
SUPPLEMENTARY AGENDA

CABINET

TUESDAY 7 MARCH 2023 AT 12PM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

Telephone enquiries to Democratic Services 023 9283 4060

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Membership

Councillor Gerald Vernon-Jackson CBE (Chair)

Councillor Suzy Horton (Vice-Chair)

Councillor Chris Attwell

Councillor Jason Fazackarley

Councillor Kimberly Barrett

Councillor Lee Hunt

Councillor Darren Sanders

Councillor Steve Pitt

Councillor Lynne Stagg

Councillor Matthew Winnington

(NB This supplementary agenda should be retained for future reference with the main agenda and minutes of this meeting).

SUPPLEMENTARY AGENDA

10 Civic Offices Regeneration (Pages 3 - 10)

This report that was originally marked as to follow was published on 1 March 2023.

Purpose

This report provides an update to Cabinet following progress made since September 2022 following a full council motion¹ to explore options for the potential relocation of the existing building and consequently, to understand what use the existing building could have.

The report notes the information previously provided, including running costs, space used and anticipated future costs to bring the civic office in line with modern standards and compliance with statutory safety measures.

The report sets out the project structure and provides an overarching update on work underway, details the next steps and outlines current timelines.

RECOMMENDED that the report be noted.

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Agenda Item 10



Portsmouth
CITY COUNCIL

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(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

Title of meeting:	Cabinet
Date of meeting:	7 March 2023
Subject:	Civic Offices Regeneration
Report by:	Natasha Edmunds, Director of Corporate Services
Report author:	Megan Carter, Head of Major Projects
Wards affected:	Charles Dickens

1. Requested by

- 1.1. The report has been requested by Cabinet from the Civic Office Regeneration (COR) Steering Group.

2. Purpose of report

- 2.1. This report provides an update to Cabinet following progress made since September 2022 following a full council motion¹ to explore options for the potential relocation of the existing building and consequently, to understand what use the existing building could have.
- 2.2. The report notes the information previously provided, including running costs, space used and anticipated future costs to bring the civic office in line with modern standards and compliance with statutory safety measures.
- 2.3. The report sets out the project structure and provides an overarching update on work underway, details the next steps and outlines current timelines.

3. Information Requested

- 3.1. In light of the existing building condition survey, the findings of the accommodation review and the changes to working practice arising from the pandemic it has been acknowledged by Members that opportunities need to be explored for the future of the civic offices/civic space.

¹ [Agenda for Full Council on Tuesday, 11th October, 2022, 2.00 pm Portsmouth City Council](#)- Item 100

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- 3.2. Full Council debated a notice of motion on the 19th July 2022 which was passed and asked the administration to bring a report to the October Full Council meeting that considers the future of the Civic Offices.
- 3.3. Following the formation of the COR Steering Group², (previously COMWG), it was clear that there was a need for an agreement on the role of the civic office, the services it provides, the community it serves and how the staff needed to provide these services will work in the future. It has also been clear that members have a further ask of the civic space, one that is tethered to the Guildhall and the council chambers.
- 3.4. Full council debated the report on the 11th October 2022, which outlined information that had been made available to the COR Steering Group, parameters and principles which had been agreed and proposed next steps.
- 3.5. Full Council [resolved](#) a report should be brought to Cabinet in March 2023 with options. As per 3.3 this work is underway but is not yet completed. A new timeline is captured as part of section 6.
- 3.6. In order to progress this work a project management team from Major Projects, Regeneration was established in December 2022 who work alongside Corporate Services and Building Services.
- 3.7. A new chair of the COR Steering group was also appointed, Cllr Steve Pitt.
- 3.8. The project has been split into 2 key workstreams

Workstream 1: The new civic office space

Workstream 2: The existing building

4. Workstream 1: The new civic office space

- 4.1. To progress further and develop any options, including a 'do nothing' option, additional information and data is needed. For example the actual square footage of space required for service delivery, the different policies against which compliance is needed, financial impact, customer analysis, utilisation, delivery options etc.
- 4.2. A business case is required to provide the following:
 1. Confirm options for PCC should they wish to vacate the civic offices, including the re-provision of council offices on a much smaller site in the city centre.
 2. Confirm requirements should PCC choose to remain in the existing building if it is refurbished

² This group is attended by representatives from all political parties. Attendees are listed in Appendix A

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3. Costed proposals for alternative working solutions for the Civic Offices functions, including travel and parking.
 4. Current running costs for the civic office.
 5. Alternative income generating uses for the current civic offices.
 6. Understanding market value of the civic
 7. Delivery routes for proposals
- 4.3. Faithful and Gould have now been appointed to complete this work. They have identified a 16-week programme which will result in a report and presentation to members.

