure fixings will be used in contact with historic fabric to avoid fixings to sensitive material.

3.52 All measures have been developed in consultation with MCC Conservation Officer to demonstrate how these assets will be protected in a manner consistent with their significance.

3.53 A key focus was the condition and subsequent impact the works could have on the 12 Ford Maddox Brown murals in the Great Hall. A Condition Report was prepared, which gave recommendations for the repair works required and outlined protection methods for the murals during the works. This has informed the proposed design for a protective screen to be erected in front of the murals. Any repair works proposed to the murals will be targeted and limited work to ensure they do not deteriorate during the construction works.

3.54 The proposed protection solution has been carefully considered to take into account the following principles:

- Consolidation works to be carried out on the mural prior to any works commencing as outlined in the Condition Report;
- Facing paper applied to the mural following consolidation to protect against dust and dirt in the atmosphere;
- No new fixings to be made into the building fabric - existing former fixing holes to be re-used in the stone returns to either side of the murals;
- Individual elements of the proposed protection to be light enough to be installed entirely by hand with no mechanical lifting;
- Protection should not impede access to the timber panelling to the underside of the mural or access into the floor to the underside;
- All fixings to be pre-welded to the frame to allow protective panels to be face fixed rather than having to breach the protected space;

- The protection is adequately vented to allow free air movement across the face of the mural;
- Protective panels installed into the frame to have ventilation holes and be constructed of clear material in order to allow constant visual access to ascertain condition;
- Panels to be in sections to allow removal if any further consolidation required; and,
- Heating to the rear of the murals to be retained throughout the project.

3.55 For other special collection items retained in situ, where required protection has been designed to have similar properties to the protection for the murals but in the majority of cases will be free standing with the larger protection structures friction fixed into adjacent alcoves resulting in no harm being caused to the building fabric.

3.56 The exception to this is in the Great Hall where the opportunities to friction fix are limited and the height of the sculptures results in a lack of stability in the protection solution, therefore, having the potential to damage the building or causing harm to workers on site. Access is also needed to the floor void to allow the MEP works for the main project to be undertaken whilst the protection is in place.

3.57 As part of the soft strip it is proposed to remove the 20th Century timber floor to the Great Hall, which will allow the protection to be fixed to the joists to the underside of the floor. This enables the protection solution to be fit for purpose and ensures a great level of stability therefore making the structure more able to resist any impact.

Figure 3.3 – Top – Photograph of two busts and one statue to remain in the Great Hall. Below, CGIs of (A) temporary bust protection works, (B) temporary statue protection works and (C) temporary furniture protection works. Source: Purcell Architects.



A.



B.



C.



3.58 In general, the design for the protection of these sculptures are constructed in two phases; phase one consists of the erection of the base plinth to the underside of the sculpture; and phase two is where a second protection enclosure is assembled, lifted into place and fixed down to the plinth. The protection enclosure is a treated timber frame, which is clad with fire rated panels to ensure that the method of protection is not increasing the fire load during the construction phase. In addition to the panels to either side of the protection, a perforated poly-carbonate screen is fixed to the face of the enclosure to allow full visual access whilst still allow ventilation to the assets.

3.59 Detailed drawings of protection for both the items on the special collections and the Ford Madox Brown murals are included within the application, drawing references: 8200-REV-OTH-PUR-TH-01-DWG-A-8200 to 8204 and further detail of the specification for the temporary works are located in Soft Strip & Temporary Protection Specification_OTH-PUR-TH-ZZ-SPE-A-0011.

3.60 The application is supported by a method statement from Lendlease, which sets out how they will manage contractor input to the temporary protection works and an engagement strategy prepared by Purcell for securing approval from MCC Conservation Officer and the LPA for the detailed methodology prior to works commencing and during the works.

Figure 3.4 - CGI Image of proposed protection proposal. Source: Purcell Architects.



Mock-Up Rooms

Introduction and Summary of Works

3.61 The project team is proposing to develop three mock-up rooms within a selection of rooms that have already been sampled as part of the intrusive surveys and by reference to Purcell's baseline heritage appraisal and significance plans have been categorised as not being of the highest significance.

3.62 The mock-up rooms are not proposed to be functional in terms of M&E services, aside from the proposed lighting, but would be used to validate proposed treatments and strategies in advance of the main refurbishment works.

3.63 This has a series of benefits, which include quality control through establishing a best practice example of the levels of workmanship required and testing ground for fixtures and fittings.

3.64 The mock-up rooms can also be used as a pre-application consultation tool for the main refurbishment works, to demonstrate to key heritage stakeholders the design quality of the proposals.

3.65 The extent of works for each represents a different stage of completion; from strip out/openings only through to full fit-out; the proposals are described more fully at Table 3.2 and summarised below.

3.66 **Room 02-017** - strip-out and necessary openings only. This room is a good example of a typical office, and has a high degree of cumulative modern features, which would be removed as part of the wider project. It is therefore a useful test of physical impact of modern features removal. It is an exemplar of the type of work proposed within the main building. By carrying out work in this room, it will provide information that would be useful in informing the future scope and buildability of the main project, particularly in terms of procurement and client expectations.

3.67 **Room 06-019** - strip out, necessary openings and thermal upgrade. This scope of work reflects the 'Shell and Core Plus' fit-out approach to some offices as part of the wider project, and will provide a good understanding of this approach.

3.68 **Room 04-008** - Strip out, necessary opening and full fit-out. This room will accommodate a number of different elements of the final fit out (meeting room requiring acoustic upgrade and welfare space) and acts as a good representative example of these works.

3.69 In addition, it is proposed to undertake works to a window in Room GF 025 in order to test the proposed method of refurbishment of a typical sash window and the proposed installation of secondary glazing to the window to address acoustic implications.

3.70 Specifications for the materials, finishes and fittings to be used within the fit-out are provided within the submission documents. However, it is also requested that a condition is applied to any Decision Notice that enables alternative materials, finishes and fittings to be trialled in the event that this is considered necessary by the design team and following agreement with MCC Conservation Officer.

Mock-up Rooms Detailed Scope of Works

3.71 The proposed mock-up rooms are a set of three rooms where it is proposed to carry out works first in order to inform the proposals throughout the rest of the building. By sequencing the works in this way it allows an opportunity test and validate the following aspects of scheme:

- Programme surety.
- Buildability.
- Cost surety.
- Quality control.
- Optioneering.
- Managing Design Team, Client, Stakeholders and Statutory Bodies expectations.

3.72 The mock-up rooms are located on level 02, 04 and 06 and were chosen as they are representative of a large number typical rooms within the main refurbishment scheme. The main purpose of the mock-up rooms is to provide a physical, built example of typical elements of the wider proposed scheme, for which planning and listed building consent applications are scheduled to be submitted later in 2019.

3.73 The three rooms are on different floor levels and are of varying proposed use; this brings a benefit of being able to mock-up a wide range of the builders works (openings and penetrations required for the new mechanical, electrical, plumbing and data strategies) alongside the fit out that will be required within the main building works.

3.74 The nature of prioritising the work in isolation prior to the main building works comes with constraints, particularly in terms of isolating live services and access within a wider construction site. Therefore, it is

not proposed that mechanical and electrical services will be commissioned and functioning until after the completion of the wider works. Notwithstanding this, temporary power will be provided as a means to test the look and feel of fittings such as lighting modules.

3.75 The listed building consent application is for the fully fitted out and complete scheme in each of the mock-up rooms; however, it is proposed that during the construction phase the mock-up rooms will be taken to different levels of completeness in order to provide a mock-up of the type and quality of work required at different stages. This will be useful as the mock-up rooms will provide a clear example to sub-contractors that will be of great benefit in management and control during the wider building works.

3.76 A summary of the mock-up rooms' locations, proposed use and level of strip-out / test-fit can be found in Table 3.2.

Table 3.2 – Summary of Mock-up Rooms Proposals.

Room	Proposed Use	Level of Strip-out / Test-fit	Constraints	Benefits
Room 02-017 Level 02 of Lloyd Street elevation	Civic Office Deputy Leadership Office	Strip out and Builders Works only. Highly cluttered with services and would serve as a good example to test and validate the potential risks and limitations of the soft strip out and MEP strip out.	• Requires access to room below for floor hatches & lighting penetrations and room above to form penetrations for light fitting penetrations. • Requires access to rooms either side to isolate and cap-off services and create builders works in connection (BWIC) for perimeter services to run. • General access for strip and materials requires protection and temporary lighting within a wider site.	• Provide information as to the process of strip out, including time taken and potential resultant impact to the surfaces on which they are located. • Opportunity to confirm the most appropriate method (scalability and heritage suitability) for removal of modern plastic paints from plaster walls & ceilings. • Quality control for services and finishes strip out and for further builders' works and fire stopping within a repetitive room type.
Room 04-008 (Level 04 of Princess Street Elevation)	Civic Office Welfare area and meeting room	Strip out and Builders works plus installation of new thermal lining and final floor finish. This is a good example to mock-up the final fit out as it shows different elements of the scheme within one space.	• Requires access to room below for floor hatches and room above for light fittings penetrations. • Requires access to rooms either side to isolate and cap off services and create BWIC for perimeter services run; • The purpose of M&E installations is to illustrate full visual impact and not to show fully functional installations. Rooms can be tested to review the Design Data, including illustration of lighting conditions, which would require independent temporary power. • General access for the soft strip works and for the delivery of materials requires protection and temporary lighting within a wider site.	• Provide information as to the process of strip out, including time taken and potential resultant impact to the surfaces on which they are located. • Quality control for services and finishes strip out and for further builders' works and fire stopping within the building. • Quality control for repairs methods. • Opportunity to confirm the most appropriate method (scalability and heritage suitability) for removal of modern plastic paints from plaster walls & ceilings. • Quality control for fire compartment principles. • Quality control for fully fitted out welfare and meeting rooms. • Managing expectations.
Room 06-019 Level 06 of the Lloyd Street elevation	Commercial Office	Complete fit out (including strip out and builders' works). Final fit out of the commercial office is in a shell and	• Requires access to room below for light fitting penetrations. • Requires access to rooms either side to cap off and isolate services and create builders' works penetrations for perimeter services run.	• Provide information as to the process of strip out, including time taken and potential resultant impact to the surfaces on which they are located. • Quality control for services and finishes strip out and for further builders' works and fire stopping within the building.

Room	Proposed Use	Level of Strip-out / Test-fit	Constraints	Benefits
		core manner to allow for future fit out by a tenant. This makes this room useful as a mock-up as it illustrates both a level of strip and fit out.		• Opportunity to confirm the most appropriate method (scalability and heritage suitability) for removal of modern plastic paints from plaster walls & ceilings. • Validate the commercial office design principles. • Quality control for fire compartment principles. • Illustrate full visual impact and demonstrate expectations of eaves lining required to conceal services and as part of the thermal upgrade to the building; • Managing expectations.
Room GF-025 Ground Floor of Princess Street elevation	Public Meeting Room Location of Secondary Glazing	Works to the external sash window and installation of new secondary glazing is proposed. Requires secondary glazing to be installed as an acoustic upgrade to mitigate the impact of noise from Princess Street elevation.	• Due to the moat the ground level is one level below the height of the window sill. Fall protection and safe access must be considered.	• Opportunity to test the visual impact and acoustic performance of both the secondary glazing and the external sash window refurbishment. • The external elevation of the room is fronted by the moat and therefore closure of the pavement is not required in order to gain access externally. This is beneficial in terms of logistics of access and security.

3.77 The design of the mock-up rooms is based on the wider building strategies that have been developed throughout RIBA Work stages 1-4 by the design team with input from the client, managing contractor, heritage bodies and other stakeholders. The following paragraphs summarise the strategies that are expressed within the mock-up rooms.

Mock-Up Rooms Strip Out

3.78 The mock-up rooms are proposed to have all mechanical and electrical (M&E) items removed, as well as all soft strip items removed as described at Section 3.29 of this Statement and within the soft strip drawings, schedules and specifications. Making good to surfaces where the soft strip is undertaken will form part of the scope of the mock-up rooms' work.

3.79 Soft strip information relating to the mock-up rooms is found in the following documents;

- OTH-PUR-TH-02-DWG-A-2416
- OTH-PUR-TH-04-DWG-A-2422
- OTH-PUR-TH-06-DWG-A-2428
- OTH-PUR-TH-ZZ-SCH-A-2400
- OTH-PUR-TH-ZZ-SPE-A-0011

3.80 All existing services are to be stripped out and surfaces made good following their removal. Further details of the M&E strip out can be found within the Arup M&E strip out documentation including the drawings, schedules and specification.

3.81 The scope is written to show the principle of the strip out that applies to all mock-up rooms. Therefore, some items listed below for strip-out are not relevant to all rooms.

