

Item

# **NEW SOCIAL HOUSING, COMMUNITY CENTRE AND COMMERCIAL UNITS AKEMAN STREET**



**To:**

Councillor Kevin Price, Executive Councillor for Housing

**Report by:**

Mark Wilson of Housing Development Agency

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**Wards affected:**

Arbury

## **Key Decision**

### **1. Executive Summary**

- 1.1 The City Council has agreed a devolution deal with government to deliver 500 new Council homes over 5 years. These will be delivered as rented housing, let in accordance with the Council rent policy (where rent and service charges together do not exceed Local Housing Allowance levels). Homes will be owned and managed by Cambridge City Council and let on Cambridge City Council tenancies.
- 1.2 In 2016 the Strategy and Resources Scrutiny Committee approved the setting up of the Cambridge Investment Partnership (CIP) as a mechanism for the Council to bring forward assets for development to provide sites for the delivery of new homes. This partnership brings with it the advantage of the experience and resources of the development partners and was established in January 2017.

- 1.4 At the Strategy & Resources Scrutiny Committee held on 9<sup>th</sup> October 2017 a mechanism for the development and delivery of sites with CIP was agreed and is being adopted for a number of sites.
- 1.5 The City Council has alternative procurement and delivery options which it is currently exploring and utilising for the delivery of affordable housing on sites in the City.
- 1.6 This report provides a revised scheme, with increased density, for the HRA site at 74-82 Akeman Street. The first iteration of the scheme, delivering 10 residential units was presented to Housing Scrutiny Committee in January 2016, with updates as part of the HRA Budget Setting Report and Development Programme in January 2018.
- 1.7 The development was approved in principle in January 2016; with a commitment to return with a revised scheme once the outcome of the Community Centre provision review was available, ensuring that account was taken of any need for community facility provision in the area.
- 1.8 The report seeks approval for the delivery route and a revised capital budget for the scheme based on the indicative capacity study which has been undertaken for the site and the outline appraisals referenced in this report.

## **2. Recommendations**

The Executive Councillor is recommended to:

- 2.1 Note the indicative mix of the proposed scheme to include a mix of affordable housing (8 one bedroom flats and 6 two bedroom flats), 3 replacement commercial units and a replacement community centre.
- 2.2 Note the replacement of 82 Akeman Street with a City Council managed centre which was approved as priority as part of the Community Centres Strategy as the evidence base supports it being a strategically important centre due to its area of high need for outreach

- 2.3 Approve the indicative capital budget for the scheme of **£3,731,180** to cover all of the construction costs, professional fees and associated fees to deliver a scheme that meets an identified housing need in Cambridge City as well as re-providing the community spaces and commercial units. An indicative budget of £4,118,680 was included in the Housing Capital Investment Plan approved in January 2018, recognising the desire to be in a position to proceed with the higher density scheme.
- 2.4 Approve that the site is offered to CIP to progress for development to deliver a scheme which will meet the strategic aims of the Council in the delivery of new social housing. The scheme will be developed in accordance with the CIP process which was approved at Strategy & Resources Committee on 9<sup>th</sup> October 2017.
- 2.5 Note that the Executive Councillor has a delegated authority to approve the transfer of land to CIP for the redevelopment of the site at a later date. This will be subject to CIP demonstrating that its development proposal meets the Council's strategic aims for the site and the development and delivery milestones are in accordance with the CIP Approvals Process agreed at Strategy & Resources Committee on 9<sup>th</sup> October 2017.
- 2.6 Approve the cost of the community centre re-provision in line with Local Plan policy 5/11 (Protection of Existing Facilities), to be met from the HRA as part of the overall scheme cost, as there will be a planning requirement (as part of the Local Plan) to re-provide this to allow the housing development to proceed.
- 2.7 Approve the cost of the commercial provision to be met from the HRA, as the existing commercial offering on the site is HRA owned, with the assumption that the ongoing revenue stream will also fall to the HRA to replace that lost through the vacation and demolition of the existing provision. Consideration has been given to the General Fund acquiring the commercial units either at the outset or in the future, and this report recommends this option is considered in the future, if deemed appropriate, with all the required transactions and resulting impact between the two funds fully quantified

### 3. Background

3.1. There are a number of the Council's key Corporate Objectives that this development opportunity addresses:

3.1.1 **Tackling the City's housing crisis.** As the main provider of social and affordable housing in Cambridge, the Council has established a new build programme to:

- a) Provide additional social housing to meet housing needs in Cambridge and to replace social housing lost through Right to Buy.
- b) Replace existing council social housing that no longer meets current expectations or is becoming less popular with residents due to size or being hard to heat (increasing the impact of fuel poverty).
- c) Build new house types that will better meet the overall mix of Affordable Housing needed in the future.
- d) Improve the energy efficiency of the Council's housing.

