

ARCHITYPE

RIBA Stage 1
Maylord Orchard
Hereford
Feasibility Report

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1 / Introduction

Introduction

1.1 / Scope & Outcomes

Introduction

Herefordshire Council have commissioned Architype to undertake a Feasibility study for the relocation of Hereford Library, as well as to develop a Project Brief for client approval, as part of an agreed RIBA Stage 1 scope of works.

The existing library is located in Broad Street within the building also housing the Hereford Museum and Art Gallery. As the owners of th Maylord Shopping Centre it is the intention of Hereford City Council (HCC) to relocate the libray to available space within the centre allowing the existing Broad Street building to provide a dedicated and enhanced facility for Herefordshire Museum Service.

The vision in moving the library to Maylord Orchard is to aid the development of a Digital Cultural Hub for Hereford city, encouraging other like minded businesses to the area.

The centre currently houses a number of retailers which will remain and whose spaces must remain unaffected. As will be explained in this document the available space for the library facility has been established and it is the purpose of this report to develop strategic proposals that will allow the library to function within these spaces.

A measured and structural survey of the centre have been completed and inform this report.

This developed feasibility report supplements the initial feasibility work and subsequent supplementary information undertaken as part of the Stronger Towns Fund submission in January 2021.

The work undertaken since has been progressed in order to develop a more accurate reflection of the project brief requirements, as well as consideration of the challenges, constraints and opportunities associated with relocating the Hereford library into another existing building.

Scope

This report sets out the feasibility brief development and strategic proposals for the relocation of Hereford Library to Maylord Orchard. As part of this process, Architype agreed to undertake a number of key studies and bodies of work [these include reference to elements progressed from early stage feasibility proposals in January 2021]:

- › Review existing briefing documents;
- › Undertake consultation with key stakeholders;
- › Undertake early discussions with statutory consultees, including the Local Planning Authority;
- › Seek confirmation of high-level client requirements;
- › Develop outline project programme with key target dates, given the HMAG project also requires the re-housing of the library service, this will also need to be combined;
- › Develop target accommodation schedule and confirm preferred arrangements;
- › Work with the Structural Engineer [appointed through Architype] to identify key findings and any additional structural survey work which may be required into next stages;
- › Develop concept design options based on the project brief, with design team input into these;
- › Work with a Quantity Surveyor to develop on the initial costing exercise that already exists in further detail for the concept design options;
- › Provide recommendations and project next steps outlined, including identifying necessary design team input for the next stage this is likely to include an Architect, Structural Engineer, Mechanical & Electrical Engineer, Quantity Surveyor, Principal Designer as well as a Library Design Advisor;
- › Compile into concise Feasibility/Project Briefing Study document for client approval

Outcomes

Costed early concept design options for the new library facility, along with recommendations and next steps at the end of this document, which outline a number of areas requiring further study will assist Herefordshire County Council’s strategic decision making moving forward.

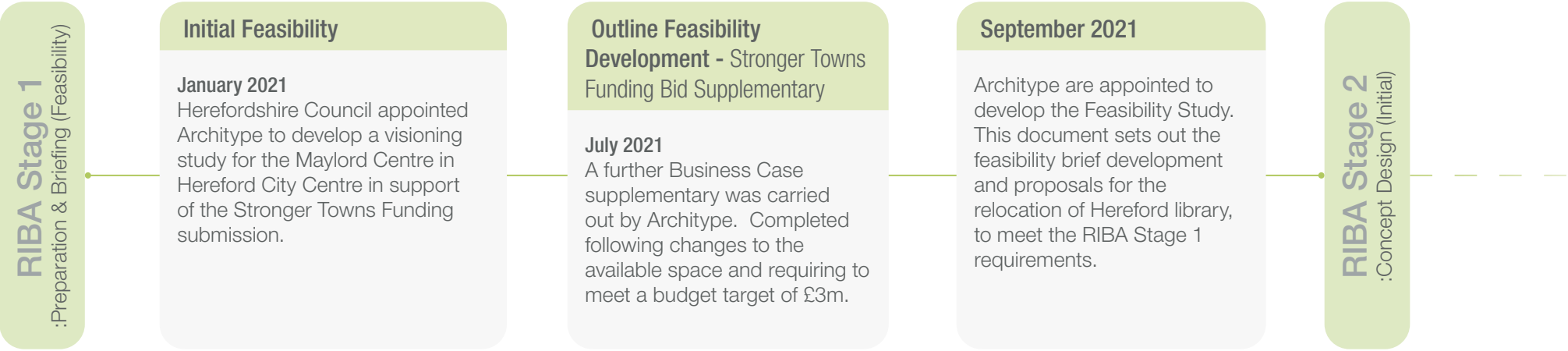
The options provide a route forward for the library relocation and to developing and progressing the Digital Cultural Hub vision, that is independent from the decision of other organisations, whilst also providing opportunity for them to become a part of it. It also provides the library with a core location within readily convertible units also giving the library the potential to use areas of the atrium to expand on an informal basis or extend into if needed.