- Installation of local temporary protection required for all heritage fittings, joinery and floor;
- Isolation and necessary capping off of all live services to facilitate the strip of all visible redundant services;
- Strip out of all visible MEP, data and lighting installations including ducting and all associated fixtures and fittings. This includes removal of all services within the perimeter boxing;
- Inspect services that become visible after opening up and determine if they are to be removed or to be recorded, tagged and remain in situ;
- Removal of partitions, suspended ceilings and doors not to be retained as part of the proposals;
- Soft strip out of modern (not original and historic) finishes, fixtures and fittings. Including floor finishes and associated substrate, pin-boards, window dressings and patressing, shelves, perimeter casing, sanitaryware, tiling, miscellaneous, etc.;
- Fixed and non fixed original and historic features and fittings to be recorded as part of the heritage assets management plan. Items to be either stored, re used or disposed of in line with assessment of heritage value;
- Strip to include the removal of defective and damaged areas of the internal fabric including;
- Removal of adhered materials to surfaces including floor finish substrate, tacks and adhesive;
- Removal of all modern plastic paints to all surfaces;
- Removal of defective areas of plaster;
- Removal of modern joinery and damaged historic /original joinery;
- Removal of modern or defective plaster mouldings (cornice and beam casings);
- Recording and lifting of floorboards locally to facilitate builders works;
- Penetrations to the floor slab and ceiling jack arch associated with builders works, including the protection and local lifting of finished layer in neighbouring rooms;
- Carry out all BWIC necessary for mechanical and electrical services installation for the primary distribution routes, including wall penetrations for perimeter services and widening the openings beneath the spine wall into the corridor trenches;
- Installation of fire stopping measures required for the above penetrations, to illustrate the main works; collars, intumescent seals, etc.;
- Installation of temporary fire stopping materials and detection required for continuity of compartmentalisation in line with Management Contractor's management plan and fire risk assessment;
- Install conduits as a mock-up for the proposed copper and power services provision beneath floors; and,
- Form localised floor access hatches for access to conduits, finishing in the proposed edge details.

Proposed Additional Work to Room 04-008

3.82 Room 04-008 will be subject to a more complete civic office room fit-out, which will include the following scope of work:

- Light fittings installation and temporary power to sample most appropriate drop level for the spaces;
- Although full fire detection systems will not be installed, test aesthetics and mounting locations of detectors;
- Installation environmental monitor system to test aesthetic and mounting location;
- Mock conduits for mechanical, electrical, plumbing and data routes to perimeter boxing to be mounted within the perimeter boxing and installation of power outlets to the surface of the boxing to be fitted;
- Careful removal of historic doors and associated joinery, undertaking of door upgrades for fire, security and access control purposes (including the proposed runs for cable routes. Doors to be reinstated following repair;
- Internal fabric repairs including works to the following;
- Floor boards;
- Skirting & joinery;
- Walls & ceiling;
- New plaster as part of plaster repairs;
- Decorative plaster mouldings including cornice and beam casings (inclusion of any fire rating trials deemed necessary);
- Fireplaces;
- Making good to surfaces including locations damaged by previous services and soft strip;
- Fit out of new finishes including;
- New floor finishes;
- Decorations to skirting and joinery;
- Decorations including finishes to walls, ceiling and decorative plaster;
- Installation of new fitted welfare unit;
- Installation of bespoke perimeter casing; and,
- Installation of window blinds and associated fixings.

Proposed Additional Work to Room 06-019

3.83 Room 06-019 will be subject to a more complete commercial office room fit-out, which will include the following scope of work:

- Installation of new insulated lining to external wall. This will also form part of the perimeter services boxing, and
- Sanding (non-abrasive preparation) and finishing of timber boards as the final fit out finish.

3.84 The works described above are to be conducted in the identified mock-up room; however, incidental localised work of the same type will be required in adjacent rooms to facilitate this work. The scope of the incidental work is limited and is only required to facilitate the mock-up room works. Please refer to Arup's drawing references OTH-ARU-TH-ZZ-SKE-E-00401 to OTH-ARU-TH-ZZ-SKE-E-00403.

Mock-Up Rooms Proposed M&E Strategy

3.85 Currently there is no existing overarching strategy for lighting, electrical and data servicing within the building. The majority of conduits and cabling are surface fixed to the historic fabric. This has led to an incoherent and cluttered appearance, which detracts from the historic character of the internal spaces. Similarly the perimeter boxing around heating services varies in quality, condition, heritage and appearance. Only the lighting in the mock-up rooms will be operational.

3.86 The proposed strategy for the main refurbishment works is to renew all M&E installations to provide integrated services that are in line with current standards and requirements in a more appropriate way to reduce the current impact on the heritage significance of the building.

3.87 The original heating pipework runs along the perimeter of rooms and is concealed by boxing out. The proposal is to build on this original design by consolidating and rationalising the main service runs to the perimeter of each room; these services are then concealed within new perimeter boxing joinery of a design suitable to the use and heritage significance of the space. From the perimeter boxing services are distributed within the suspended timber floor void to service electrical and data requirements of the room and the lighting and fire alarm servicing of the room directly below. This avoids the requirement for chasing out of walls or surface fixing installations and cabling.

3.88 By limiting services to a perimeter service zone, the impact and alterations to the original fabric is minimised. As part of this strategy a number of 'rules' have been developed for occupied spaces such as offices and meeting rooms:

- Services should, where possible, be concealed.
- Services should not be chased in to existing walls.
- Floor voids will be utilised for distribution of electrical services within perimeter rooms.
- High level services such as lighting, emergency lighting, WiFi, intruder alarm, lighting controls and BMS sensors will be located within a suspended lighting module, which is served from the floor void above.
- The servicing of M&E at ceiling level is to be via minimal penetrations within the jack arch. One penetration per jack arch except where fire alarm and detection is present, which requires an additional penetration.
- Radiators will be the primary heat emitters for space heating.

3.89 To facilitate the perimeter service distribution routes widening of the existing penetrations is required. This larger penetration will be concealed by the new perimeter boxing and as such limits impact on the historic fabric to areas that already have penetrations and are concealed. The size of the perimeter boxing has been designed to be as small as possible, but be of sufficient size to house all of the required services. The height of the boxing at level 02 is taller than others, so that it can utilise the existing air brick within the facade, which already exists as part of the original ventilation system providing fresh air intake below windows.

Mock-Up Rooms Internal Fabric Repairs

3.90 As part of the works it is proposed to carry out repairs to the internal fabric of the mock-up rooms.

3.91 Fabric repairs are defined as: "Spaces or fabric identified as requiring repairs beyond the scope of maintenance to remedy defects caused by decay, damage or use, including minor adaptation to achieve a sustainable outcome, but not involving restoration or alteration."

3.92 Analysis and results ascertained from the trials conducted during the previous intrusive surveys have informed the specification, approach and methodology of the proposed repairs.

3.93 The approach for the repairs is one of minimal intervention and only where the original fabric is defective is replacement proposed. The proposed repairs are scheduled within repair schedules on a room by room basis. Here all the individual repairs are listed with a brief description and reference to detailed NBS specification. Photo sheets of each room supplement this information and show the location and extent of the repairs that have been scheduled.

3.94 It is proposed that the modern plastic paint finishes are removed from existing surfaces back to the latest historic paint layer. Information gathered during the intrusive surveys show there are at least two schemes of modern paint present over the historic and original paint schemes. The modern plastic paint is currently viewed as a defect is exacerbating failure of the plasterwork because of its limited breath-ability and different surface tension to the historic paint beneath. Removal of this paint will mitigate against these issues and also provides a sound base to apply new breathable and more appropriate paint decorations. Prior to paint removal, paint analysis is to be undertaken to confirm the paint archaeology. Removal of the paint is to be on an iterative basis with smaller sample panels being conducted prior to the removal of paint throughout the room.

3.95 Repairs and upgrades to existing doors are proposed to retain the character and original materials, but also improve the performance in terms of acoustic, fire and access.

Mock-Up Rooms Fit Out

3.96 Figure 3.2 shows some visualisations for the proposed mock-up rooms, and more details can be found in the accompanying 'Mock-Up Rooms Visualisations' Document prepared by Purcell Architects.

3.97 Ceilings are to receive repairs to damaged areas of decorative cornicing and beam casing. Modern paint is to be removed and replaced with a new heritage appropriate paint type. Where unwanted sound reverberation is an issue such as in rooms 02-017 and 04-008 it is proposed to treat the vaulted jack arches with an acoustic plaster. This is a reversible finish, which will improve the environmental conditions of the space and such its ongoing success and usability with minimal impact to the heritage significance. The acoustic plaster sits within the plain arch of the ceiling and does not impact on the decorative run plaster mouldings.

3.98 Following repairs, the walls are to receive a new painted finish. The colours are to be confirmed with the client and MCC Conservation Officer prior to commencement of the painting works. Paint analysis shows that the original design was for a two colour scheme with a darker dado colour to the base of the walls and lighter colour above this level. It is not proposed to restore this scheme; however, a new contemporary scheme will be informed by this.

3.99 The new floor finish is to be a marmoleum flooring laid onto a boarded underlay. The choice of marmoelum is a reflection of the original floor finish of which evidence has been discovered during research and in the intrusive surveys. The commercial office (room 06-019) is designed to be fit out by future tenants. To facilitate this the exposed floorboards will provide the final finish. A prepared and lacquered finish is proposed for maintenance reasons.

3.100 The welfare unit has been specifically designed to minimise impact on the heritage of the building and also allow for practical and ongoing use and maintenance. This has been achieved by providing a fitted piece of joinery, inspired by the original fitted shelving and dresser units, into which standard kitchen units and work tops can be installed. This allows for a contained welfare unit in which the units can be easily replaced without consent at the end of their lifespan. This approach also allows for concealed services to be fixed to the joinery and therefore avoiding the need for surface fixing to historic walls.

3.101 The finishes of the perimeter boxing are such to reflect the hierarchy of the room they are within. Rooms 02-017 and 04-008 are the decorative type, which is an oak veneered ply and a less decorative type is proposed within the commercial office, which is a melamine veneered board. The design of the perimeter boxing is modular for consistency across rooms and ease of maintenance. A panelled design is used to allow for removable access panels and also to break up the bulk of the boxing visually. The use of panelling in this way is a common feature of the original design features within the Town Hall.

Figure 3.2 – Visualisation of Rooms 2-017, 04-008 and 06-019 (in order). Source: Purcell Architects.







3.102 The fire place within Room 04-008 is to be repaired and cleaned. It is not proposed to restore the fireplace to working order, but to repair it as an original feature to improve the heritage significance of the room as a whole. This includes pin crack repair of the stone surround and mantel, repair of the firebox, replacement of defective ceramic tiles to the hearth and cleaning and polishing of the metal grate and fixing of the register plate closed.

3.103 In Room 04-008 further noise reverberation mitigation is required for the room to function as a meeting room. This is to be achieved through the use of wall mounted acoustic panels. The acoustic panels also function as pin boards. This duel use will aid in the future use and management of the building in terms of users sticking items to the walls.

Installation of Secondary Glazing to One Sash Window for Acoustic Testing

3.104 The installation of secondary glazing as part of the mock-up room activity allows for the acoustic testing of noise levels along Princess Street at three stages; existing condition, following external sash upgrades and after secondary glazing is installed. This will validate the strategy for the wider building works and also help to facilitate engagement with key stakeholders in terms of the visual appearance of the system. The proposed secondary glazing fits within the window reveal and is a vertical sliding sash to line through with the existing external windows.

Thermal Performance of External Envelope

3.105 Opportunities to upgrade the thermal performance of the external envelope have been explored and considered as part of the mock-up works. The roof space and sloped dormer walls provide the best location for this upgrade as it is possible to install insulation with minimal harm to the heritage significance. The solution to achieve this is to install a new wood fibre insulation to the dormer walls with a two coat lime plaster finish applied directly to the insulation. This lining has a relatively small thickness as not to impede on the historic features within the room, mainly the stone window surround. This wall lining is breathable, by way it allows water vapour to pass through it.

3.106 This system allows for a better thermal performance of the space without changing the existing vapour dynamics which if changed could lead to an increased interstitial condensation risk and resultant damage to historic fabric.

3.107 Mineral wool insulation is proposed within the roof void between ceiling joists. As it is above the ceiling it does not impact on any historic features.

3.108 Where final material specifications are unknown, these can be agreed with the LPA through a planning condition.

Fire Door Testing

3.109 As it is proposed to retain all original doors within the Town Hall building as part of the main refurbishment works, in order to meet fire regulations, the doors need to be fitted out to required specifications to become full fire doors.

3.110 Through the early works proposals, one original door will be removed from the building to a testing site and then fitted out to the proposed fire specification and fire tested. This will enable the design team to understand the measures required to ensure that doors being upgraded and re-fitted inside the building as part of the main refurbishment works will meet the required fire standards.

3.111 This testing is essential to accurately provide reasonable fire safety measures in both the interests of public safety and mitigation of damage to historic fabric in the case of a fire. In order to achieve this, it is necessary to test the fire resistance of an existing door within the building to achieve certification of performance.

3.112 Details on the proposed works can be found in Purcell Schedule OTH-PUR-TH-ZZ-SCH-A-2109.

3.113 A suitable door for the fire testing will be agreed with the MCC Conservation Officer ahead of these works taking place; the door selected will be one that is not adjacent or near to any rooms considered to be of the highest significance.

Submission Bii

Pre-Commencement Additional Due Diligence Surveys

Introduction and Summary of Works

3.114 The proposals relate to pre-commencement due diligence surveys that are required to better understand the building prior to starting the main refurbishment works. The openings proposed as part of this application have been carefully selected to limit the extent of unnecessary intrusive action to the fabric of the Town Hall.