3.1.2 **Delivering sustainable prosperity for Cambridge and fair shares for all.** The inclusion of replacement community facilities ensures:

- a) The review of community based activities and facilities is delivered against to support those in the greatest need.

3.1.3 **Protecting essential services and transforming council delivery.** As well as delivering much needed new homes, this development includes replacement commercial property that achieves:

- a) The opportunity to generate more income from the property portfolio through investment.

3.1.4 **Tackling climate change and making Cambridge cleaner and greener.** All new developments achieve sustainability standards that support the residents and users in keeping energy use as low as possible.

- a) Investment in sustainable construction assists with reducing fuel poverty and reduces CO<sup>2</sup> emissions.

- 3.2 As part of the Cambridgeshire and Peterborough Combined Authority devolution deal, the Council now has funding to support the delivery of 500 new Council rented homes.

Officers have identified potential sites which could be developed to provide social housing and have categorised new schemes opportunities in terms of land ownership as follows;

- a. Housing Revenue Account (HRA) land with existing housing
- b. HRA garage and small in-fill sites
- c. General Fund sites
- d. Sites owned by other public sector bodies
- e. Sites in private ownership

As part of the devolution deal Cambridge City Council has committed to providing 500 new homes over 5 years; developing the site at Akeman Street will deliver affordable housing which will contribute to reaching this target.

The site at Akeman Street is identified in the Development Programme under category a) above. The new social housing which it is proposed will be delivered on the site has been assessed as being for rent at Affordable Rents set at rent no greater than the Local Housing Allowance levels.

- 3.3 The potential to redevelop this site was first highlighted by Property Services in 2015, when some of the leases for the commercial units had expired and negotiations would be required if new leases were to be considered. As one of the units was already void, with significant maintenance work required to the block and the garden areas it was deemed more economical to redevelop the site and increase the housing provision in the area. The parade of shops suffers from a lack of footfall, with difficulties letting vacant shops and ongoing issues managing the gardens and store areas at the rear of the shops.

Further discussions have taken place with housing officers and local Councillors, confirming the area does experience some anti-social behaviour and that a redevelopment of the site would enhance the environment locally. There was some concern regarding the community facility, which is well used by local groups. The main limitation with the current community facility, is the constraint brought about by it being located over 2 floors and not being fully accessible.

In conclusion, it is deemed that both the commercial units and the flats are no longer fit for purpose and would be costly to bring up to minimum standards required for future letting.

A replacement scheme would need to incorporate a new community facility, located entirely on the ground floor; commercial space of a similar size and quantity as currently let and a net gain of affordable housing. **Appendix 1** provides a location plan of the site.

### 3.4 Local Housing Need

There is a recognised need for more affordable housing across the city. The table below demonstrates the number of households on the Housing Needs Register as of January 2018. There are currently 2231 households in need of a 1 or 2 bedroom property across the city; progressing this scheme will help in meeting the needs of those on the waiting list.

| Cambridge City | 1bed | 2 bed | 3 bed | 4 bed |
|----------------|------|-------|-------|-------|
|                | 1585 | 646   | 184   | 49    |

Located in an area of existing housing stock, the development would bring some smaller units to the area to support sustainable communities.

## 4. Site Details

### 4.1 Site Constraints and Opportunities



- The site is 0.21 hectares in size (2100m<sup>2</sup>)
- There is currently a route to the perimeter that provides access to an electricity sub-station and therefore any proposals will need to consider this in the design and layout and must be retained.
- The site is surrounded by existing dwellings. Those hatched purple on the above plan are in CCC ownership and those hatched green are privately owned.
- There are 2 No. businesses currently operating from the site and negotiations will be required to locate alternative premises as required.
- The community centre currently on site will need to be provided in a temporary location for the duration of the works.

4.2 The following surveys and investigations have been undertaken as part of the feasibility work for investigating the viability of the site for development:

- Air Quality
- Arboricultural Impact Assessment
- Flood Risk
- Ecology – including bat survey
- Flood Risk
- Party Wall matters

## Underground Services Transport Assessment

The key issues identified from these investigations confirm the need for further invasive ground and soil investigations as well as more detailed examination of the existing building for potential asbestos, following vacant possession and prior to any demolition. Following early identification of the issues there are strategies in place to manage and mitigate the impact on timescales and costs.