These options work within the available budget and allow for modest enhancements of the atrium space with a strategy suggested for larger changes and improvements in due course. It is hoped the longer term strategy plan be developed in parallel to assist with informing key decisions as part of a considered and phased approach.

The journey from initial feasibility work undertaken as part of the Stronger Towns Fund submission in January 2021, as well as other further brief development and the consultation work has begun to clarify the emerging brief requirements for the new library facility. It is intended that this piece of work will continue to be built upon in preparation for the commencement of RIBA Stage 2 works.

Introduction

1.2 / Background Initial Studies & Timeline of Events



Initial Visioning Study

In January 2021, Architype were appointed to develop a visioning study for the Maylords Centre in Hereford City Centre in support of the Stronger Towns Fund submission. The study looked to develop a high-level approach to accommodating the city library (displaced from current location by the museum and art gallery project) and potential for the Digital Culture Hub (Rural Media).

The outcomes of the study proposed using the former Sports Direct unit for the new Library and the remaining ground floor units off the atrium and the Enchanted Kingdom unit above (along with some first-floor atrium space for the Digital Culture Hub (Rural Media).

The visioning study also included a longer term vision to re-work and enhance the main Trinity Square entrance area by opening up the frontage to create 2 storey, highly visible primary frontages to further enhance and draw people into the facility. The study also looked to enhance linkage through from Trinity Square through to Blue School Street by creating a more visible route and enhanced internal street.



Fig. 1 / Initial concept redevelopment idea

Development Post Visioning Study

Since the development of the visioning study the former Sports Direct unit has been leased to the Department of Work and Pensions (DWP).

Herefordshire Council commissioned a cost assessment of the visioning study which resulted in a potential project value that exceeded the Stronger Towns Fund budget for the project. As a result, an alternative option was developed that looked at instead using the area identified for Rural Media in the visioning study for the library. This cost assessment established a target area of 607sqm for the new facility (appendix iii). This required a significant reduction in the size of the existing library facility at 729sqm, especially when new facilities such as the café and learning resource centre are introduced.

This alternative options resulted in high level costs of £1.9m for the library relocation and £1.8m for works to the atrium space itself. The Stronger Towns Fund budget is currently set at £2.7m and as a result it was expected that the budget for the atrium space would likely be closer to £1m. Alternative funding streams outside of the Stronger Towns Fund may need to be considered to create a vibrant and modern space within the atrium to encourage greater use and act as a catalyst for other complimentary uses to come forward.

It was also raised that there was a preference for Rural Media to have the opportunity to locate alongside the library within the Maylord Centre so options were provided that investigated this potential.

Alternative Options

As a result of the considerations above, an early assessment was undertaken on the potential to meet the amended brief requirements. An option was developed so that the library project could be progressed within budget with Rural Media having a potential identified location that had good connections with the library but without relying on their involvement.

Library and Digital Culture Hub

The developed option looked at the potential for the library to be accommodated within the existing units at ground floor level off the atrium and first floor unit currently containing the Enchanted Kingdom, along with some first floor atrium space.

There was previously a café located at first floor level within the atrium and this could be re-used as a library resource centre linked closely with the DWP facility.

The Digital Culture Hub could instead then be accommodated fully within the former Hawkins Bizarre unit and in the vacant space above Boots Opticians. Therefore, it could maintain a first-floor connection to both the library and to the Powerhouse unit the other side.

The first floor of the Maylord Street and Trinity Square Elevation could then be developed to highlight the combined resource centre frontage (Powerhouse, Rural Media, Library & DWP).