3.115 The proposed pre-commencement due diligence surveys are limited in both number and nature; these are survey items that are not covered by the existing consents (application references: 119106/LO/2018 and 123036/LO/2019).

3.116 The proposals relate to 8 different survey types, ranging from dismantling of glazed bricks, to lifting steel plates and penetrations through floor slabs. Each proposed intrusive survey type will provide additional information on the building and will inform the future refurbishment project.

3.117 The survey types and locations have been carefully chosen by a variety of specialist consultants including conservation architects, structural engineers and M&E consultants. They follow on from an initial phase of visual and non-intrusive surveys carried out in 2016 and 2017 as part of RIBA Stage 1 and the Intrusive Survey works in 2018 and 2019 as part of RIBA Stage 3. These surveys provided useful information but also identified gaps where understanding is limited.

3.118 The aim of the intrusive surveys is to investigate the identified gaps in knowledge relating to the construction, defects, materials and properties of the building. The reasons for each of the intrusive surveys can be split as follows:

- Understanding the existing building services such as ducting, wiring, heating and rainwater disposal;
- Understanding the structural components and properties of the building;
- Understanding the architectural construction and properties of the building;
- Understanding possibility for re-use and recycling of building fabric;
- Understanding the properties of the surrounding landscape and public realm; and,
- Understanding all of the above in order to inform future design, interventions and usability.

3.119 The previous trial pits for the Intrusive Survey works in 2018 and 2019 were works to specifically to investigate floor build-up and to determine the size and depth of the existing foundations to inform the design. The locations of these were mostly concerned with proposed lift locations.

3.120 The trail pits to be undertaken as part of this application are not related to those previously undertaken. They are to inform the performance of the moat construction under temporary loading from the access scaffolding and to investigate whether the historical wall foundation is still in place below the moat finish. Items to be surveyed include;

- Walls - Method of recycling glazed brick for re-use. Dismantling and cleaning of bricks removed;
- Dimensional surveys of existing dumb-waiter shaft - Dimensional surveys are required of the existing dumb-waiter shaft. It is currently perceived that the existing shaft is lined in a brick-work lining and that the actual shaft is substantially larger. Parts of the brick lining to be carefully removed to expose the original shaft and determine the overall dimensions;

- Drainage - Lifting and if necessary, break out manhole cover to allow tracing upstream to be undertaken to confirm stack connections and pipework condition;
- Drainage - Lift steel plates to allow further survey work to be undertaken to check gully locations and pipework condition downstream;
- Level 00 floor slab - Penetrations through floor slab; and,
- Moat – Trial Pit.

3.121 For more information regarding the schedule of works, please see OTH-PUR-TH-ZZ-SCH-A-2109. External works are located on Princess Street, Lloyd Street and along Albert Square.

3.122 Internal works are located on levels LG, 01, 03 and 05.

3.123 The proposed works are described on the following drawings;

- OTH-PUR-TH-LG-DWG-A-2110
- OTH-PUR-TH-LG-DWG-A-2119
- OTH-PUR-TH-LG-DWG-A-2120
- OTH-PUR-TH-LG-DWG-A-2129
- OTH-PUR-TH-01-DWG-A-2130
- OTH-PUR-TH-01-DWG-A-2139
- OTH-PUR-TH-01-DWG-A-2140
- OTH-PUR-TH-03-DWG-A-2143
- OTH-PUR-TH-05-DWG-A-2144

3.124 The conservation principle for the intrusive surveys is to carry out the minimum intervention necessary to achieve the desired results, to ensure change can be reversed or made good, and to avoid unnecessary harm to intact fabric. The methodology for each survey type is to ensure the pre-commencement due diligence works are carried out in areas of existing defective fabric or damage where possible. This will allow an opportunity to better understand building construction, undertake trials and inform future design within an area that already requires enhancement. Each of these three opportunities to increase understanding could be carried out in the same location.

3.125 This application assumes that all intrusive changes will be reinstated like-for-like as part of the main phase of works and any damage would be made good using the appropriate high-quality conservation skills and techniques. All removals of modern fabric or low-quality alterations will be carried out in a way that minimises damage to the surrounding historic fabric

3.126 The works have been agreed with the MCC Conservation Officer and the methodology for completing the works will generally be as follows;

- Dismantling and cleaning of 1m^2 of glazed bricks from the Level 02 WC area: to inform the method of recycling of glazed bricks proposed for removal as part of the main works for re-use.
- The temporary sealing of internal gaps to one historic functional area with low-adhesive, reversible material: to accurately measure the air tightness of spaces and interrogate analysis undertaken during RIBA Stage 3.

- Undertake a dimensional survey of the dumb-waiter shaft, including the creation of three small holes on each of levels 00, 02, 04 and 06: to accurately determine the size of the shaft proposed for MEP distribution.
- The lifting (and where necessary breaking out) of three manhole covers on Level 00: to confirm stack locations and pipework condition.
- Lifting of five steel plates (and if necessary breaking out of seven existing gullys): to enable checking of gully locations and pipework condition downstream.
- Seven selective penetrations of 500mm2 to subgrade level through floor slab on Lower Ground and a 20mm pilot hole drill through slab on Level 01 with associated removal of 500mm2 of vinyl and suspended timber floor above: to check for build-up and quality of construction and to inform the extent of the temporary works required to complete major interventions.
- Digging of three trial pits to the moat (1m x 1m x 1m each): to identify the sub soil layers and include strength testing to indicate settlement and inform the performance of the moat construction under temporary loading from the access scaffolding.
- Digging of one trial pit to the Lloyd Street moat (1m x 1m x 1m each): to investigate whether the historic wall foundation is still in place below the moat finish to inform the wider design process.

3.127 The application is supported by a method statement from Lendlease, which sets out how they will manage contractor input to the courtyard works and an engagement strategy prepared by Purcell for securing approval from MCC Conservation Officer and the LPA for the detailed methodology prior to works commencing and during the works

Submissions C, E and F

Albert Square Elevation Scaffolding, Cooper Street Scaffolding, Scaffolding Wrap and Hoarding Line

Introduction and Summary of Works

3.128 An opportunity to erect the scaffolding to the Albert Square and Cooper Street elevations, which will be required for the main refurbishment works, as an early works item has been identified. The scaffolding and hoarding line is expected to be in place for a period of up to four years, in line with the overall project programme.

3.129 The scaffolding would be beneficial particularly given the scale of the elevation and likely timescales to complete that task carefully and to begin inspections of the external elevations. The proposal is supported by an application for listed building consent (Submission C).

3.130 The project team are working with Lyndons, a scaffolding contractor with extensive experience of listed buildings to develop a strategy for the scaffolding, which will include appropriate methodologies for tie details. Detailed advice has been provided by MCC Conservation Officer through the development of the proposals.

3.131 Lyndons has been appointed to erect the scaffolding of the building, through the management contractor Lendlease.

3.132 The majority of the scaffold will be constructed off the existing surface finish within the moat, the exception to this is the scaffold to either side of the Albert Square tower. As the project progresses the tower will be fully scaffolded and will require a firmer base. The proposal is to construct a limited foundation off which the scaffold in this area can be constructed at a later date.

3.133 The fixing method will be a combination of internal bracing and padded self-tapping anchors, the method of which in each location will be informed by minimising any adverse impact on historic fabric in each local area.

3.134 Scaffolding proposals for the Lloyd Street and Princess Street elevations will be provided within the applications for the main refurbishment works later in 2019.

3.135 Works would also include establishment of a hoarding line to the perimeter of the building as a series of four phases, commencing in August 2019.

- Phase 1 Lloyd Street
- Phase 2A Albert Square
- Phase 2B Princess Street
- Phase 2C Cooper Street

3.136 During Phase 2A the hoarding line would be positioned along Albert Square so as to provide sufficient space for activity within Albert Square to the end of 2019. This hoarding line is likely to be extended into Albert Square during 2020 to facilitate commencement of the main refurbishment works, but this will come forward at a later phase of the proposals.

3.137 The hoarding proposals are supported by an application for advertisement consent (Submission F); it is proposed that the hoarding design will include content and information regarding the Our Town Hall project, which is currently being designed by the project team. This information will follow in mid-June 2019.

3.138 The content is likely to be changing and updated regularly during the course of the construction works and a planning condition is therefore sought to enable fresh content to be agreed with the LPA over this time period.

3.139 Similarly, it is proposed that the scaffolding will also be wrapped with content and imagery relevant to the Our Town Hall project. An application for express advertisement consent will be made in this regard in due course following completion of the design by the project team. This will be Submission E.

Detailed Scope of Works

3.140 The external scaffolding is fundamental for both the detailed scoping of the external fabric repairs and the future construction works which will form part of the applications for the main refurbishment works due to be submitted later in 2019.

3.141 This application focuses on the first phase of scaffolding for the project; the Albert Square and Cooper Street elevations. Lendlease propose to erect the Albert Square scaffolding from September 2019 onwards. The Cooper Street Elevation is proposed to be scaffolded after the remembrance Sunday ceremonial events taking place at the Cenotaph.

3.142 Commencing the scaffolding works early in the project will allow full access to key elevations and provide the significant advantage of allowing the project team to better define the scope of repair works required. The Albert Square Scaffolding will allow Lendlease to prepare an element of the temporary structure, which the future scaffolding required to the clock tower will eventually spring from.

3.143 In addition to this, it is important to note that the entire scaffolding solution works as one, and so both of these scaffolding elevations are key in the subsequent phases, including the erection of the temporary roof. Progressing with these elevations will assist in de-risking the entire Project Programme, which is heavily reliant on the extensive scaffolding required to safely execute the works.

3.144 The scaffolding within this submission is limited to the Albert Square and Cooper Street elevations and is defined within the Lyndon Scaffolding drawings provided. The detailed design indicates an approximate 2m offset from the building with the majority of scaffolding being founded from the moat.

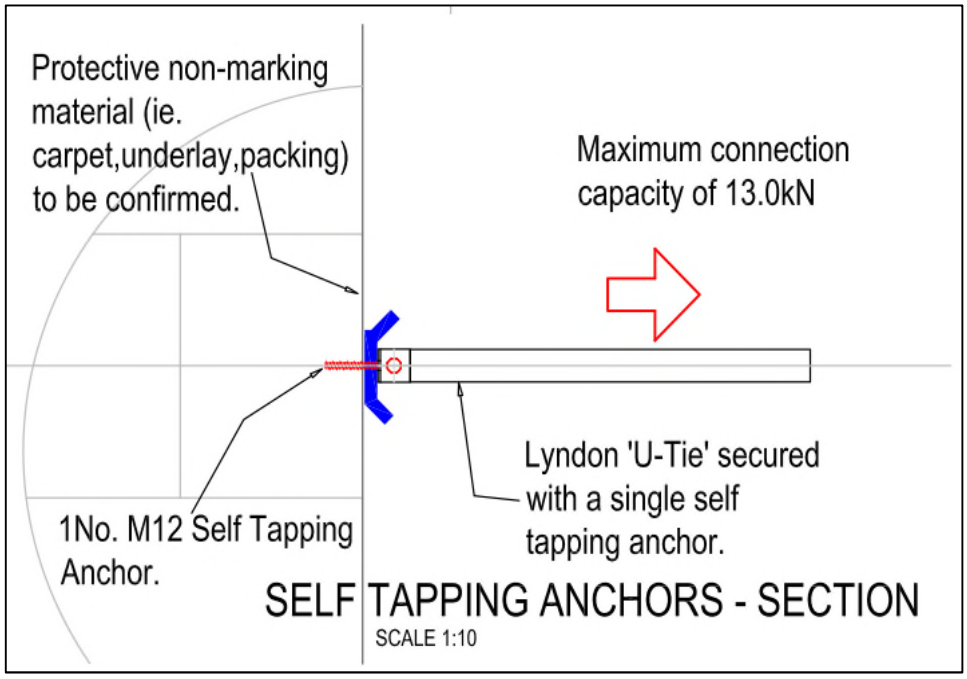
3.145 There is an extensive period of time in which the external scaffolding remains erected on the OTH project. This is primarily due to the intricate and extensive repair works required to the external envelope. Another driver is due to the temporary roof, which is reliant on support from the global scaffolding solution.

3.146 The scaffolding tie details have been the focus of the detailed scaffolding design due to the potential impact on the external envelope and the spaces within the building, both of which carry great heritage significance.

3.147 The strategy is based upon compression fixings within the Moat and self-tapping ties on the external elevation. The self-tapping ties require a 12mm hole to be drilled into the external envelope at pre-determined locations, indicated on the drawings provided. A protective non-marking material will be introduced to limit any impact from the U-Ties secured.

3.148 On completion, the holes will be filled-in with colour matched grout to form a near invisible seal. Figure 3.5 shows a typical self-tapping anchor section. A critique of the tie options has been provided elsewhere within the submission and explains the reasoning for the final proposals.