### 4.3 Planning Feedback

Early advice was sought from planning consultants in relation to the planning opportunities and constraints on this site including, but not limited to flood risk, highways, residential amenity and heritage considerations.

Issues arising from the planning appraisal undertaken are noted below:

- The site is identified as a local retail centre in the 2006 Cambridge Local Plan and therefore there is likely to be resistance to the loss of this amenity.
- Consideration needed of ecological issues including potential for roosting bats in current buildings and the number and types of trees and hedges located on the site perimeter.

Following Pre-app meetings held between the HDA team and the planners the following feedback has been received:

- Inclusion of the community facility and commercial space and additional residential development is considered acceptable for the site.
- Consideration needs to be given to building heights and scale.
- Additional work to ensure incorporation of bin stores, bike storage and car parking to serve the new properties.

The HDA team is also working with County Council Highways officers to explore the existing informal parking to the front that serves as visitor parking for the commercial units and community centre and includes a disabled access space.

## 4.4 Site Options

As part of the feasibility study and options analysis work undertaken in assessing the viability of delivering affordable housing on the site, a number of options were considered which are set out below.

### 4.4.1 Retain as existing

- Currently 2 No. commercial units are void (1 long term) and 2 occupied with low rental income.
- Commercial properties require significant work to improve the standard of accommodation that may increase the demand and to meet energy efficiency standards that became more onerous from 1<sup>st</sup> April 2018.
- Reduced foot fall in the area impacts on sustainability of the current shops and in relation to the proximity to the local centre on Histon Road.
- There are only two City Homes tenants on the site currently.

### 4.4.2 Develop for HRA housing only

- Addresses the housing need identified in an area of existing housing stock, delivering units which will contribute towards the devolution funded new build programme.
- Increasing the housing stock and rental receipts provides a financial platform to support future development opportunities for the City Council's HRA stock.
- A scheme that delivers 100% housing would displace the existing community facility that has been identified as an important local service and is well used. If this is not incorporated within the development an alternative location would need to be identified in the vicinity.
- The loss of commercial units from the scheme would need approval from the planners due to the designation as a local centre. Feedback from planners suggests that this would be strongly opposed.

#### 4.4.3 Develop as a mixed tenure Scheme

- Addresses the housing need identified in an area of existing housing stock, delivering a net gain of units which will contribute towards the devolution funded new build programme.
- Delivers a purpose built community facility entirely at ground level to meet an identified need in the local area, with associated private outdoor space, a significant improvement on current facilities.
- Provision of modern commercial accommodation to replace the existing units, including A5 (hot food takeaway) premises that will meet and exceed the new minimum energy efficiency standards for the longer term benefit of the council.

From the options considered in this section, option 4.4.3 is the most viable and supportable and responds directly to the corporate objective of tackling the city's housing crisis and delivering our planning objectives.

#### 4.5 Design and Sustainability

An affordable housing scheme would be based on the Council's adopted design standards and the Cambridge Sustainability Housing Design Guide (link [here](#)). CIP has adopted these design requirements as its minimum standard.

There is a need to develop in accordance with the current and emerging Local Plan. Therefore, to ensure sustainability of communities the preservation of commercial units has been identified as a requirement for this scheme to be considered further. The current 2006 Local Plan states:

*“District and Local Centres serve an important function, providing the ability to shop close to where people live and work. They help to meet day-to-day needs, thus reducing the need to travel and dependence on the private car. Additional development in these centres should cater mostly for current users and other local people, increasing the viability of the local centre. It should not be of a scale to significantly increase traffic or have any detrimental impact on the vitality and viability of the City Centre.”*

## 5. Financial Implications

### Developing for HRA Housing

#### 5.1 Site Abnormal Costs

There are some site specific abnormal costs which need to be considered:

- Additional expenditure is required in the land assembly to address decant costs for tenants and compensation for commercial tenants. Anticipated to be in the region of £40,000 in total.
- Potential costs to cover the provision of community space in alternative locations. This could be hiring third party facilities locally or the use of alternative premises for the duration of the works. Anticipated costs of £20,000 have been assumed.

#### 5.2 Development and Delivery Options

As part of the scheme viability appraisal, consideration has been given to the alternative options available to the HRA in order to achieve the delivery of new affordable housing as identified in 4.4.3 above.

