2.0 Site Information

2.0.7 EXISTING BUILDING ANALYSIS

a) Existing Building Plan

The floor plan alongside Fig.10 illustrates the existing spatial arrangements and the associated users of the building.

The existing internal gross floor areas are as follows:

Existing Basement GFA - 85m² (not shown)
Existing Ground Floor GFA - 1912m²
Existing First Floor GFA - 757m²
Existing 2nd Floor GFA - 279m²
Total building GFA - 3043m²

b) Structure

The 1960s building where the majority of the alterations were proposed consists of a reinforced concrete frame with concrete columns and flat floor slabs with no downstands. The slabs have cantilevered inverted running beams across the building width with narrow solid beams between. Internal walls are non-load bearing.

2.0.8 VEHICULAR & PEDESTRIAN MOVEMENTS

a) Vehicular

The principal vehicular access onto the site is via Alfred Street (Refer to Figs. 13-16 below), where there is access to the two separate car parks on the site. Both car parks are currently shared by the various building users and the children’s centre has a dedicated allocation as part of their lease agreement.

b) Pedestrian

Due to the difference in street level and building floor level, pedestrian access to the front of the building addressing Monmouth Street is via a series of external steps and ramps. Within the rear entrance to the buildings are a mixture of smaller ramps, steps or some cases a small step into the building.

A ramped access from the rear car park to the front of the building exists to the east of the William Knibb Centre and provides pedestrian access to the sides and front of the building.

The main access into the NCC occupied parts of the building is limited to access points C & D as denoted on the floor plan from car park 5 and K from car park 1, separate access points G & H exist to the parts of the building currently occupied by Kettering Youth Information and NCC Adult Learning.

There are no proposals to form any further access points however there are recommendations to improve and enhance access point K which as part of the proposals forms a new main entrance which would provide direct access into the building for NCC as well as address the car park more positively.
3.0 Planning

3.01 Planning Statement

This statement examines the proposed development in terms of adherence to national and local Planning Policy. Kettering Borough Council works in partnership with East Northamptonshire, Corby and Wellingborough Councils together with Northamptonshire County Council to prepare a Local Development Framework for North Northamptonshire.

The Joint Planning Unit (JPU) has been established to consider strategic and cross-boundary development and co-ordinates the preparation of the Local Development Framework for North Northamptonshire.

The North Northamptonshire Local Development Framework replaces the system of Local Plan and Structure Plan in the new development plan system introduced by the Planning and Compulsory Purchase Act in September 2004. The LDF consists of a suite of documents, including a Core Spatial Strategy, Area Action Plan and Local Development Documents.

As part of the Local Plans are being replaced in stages by new Local Development Documents (LDDs), which are being and have been prepared by Kettering Borough Council and the . The first of these documents is the LDF, which was adopted on 12 June 2008.

This document and relevant policies referred to for the purposes of this statement are based on policies within the adopted North Northamptonshire Core Spatial Strategy (June 2008) and the Kettering Local Plan. The relevant policies are quoted as follows:

NORTH NORTHAMPTONSHIRE CORE SPATIAL STRATEGY

Policy 13: General Sustainable Development Principles

This states that development should incorporate flexible designs for buildings and their settings. To quote a few relevant requirements of these principles are as follows:

- Incorporate flexible designs for buildings and their settings, including access to amenity space, enabling them to be adapted to future needs and to take into account the needs of all users.
- Have a satisfactory means of access and provide for parking, servicing and maneuvering in accordance with adopted standards.
- Not lead to the loss of community facilities, unless it can be demonstrated that they are no longer needed by the community they serve and are not needed for any other community use, or that the facility is being relocated and improved to meet the needs of the new and existing community.
- Be of a high standard of design, architecture and landscaping, respect and enhance the character of its surroundings and be in accordance with the Environmental Character of the area.

KETTERING LOCAL PLAN (RELEVANT SAVED POLICIES - UPDATED 2011)

Policy 1: Supplementary Planning Guidance

States that the supplementary planning guidance published by the Local Planning Authority will be an important consideration in the determination of planning applications for development in the Borough.

Policy 52: Changes of use to small offices

Proposals for changes of use to small offices (Classes A2, B1 (a) of the Town and Country Planning (Use Classes) Order 1987) in the defined shopping centre and the Rockingham Road/Headlands area of Kettering, will be considered in the context of Policies K20 and K18.