Figure 3.5 – Scaffolding fixing details of a typical self-tapping anchor. Source: Lyndons Scaffolding

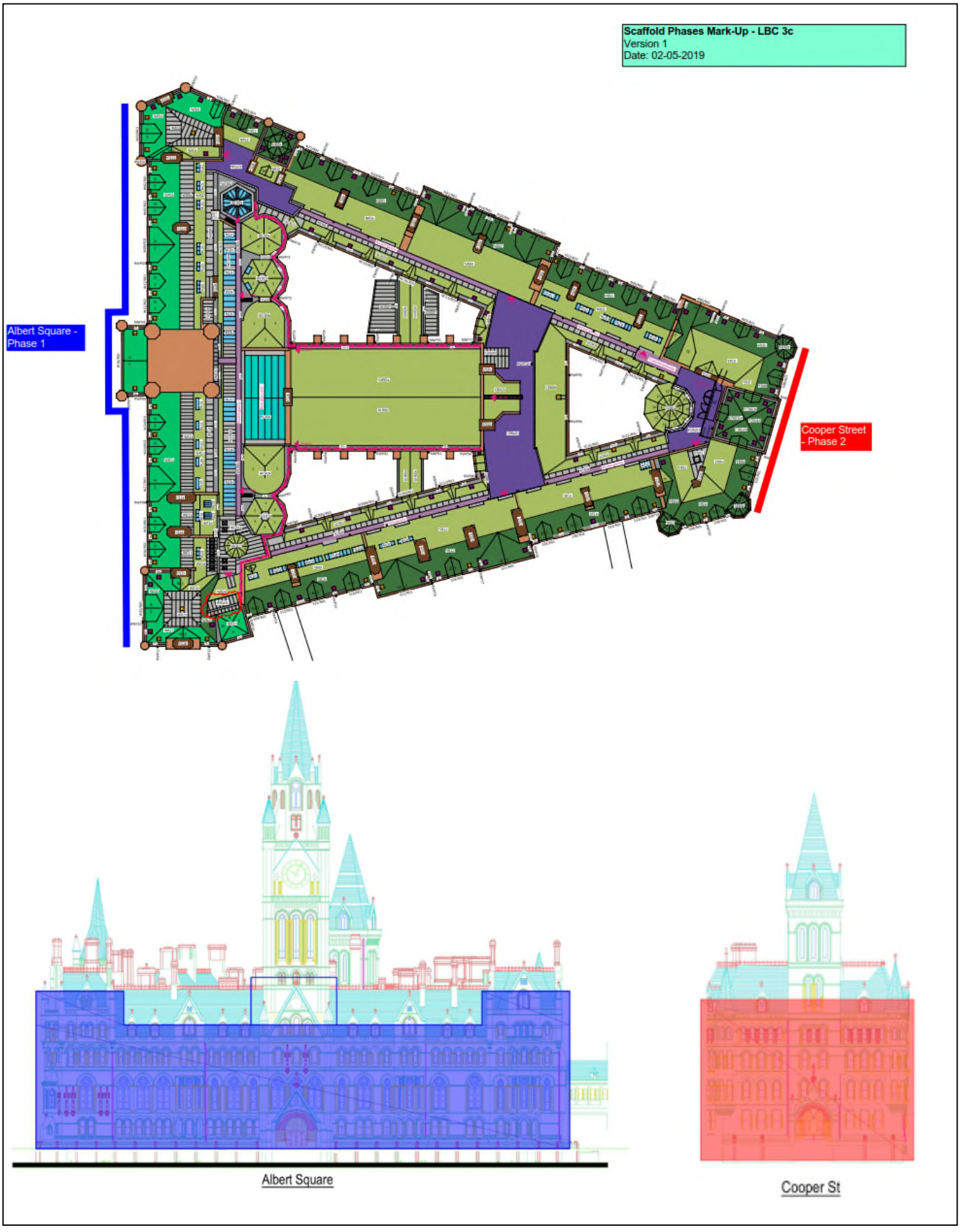


3.149 One of the key criteria considered when developing the tie details was the ability to future proof the connection points to the fabric. This is again detailed within the scaffolding report but the two methods that were reviewed were;

a. Drop-in stainless-steel anchors – require a 16mm - 20 mm hole to be drilled and an anchor dropped in which will then be capped and be used in the future.
b. Self-tapping anchors - require a 12mm hole to be drilled and on completion, the holes will be filled-in with colour matched grout to form a near invisible seal.

3.150 Due to the infrequency of re-use and the associated maintenance requirements with the drop-in anchor solution, it was considered that the self-tapping anchors would be the most suitable. As build record of the mortar repairs will be provided at completion, which will allow any future connections to be coordinated against.

Figure 3.6 – High level plan showing the location of the proposed scaffolding. Source: Lendlease.



Scaffolding Methodology

3.151 For a detailed method statement please refer to Lyndons document provided within the submission. Of critical importance when developing this method statement was assessing the impact of the temporary structure against the fire strategy of the building.

3.152 Several steps were taken to reduce any associated risk of fire spread, which include;

- All materials will be fire retardant to BS EN 15301-1.
- The scaffold will predominately be decked out with steel scaffold boards, however due to the irregular contour of the building façade fire retardant timber scaffold boards will be required on the inner face. The timber boards will be purchased new for the project and have a life span of 5 years.
- If cutting of the timber boards is required, this will be done either off site or in an agreed area on site away from the building and the exposed ends re-treated with fire retardant coating before being installed on the scaffold.
- Sheeting, if applicable to be flame retardant to BS 7955 and certified to LPS 1215.
- The scaffold has been designed to ensure that it does not breach any existing fire hydrants.
- The scaffolding has been designed to ensure that the fire engine swept analysis is not breached.
- The design of the scaffold will be subject to a Fire Risk Assessment to be carried out by Trenton Fire
- Provision for the installation of a temporary dry riser located on the external elevation of the scaffold will be review with Trenton Fire.
- Temporary fire extinguishers will be located in strategic locations in and around the scaffolding during and after erection. These will be in-accordance with the fire risk assessment.

3.153 Lendlease have engaged with the Greater Manchester Fire and Rescue Service (GMFRS) on the design of the scaffolding and how this may impact fire-fighting and access to the building in the event of a fire. This engagement will continue throughout the project. A full Fire Strategy is being progressed with the GMFRS to ensure the correct procedures are in place in the event of a fire whilst construction work is taking place. Lendlease have coordinated an interim Fire Strategy report, which is submitted in support of this application.

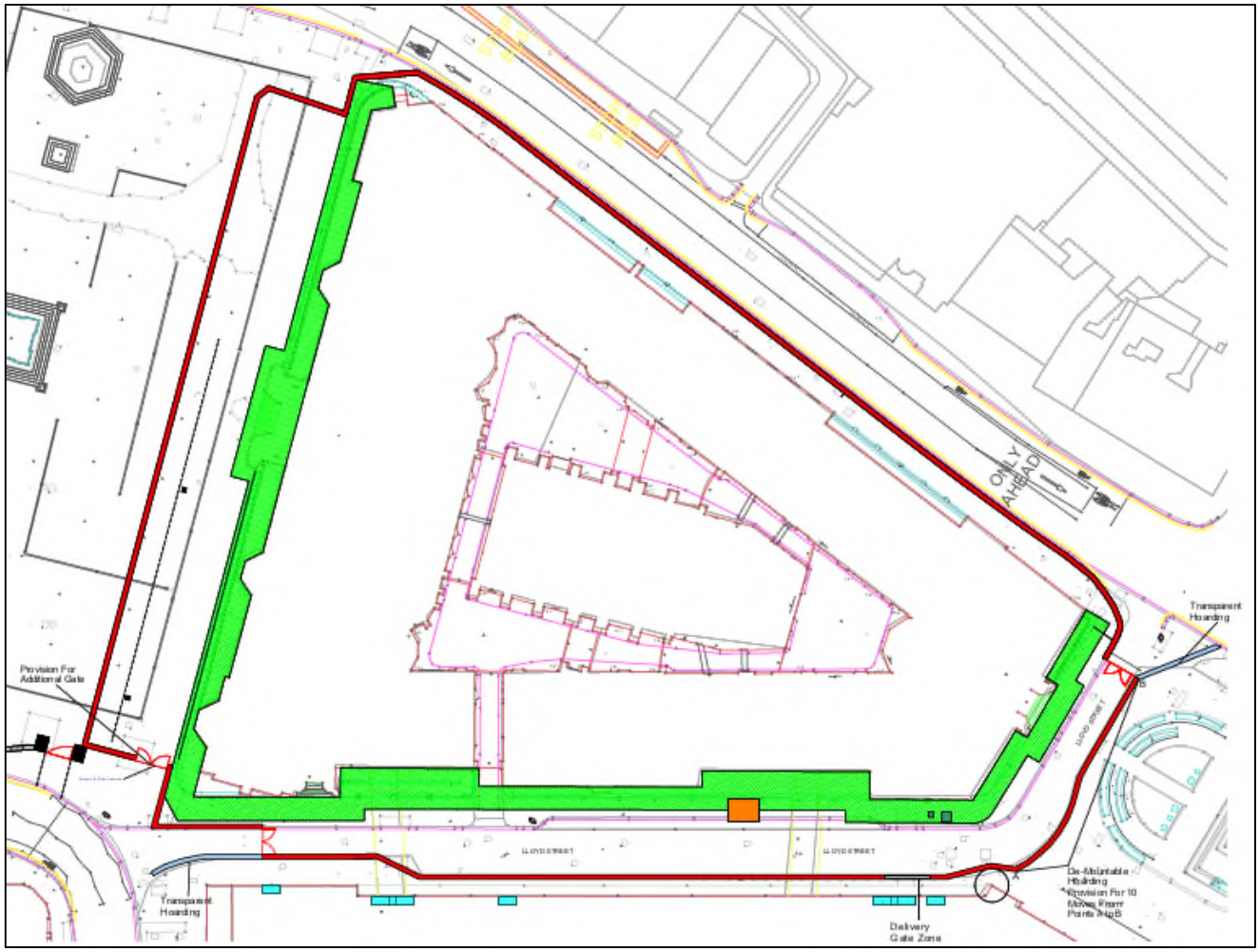
3.154 Currently the lighting strategy for the scaffolding is limited to that of temporary lighting powered off temporary electrics. The temporary lighting will light the internal scaffold walkways to provide emergency lighting where required.

Hoarding Strategy

3.155 Solid hoarding will be required to both protect the building from trespassers and to protect members of the public from the construction activities associated with the refurbishment of the building. As the hoarding will be in place for a significant period of time (i.e. circa four years in accordance with overall project programme), a fully designed proprietary system will be used as opposed to heras fencing, which does not provide the same level of protection and robust design to satisfy the intended requirements. Solid hoarding will also present a more professional image of the OTH project whilst providing the opportunity for project branding along with advertisement of social value initiatives and project employment opportunities for Manchester's residents.

3.156 The phased hoarding strategy is planned to align with the project programme critical path activities where there is a public interface, namely the scaffold erection and courtyard enabling works.

Figure 3.7: Proposed hoarding line shown in red. Source: Lendlease.



3.157 There are four key phases to the hoarding strategy, which for completeness are all described below. This application relates to the initial elements for Albert Square and Lloyd Street; proposals for Princess Street and Cooper Street will be more fully detailed and form part of the main applications due for submission later in 2019.

3.158 There will be no requirement to physically connect or tie in the hoarding lines to the Town Hall building. As such, no making good is proposed. The hoarding will be supported with kentledge with no requirement to concrete fix posts into the landscaped areas.

3.159 The areas of Albert Square that will remain as public realm for events or general public access will be protected through the physical hoarding, which creates a barrier. The hoarding has been designed to be located at a distance that creates an exclusion zone within the project side of the hoarding for construction work. This combination of physical barriers and distance will be further reinforced by the installation of scaffold fans to protect against falls from height when the scaffold erection reaches a height that has a fall zone greater that the 12m off-set.

3.160 The branding strategy is still to be finalised and the OTH communication team are developing this in consultation with key stakeholders; the information is proposed to be submitted during June 2019 for consideration as part of the application process.

Albert Square

3.161 The hoarding to Albert Square will be established along the Albert Square elevation of the Town Hall between Lloyd Street and Princess Street, off-set by 12m to the face of the building to allow for the erection of the scaffolding. The hoarding line erection is proposed to commence on 6th August 2019.

3.162 The purpose of this hoarding proposal is to take the minimum amount of public realm space required to erect scaffold to the Albert Square elevation, as described within the scaffold section, while maintaining the greater part of the Square for events. The hoarding will create a secure clear demarcation between the OTH Project construction space and event/public space.

Lloyd Street

3.163 Lloyd Street provides the only access point into the courtyard space and is a critical logistical constraint of the project. Lloyd Street will facilitate construction traffic movements and allow a space provision for scaffolding, hoists and workforce access. These hoarding line erection is proposed to commence on 20th August 2019.

3.164 While the proposed construction works will be dependent upon Lloyd Street for servicing, Lloyd Street is also integral to the Town Hall Extension (THX) for deliveries, fire and emergency and employee/visitor access. Lloyd Street is also a thoroughfare for members of the public between Albert Square and St. Peter's Square as well as access to public conveniences within the THX.

3.165 To deal with the challenges associated with maintaining the above, a fully developed logistics plan demonstrates and ensures minimal disruption to local stakeholders while maintaining key services and access requirements. Hoarding will be integral to the approved solution to ensure interfaces are well managed and both the public and workforce are protected.