This then left the atrium space with a more minimal face lift subject to available budget. This approach also looked to re-use facilities such as toilets at first floor level to reduce overall costs and allow budgets to be prioritised to maximise potential.

A high level cost plan was developed to accompany this approach. The cost plan covered the library relocation and works to the atrium space only. The Rural Media Digital Culture Hub is excluded from this cost assessment.

The approach was indicative to provide an idea of what might be possible but was very much subject to design development and further investigation, which is demonstrated within this document.

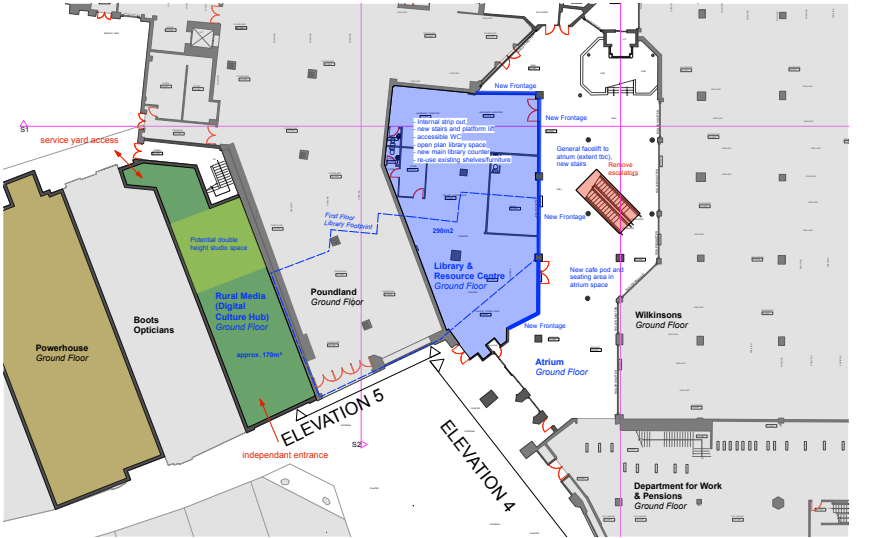


Fig. 2 / Post Visioning Study - Ground Floor Plan

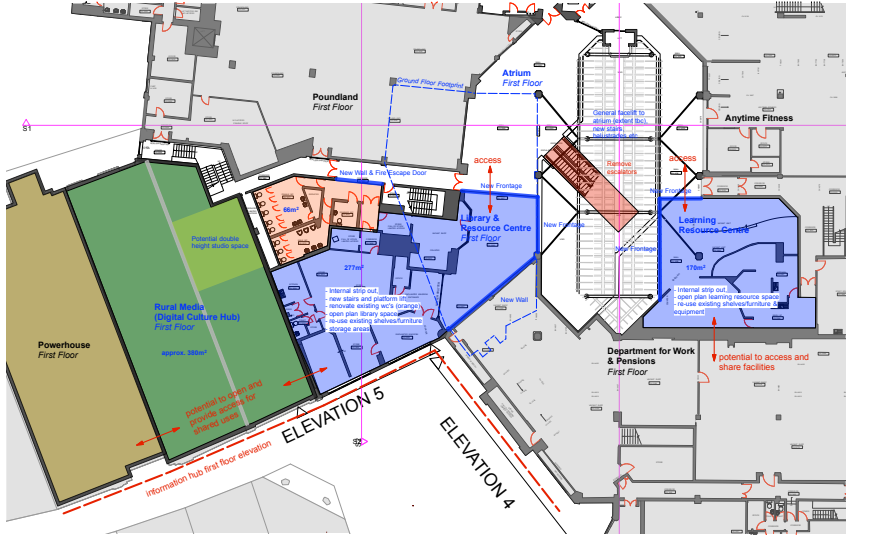


Fig. 3 / Post Visioning Study - First Floor Plan

2 / Site Analysis

Site Analysis

2.1 / Site Location & Context

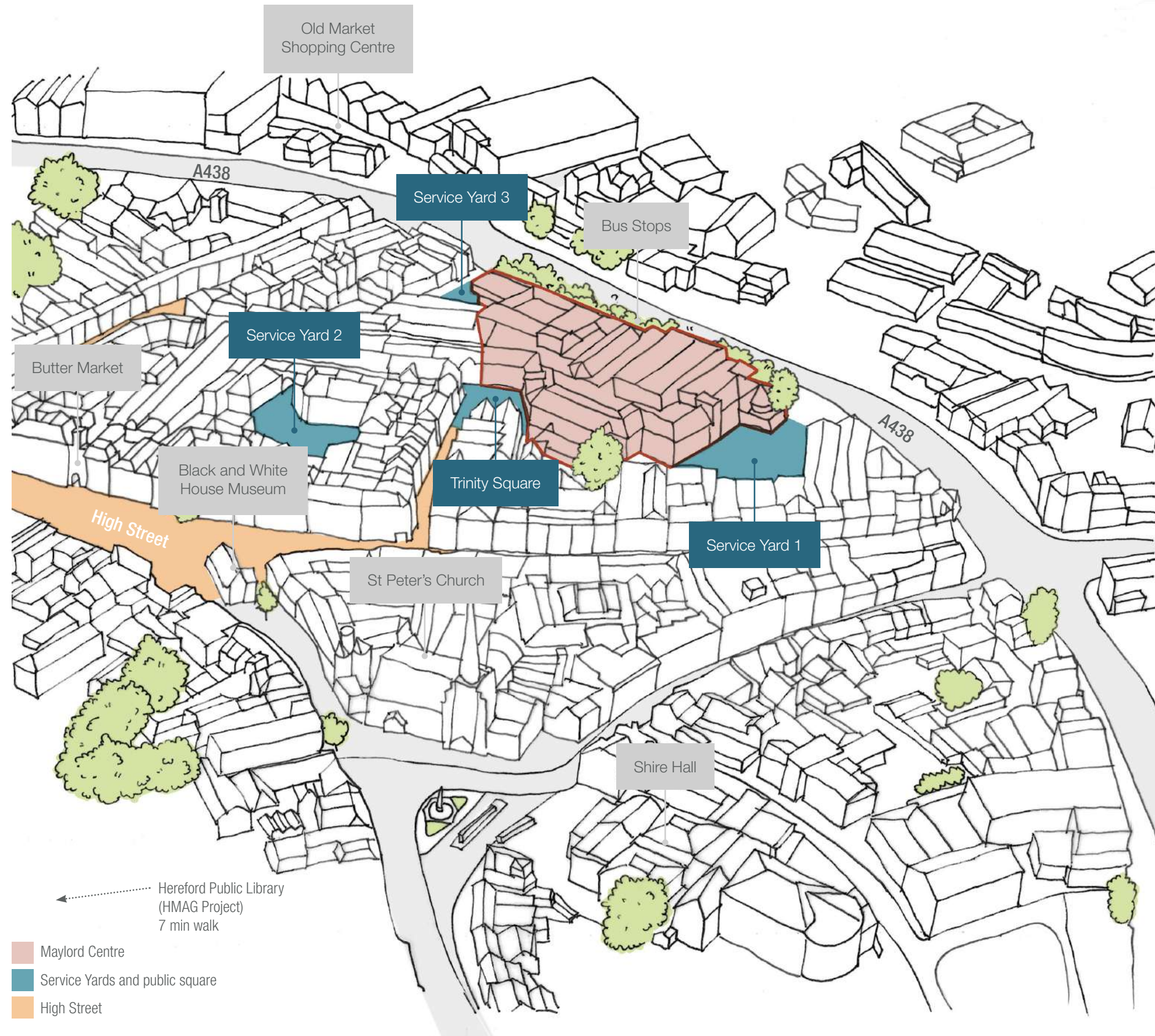


Fig. 4 / Site Aerial Sketch View



Fig. 5 / Site Location Plan / Google Maps

Site Location and Context

Maylord Centre is located in the north of Hereford City Centre and forms a part of the commercial city with the rest of the retail & high street sectors of Hereford City Centre. It is also a part of the Conservation Area.

- To the north of Maylord Centre is the busy A438 which runs from Ledbury to Bronllys, Brecon.
- Service Yard 1 is located to the east of the centre, and the access to it is shared with access to Maylord underground parking.
- Trinity Square is located to the south of the centre, with Maylord Street and Gommond Street joining it and linking the square with the high street and the rest of the High Street.
- Service Yard 2 is located off the Maylord Street, it is located the furthest from Maylord Centre.
- Service Yard 3 is to the west of Maylord Centre with access from the A438 and Maylord Street.