Planning permission for proposals for such changes of use elsewhere will be granted where:

- There is no significant adverse impact on the character of the building, the character or amenities of the locality or on neighbouring properties, including the local concentration of properties in office use and in the villages and the effect on the character of the village which may arise from the loss of small dwellings in similarly not adverse;
- The additional traffic likely to be generated by the proposal is not detrimental to the highway network or to the amenities and character of the surrounding area;
- Adequate provision is made for off-site parking and maneuvering space and access arrangements in accordance with Policies 85 and 84; and
- Adequate provision is made for amenities including bin storage and open space/landscaping.
3.0 Planning

3.02 TRAFFIC & PARKING

A Transport Statement has been developed by BCAL Consulting referenced 5465R001TS (dated June 2016) and is included in support of the application.

The report aims to provide sufficient information to consider the highways issues in respect of the proposed works at the William Knibb Centre.

The report concludes that following a potential traffic generation calculation via the TRICS database that the proposal is considered suitable for the development which also include the enlargement of the existing vehicular access to the site from Alfred Street.

3.03 EMPLOYMENT

The existing NCC office space based at the William Knibb Centre accommodates 72 NCC posts of which 52 are full-time equivalent. The proposed alterations to the facility will provide circa 142 flexible work spaces and 73 bookable meeting spaces for NCC employees. The likelihood of all the staff being at the facility at one time is very low as the majority of employees are field based and shall use the facility for mobile working and team meetings.

The current Notts of the County workforce are categorised into three work styles as follows:

- **Flexible** - a role that requires work to be carried out predominantly at a specific location and is flexible within the building (spends maximum of 80% of time in location i.e., allowing for annual leave etc.) (15%)
- **Flexible+** - a role that can be carried out at any location, enabled by appropriate technology and is flexible within and/or between buildings including partner and public buildings - can voluntarily work from home. (20%)
- **Field** - a role with significant customer or service contact out in the community/field. (55%)

85% of the work force (Flexible+ & Field) are likely to travel to other buildings, client and community settings. The 15% work force identified in the Field style work may spend up to 80% of their working week away from the base.

No new employment is envisaged as the proposals are looking to cater and improve for the needs of the existing work force.

3.04 ECeOLY

A bat scoping survey of the buildings was undertaken by Utal-Brown Associates to identify potential impacts to roosting bats and make recommendations for general mitigation, compensation, enhancement and further surveys, as appropriate. (A copy of the report forms part of the planning application submitted).

During the bat scoping survey a single bat droppings consistent with that produced by a pipistrelle bat was located directly below a weep hole in Building 1. No actual bats were found on the building surveyed. Some limited features providing potential for roosting bats were discovered on Building 1. No evidence of roosting bats was found in the vicinity of the windows proposed for replacement in Building 2; however, there were some features providing potential bat roosting habitat. Evidence of use by birds of the same weep hole with the bat droppings was also noted.

Due to the Buildings containing features providing low to moderate potential for roosting bats and a single bat dropping was found, a recommendation for a further bat drop emergence survey is required to determine bat usage of both buildings.

This will determine whether a EPS mitigation licence is required for the works and the type and level of mitigation, if required. Precautionary mitigation for roosting bats is recommended.

Mitigation Recommendations

- Mitigation may be required for roosting bats depending on the results of the further bat survey carried out. This will also determine the level and type of mitigation, if required, and if a EPS mitigation licence is required.
- If roosting bats were found a EPS licence would be required. The most areas and other potential bat roosting features would be destructively searched by a site worker under the direct supervision of a bat ecologist prior to the main refurbishment works proceeding.
- A bat monitoring box will be installed on a structure in the close vicinity which will be used to house any bats displaced by the destructive searches, if required.
3.0 Planning

- A precautionary procedure is included in Appendix 3 to cover the risk of a bat being discovered during refurbishment work of any of the buildings on the site when the bat roosting is not on site.
- Any new exterior lighting should be sympathetic to nesting, foraging and commuting bats in the vicinity.
- Building refurbishment should be carried out outside the bat breeding season.

Compensation Recommendations

- The further bat survey would determine whether any bat compensation measures are required.
- If nesting bats were found to be present, compensation for the loss of any bat roosts in the building would likely involve installing bat roosting units on the exterior wall of the buildings.

Enhancement Recommendations

- Install bat roosting units on the buildings.
- Install swift roosting boxes on the buildings.

Details of emergence survey to follow.

3.05 EXTERNAL LANDSCAPE

The existing site has no significant soft landscaping. As part of the proposals the Apple tree noted as T1 to the western boundary to be removed to accommodate further parking. The current grassed area around the tree is already used for unstructured parking.

An arboricultural report by BHA Trust Ltd dated July 16 and In John with IS 8037 has been undertaken and is included in as part of the application submission. Although the condition of the tree has been categorised as B1, through discussions with NCC it is felt that the pressures on parking outweigh the retention of a single tree.

