

## HAMPSHIRE COUNTY COUNCIL

### Decision Report

<b>Decision Maker:</b>	Executive Member for Policy and Resources
<b>Date:</b>	25 April 2019
<b>Title:</b>	Sir Harold Hillier Gardens - Jermyn's House Extension
<b>Report From:</b>	Director of Culture, Communities and Business Services

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#### Purpose of this Report

- 1 The purpose of this report is to seek approval to the project proposals and to spend and enter into the necessary contractual arrangement to implement the extension of visitor facilities at Jermyn's House.

#### Recommendation(s)

- 2 That the Executive Member for Policy and Resources gives approval to the project proposals for the extension of catering arrangements at Jermyn's House, Sir Harold Hillier Gardens (SHHG), at an estimated total cost of £1,358,000.
- 3 That the Executive Member for Policy and Resources gives approval to spend against the funding sources identified and enter into the necessary contractual arrangements to implement the project.

#### Executive Summary

- 4 This report seeks approval to the project proposals for the extension of the premises at Jermyn's House at an estimated total cost £1,358,000.
- 5 It is proposed to construct a single storey extension and undertake internal improvements and external works. This will enable the enlargement of the existing restaurant, extension and upgrade of the existing kitchen, storage and wash up facilities and internal refurbishment works including toilet facilities. External improvements include a new terrace and external landscaping.
- 6 The project will provide 100 additional covers for the Jermyn's House restaurant and enhanced catering facilities together with internal refurbishment and remodelling to improve the existing restaurant areas and associated facilities.

## Contextual Information

- 7 The proposed extension of Jermyn's House is part of the masterplan and transformation programme for the Hillier Gardens. It has been designed in the context of the existing gardens and proposed future works including a new walled garden.
- 8 The development of Jermyn's House is planned to enable continued growth in visitor numbers, wider garden exploration, longer and repeated visits and increased income generation whilst retaining a high level of customer service and a quality visitor experience.
- 9 The main entrance pavilion on the north side of the gardens provides the primary catering offer. This project at Jermyn's House seeks to enhance and complement that offer and spread visitor density more evenly through the gardens.
- 10 The current restaurant capacity at Jermyn's House is 48 covers. The additional accommodation is required to address the additional capacity needed for increased visitor numbers, to enhance the existing facilities for meetings and conferences and to accommodate larger functions.
- 11 The extension will improve and augment the current restaurant offer, improve visitor infrastructure and encourage wider and repeated garden visits, including to the Himalayan valley walkway.
- 12 The funding for the proposals will be covered primarily from SHHG development reserves, with the shortfall covered by the short-term use of Culture, Communities and Business Services' business unit reserves which will be repaid by the Gardens.

## Finance

### Capital Expenditure and sources of funding

- 13 The use of the SHHG Development Fund for the expansion of Jermyn's House has already been approved through the Trust Board and the opportunity for an expanded scheme developed. The breakdown of expenditure is shown in the table below.

<b>Capital Expenditure</b>	<b>Current Estimate</b>
	<b>£'000</b>
Buildings	1,166
Fees	192
Total	1,358

- 14 The majority of the costs will be covered using the SHHG own ring fenced Development Fund. A gap of c.£200,000 has been identified, and it is proposed to use CCBS business unit reserves to fund this on a pay back basis over a projected seven year timeline.

<b>Financial Provision for Scheme</b>	<b>Buildings £'000</b>	<b>Fees £'000</b>	<b>Total Cost £'000</b>
a) Sir Harold Hillier Gardens Funding	994	164	1,158
b) CCBS Business Unit Reserves	172	28	200
<b>Total (excluding Contingency)</b>	<b>1,166</b>	<b>192</b>	<b>1,358</b>

- 15 Capital costs are as follows:

Net Cost	£3,974 per m <sup>2</sup>
Gross Cost	£5,538 per m <sup>2</sup>

Included in these figures is an allocation of approximately £65,000 for the provision of loose furniture, fittings, equipment and I.T. (inclusive of fees).

### **Financial Analysis**

- 16 The increase in covers (by approx. 100 covers) to 148 and the new ability for Jermyn's House to cater for public and private functions simultaneously will enable additional sustainable income generation.
- 17 Expansion of the visitor infrastructure is vital to enable the Gardens to be able to continue its current trajectory of sustainable growth of visitor numbers at between 3% and 6% per annum.
- 18 The business case for the development shows a 7 year repayment period for the £200k funding provided by the business unit reserves, achieved through the projected additional catering, events and Membership revenue that these new facilities will support. In addition to the SHHG Development Fund the Gardens have a separate contingency reserve which is maintained in line with the approved reserves policy at £100k.