##### 5.2.1 Procurement of a contractor through a traditional tender process to be employed on a JCT Design and Build Contract

In accordance with Cambridge City Council's procurement requirements, a tender process would be conducted through Due North.

- It is anticipated that this will take in the region of 6 months from receipt of a planning approval until a contractor is identified and appointed.
- The up-front milestones and costs associated with obtaining a planning approval will need to be allowed for and met by the council.
- Planning Permission is expected to take a minimum of 4 months from submission and validation. It is unlikely that work will start on site for a further 6 - 8 weeks after the appointment of the contractor, to allow for the discharge of pre-commencement planning conditions and contractor's mobilisation.
- Assuming a planning submission was made in July 2018 and factoring in the timescales referred to above a realistic start on site could be June 2019 for demolition.

### 5.2.2 Procurement of a contractor using the South Cambridgeshire District Council Framework

SCDC have a framework in place of approved contractors that could be approached to tender for this development opportunity. However, timescales are likely to be similar to procuring through Due North. It should be noted that a framework does not guarantee that suitable submissions will be made or there will be sufficient interest and therefore timescales are indicative only.

### 5.2.3 In-house construction by Estates and Facilities

Estates and Facilities have recently completed construction of 2 No. 2 bed houses on a site at Uphall Road. An additional site at Kendal Way has been identified and works are expected to start at this scheme in spring 2018.

- The process of achieving planning permission would still be up to 4 months and would need to be managed with additional professional input and associated professional fees.
- Assuming a planning application was made in July 2018 a start on site could possibly be achieved in March 2019.
- This delivery option is not considered to be appropriate at this time for the Akeman Street site due to the complexity and size of the development, which is significantly larger than other schemes currently being progressed through this route.

### 5.2.4 Offer the site to CIP for development

In accordance with the CIP Process approved at S+R Committee on 9<sup>th</sup> October 2017, sites can be considered for development with the Council's Investment Partner, subject to Executive Councillor approval. The benefits of this process are highlighted below.

- It is anticipated economies of scale will be achieved when multiple sites are developed in succession/concurrently and delivered as a bundle of sites with a phased delivery. CIP is currently working on the development of 5 other HRA sites, adding this site to the delivery programme could contribute to a reduction in overheads and prelims costs across the programme.

- There are programme benefits to be considered as schemes developed with CIP will utilise existing supply chains and reduce delivery timescales.
- Developing schemes with CIP shares risk and creates an opportunity to progress detailed design whilst a scheme is still in the planning system.
- A target date for the submission of a planning application for the site is July 2018. Based on a planning determination period of 13 weeks from validation it is likely that a start on site can be achieved in January 2019 for demolition.
- Time constraints and the need to expend both Right to Buy receipts and progress with Devolution funded development create significant programme and delivery challenges. Working with CIP to deliver the scheme provides a development and delivery vehicle which will mitigate potential programme risks and expedite the financial spend.

### 5.3 Budget / Funding

The indicative capital budget of £4,118,680 approved as part of the HRA Budget Setting Report in January 2018 is sufficient to meet the full cost of the revised scheme presented in this report, including the residential, commercial and community provision.

In addition to the construction costs the sums below include pre and post statutory planning fees, professional consultant fees, survey and site investigation costs and other associated costs, including HDA fees and SDLT where required. Allowance has also been made for additional costs of site specific abnormalities (total £60,000) mentioned above in 5.1.

#### Residential:

The total scheme costs for the provision of the residential element of the development are £2,913,712.

It is proposed that this element of the investment will be met from a combination of Right to Buy receipts of £743,246, (30% of the total indicative scheme costs, less decant and re-provision costs for the 2 replacement residential units), Devolution Grant of £1,734,240 (70% of the total indicative scheme costs, less decant and re-provision costs for

the 2 replacement residential units The costs of decant and re-provision of £436,226 will need to be met from HRA resources.

### Community Centre:

The total scheme costs for the re-provision of the community centre are £391,856, which will be met by the HRA to ensure that planning requirements for the site are met.

There will continue to be costs associated with the running of a community facility, as currently expended, including staffing costs, which will continue to be met by the General Fund. The new facility will have the benefit of reduced maintenance and running costs which should offer some savings in the immediate future. As the new building will be purpose built there is an opportunity to increase income through additional hire charges. The inclusion of a sprung floor space will make the room suitable uses including dance and fitness classes.