3.06 ARCHAEOLOGY

Upon investigation of the Historic environment record (HER) and extensive urban survey (EUS), for Kettering, the County Archaeologist (Llewellyn-Williams) confirmed on an e-mail dated 22nd October 2015 that there are no records for the proposed development area. This negates the requirement for an archaeological investigation as there is no archaeological potential on site.

3.07 GROUND CONDITIONS

A ground investigation has been undertaken by Applied Geology, which included infiltration testing in accordance with BRE Digest 285 to determine the soils suitability for the use of infiltration drainage.

The strata comprises of made ground up to 1.2m in thickness, underlain by weathered Northampton Sand comprising sandy gravelly clay in depths of between 3.7 to 4.8m bgl. Whalley Mudstone was also found beneath these depths in two of the boreholes.

3.08 FLOOD RISK ASSESSMENT & SUSTAINABLE URBAN DRAINAGE SYSTEM (SUDS)

A Flood risk assessment and Drainage strategy report has been developed by BCAI Consulting referenced S465 RU01 FRA (dated June 2016) and is included to support the application.

The report takes into consideration the guidance from Kettering Borough Council including the Strategic Flood Risk Assessment (SFRA) for Local Development Framework, Level 1 produced in February 2011 together with Northamptonshire County Council Surface Water Guidance for Developers.

The soakaway tests gave variable results for infiltration ranging from 1.6x10-2 to 7 x 10-6 sec m⁻¹. Generally the results suggest that infiltration at shallow depths is likely to be sufficient for soakaway drainage.

The level of proposed development together with the planned permeable system should ensure that no flooding occurs within the development caused by the system for up to be and including 1 in 100 year return period + 20%.

In summary it is proposed that a combination of permeous paving and tarmac system are implemented to Car Park 1 and the existing tarmac areas to be renewed to Car Park 2 with the additional parking to be finished in permeous paving. The current outfall pipe arrangement from the site will remain unchanged.
3.0 SUSTAINABILITY & ENERGY EFFICIENCY

Policy 14 of the North Northamptonshire core spatial strategy outlines the requirements for sustainable development and construction. This policy applies to new developments and having consulted Philip Gray (NCC Environmental Performance Officer) he has confirmed that there would be no specific requirements in relation to sustainability and energy efficiency due to the nature of the project however advised of items that he would like to see addressed as part of the proposed works. These include:

- Installation of energy efficient internal and external lighting throughout
- Installation of vents with consideration of BuildingEnvelopeSystem
- Aim to improve the DfE to a good C or a B, currently sits at a C
- Sub-metering to toilets
- Dual flush WCs and push button taps

TP Engineering have developed an Energy Report forming part of the submission that considers the energy use of the building. A thermal model has been developed which has produced BREEAM document and EPD certificate for the existing and proposed.

The development will be subject to the requirements of Building Regulations Part L2B, Conservation of fuel and power in existing buildings other than dwellings 2013.

Energy use by the building during its life is a key producer of CO2 and therefore the reduction in energy is important to provide sustainable development.

The main consideration is the thermal performance of the building’s envelope. A high level of insulation is proposed to ensure that the energy used for heating the building is minimized. This is in line with advice to put resources into ensuring the building is well insulated and well serviced, rather than the addition of technology into a poor performing base building.

Due to the nature of the works and visual enhancements to the building, it is proposed to make improvements to the building envelope primarily by the installation of an external wall insulation render system, installation of new double glazed windows and a roof replacement provides significant improvements to the building fabric.

The Target Emissions Rate (TER) of the existing building will produce approximately 21,463 kgCO2 of carbon emissions and consume approximately 74,081 kWh of energy per year.

The Building Emissions Rate (BER) of the existing building will produce approximately 52,026 kgCO2 of carbon emissions and consume approximately 209,997 kWh of energy per year.

Assuming the existing building with Part L 2013 Building regulations, the BER produces approximately double the TER carbon emissions and consumes approximately 3 times that of the energy.

The TER of the proposed building will produce approximately 23,118 kgCO2 of carbon emissions and consume approximately 69,423 kWh of energy per year.

The BER of the proposed building will produce approximately 21,706 kgCO2 of carbon emissions and consume approximately 71,209 kWh of energy per year.

Assuming the proposed building with Part L 2013 Building regulations, the BER achieves a 7% betterment over the TER.

The carbon emissions produced by the existing building is 52,026 kgCO2/yr compared to the proposed buildings 21,706 kgCO2/yr, this is a reduction in the production of carbon emissions by approximately 41%.