### **Details of Site and Existing Infrastructure**

- 19 The Sir Harold Hillier Gardens are located between the villages of Ampfield and Braishfield, to the north-east of Romsey.
- 20 The gardens and arboretum were created by Sir Harold Hillier and originally formed the grounds around his home. The gardens have been enhanced under the ownership of Hampshire County Council from 1977 and are one of England's most comprehensive collections of hardy trees and shrubs.

- 21 The gardens and arboretum were recorded by English Heritage in 1997 for special historic interest within the Register of Historic Parks and Gardens. The gardens cover 72 hectares and are an important centre for horticulture, conservation, education and recreation. Over 200,000 visitors were welcomed in 2018.
- 22 Jermyn's House is situated in the grounds of the Grade II Listed gardens. The House retains much of its historic fabric and the existence of the original windows, decorative bargeboards, finials, stained glass, and internal timber panelling, together with the overall good condition of the building and its link to the Hiller family contributes greatly to its setting within the gardens.
- 23 The building houses the management accommodation for the arboretum, is used as a corporate facility and by the local community as the venue for conferences and private functions. Jermyn's House currently accommodates a popular restaurant and provides public facilities to this area of the gardens,
- 24 The existing mains services and drainage infrastructure at the site will be upgraded to accommodate the project proposals.

### **Scope of the Project**

- 25 The works at Jermyn's House will include:
  - A new restaurant to accommodate up to 100 covers, this room is a multi-function space which will be available for special events and conferences.
  - A new catering kitchen
  - New public toilets
  - A new boiler enclosure
  - Internal refurbishment and alterations
  - Enhanced chilled storage
  - New wash-up area
  - Staff toilet and changing facilities
  - Enhanced servery
  - Toilet refurbishment
  - Improvements to fire detection
  - External improvements; a new restaurant terrace and landscaping
- 26 It is anticipated that works will commence on site during autumn 2019 and complete during summer 2020.
- 27 The development at Jermyn's House will create a new build restaurant which will allow for another 121m<sup>2</sup> to provide 100 extra covers inside plus associated external terrace, bringing the total amount of inside covers to 148. In suitable weather, there is also additional outside space for seating. The existing Servery will also be refurbished, with the removal of the kitchen to build a new kitchen of 49m<sup>2</sup> to improve cooking facilities, to cope with the

increase in covers. Furthermore, the decorated Restaurant will provide an improved customer experience and there will be an increase in the number of public toilets available, with the existing toilet facilities also due to undergo refurbishment.

### **The Proposed Building**

- 28 The proposals are designed to complement the form, character and scale of the original building. The historical significance and setting within the gardens have been carefully considered.
- 29 The single storey extension is located adjacent to the north-west elevation under a low-pitched roof. The extension is orientated to preserve Jermyn's House relationship with the lawn and more formal gardens to the south-east and the front elevation. Ancillary accommodation is located behind the main tea room space adjacent to the existing service courtyard.
- 30 The proposed materials for the extension will be high quality, low maintenance and complementary to the existing Jermyn's House and its setting. The materials proposed are:
  - Traditional zinc standing seam pitched roof.
  - Facing brickwork to the main elevations.
  - Timber glazed screens and doors.
  - Render to match existing to the ancillary accommodation.
- 31 It is proposed that the Contractor will access the site by the entrance to Hillier Nurseries off Jermyn's Lane; in order to minimise the impact and traffic conflict with staff and visitors to the gardens.
- 32 Jermyn's House will remain open and in use for the majority of the construction period and local management arrangements will be put in place to manage the health and safety impact to all users.

### **External Works**

- 33 The external landscape proposals at Jermyn's House will include:
  - Hard and soft landscaping to areas adjacent to the new accommodation.
  - A new external path to link with existing footpaths.
- 34 The main car park has been extended to create additional capacity and parking is also available locally to Jermyn's House. No additional car parking spaces are therefore proposed as a result of the works.
- 35 No permanent alterations to the main vehicular entrances to the Sir Harold Hillier's Gardens will be made as a result of the proposals.

### **Planning**

- 36 A planning application was made in August 2018 and approval was received in October 2018. Application for a non-material amendment was submitted in April 2019.