Site Analysis

2.2 / Historical Context & Importance

Historic Importance of the Site (Maylord Street Quarter)

Through excavation it was found that Maylord Street is based on a medieval street form, from the 14th century. However, it is now a fully 20th century quarter with 3 storey buildings to the south of Maylord Street and 2 storey buildings to the north and up to Maylord Centre, and surrounding Trinity Square.

To the north of Maylord Centre, between Blue School Street and the A438 are located remains of the medieval city wall which are now overgrown with trees and other vegetation.

The site is believed to be a pre-1290 Jewish quarter of the city, although this has not been represented with archaeological record or though any of the buildings.

Service Yard 2 offers a unique view of the backs of the traditional 16/17th century buildings which face the High Street. The timber framed buildings are well preserved and easily visible once in the Service Yard, however, they are not as easily accessible to the public from Maylord Street as can be easily missed.

Construction of Maylord Centre

Prior to the construction in 1984, Herefordshire Council compulsorily purchased buildings within the location of the development and demolished the existing structures to make way for this building. The project saw considerable destruction and removal of many historical buildings and the original Maylord Street.

Maylord was built with the intention of developing the centre of Herefordshire in line with the retail model of other cities. There were high expectations for the city, which at that time did not have a shopping centre complex. The scheme intended to integrate the clock tower of the butter market as the main entrance to the shopping centre from Hereford High Town. (Hereford on the Market, Architect's Journal, 1984). Furthermore, Maylord originally was to also include a public library.

In the article 'Hereford on the Market' the redevelopment plan for the centre of Hereford bookended the original west and east gates of the city.

Original Vision for Maylord Centre

Below is the original Architect's vision for Maylord Centre. It was intended to be a celebration of public space, openness, and greenery, however, currently the atrium feels like the opposite of the initial intentions.

Europa Nostra Award

In 1988 Maylord Building was awarded the Europa Nostra Award which recognises best achievements in conservation, research, dedicated service, and education, training, and awareness-raising.



Fig. 7 / Hereford Map: Date of Buildings / Historic Townscape of Central Hereford Report, March 2010



Fig. 8 / Hereford Map: 1888 Historic Plan - Units / Historic Townscape of Central Hereford Report, March 2010



Fig. 6 / Maylord Original Vision, 1983.
(Source: Roberts, Graham, The Shaping of Modern Hereford (Almeley: Logaston, 2001))

Site Analysis

2.3 / Service Yards: Historic Importance

Historically important buildings around Service Yards

Service Yard 2 offers a unique view of the backs of the traditional 16/17th century buildings which face the High Street. The timber framed buildings are well preserved and easily visible once in the Service Yard, however, they are not as easily accessible to the public from Maylord Street as can be easily missed. This Service Yard is the most private with the most historic buildings & importance facing the yard, and it only has one point of access (through an arched entrance).



Fig. 9 / Maylord Street - Historically Important Buildings

- Maylord Street Townscape Character Area
- Maylord Centre
- 16th-17th C
- 18th-19th C
- 19th C
- 19th-20th C



Fig. 10 / 1 / Service Yard 1



Fig. 11 / 2 / Service Yard 2



Fig. 12 / 3 / Service Yard 3

Site Analysis

2.4 / Connections & Entrances



Fig. 13 / 1 / Entrance off Blue School Street



Fig. 14 / 2 / Entrance off Trinity Square

Blue School Street

- The approach and frontage does not identify as a main entrance to the centre.
- The view inside is immediately blocked by the lift so little is known about what is taking place inside.
- There is a missed opportunity to identify this as a route through to the High Town shopping area.
- Ground floor units could interact more with this frontage.

Trinity Square

- The current atrium building frontage is dated and in need of a modern and uplifting design to encourage use.
- The scale of the entrance is tight and not particularly inviting and unlikely to draw people inside.
- Trinity Square itself is underused and the public realm could be improved to promote more active engagement.



3 / Existing Building: Maylord Orchard

Existing Building: Maylord Orchard

3.1 / Existing Basement Plan

The following drawings have been developed following receipt of the survey drawings and a site visit to Maylord Orchard. The plans show current unit vacancies, rented space, along with access points for both pedestrians and also vehicles to the parking at basement level.