Princess Street

3.166 As part of the proposals to connect the Town Hall building to the Civic Quarter District Heating Network, access is required to Princess Street. Therefore, the hoarding line along Princess Street is proposed to be erected on 1st October to align with these works.

3.167 As with all elevations of the Town Hall building, Princess Street will require full scaffolding to not only access the façade, but also to construct the temporary rood covering. The programme of activities reliant on scaffold will last for the majority of the programme duration and as such a suitable hoarding line will be required to segregate construction from public areas, especially due to the interface with the Metrolink line.

3.168 It will be impossible to maintain any public access down Princess Street hence the proposal to close off with hoarding. Any road closures associated with the scheme are being managed through the Manchester Highways team.

Cooper Street

3.169 The Cooper Street elevation of Town Hall building has the same construction interfaces with the scaffolding as described for the Albert Square elevation but also has to be considerate of the adjacent cenotaph and the memorial services conducted on key calendar dates each year. Therefore, the hoarding line along Cooper Street is proposed to be erected on 11th November 2019.

3.170 A more flexible approach to the hoarding design has been considered and will be implemented in this location, allowing the hoarding line to be retracted in advance of memorial events preventing disruption to the normal order of service and running of events. For further details on this hoarding strategy, please refer to Phasing Diagrams, prepare by Lendlease, provided within this submission.

3.171 Temporary lighting will be in place along the hoarding internally as part of the logistics plans for safe movements of vehicles and workforce. Lighting on the public facing side of the hoarding will be installed at regular intervals to maintain existing Lux levels and improved where key interfaces between vehicles and pedestrians present a risk. The strategy will be risk assessed for all phases on the works and

consider any temporary/permanent removal of existing lighting provisions required to complete the works.

Submission D

Courtyard Drainage, Public Realm and Scaffolding Principles

Introduction and Summary of Works

3.172 At present, the rainwater goods of the Town Hall are notably blocked in a considerable number of areas. As a result, rainwater is being incorrectly deflected away from the courtyard, and in a number of cases is being absorbed into the stonework causing accelerated deterioration.

3.173 The early works will enable the drainage system to be cleared and restored its original overall functionality and water drainage routes into the courtyard. This will result in increased water volume within the courtyard, which requires the proactive provision of additional drainage in order to prevent high levels of water retention that would be damaging to historic fabric in the long term. The proposed drainage works are permanent. Any removal of original drainage pipework will be retained for reference.

3.174 To facilitate these works, the existing hard landscaping, which comprises a variety of cobbles and setts will need to be taken up and stored for relaying following completion of works. The methodology for this has been agreed with MCC Conservation Officer and is described in documents prepared by Planit and submitted with the application.

3.175 The Lead Local Flood Authority has been consulted to agree the strategy of implementing the courtyard drainage works ahead of implementing the wider drainage scheme, which includes the Albert Square public realm area. Therefore, the courtyard drainage strategy submitted with the early works proposals describes the comprehensive drainage scheme and any temporary attenuation, which is required to be installed across the wider public realm area within Albert Square to ensure the drainage strategy has been coordinated across the site.

3.176 The proposed works include:

- Careful lifting, recording for reinstatement and storage of all courtyard setts for reinstatement as part of the main project works, including some levelling of surface area for drainage and accessibility purposes (comprising selective landscaping, introduction of slab and relaying of original setts).
- Installation of new drainage to the courtyard, comprising a single large attenuation tank and connecting drains linking to the internal system with associated openings and making good.

3.177 Undertaking these works as an early item provides an opportunity to make a significant start on an isolated section of the works to help ensure the overall project programme is maintained; it will also ensure that the permanent drainage works to the courtyard are complete with an appropriate formation slab to support the scaffolding that will be required for the main refurbishment works.

3.178 It is also proposed to install the scaffolding as an early item and the detailed methodology for the scaffolding is currently being prepared by the project team with Lyndons, a specialist heritage scaffolding contractor, in consultation with MCC Conservation Officer. Early installation of scaffolding in the courtyard will allow for the inspection of the external envelope, and to validate the main works required.

3.179 The final detail of the scaffolding proposals is not yet confirmed and it is proposed that this will be submitted through a further application for listed building consent in due course.

3.180 The current design approach is to use compression ties in the scaffold design, in locations to pick up suitable external structure within the courtyard. Compression ties will incorporate appropriate protection between the building fabric and scaffold materials. The use of anchor fixings into the building fabric is to be limited and avoided where possible.

Courtyard Drainage

3.181 It is necessary to provide new drainage and attenuation systems within the courtyard to meet the requirements of the refurbished Town Hall building, and to repair and replace existing drainage that is damaged.

3.182 Initial consultation with the Lead Local Flood Authority has agreed the extent of works and discharge restrictions which will be imposed on each area within the courtyard. It was agreed that no improvement to the existing discharge rates was required, but surface water would need to be designed to withstand the 1 in 100-year storm event plus 40% climate change.

3.183 The use of Sustainable Urban Drainage Systems have been assessed by Ramboll to withstand the 1 in 100 year storm event, and a below ground attenuation system within the courtyard surface water drainage network was found to be the preferred approach. This will consist of a geocellular system due to restrictions on construction space and ease of manual handling and adaption of shape during the works due to the historic nature of the project.

3.184 In accordance with Building Regulations Part H, it is also proposed that foul and surface water drainage systems within the courtyard, where possible, will be kept separate to the courtyard drainage strategy. To achieve this, it is proposed to remove all surface water from the connection to the Lloyd Street sewer and retain existing drainage for foul drainage only.

Courtyard Public Realm

3.185 Over the course of the last 140 years the courtyards have sustained a great deal of wear and tear and there are numerous failures evident in the existing surface, with areas of depression due to sub-base failure as well as damage to individual stones, particularly the larger paving slabs to the perimeter of the space. In more recent years, the courtyards have been subjected to vehicle loadings that they were never originally designed for and this has further impacted upon the condition of the material. The intrusive surveys undertaken as part of the project have highlighted the poor existing sub-base construction, particularly to the setts that have vehicle trafficking.

3.186 It is also proposed that all existing stone paving slabs to the building perimeter and natural stone setts to the central areas are lifted in order to provide a new robust and durable sub-base construction on which to reinstate the surface material, and to allow access for the installation of new drainage and attenuation systems within the courtyard.

3.187 As far as can be established, based upon a review of historical images and the findings of the intrusive surveys, the existing paving including both setts and slabs is believed to be the original, and it is therefore proposed that where possible this material will be reclaimed and reinstated as part of the proposals, albeit on an improved construction that is fit for its current demands.

3.188 Existing condition drawings and schedules (OTH-PLA-EE-ES-DWG-8005 - 8010, OTH-PLA-EE-ES-DWG-8017 – 8018, OTH-PLA-EE-ES-SCH-L-0001) have been produced that record the existing material, including position, joints, unique features, and physical condition of the material. The existing material will be carefully removed using methods necessary to prevent damage to the stones being removed and the building façade (for details refer to specification OTH-PLA-EE-ES-SPE-L-0002, clause Q25/111A).

3.189 In the case of the yorkstone slabs and yorkstone setts that are unique in terms of sizes and special features, they will be individually catalogued so that they can be reinstated in the exact position as existing.

3.190 The smaller granite setts will not be individually catalogued, but will be recorded and stored on palettes based upon the location they have been taken from so that they can be reinstated in the same general area. Once cleaned (in situ), lifted, recorded, and paletted, all paving material will be taken away for further cleaning off site (if required) and then stored in an appropriate location until they are required for reinstatement. Reinstatement will take place at a later stage in the project, when the scaffolding is removed.

3.191 It is proposed that all material in good condition will be reused and reinstated. Any material that is damaged or in poorer condition will be repaired where possible using various cleaning methods (for details refer to specification OTH-PLA-EE-ES-SPE-L-0002, clauses Q25/475A – D).

3.192 Where the existing paving materials cannot be cleaned or repaired it is proposed that new reclaimed material will be used as a replacement (for details refer to specification clauses Q25/310C, 310D, 330B, and 331B).

3.193 The proposed courtyard general arrangement drawings (OTH-PLA-EE-ES-DWG-8011 - 8016, and OTH-PLA-EE-ES-DWG-8019 – 8020) provide details of the proposals for reinstatement, and show the individual yorkstone slabs and setts that are to be either reinstated as existing or replaced with new material to match.

3.194 The reinstated yorkstone slabs and setts will be laid in the exact same position, bond and orientation as previously occupied by the (original) stones and as recorded. Where new reclaimed material is required, the existing stone will be used as a template for the size and finish including any distinctive features or profiles (for details refer to specification clauses Q25/310C, 310D, 330B, and 331B).

3.195 Although not proposed to reinstate the granite setts in the exact same position, the bond, orientation, and blend of material will be to match the existing recorded condition as shown on the drawings (for details refer to specification clauses Q25/110A, and 110B).

3.196 In regard to the finish levels, it is proposed to reinstate to revised levels so as to improve the surface gradients for better pedestrian access and circulation, and to rationalise the upstand height to the yorkstone perimeter slabs. In addition to this level access between the perimeter slabs and setts will be created through lifting of the setts to create flush access at key circulation points (for details refer to drawing OTH-PLA-EE-ES-DWG-L-1012).

3.197 Consultation has taken place with Manchester City Council's Conservation Officer with regard to the strategy for reinstating the existing slabs and setts and there is support for the proposals to reuse the existing reclaimed material, based on the careful recording and cataloguing of material, with replacement material used where necessary to replace damaged material.

3.198 The levels strategy has also been given approval as it is recognised that there are current access issues within the courtyard. Options were considered for cutting or grinding the surface of the setts to provide a more level surface to key circulation routes within the courtyard; however, this has been dismissed due to concerns over the aesthetic and heritage impact.

3.199 It has been agreed that options for the bedding and jointing material are to be included to allow further testing of physical samples to ensure that the most appropriate solution is reached that balances the structural and loadings requirements whilst being sensitive to the heritage significance of the courtyard material (for details of the jointing and bedding options proposed refer to clauses: Q25/370A, 370B for bound/rigid bedding, 375A for unbound/flexible bedding, 376A for unbound/flexible jointing, 376B for bound/rigid jointing).

4 Planning Policy Context

4.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 states:

"If regard is to be had to the development plan for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise".

4.2 This Section details the relevant documents that make up the Development Plan and are material considerations in the determination of the application.

4.3 Detailed assessment of the Proposed Development against the Development Plan and material considerations is provided in Section 6.

Development Plan

4.4 The Local Development Framework (LDF) is a collection of statutory Development Plan Documents (DPDs) that together set out the vision and spatial strategy for the future development of Manchester. To-date only the Core Strategy DPD has been adopted by Manchester City Council. Within this context, the Development Plan comprises:

- Manchester Core Strategy 2012 ("the Core Strategy");
- Manchester Proposals Map (2012);
- Saved Policies of the Manchester Unitary Development Plan 2005 ("the UDP");
- Greater Manchester Joint Waste Development Plan Document (2012); and
- Greater Manchester Joint Minerals Plan (2013).

4.5 The Core Strategy was adopted in July 2012 and is the key overarching DPD within the LDF. The Core Strategy has replaced significant elements of the Manchester UDP as the document that sets out the long term strategic policies for Manchester's future development and forms the primary framework that planning applications will be assessed against. Despite being largely superseded by the Core Strategy, a number of UDP Policies have been "saved" and comprise part of the Development Plan also.

4.6 The Proposed Development is considered against the policies of the Development Plan in Appendix A of this Statement.

Material Considerations

4.7 The following documents comprise material considerations in the determination of the application:

- National Planning Policy and Guidance
  - National Planning Policy Framework (NPPF) 2018
  - National Planning Practice Guidance (NPPG)
- Draft Sub-Regional Policy
  - Draft Greater Manchester Spatial Framework 2016
- Supplementary Planning Guidance
  - 2007 Guide to Development in Manchester Supplementary Planning Document and Planning Guidance
- Area Plans and Frameworks
  - Manchester City Centre Strategy 2015-18

Town and Country Planning (Control of Advertisements) Regulations 2007

4.8 Section 3 of the Town and Country (Control of Advertisements) (England) Regulations 2007 sets out the factors that the Local Planning Authority can take into account in exercising its powers to control outdoor advertisements. These include:

- factors relevant to amenity including the general characteristics of the locality, including the presence of any feature of historic, architectural, cultural or similar interest; and

- factors relevant to public safety including the safety of persons using any highway, railway, waterway, dock, harbour or aerodrome (civil or military); whether the display of the advertisement in question is likely to obscure, or hinder the ready interpretation of, any traffic sign, railway signal or aid to navigation by water or air; and whether the display of the advertisement in question is likely to hinder the operation of any device used for the purpose of security or surveillance or for measuring the speed of any vehicle.

The Planning (Listed Building and Conservation Areas) Act 1990

4.9 The Planning (Listed Buildings and Conservation Areas) Act 1990 is of relevance to the proposals to undertake work to the Listed Building, as it provides protection for buildings and structures and area of special architectural interest.

4.10 In particular, Section 66 of the Act requires the Local Planning Authority to *'have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'* when considering whether to grant Planning Permission.