The energy consumed by the existing building is 209,997 kWh/yr compared to the proposed buildings 71,186,52 kWh/yr. This is a reduction in energy usage of approximately 62%.

In conclusion, the proposed BER produces approximately 40% less carbon emissions and consumes approximately 30% less energy over the existing BER.
3.0 Planning

3.10 EXTERNAL LIGHTING

Currently the external areas surrounding the building are poorly lit and will not meet the requirements of the proposals. An external lighting assessment has been undertaken by DW Windsor via TP Engineering Services and copy of which included in support of the application (referenced J2449-1-A and dated November 2012).

The lighting proposal are designed in line with guidance set in BS 5489:2013 Lighting requirements for outdoor car parks. The performance criteria is to achieve ≥2 lux maintained average luminance and a ≥25% minimum overall uniformity ratio.

An illuminance plot is also included as part of the report illustrating the light fall from the proposed lighting columns. The lighting will have time clock and solar dimming controls as part of the electrical distribution system.

The car parking lighting is to be supplemented with feature wall mounted lighting to provide sufficient illuminance to the designated entrances to the building.

3.11 NOISE - ACOUSTIC CONSIDERATIONS

Following consultation with NCC LPA it was advised that information relating to external noise factors such as plant would need to be addressed under the application. A report by Wallace Beall Mann including on site noise level surveys is included as part of the submission (6077 Baseline Noise Survey Report).

The external air handling plant located to the south of the 3 storey block (within the external plant compound area) has been designed/specified to comply with the noise levels prescribed within the report. In order to achieve the internal levels to the adjacent office spaces, all windows at ground, first and second floor levels to the 3 storey south elevation adjacent to the external plant are to be non opening.
4.0 Proposed Design

4.01 SITE LAYOUT & ACCESS

The plan alongside demonstrates the extent of the external works to be carried out as part of the application. In summary, the following works are proposed. For full details refer to drawing NCC003-401 - OA Site Plan

a) External boundary walls

- The southern boundary to Alfred Street has solid brick walls which partially act to retain the difference in ground levels between the car park and the pavement. These walls have suffered from weathering and are in need of some re-pointing works and minor repairs.
- The existing walls to be reduced in height to approx 700-800mm upto the OE Academy building and a security fence installed above the lower height wall for the original height of the wall. A typical elevation of the proposed treatment is illustrated on drawing NCC003-401 - OA Site Plan
- The existing vehicle entrance to be widened to allow for two way traffic which will require the existing splayed walls to be removed and some new return walls constructed.

b) Surface Materials

- Car parks 1 & 2 are to be re surfaced in a combination of tarmac and permeable surfaces
- All spaces are to be delineated by virtue of painted bay markings defining clear separation between the spaces
- A perimeter footpath comprising paving slabs is to be formed around the building as indicated on the plan

c) Parking re-structure

The Kettering Borough Council Supplementary Planning Guidance - Parking (March 2003) provides the maximum car parking standard for Use class B1 (offices) as being 1 space per every 30m² of gross floor space. For D1 (training and conference centres) 1 space per every 20m² of gross floor space.

Cycle parking provisions for B1 use is 1 space per every 200m² of gross floor space and for D1 1 space per 10 staff, plus 1 per 10. Currently there is no provision for cycle parking on site.

The dimensional parking bay standards are 4.8m x 2.4m with 6m between opposing parking spaces. A breakdown of parking required against the proposed areas is given below.

Required for OFFICES [B1 USE]

Total G.L.F.A.: 1280m²
Local Level Requirement for car parking: 1 Space per 30m²
Local Level Requirement for cycle parking: 1 Space per 200m²

Equates to: 42 Car Parking Spaces & 7 Cycle Spaces

Required for CONFERENCING [D1(C) USE]

Total G.L.F.A.: 250m²
Local Level Requirement for car parking: 1 Space per 30m²
Local Level Requirement for cycle parking: 1 Space per 10 staff

Equates to: 8 Car Parking Spaces & 3 Cycle Spaces

Total Car Parking Req (Maxima) for B1 + D1(C) = 50 Spaces
Total Cycle Parking Req (Maxima) for B1 + D1(C) = 10 Spaces

Proposed on-site provision = 71 Car Parking Spaces & 10 Covered Cycle Spaces

Sheltered cycle parking is to be provided in the location shown with 6 No. Sheffield hoops providing parking for up to 10 No. bicycles.

Disabled Car Parking:

A 10% requirement of the total for disabled car parking bays is required by the LPA, however there is currently a provision of only 4 spaces on site. An additional 3 spaces are proposed to bring the total up to 7 spaces.