## **Building Management**

37 The existing building management arrangements will remain in place.

## **Professional Resources**

38 Architectural	- Culture, Communities & Business
Landscape	- Culture, Communities & Business
Mechanical & Electrical	- Culture, Communities & Business
Structural Engineering	- Culture, Communities & Business
Quantity Surveying	- Culture, Communities & Business
Principal Designer	- Culture, Communities & Business
Drainage	- Economy, Transport and Environment

## **Consultations**

39 The following have been consulted during the development of this project and feedback can be seen in overview in Appendix C:

- Director, Sir Harold Hillier Gardens
- Administration Manager, Sir Harold Hillier Gardens
- Sir Harold Hillier Gardens & Arboretum Trust Board
- Gardens Advisory Committee
- Gardens Advisory Panel
- Assistant Director - Culture and Heritage, CCBS
- Local Councillor
- Fire Officer
- Access Officer
- Planning Department

## **Risk & Impact Issues**

### **Fire Risk Assessment**

40 With respect to fire safety and property protection, the proposals have been risk assessed in line with the agreed Property Services procedures and confirmed that the provision of sprinklers is not required in this instance.

41 The proposals will meet the requirements of the Building Regulations, including enhancements beyond minimum provision, and are consistent with current fire safety legislation, the partnership arrangement with Hampshire Fire and Rescue Services, and are in line with the County Council's policy to manage corporate risk.

42 The project proposals include the following fire safety and enhanced features:

- a. Additional automatic fire detection, with full (24/7) remote monitoring.
- b. External finishes specified as fire resistant.

- c. Consideration of secure by design principles including specific site security, bin storage away from building, external lighting etc.

### **Health and Safety**

- 43 Design risk assessments, pre-construction health & safety information and a Health & Safety File will be produced and initiated in accordance with the Construction Design and Management Regulations for the proposed scheme.

### **Climate Change**

- 44 The project will incorporate the following sustainability features:
  - a. A highly insulated building envelope for the extension including high performance windows, doors and roof lights to reduce energy consumption.
  - b. A site waste management plan will be developed to ensure that during construction the principles of minimising waste are maintained.
  - c. Energy efficient lighting and heating controls to ensure the minimum energy is used.
  - d. External lighting to provide safe access and emergency escape routes that will be carefully designed to prevent light pollution to avoid nuisance to residential properties.
  - e. Natural ventilation to main spaces with a night-time cooling strategy.
  - f. Provision of good levels of day lighting to all inhabitable areas to reduce the need for artificial lighting and energy use.
  - g. Solar controlled glass will be installed to south facing windows to assist in the control of solar gain.
  - h. The use of timber from sustainable sources
  - i. Please see Integral Appendix B for a summary of the risk and impact issues considered in relation to the design of this project.

**CORPORATE OR LEGAL INFORMATION:****Links to the Strategic Plan**

<b>Hampshire maintains strong and sustainable economic growth and prosperity:</b>	yes
<b>People in Hampshire live safe, healthy and independent lives:</b>	yes
<b>People in Hampshire enjoy a rich and diverse environment:</b>	yes
<b>People in Hampshire enjoy being part of strong, inclusive communities:</b>	yes

**Section 100 D - Local Government Act 1972 - background documents**

**The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)**

DocumentLocation

None



## **IMPACT ASSESSMENTS:**

### **1. Equality Duty**

- The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:
- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

#### **Due regard in this context involves having due regard in particular to:**

- i. The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- ii. Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- iii. Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

### **2. Equalities Impact Assessment:**

See guidance at:

<http://intranet.hants.gov.uk/equality/equality-assessments.htm>

Inset in full your **Equality Statement** which will either state

- (a) why you consider that the project/proposal will have a low or no impact on groups with protected characteristics or
- (b) will give details of the identified impacts and potential mitigating actions

### **3. Crime Prevention Issues:**

The County Council has a legal obligation under Section 17 of the Crime and Disorder Act 1998 to consider the impact of all the decisions it makes on the prevention of crime and disorder in the County. The proposals in this report have no impact on the prevention of crime.

**FEEDBACK FROM CONSULTEES:****OTHER EXECUTIVE MEMBERS:**

<b>Executive Member &amp; Portfolio</b>	<b>Reason for Consultation</b>	<b>Date Consulted</b>	<b>Response:</b>
Councillor Roy Perry; Executive Lead Member Policy and Resources	Portfolio Holder		

**OTHER FORMAL CONSULTEES:**

<b>Member/ Councillor</b>	<b>Reason for Consultation</b>	<b>Date Consulted</b>	<b>Response:</b>
Councillor Mark Cooper	Local Member for Romsey		