National Policy

National Planning Policy Framework 2019 (NPPF)

4.11 At the heart of the 2019 revised NPPF lies the '*presumption*' in favour of sustainable development, which supports proposals that are in accordance with policies in an up to date Development Plan. Sustainable development is about positive growth – making economic, environmental and social progress for this and future generations.

4.12 The NPPF states that *'the purpose of the planning system is to contribute to the achievement of sustainable development'* (paragraph 7). It summarises the objective of sustainable development as meeting the needs of the present without compromising the ability of future generations to meet their own needs.

4.13 Section 14 of the NPPF sets out the need to meet the challenges of climate change, flooding and coastal change. Sites should be assessed appropriately for the risk of flooding and take advice from the Environment Agency and other risk management authorities. When determining any planning applications, local planning authorities should ensure that flood risk is not increased elsewhere.

4.14 Paragraph 165 of the NPPF states that major developments should incorporate sustainable drainage systems unless there is clear evidence that this would not be appropriate. The drainage system proposed should take advice from the Lead Local Flood Authority; have appropriate proposed minimum operation standards; have maintenance arrangements in place to ensure an acceptable standard of operation for the lifetime of the development; and where possible, provide multi-functional benefits.

4.15 Section 16 of the NPPF sets out the Government's planning policies on the conservation of the historic environment, particularly in the context of sustainable development.

4.16 In these terms, development which fail to give due weight to the conservation of heritage assets are deemed not to be sustainable development, and consequently should not be supported. This is because one of the key dimensions of sustainability is protecting and enhancing our historic environment (NPPF paragraph 8).

4.17 The focus of Government planning policy regarding the historic environment is to ensure that account is always taken of the desirability of sustaining and enhancing the significance of heritage assets, putting

them to viable uses consistent with their conservation, and for new development to make a positive contribution to local character and distinctiveness (NPPF paragraph 185).

4.18 A heritage asset is defined as a building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage assets includes designated heritage and assets identified by the local planning authority (including local listing). A designated heritage asset is defined as a World Heritage Site, Scheduled Monument, listed building, Protected Wreck Site, Registered Park and Garden, Registered Battlefield or Conservation Area designated under the relevant legislation.

4.19 Paragraph 189 states that when submitting an application the applicant should describe the significance of any heritage asset affected, including any contribution made by their setting. It goes on to state that the level of detail should be proportionate to the asset's importance and no more than is sufficient to understand the potential impact of the proposal on the asset's significance.

4.20 The accompanying Heritage Impact Assessment sets out information in this regard.

4.21 The NPPF defines significance at Annex 2 as:

"The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting."

4.22 In determining planning applications, local authorities are required to take account of:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the positive contribution that conservation of heritage assets can make to the sustainable communities including the economic vitality; and
- the desirability of new development making a positive contribution to local character and distinctiveness.

4.23 The NPPF stresses that 'great weight' should be given to the conservation of designated heritage assets (NPPF paragraph 193), emphasising the need to avoid substantial harm, in terms of demolition, alteration or the compromise of an asset's setting.

4.24 The NPPF requires any harm or loss to have clear and convincing justification. With substantial harm to or loss of a Grade II listed building to be exception and any substantial harm to Grade I or II* listed buildings to be wholly exceptional. Less than substantial harm to any designated heritage assets must be weighed against the public benefits of the proposal (paragraph 196), including securing the asset's optimum viable use. The fundamental objective is to ensure that the balance of the impact on the heritage assets is demonstrably beneficial, minimising any negative impact on their significance.

4.25 The NPPF reiterates that outdoor advertisements should be subject to control only in the interests of amenity and public safety, taking account of cumulative impacts.

National Guidance

National Planning Policy Guidance

4.26 National Planning Practice Guidance (NPPG) was introduced in March 2014 as a live web-based resource to support the NPPF. It brings together planning practice guidance for England in an accessible and usable way and is a material consideration in assessing this application.

4.27 The NPPG states that developers and applicants need to consider flood risk to and from the development, which can be conducted through a site-specific flood risk assessment which demonstrates how flood risk will be managed now and over the development's lifetime.

4.28 The NPPG recognises that the conservation of heritage assets in a manner appropriate to their significance is a core planning principle, requiring a flexible and thoughtful approach to get the best out of assets. It states that:

"Heritage assets may be affected by direct physical change or by change in their setting. Being able to properly assess the nature, extent and importance of the significance of a heritage asset, and the contribution of its setting, is very important to understanding the potential impact and acceptability of development proposals."

4.29 The NPPG acknowledges that substantial harm is a high test, and that it is the degree of harm to the significance of an asset, rather than the scale of the development, which is to be assessed.

4.30 The NPPG also sets out that developments which impact upon heritage assets should deliver public benefits (paragraph 020). These benefits should be of a nature or scale to be of benefit to the public at large and should not just be a private benefit. However, NPPG notes that benefits do not always have to be visible or accessible to the public in order to be genuine public benefits. Public benefits may include heritage benefits, such as:

- sustaining or enhancing the significance of a heritage asset and the contribution of its setting;
- reducing or removing risks to a heritage asset; and
- securing the optimum viable use of a heritage asset in support of its long term conservation.

4.31 The proposed early works items will facilitate the future refurbishment of the Grade I Listed Town Hall building and Albert Square public realm area, which in turn will further enhance the building's special character and bring about wider public benefits as per those listed above.

4.32 In terms of public safety, the National Planning Practice Guidance (NPPG) further details that advertisements are less likely to create road safety problems if they are located away from roads, junctions, roundabouts, pedestrian crossings or other places where local conditions represent traffic hazards. In addition, there are also less likely to be road safety problems if the advertisement is on a site within a commercial al locality.

4.33 In terms of amenity, the NPPG reiterates the wording of the Advertisement Regulations and the NPPF, that amenity is understood to mean the effect on visual and aural amenity in the immediate neighbourhood of an advertisement. Therefore in assessing amenity, a Local Planning Authority would always consider the local characteristics of the neighbourhood and whether the advertisement was in keeping with that setting.

4.34 The proposed hoarding line is temporary in nature and necessary in order to facilitate the refurbishment of the Town Hall building.

Local Planning Policy

Manchester Core Strategy

4.35 The Manchester Core Strategy was adopted in July 2012 and is the key, overarching Development Plan Document (DPD) within the Local Development Framework (LDF). The Core Strategy has replaced significant elements of the Manchester Unitary Development Plan (UDP) as the document that sets out the long term strategic policies for Manchester's future development and forms the framework that planning applications will be assessed against.

Flood Risk and Drainage

4.36 Core Strategy Policies SP1, CC1, H1 and DM1 states that new development proposals must have regard to flood risk and drainage.

4.37 A key policy from a flood risk and drainage perspective is Policy EN8 – Adaption to Climate Change. This policy sets out in high level:

- Minimisation of flood risk by appropriate siting, drainage, and treatment of surface areas to ensure rain water permeability;

- Reduction in urban heat island effect through the use of Green Infrastructure such as green roofs, green walls, increased tree cover and waterways The need to control overheating of buildings through passive design; and,

- The opportunity to provide linked and diverse green space to enhance natural habitats, which will assist species adaptation.

4.38 Another key policy is Policy EN14 – Flood Risk, which states that all new development should minimise surface water run-off, including through the use of Sustainable Drainage Systems and the appropriate use of Green Infrastructure.

4.39 Core Strategy Policy EN17 states that development should avoid any adverse impact on water quality, including during construction; should minimise surface water run-off from development and associated roads; and maximise use of sustainable urban drainage systems.

4.40 Paragraph 12.84 of the Core Strategy goes on to say not all types of SuDs are appropriate for all urban areas and that in densely built-up areas such as Manchester where there is limited open space, there is a role for innovative SuDs solutions including green roofs and green walls.

4.41 The proposals relate to repairing (where possible) redundant parts of the existing Alfred Waterhouse drainage system, and where this is not possible, replacing the drainage system with new parts. The use of sustainable urban drainage systems were assessed, however, due to the restrictive nature of the site, and the Grade I Listed status of the building, implementing these measures were ruled out.

4.42 A below ground geo-cellular attenuation storage tank is proposed to be installed at the lowest ground level beneath the courtyard. As the courtyard is highly restricted due to its Grade I Listed status and surroundings, this drainage strategy is advantageous as the malleability and manoeuvrability of the geo-cellular system will minimise any impact on listed fabric whilst it is being installed. More details on the drainage strategy can be found in the Below Ground Surface Water Drainage Strategy, prepared by Ramboll, which has been submitted in support of this application.

Ground Conditions

4.43 Core Strategy Policy EN 18 requires that any new development of contaminated land must be accompanied by a health risk assessment. A ground conditions Phase 1 and Phase 2 Report has been prepared by Ramboll and has been submitted in support of these early works applications.

4.44 Following the assessment of soils and leachates from the trial pits within Albert Square, there are no significant risks to human health or controlled waters. This assumes a low permeability hard standing across the site to limit leaching potential.

4.45 Should development plans alter such as to make this assumption invalid, further assessment or remedial actions may be required.

4.46 Ground gas risk assessment has been assessed as Characteristic Situation 1 (CS1). Gas protection measures are not required as part of the development.

4.47 Based on the information available, the likely waste classification of soils underlying the development are summarised as follows:

- General Made Ground: non-hazardous waste;

- Made ground concrete/limestone gravel: pH may be high enough to result in a hazardous classification for this material. Further confirmatory analysis should be completed should this material be destined for off-site disposal;

- Made Ground with significant proportion of tarmac inclusions: likely hazardous waste. Ensure segregation of tarmacadam as far as practical with classification as a separate waste stream; and

- Natural Strata: non-hazardous waste, potentially could be classified inert waste.

4.48 Care must be taken during site works to ensure segregation of different waste streams. This includes ensuring segregation of materials obviously impacted with tarmac as these will require stockpiling and classification as a separate waste stream to soils free from tarmac contamination. Additional sampling from stockpiles will be required to confirm classification.

4.49 The classification of waste reported above must be confirmed by the receiving landfill prior to disposal, under Duty of Care. Any material to be disposed of as hazardous or inert must have WAC analysis provided to confirm appropriate class of landfill.

4.50 Earthworks at the site are recommended to be undertaken in accordance with an appropriate Material Management Plan in accordance with the CL:AIRE, 2011 Waste Code of Practice.

Archaeology

4.51 Core Strategy Policy DM1 states that development should have regard to archaeology.

4.52 GMAAS have been consulted on the proposed early works items and confirmed that a Written Scheme of Investigation is required for these works. Salford Archaeology have prepared a note which sets out the findings from the previous watching brief conducted for Listed Building Consent 119106/LO/2018 and a proposed Written Scheme of Investigation for these works.

Construction Management

4.53 Paragraph 12.74 of the Core Strategy Policy sets out that the construction phase of the development should also consider the potential impacts on the surroundings. A Construction Management Plan has been prepared by Lendlease and submitted in support if these early works applications.

4.54 All existing vehicle servicing routes to Lloyd Street and adjacent buildings on Albert Square will not be impacted by these early works proposals. The hoarding lines will only run along perimeter of the Town Hall building. A 2.2m walkway being retained along Lloyd Street closest to the Town Hall Extension building for the movement of pedestrians along Lloyd Street.

4.55 A traffic marshal will monitor vehicular access to the hoarded zone and for servicing on Lloyd Street. Vehicular servicing of the Town Hall Extension will not be impacted by the proposed works. However, the parking bays on Lloyd Street will no longer be available for use.

Construction Programme

4.56 The proposed construction programme for the early works is as follows:

Table 4.1 Anticipated Early Works Programme

Proposed Early Works Item	Programme Start
3a Organ Removal, Storage and Repair	Removal - December 2019 to May 2020 Reinstatement - March to June 2022
3bi Soft Strip **Mock Up Rooms** **Temporary Protection Works** **Secondary Glazing and Fire Door Testing**	November 2019 November 2019 November 2019 February 2020
3bii Due Diligence Surveys	Various Starting June 2019
3c Albert Square and Cooper Street scaffolding	Albert Square Start 24th September 2019 Cooper Street 25th February 2020
3d Courtyard Works	September 2019

Proposed Early Works Item	Programme Start
3e Scaffolding Wrap	Albert Square elevation December 2019
3f Hoarding of Perimeter of Town Hall	August 2019

Construction Noise

4.57 The early works items primarily relate to internal works to the Town Hall building and works to the courtyard of the building, which minimises noise impact on the surrounding occupiers. The proposed three mock-up rooms will not be operational, therefore there will be no noise impact from plant.

4.58 The following mitigations have been put in place to limit noise and vibration during the construction period for the early works items:

- The hoarding system will be a proprietary system that will utilise ballast. These types of hoarding systems are easy to install with few adaptions required and as a result have a low noise and vibration impact level.

- The scaffold erection will be installed during standard site hours (with exception of interface with the MetroLink on Princess St.). These works will have a relatively low noise and vibration impact level. There will be 2no. scaffold lifts on Princess St. where there erection will need to take place at night to allow the overhead line to be de-energised due to the safety risk of working in close proximity. During this aspect of scaffold erection, the workforce will be extra vigilant to ensure that noise is kept low and scaffold materials will be pre-loaded during normal working hours to minimise any plant noise during these hours (01:00 – 04:30).