Although a reduction in costs and an increase in income may be generated from reduced running costs and increased bookings, this will be of benefit to the General Fund and not the HRA.

If the HRA meets the cost of the up-front investment to comply with planning requirements, this investment can't be separately appraised, but is instead treated as an unavoidable cost associated with the delivery of the new homes.

### Commercial Units:

The costs for the re-provision of the commercial spaces are £425,615, which will also be met from the HRA initially to ensure continued receipt of the ongoing revenue stream for the commercial units.

Assuming a rental income of £210 per square metre per annum can be achieved (equivalent to £10,500 per unit for 3 commercial units) the scheme has a financial payback in year 15 with a yield of 7.4%. This makes the investment financially viable for the HRA, and falls within the parameters for approval.

If the Council were to consider acquisition of the commercial units by the General Fund as an alternative option, the yield falls within the parameters of viability for Invest for Income and therefore would be suitable for addition to the General Fund portfolio.

The recommendation for the HRA to re-invest in the commercial units is borne from the desire to replace the revenue stream lost through vacation and demolition of the existing commercial units on the site, and to use the positive contribution to the HRA business plan to help offset the unavoidable, yet valuable, cost of the re-provision of the community facility.

Property Services will work with existing commercial tenants and prospective tenants to agree pre-let arrangements on the new units where possible.

#### Consolidated appraisal:

A consolidated appraisal of all three tenures shows that the commercial and residential elements of the development financially subsidise the delivery of the new community centre to a degree, giving an overall scheme payback of year 42 years (measured excluding the use of Devolution Grant). This is outside the usual parameters for an entirely new build site, but is to be expected when any element of re-provision is required. The consolidated appraisal assumes commercial rent of £31,500 for the site and rental income for the affordable homes at the local housing allowance of £129.83 for a 1 bedroom property and £149.31 for a two bedroom property to include all service charges.

#### 5.4 Value for Money / CIP Programme Delivery

There is an overriding focus on achieving an effective and timely spend on both the devolution funding and RTB receipts. The offer of this site to the CIP delivery programme will provide the opportunity to manage development with an established team to contribute to the overall target of 500 new homes.

#### 5.5 Temporary Provision of Community Facility during delivery

It has been identified that the Akeman Street community facility is an important and well used space that serves and supports a number of local community groups. Whilst redevelopment of the site will ensure a purpose built facility is provided to meet this demand, it is important that the needs of the community are maintained during construction. Consideration has been given to how this is best achieved and options including hiring a temporary building, utilising existing facilities locally from third party providers and making use of a vacant HRA property in the immediate vicinity have all been considered. All of these options

have a cost associated and a budget of £20,000 has been allocated within the scheme budget to cover this expense.

A property has been identified at 39 Akeman Street that would be suitable to be adapted to meet the needs in the interim. Managed by City Homes, the property is currently vacant. The works required include the following:

- Installation of fire doors throughout
- Installation of an access ramp and other accessibility works, including wheelchair accessible WC
- Replacement flooring and decorations.

These costs have been allowed for within the financial appraisal, as well as any works required at the end of the development to reinstate the property to ensure it is suitable for rent again. This is considered the most viable option to ensure continuity of service at this time.

#### 5.6 Commercial Unit Exit Strategy

The development is proposed to include 3 commercial units at 50m<sup>2</sup> each to replace the units already on the site (whilst there are only 2 units occupied currently, there was a further commercial tenancy that ended in April 2018). There has been one long term void property, empty in excess of 2 years, that it has not been possible to re-let and therefore re-provision of this unit has not been included. It is proposed to work with current commercial tenants and advertise before works commence and during construction to negotiate pre-let agreements where possible. The development is proposed to offer flexible commercial space that could be let as smaller units, or combined into larger spaces. Should there be no demand, each unit is the equivalent of a 1 bed property and therefore could be converted to residential use, subject to planning permission for change of use. This would only be implemented if it can be demonstrated that there has been no demand for the commercial tenancies.

## 6. Implications

### (a) Staffing Implications

The development scheme will initially be managed by the Housing Development Agency following liaison with City Homes; Community Services;

Property Services; Estates and Facilities, Finance and the 3Cs Legal Services Team.

Subject to approval, and in accordance with the principles for developing a site through the CIP process which are set out in earlier sections of the report; all matters relating to the development of this scheme are managed by CIP including the provision of staff. The costs associated with this are managed as part of the CIP business. Staff from both investment partners (CCC and Hill Investment Partnership) work collaboratively to achieve successful outcomes for the partners. A benefit of the Investment Partnership is the provision of experienced professional resources from both partners to support delivery and meet the partners' objectives.