5. Workstream 2: The existing building

- 5.1. Work is being undertaken by Leslie Jones Architecture (LJA) to understand the potential for the existing building plus the opportunity to look further at regenerating Guildhall square and the surrounding public realm.
- 5.2. The work undertaken will explore:
 1. Reusing the existing building
 2. Demolishing the existing building
 3. The accessibility of the building
 4. How the building can better showcase existing heritage assets
 5. How permeability can be enhanced
 6. Portsmouth's arrival sequence
 7. The economic impact of this space.
 8. Potential design ideas

6. Next steps

- 6.1. Following the successful external appointments and a new project management team the following work is underway for approval at the next COR Steering group in March.
- 6.2. Formal governance will be proposed to the cross-party steering group and full project initiation documentation. Including terms of reference for the group plus proposed agendas.
- 6.3. Based on work currently underway and on the assumption that the programme runs to schedule it is likely that a feasibility business case including architectural designs would be ready by Summer 2023 enabling a decision on a preferred option to be taken shortly thereafter. Following a decision to proceed a detailed feasibility study would be undertaken during that latter part of 2023 with a view to implementation from the beginning of 2024 - depending on the option selected this could include

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planning submission, commercial negotiation on alternative sites, identification of capital funding etc.

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Signed by:

Appendices:

Appendix A: Cross party steering group minutes

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Agenda Full Council Tuesday 11 th October 2022, Portsmouth City Council (Agenda Item 100)	Agenda for Full Council on Tuesday, 11th October, 2022, 2.00 pm Portsmouth City Council

COR- Civic offices regeneration

MINUTES

Meeting title	Cross party steering group
Date	13 th February 2023
Time	14.00-15.00
Location	Teams OR Chief Executive's Conference Room

Name & initials in brackets	Role	Attendance (Present/Apols)
Cllr Steve Pitt	Portfolio Holder	Y
Cllr Kimberly Barrett	Liberal Democrat	Y
Cllr Lee Mason	Conservative	Y
Cllr Lewis Gosling	Conservative	N
Cllr George Madgwick	Independent	N
Cllr Graham Heaney	Labour	Y
Natasha Edmunds	Corporate Services	Y
James Hill	Housing	N
Meredydd Hughes	Housing	Y
Ian Maguire	Planning	Y
Tristan Samuels	Regeneration	Y
Tom Southall	Regeneration	N
Megan Carter	Regeneration	Y
Meg Dunsmoir	Regeneration	Y
Emma Davies	Faithful & Gould	Y
Paul Heal	Faithful & Gould	Y

Ref	Item	Responsible
1	<p>Recap of progress</p> <p>MC outlined the current understanding of progress that is believed to have been made which included:</p> <ol style="list-style-type: none"> 1. Agreement in Full Council, October 2022, highlighted the existing civic space is no longer sustainable. This was as a result of: <ul style="list-style-type: none"> • Condition survey of Civic • Accommodation review of Civic • Climate agenda 	

Ref	Item	Responsible
	<ul style="list-style-type: none"> • Future ways of working following the pandemic <p>2. The existing building must therefore be considered</p> <ul style="list-style-type: none"> • What can the building be used for? • Do we have to demolish the building? • Delivery routes • Investment opportunity <p>MC established that 3 options were due to be explored. Option 1 - Maintain the existing civic offices Option 2 - Refurbishment of the existing civic offices Option 3 - Relocation of the civic offices</p> <p>Cllr Mason highlighted that a fourth option should be included: The re-provision on the current site.</p>	
2	<p>Project Update</p> <p>In consideration of previous work completed the project has been split into 2 workstreams.</p> <p>Workstream 1: New Civic office space Civic council to respond to future ways of working Location to reduce costs</p> <p>Workstream 2: Existing location regeneration Repurpose the existing building to benefit the city of Portsmouth Cost effective for the local authority</p>	
3	<p>Workstream 1 update</p> <p>Faithful and Gould have been appointed to provide a business case and evidence base to establish the following:</p> <ul style="list-style-type: none"> • Should we vacate the Civic Offices for the site to be redeveloped and the re-provision of council offices on a much smaller site in the city centre • Should we remain in the existing building if it is refurbished • Costed proposals for alternative working solutions for the Civic Offices functions, including travel expenses and parking • Current running costs for the council in addition to a breakdown per Department, including working from home overheads 	

Ref	Item	Responsible
	<ul style="list-style-type: none"> • Alternative income generating uses • Understanding market value of the civic • Delivery routes <p>MC outlined that this work will take circa 16 weeks.</p>	
4	<p>Workstream 2 update</p> <p>Work has been undertaken by Leslie Jones Architecture to look at the art of the possible. This work has explored looking at the impact of demolition, existing uses, potential uses and design ideas.</p> <ul style="list-style-type: none"> • Options include: • Using existing block • Strip back to frame • Cut and remove various elements of the building • Increase/decrease height • Insert an object • Exploration of levels. <p>The group discussed how this should be explored and what does the red line look like. This must include guildhall square, existing assets and surrounding public realm</p> <p>NEXT STEP: Project team to establish red line for steering group to agree.</p>	COR Project team
5	<p>Project Update</p> <p>Clls highlighted progress needed to be made and there is a requirement for the cross-party steering group to continue.</p> <p>NEXT STEP: Project team to provide the following:</p> <ol style="list-style-type: none"> 1. Governance structure 2. Terms of reference for group 3. Detailed programme 4. Reporting proposal <p>DECISION: This forum will be held monthly with additional provision added if required.</p> <p>Ian Maguire highlighted Historic Places Panel taking place on the 22nd & 23rd Feb.</p>	COR Project team

Ref	Item	Responsible
	NEXT STEP: This panel will be attended by COR Project Team in order to update the steering group.	
Next meeting: 24th March 2023 16.30-17.30		