- The main noise and vibration expected during the courtyard enabling works will result from the civils plant and equipment. The noise and vibration will be buffered by the building itself as the courtyard are enclosed protecting local stakeholders. The building will be protected from the selection of plant, equipment and methodology used to ensure that the levels of vibration are within a safe level as prescribed by the project consultant team. Continuous vibration monitoring will in place to warn if vibration levels are in danger of exceeding acceptable levels.

4.59 The construction management has fully considered the impact of noise and machinery on surrounding occupiers and will endeavour to minimise impact on surrounding properties and users of Albert Square during the early works.

Heritage

4.60 The key Core Strategy policy from a heritage perspective is Policy EN3 – Heritage, which states:

"Policy EN3 Heritage - Throughout the City, the Council will encourage development that complements and takes advantage of the distinct historic and heritage features of its districts and neighbourhoods. New developments must be designed so as to support the Council in preserving or, where possible, enhancing the historic environment, the character, setting and accessibility of areas and buildings of acknowledged importance."

4.61 Core Strategy Policy CC9 Design and Heritage also sets out that development in Manchester should preserve or enhance heritage assets.

4.62 The proposed early works items include the removal and repair of the Organ from the Great Hall. This will restore this Grade I Listed item back to a similar state to the instrument's condition in 1893, as this point in time represents Cavaille-Coll's full realisation of the instrument as he intended. Once repaired, this will increase the Organ's longevity and enhance this heritage asset.

4.63 The soft strip works relate to the removal of internal modern (post 1944) interventions to the historic fabric of the building. This in turn will reveal more of the listed fabric of the building and help to reinstate the building back to its original intent.

4.64 The proposed mock-up rooms are a set of three rooms where it is proposed to carry out works first in order to inform the proposals throughout the rest of the building. The three rooms are on different floor levels and are of varying proposed use; this brings a benefit of being able to mock-up a wide range of the builders works (openings and penetrations required for the new mechanical, electrical, plumbing and data strategies) alongside the fit out that will be required within the main building works. This in turn will showcase the finishes to these rooms which will help inform the final design detail of the refurbishment works.

4.65 The proposed courtyard works are necessary to improve the drainage strategy within the courtyard and the most suitable option has been assessed. All setts and cobbles will be carefully removed, cleaned and reinstated. Where cobbles and setts are damaged or beyond repair, these will be replaced with as similar sett or cobble as possible. This will therefore not impact the heritage of the courtyard as the design endeavours to reinstate all cobbles as existing, as well as making the courtyard level and user friendly.

Albert Square Conservation Area

4.66 The following saved UDP policies are relevant to the development Proposed Development for the Site:

- Citywide Development Control Policies DC18.1 (Conservation Areas), and
- Part 2: Area 5 – City Centre RC20 Area 24 (Princess Street/Mosley Street/Peter Street/Deansgate/John Dalton Street).

4.67 Saved UDP Policy DC18.1 (Conservation Areas) sets out to encourage and help ensure the protection, preservation and enhancement of the City's Conservation Areas, which it recognises as areas of special character representing the rise and development of Manchester as the world's first industrial city. The policy states that the protection of such areas helps stimulate local pride, and encourages both tourism and further investment, and recognises the Local Planning Authority's obligations under statute to give particular attention to the quality of developments within Conservation Areas.

4.68 The current proposed works to the Albert Square elevation of the Town Hall is the introduction of necessary scaffolding and hoarding to progress the Our Town Hall Project. While in place, the scaffolding would obscure the principal façade of the Town Hall building, considerably affecting the architectural composition of the building and its contribution to local pride. As such, the short term (5 years) impact of this aspect of the works would be moderate adverse in in terms of their heritage impact.

4.69 However, these works are fundamentally temporary in nature, and inextricably linked to achieving the positive, heritage-led Our Town Hall project. It is therefore more accurate to consider the proposal fully in terms of their long-term impact. The scaffolding fixtures and fittings have been designed to minimise any intervention to the listed fabric of the building.

4.70 The proposals set out within this application for Listed Building Consent will only impact the short term special character of the Albert Square Conservation Area and not the long term special character of the Albert Square Conservation Area. As a result, the long-term impact of the proposed scaffolding to the Albert Square elevation would be neutral/minor adverse in nature. Therefore, the proposal to scaffold the Albert Square Elevation of the Town Hall building is considered acceptable in policy terms.

Policy Appraisal

4.71 In summary, the proposed early works items are considered wholly acceptable in policy terms as they will facilitate the future refurbishment of the Grade I Listed Town Hall back to its primary civic function, as well as deliver wider public benefits through the delivery of a new visitor's centre and 'accessibility for all' into the building.

4.72 The drainage works to the courtyard are necessary to minimise any further water ingress into the listed fabric. The drainage strategy has considered the policy requirements for creating sustainable urban drainage systems, which can be easily maintained, whilst taking into full consideration the Grade I Listed status of the Town Hall building and courtyard area. This has resulted in the repair of some of the

existing original pipework, removal and replacement of some parts that are beyond repair, and installation of a geo-cellular attenuation tank.

4.73 The external works to the Albert Square elevation and Cooper Street elevation of the Town Hall building will impact the special character of the Albert Square Conservation Area in the short term, whilst the scaffolding is in situ. However, the long term effect of the proposed works will mean that the building is refurbished and brought back to its former glory.

4.74 The proposed internal works are necessary to ensure the construction programme is met and to allow a staggered approach to the works starting on site.

4.75 A Heritage Impact Assessment prepared by Purcell Architects is submitted in support of these early works applications to assess the proposed early works in terms of heritage impact. A summary of this assessment is included in Table 4.1 below.

Table 4.1: Heritage Impact Assessment Summary Table

Submission	Proposed Early Works Package & Heritage Impact Assessment
A - Organ removal, storage, repair, and reinstatement	Overall, the proposed works to the Organ in their short-term are considered to be neutral and, within their relevant context of restoration in line with the above principles, are considered to have a **moderate beneficial** heritage impact.
B - Internal Works	• Soft Strip works: the removal of exclusively modern, detrimental features from the Town Hall is considered to have a cumulative positive effect that is **moderate beneficial** in nature. • Mock up rooms: overall, **minor adverse** heritage impact. • Temporary Protection of Murals and other significant items to remain in situ: considered to be **moderate adverse** and the long-term effect secured as a result will be **neutral**. • Pre-commencement due diligence surveys: **minor adverse** impact on the overall significance of the building. • Fire Door Testing: **moderate adverse** in the short-term and the long-term effect secured as a result will be **neutral**.
C - Scaffolding • Albert Square scaffolding • Cooper Street scaffolding	• The short term (5 years) impact of this aspect of the works would be **moderate adverse** in nature. • The long-term impact of the proposed scaffolding to the Albert Square elevation would be **neutral/minor adverse** in nature.
D - Courtyard works	The heritage impact associated with the courtyard drainage and works to enable scaffolding will be **moderate adverse** during the course of the project and **minor adverse** at project completion.
E – Scaffolding Wrap	To be assessed in future application for Express Advertisement Consent.
F – Hoarding	• The short term (5 years) impact of this aspect of the works would be **moderate adverse** in nature. • The long-term impact of the proposed scaffolding to the Albert Square elevation would be **neutral/minor adverse** in nature

4.76 All works will be completed under the supervision of specialist contractors.

5 Summary and Conclusions

5.1 Lendlease were appointed as the Management Contractor on the project in January 2019 and since this appointment have been working hard with the wider project team to develop a detailed construction programme for the project to ensure that it is delivered on time and on budget.

5.2 Through this positive early discussion, a series of potential early works have been identified that would enable Lendlease to commence activity to facilitate a staggered site set-up process from summer 2019 to January 2020, when work is scheduled to being in earnest subject to applications for planning permission and listed building consent, which are due to be submitted later in 2019.

5.3 The works include:

A) Great Hall organ removal, storage, repair, and reinstatement.

Bi) Soft Strip, Mock-up rooms, Temporary Protection Measures, Fire Door Test (one door) and Secondary Glazing Test (one window).

Bii) Pre-Commencement Due Diligence Surveys.

C) Temporary Scaffolding to Albert Square and Cooper Street.

D) Courtyard Works, including Drainage, Public Realm and Scaffolding Principles.

E) Albert Square Elevation Scaffolding Wrap (application to follow in June 2019).

F) Hoarding to Perimeter of Town Hall.

5.4 The proposed early works items are necessary to facilitate the overall Our Town Hall Project aims to refurbish the Town Hall building to bring it back into its primary civic use, as well as improving accessibility to members of the public and the inclusion of a new visitor's centre.

5.5 All proposed early works items have been carefully designed so as to minimise any impact on the Grade I Listed fabric. The early works proposals are supported by a method statement from Lendlease, which sets out how they will manage specialist contractor input to the early works and an engagement strategy prepared by Purcell for securing approval from MCC Conservation Officer and the LPA for the detailed methodologies prior to works commencing and during the works.

5.6 The early works have been developed in consultation with key stakeholders, including Manchester City Council Local Planning Authority, Conservation Officer, Environmental Health, Highways, Lead Local Flood Risk Authority, Historic England, Greater Manchester Archaeology Advisory Service, Victorian Society, Greater Manchester Police and Greater Manchester Fire and Rescue Service.

Appendix A: NPPF and Development Plan Policy Review

This technical Appendix provides a detailed appraisal of the proposals against the relevant NPPF and local Development Plan policies.

National Planning Policy

The Government is committed to a plan-led system of development control, which was given statutory force by Section 38(6) of the 2004 Planning and Compulsory Purchase Act. Where an adopted or approved development plan contains relevant policies, Section 38(6) requires that an application for planning permission or an appeal shall be determined in accordance with the plan, unless material considerations indicate otherwise.

National Planning Policy Framework (2018)

The National Planning Policy Framework (NPPF, 2018) sets out the Government's planning policies for England and how these are expected to be applied. It sets out the Government's requirements for the planning system only to the extent that it is relevant, proportionate and necessary to do so.

The National Planning Policy Framework must be taken into account in the preparation of local and neighbourhood plans, and is a material consideration in planning decisions.

Achieving Sustainable Development

The NPPF articulates the priorities of the Plan for Growth within planning policy. The NPPF introduces a 'presumption' in favour of sustainable development and supports proposals that are in accordance with policies in an up to date Development Plan. Sustainable development is about positive growth – making economic, environmental and social progress for this and future generations.

The NPPF goes on to advise that these roles should not be undertaken in isolation, because they are mutually dependent. Therefore, to achieve sustainable development, economic, social and environmental gains should be sought jointly and simultaneously.

At paragraph 11, the NPPF States that pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life, including:

"replacing poor design with better design"

Section 4 (Planning Policy Context) and Section 3 (Design and Access) of this document, set out the carefully considered approach to the design and demonstrates how the proposal will maximise the contribution that the Grade I Listed Town Hall building will make to the surrounding historic townscape in this location.

"improving the conditions in which people live, work, travel and take leisure"

Core Planning Principles

The NPPF establishes a set of core planning principles, which underpin both plan-making and decision-taking. These set out that planning should:

a) be prepared with the objective of contributing to the achievement of sustainable development;

b) be prepared positively, in a way that is aspirational but deliverable;

c) be shaped by early, proportionate and effective engagement between plan-makers and communities, local organisations, businesses, infrastructure providers and operators and statutory consultees;

d) contain policies that are clearly written and unambiguous, so it is evident how a decision maker should react to development proposals;

e) be accessible through the use of digital tools to assist public involvement and policy presentation; and

f) serve a clear purpose, avoiding unnecessary duplication of policies that apply to a particular area (including policies in this Framework, where relevant).

Paragraphs 80 and 81 state that the Government is seeking to ensure that the planning system does everything possible to support sustainable economic growth, and Local Planning Authorities should plan proactively.

Building a Strong, Competitive Economy
Section 6 (Paragraphs 80 to 84) emphasises the Government's commitment to securing economic growth, and that significant weight should be placed on the need to support it through the planning system.

In particular, it identifies the need for Local Planning Authorities to support existing business sectors, taking account of whether they are expanding or contracting and, where possible, identify and plan for new or emerging sectors likely to locate in their area.

The proposed main refurbishment works of the Town Hall building will reinstate the building as the primary civic building within the City.

Achieving well-designed places
Section 12 (Paragraphs 124 to 132) states that the planning process in fundamental to creating high-quality buildings and places. Good design is key to sustainable development and contributes to creating better places in which to live and work. It outlines that developments should aim to:

- Add to the overall quality of the area and function well over the lifetime of the development.
- Be visually attractive as a result of good architecture, layout and appropriate and effective landscaping.
- Be sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities).
- Establish or maintain a strong sense of place, using arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit.
- Optimise the potential of the site, create and sustain an appropriate mix of uses.
- Create safe, inclusive and accessible environments which promote health and well-being.

In line with NPPF design policy, the proposed refurbishment of the Town Hall has been the subject of significant design consideration and evolution. As evidenced in the Design and Access Statement in Section 3 of this Statement, the sensitive approach to the redevelopment of the Grade I Listed Building is unique in order to preserve and enhance the original features as much as possible.