The HDA has been working in conjunction with the Community Services Team to ensure they are involved and informed in the development options for the site. There has been regular communication to date and the team is aware of the proposals and staff continue to work with the development team and City Homes colleagues to identify options to ensure continuity of services within the community during construction.

There are no other significant staff implications.

### **(b) Equality and Poverty Implications**

A series of EQIAs have been undertaken for the Council House Programme, the Housing Development Service and for individual schemes. The EQIAs mainly highlight the benefits of the Council retaining direct control of new housing development itself to ensure a focus on the delivery of housing that meets a diverse range of housing needs. Part of the assessment underlines the need for Affordable Housing to help those most likely to suffer poverty as well as ways in which new Affordable Housing will directly save money for tenants, such as energy saving measures and reducing the impact of fuel poverty. The inclusion of a new community centre and commercial spaces in this development will support local services and the community with established links with those services currently being delivered on this site.

### **(c) Environmental Implications**

The social housing will be built in accordance with the Cambridge Sustainable Housing Design Guide, which equates to the equivalent of code Level 4 for sustainable homes as a minimum. The commercial units must have a minimum EPC rating of A to E to be compliant with the Minimum Energy Efficiency Standard (MEES) Regulations.

### **(d) Procurement Implications**

It is proposed that the site will be offered to Cambridge Investment Partnership for development in accordance with the agreed process. This provides an opportunity to achieve delivery in a timely manner using a programme approach to manage spend of devolution and RTB monies in accordance with prescribed timescales.

### **(e) Community Safety Implications**

There are no recognised implications on Community Safety with the proposed developments. The redevelopment provides an opportunity to review CCTV arrangements and community engagement in an area with identified issues.

## **6. Consultation and communication considerations**

As part of the Community Centre review, clear commitment was made to ensure that any potential changes to service would receive community engagement. Two drop-in sessions were held at the existing facility in April 2018 attended by user groups and local residents, giving an opportunity to consider and comment on the proposals for the new community centre. The key themes of the feedback from these events are detailed in Appendix 2.

The HDA continues to liaise closely with colleagues in City Homes, Community Services and Property Services to ensure timely and accurate information is made available to all affected by the proposals. Property Services are working with the commercial tenants to support them in the provision of alternative or temporary accommodation.

## **7. Background papers**

None

## **8. Appendices**

Appendix 1 – Site Location plan and red line of proposed transfer

Appendix 2 – Community Centre Consultation Feedback

## **9. Inspection of papers**

To inspect the background papers or if you have a query on the report please contact Mark Wilson, Housing Development Agency, tel: 01223 457940, email: [mark.wilson@cambridge.gov.uk](mailto:mark.wilson@cambridge.gov.uk)

## Appendix 1 – Site location



## Appendix 2 – Community Centre Consultation Feedback

Two public consultation events were held at the existing facility:

Wednesday 11<sup>th</sup> April 2-6pm

Saturday 14<sup>th</sup> April 10am-1pm

A total of 36 people attended over both events. The proposed layout for the new centre was on display and visitors were invited to comment on suitability and/or changes they think should be incorporated into the new facility.

Attendees were positive about the purpose built centre and were pleased that an alternative location had been identified to continue services during construction.

Specific comments made included:

|   |  |
|---|--|
| Parking Availability and roads                            | The parking will remain as existing to the front of Akeman Street. All matters relating to highways will be considered through the planning process by the County Highways team as a statutory consultee.                              |
| Kitchen facilities should be connected to a meeting space | The proposal allows for a separate kitchen so that it is available to all users if required.   |
| Concern over poor lighting                                | Natural lighting and artificial lighting will be considered in more detail in the design stage. There will be large windows facing onto Akeman Street as well as each meeting room having large windows and access to the rear garden. |
| Inclusion of a shower room                                | This has been provided in other centres and are generally not well used. It is felt the space would be better used in the provision of meeting rooms etc.  |
| Security/Lighting/CCTV                                    | These will be included within the  |

|   |  |
|---|--|
|   | detailed design. The layout of the centre allows for some natural surveillance of Akeman Street from the office and lobby areas.       |
| Potential expansion at the mosque community house on Darwin Drive | CCC is looking to see if there is any opportunity to work collaboratively on future proposals to reduce the impact on local residents. |