Meeting the Challenge of Climate Change
In respect of climate change, paragraph 148 of the NPPF advises that to support the move to a low carbon future, local planning authorities should:

- shape places in ways that contribute to radical reductions in greenhouse gas emissions,

- minimise vulnerability and improve resilience,
- encourage the reuse of existing resources, including the conversion of existing buildings, and
- support renewable and low carbon energy and associated infrastructure.

Careful consideration has been given to the long term sustainability of the Town Hall. The future refurbishment proposals include the buildings connection to the District Heating Network which will improve the energy efficiency of the building.

Conserving and enhancing the historic environment

Great weight has been given to the conservation of the designated heritage assets and in accordance with Paragraph 196 it is demonstrated that the public benefits of the proposal outweigh any perceived harm to designated heritage assets.

Lendlease were appointed as the management contractor in January 2019, following a positive competitive dialogue process. Since that appointment, Lendlease have been working hard with the wider project team to develop a detailed construction programme for the project to ensure that it is delivered on time and on budget. Through this positive early discussion, a series of proposed early works have been identified, which would enable Lendlease to commence activity to facilitate a staggered site set-up process from summer 2019 to January 2020, when work is scheduled to being in earnest. The early works are an important factor in ensuring that the project continues to be delivered to programme and to help meet the targeted re-opening in 2024.

The main refurbishment works for the Town Hall building relate to the restoration of original listed fabric, providing civic function spaces for Manchester City Council and providing a new visitor's centre. These in turn will help to drive Manchester's economic growth.

Local Planning Policy

Manchester Core Strategy (July 2012)

The site is situated within the administrative boundary of Manchester City Council and is subject to the provisions of the Manchester Core Strategy, which was adopted by the Council on 11 July 2012.

The Core Strategy sets the overall strategic direction for planning for Manchester over the plan period from 2012 to 2027, and is in line with national policies. The policies of the Core Strategy establish where major development and other forms of investment should be located in order to be sustainable, meet local needs and take full advantage of opportunities.

The application site is located within Manchester City Centre, which is identified as a focus for primary economic development in accordance with Policy CC1 Primary Economic Development Focus: city centre and fringe.

The Core Strategy policies that have been considered are as follows:

Core Strategy Policy (2012)	Contribution and Benefits
Policy SP1 – Spatial Principles: The Regional Centre will be the focus for economic and commercial development, retail, leisure and cultural activity, alongside high quality city living. **Development in all parts of the City should make a positive contribution to neighbourhoods of choice including: Improving access to jobs, services, education and open space by being located to reduce the need to travel and provide good access to sustainable transport provision. As well as creating well designed places that enhance or create character; making a positive contribution to the health, safety and wellbeing of residents considering the needs of all members of the community; protect and enhance the built**	The proposal is located within the regional centre and city centre, where the focus is to support economic growth and access to job opportunities. The proposal is clearly aligned with this vision. It will facilitate the future provision of office accommodation within a highly sustainable area, improving access to jobs. The future proposals to re-use the Town Hall building to improve the built environment and local character as detailed in both the Heritage Statement and Design and Access Statement.

Core Strategy Policy (2012)	Contribution and Benefits
and natural environment; minimise emissions, ensure efficient use of natural resources and reuse previously developed land wherever possible.	
Policy EC1 - Employment and Economic Growth in Manchester: **The provision of approximately 200 ha of employment land for B1, B2 and B8 uses by 2027 will be provided within the City. 33ha of land within the City Centre is identified to support employment and economic growth. Priorities for ensuring continued economic growth include:** • **Improving access to jobs for all via public transport, walking and cycling.** • **Demonstrating that employment-generating development has fully considered opportunities to provide jobs for local people.** • **Improving the portfolio of employment premises by providing a range of employment sites and premises for small, medium and large businesses.** • **Improving digital infrastructure delivery.** • **Creating business destinations by enhancing the primary business use with ancillary commercial facilities.** • **Ensuring the continued social, economic and environmental regeneration of the City.** • **Ensuring connectivity to, and competitiveness in, international markets.**	The main proposal to refurbish the Town Hall will provide functional office accommodation for Manchester City council employees and other civic functions. The proposed new visitors centre will also attract visitation to this part of the city.
Policy EC2 – Existing Employment Space: **The Council will seek to retain and enhance existing employment space and sites.**	The proposal will help facilitate bring back the Town Hall into full economic use. As the Town Hall is a Grade I Listed Building that is currently in disrepair, the main Town Hall proposals will restore the building back to its original design intent.
Policy EC3 – The Regional Centre **Within the Regional Centre development for employment generating uses including offices and other commercial development will be encouraged.**	The future proposal to refurbish the building will enable better access to employment opportunities within Manchester City Council and maximise the Council's services offer through appropriate Council accommodation.
Policy CC1 – Primary Economic Development Focus: City Centre and Fringe **The City Centre is a strategic economic location and focus of employment growth in the City and City Region. The City Centre is expected to accommodate 33ha and the City Centre Fringe 25ha of office or similar employment development.**	The future proposals to refurbish the main Town Hall building as a primary civic function will support the City Centre as the focus for employment.
Policy CC5 – Transport: **Developers should work with public transport providers to ensure that all users are able to access development by sustainable means, especially taking account of times when developments are likely to be busiest.**	Due to the highly accessible location of the site, there are multiple sustainable transport options for the area.

Core Strategy Policy (2012)	Contribution and Benefits
Policy CC8 – Change and Renewal **Developments which make significant contributions to the City Centre's role in terms of employment and retail growth or which improve the accessibility and legibility of the Centre will be supported, subject to the proposal's impact on key aspects of the City's heritage and character.**	The future refurbishment of the Listed Town Hall building will make a significant contribution to the city centre in terms providing improved civic functional space for Manchester City Council. The proposed new visitor centre will also attract visitors to the city centre to learn more about this Grade I Listed building.
Policy CC9 – Design and Heritage: **Development in Manchester City Centre should preserve or enhance the heritage assets that have been identified, including listed buildings, conservation areas and scheduled ancient monuments.** **The Council will support high density and mixed-use development, but developers must recognise the specific design challenges that must be overcome to ensure complementarity of function and form.**	The future proposal seeks to preserve and enhance the Grade I Listed Building. The proposed early works interventions are considered necessary to facilitate the preservation of the building. The applications are supported by a Heritage Statement, which sets out a detailed assessment of the proposals.
Policy CC10 – A Place for Everyone: **The City Centre will develop as a location which appeals to a wide range of residents and visitors. Development which promotes this objective will be supported, particularly through increasing standards of accessibility to buildings and across spaces.**	The Town Hall Building is located within the city centre and within a highly accessible area via a range of non-car transport modes, further increasing its accessibility for all members of society. The future proposals to refurbish the building include improving access to the building for all.
Policy T1 – Sustainable Transport **To deliver a sustainable, high quality, integrated transport system to encourage modal shift away from car travel to public transport, cycling and walking, to support the needs of residents and businesses and to prepare for carbon free modes of transport.**	Located adjacent the St Peter's Square Metrolink stop and within walking distance of Deansgate and Oxford Road Train Stations, the building is extremely well served by local and national sustainable transport networks such as Metrolink, Metroshuttle, rail and bus services.
Policy EN1 – Design Principles and Strategic Character Areas **All development in Manchester will be expected to follow the seven principles of urban design (character, continuity and enclosure, public realm, ease of movement, legibility, adaptability and diversity) and have regard to the strategic character area in which the development is located.**	The future refurbishment of the Town Hall also includes the Albert Square public realm area. This will enable this area of public realm to become the primary functional civic space in the City Centre.
Policy EN3 – Heritage **Throughout the City, the Council will encourage development that complements and takes advantage of the distinct historic and heritage features of its districts and neighbourhoods, including those of the City Centre. New developments must be designed so as to support the Council in preserving or, where possible, enhancing the historic environment**	As outlined in the Heritage Statement prepared by Purcell the early works proposals have been carefully considered and designed with due regard to principles of scale, alignment, material and use. These early works will in turn facilitate the main refurbishment proposals to allow for the restoration of this Grade I Listed building.
Policy EN4 – Reducing CO2 Emissions by Enabling Low and Zero Carbon Development: **All development must follow the principle of the Energy Hierarchy, being designed:**	The future proposals for the Town Hall building include the connection to the Vital Energi Civic Quarter Heating Network which will improve and lower emissions.

Core Strategy Policy (2012)	Contribution and Benefits
• **to reduce the need for energy through design features that provide passive heating, natural lighting and cooling;** • **to reduce the need for energy through energy efficient features such as improved insulation and glazing; and,** • **to meet residual energy requirements through the use of low or zero carbon energy generating technologies.**	
Policy EN6 - Target Framework for CO2 reductions from low or zero carbon energy supplies **New development, regeneration and retrofit projects, will be expected to take place in the context of more detailed proposals for decentralised low and zero carbon energy infrastructure in the form of energy proposals plans.**	The future proposals for the Town Hall building include the connection to the Vital Energi Civic Quarter Heating Network which will improve and lower emissions.
Policy EN8 – Adaptation to Climate Change: **All new development will be expected to be adaptable to climate change in terms of design, layout, siting and function of buildings and external spaces.**	The future proposals for the Town Hall building include the connection to the Vital Energi Civic Quarter Heating Network which will improve and lower emissions.
Policy EN19 Waste: **The Council will require all developers to demonstrate the proposals consistency with the principles of the waste hierarchy. All developers will be required to submit a waste management plan to demonstrate how both construction and demolition waste will be minimised and recycled wherever possible and how the sustainable waste management needs of the end user will be met.**	Measures to control construction and waste during the early works proposals will be managed in accordance within the detailed Construction Management Plan (CMP), prepared by Lendlease.
Policy DM1 – Development Management: **All development should have regard to the specific issues including: effects on amenity such as noise, light, air quality, road safety and traffic generation; accessibility; community safety and crime prevention; vehicular access; and, green infrastructure.**	The proposed construction of the early works items takes into consideration key development management requirements and is detailed within the CMP, prepared by Lendlease.

Guide to Development in Manchester – Supplementary Planning Document and Planning Guidance (2007)

The Guide to Development SPD sets out the design principles and standards that the City Council expects new development to achieve. The key principles and standards of relevance to the Proposed Development are set out in the table below.

Guide to Development SPD (2007)	Contribution and Benefits
The City's Heritage is an Asset **The SPD advocates that buildings of architectural and historic importance together with their setting will be preserved and enhanced.**	The future refurbishment proposals will retain and enhance the principal significant historic elements of the Town Hall and will enhance the setting of the adjacent Listed Buildings and Albert Square Conservation Area.
Adaptability **The SPD required that new development should be easy to main and adapt. Successful developments should be sustainable and flexible so that as the need and requirements change over time and new users and functions take over, buildings should not have to be redevelopment again in a relatively short period.**	The future refurbishment proposals are focused on enabling the long term reuse of the building as a civic building. The proposed interventions seek to enhance the current shortfalls of the building to ensure overall sustainability of the Town Hall building.
Encouraging the reuse of Existing Buildings **The SPD promotes the reuse of underutilised buildings and highlights the benefits or re-using existing buildings, as states that recycling building supports better energy efficiency.**	The future refurbishment proposals will reuse the Grade I Listed building as a civic function, which has been in disrepair for some time. This supports the reuse of a prominent existing building and restoring it back to its original design intent.
Energy Efficiency **The SPD encourages high standards of energy efficiency in new development and requires developers to considered necessary steps to reduce energy demand at earlier stages of design. It encourages proposal to minimise reliance on energy using equipment for heating, cooling, lighting and natural ventilation.**	Careful consideration has been given to the long term sustainability of the Town Hall, which has led to the proposals to connect the building to the Vital Energi Civic Quarter District Heating Network.

Saved Policies of the Manchester Unitary Development Plan (1995)

There are a number of Saved Policies from the Manchester UDP which apply post Core Strategy adoption. Those relevant to the development are outlined below.

Saved UDP Policy (1995)	Contribution and Benefit
DC18.1 Conservation Areas: The Council will give particularly careful consideration to development proposals within Conservation Areas. **a. The Council will seek to preserve and enhance the character of its designated conservation areas by carefully considering the following issues:** **i. the relationship of new structures to neighbouring buildings and spaces;** **ii. the effect of major changes to the appearance of existing buildings;** **iii. the desirability of retaining existing features, such as boundary walls, gardens, trees, (including street trees);**	The Town Hall is located within the Albert Square Conservation Area. The application is supported by a Heritage Statement, which provides an assessment of the significance of the site and an impact assessment of the effect of the proposals on the setting of on site and adjoining heritage assets and the character of the Conservation Area. The proposed early works will facilitate the future enhancement of the character of the Albert Square Conservation Area through improving the public realm and restoring the Grade I Listed building.

Saved UDP Policy (1995)	Contribution and Benefit
iv. the effect of signs and advertisements; **v. any further guidance on specific areas which has been approved by the Council.**	
DC26.1 Development and Noise: The Council intends to use the development control process to reduce the impact of noise on people living and working in, or visiting, the City. The Council will consider both the effect of new development proposals which are likely to be generators of noise and the implications of new development being exposed to existing noise sources which are effectively outside planning control.	The early works proposals are supported by a detailed CMP prepared by the management contractor Lendlease which details how noise will be mitigated during construction works.

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Real Estate

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