The current arrangement for fire escape has not been confirmed. This will need to be reviewed when available. For the purposes of the concept options shown later in this report we can only assume this is adequate and if the options do not change this strategy will remain acceptable.

Existing access in the building is via the atrium (lift and escalator) as well as private vertical circulation in some units. Vertical circulation must be retained to the atrium whilst additional circulation in the library will also need to be considered.

The existing services routes and strategy will need to be confirmed at the next stage. Currently it is assumed each unit has an independent water and electrical supply. Further investigation needs to confirm the existing ventilation strategy. However, it is likely that a new system will need to be installed, possibly with heat recovery.

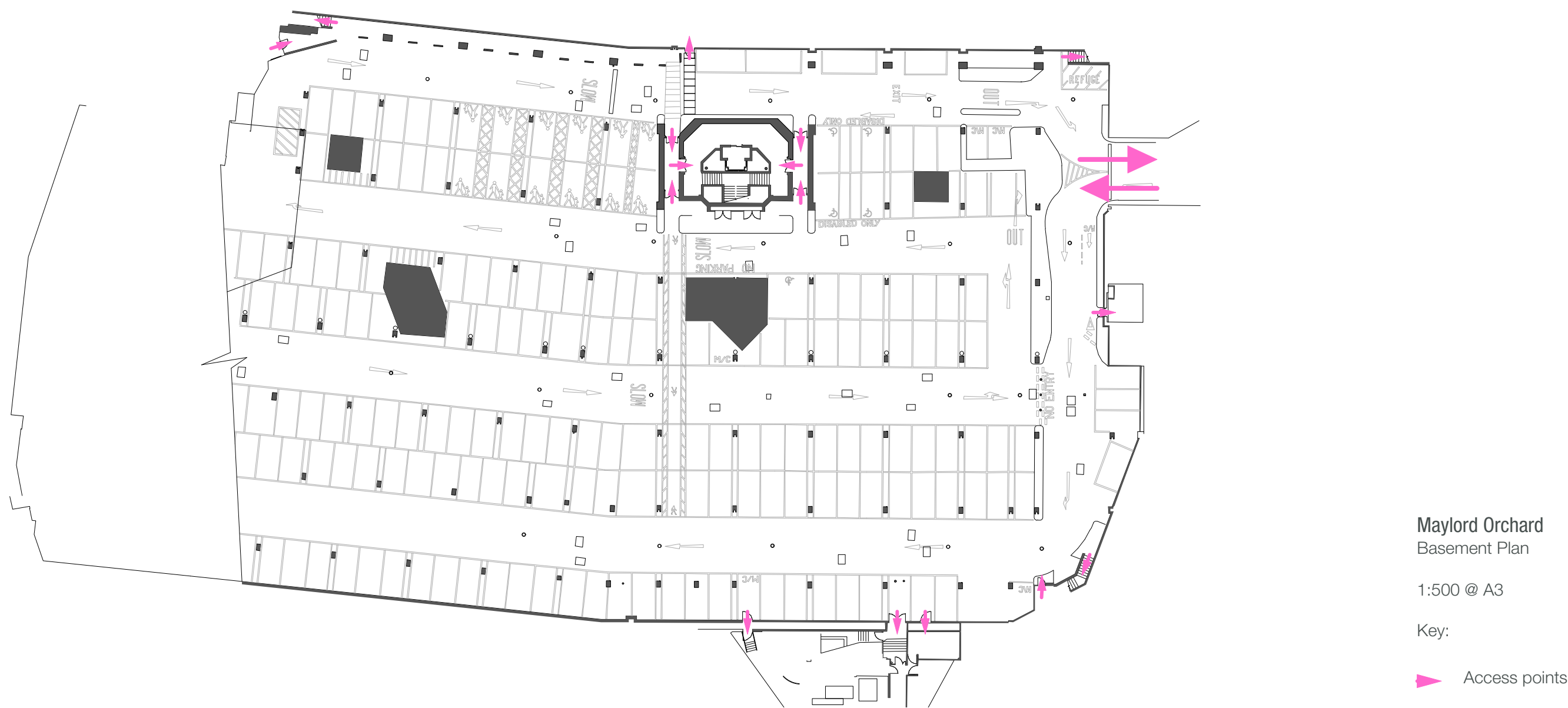
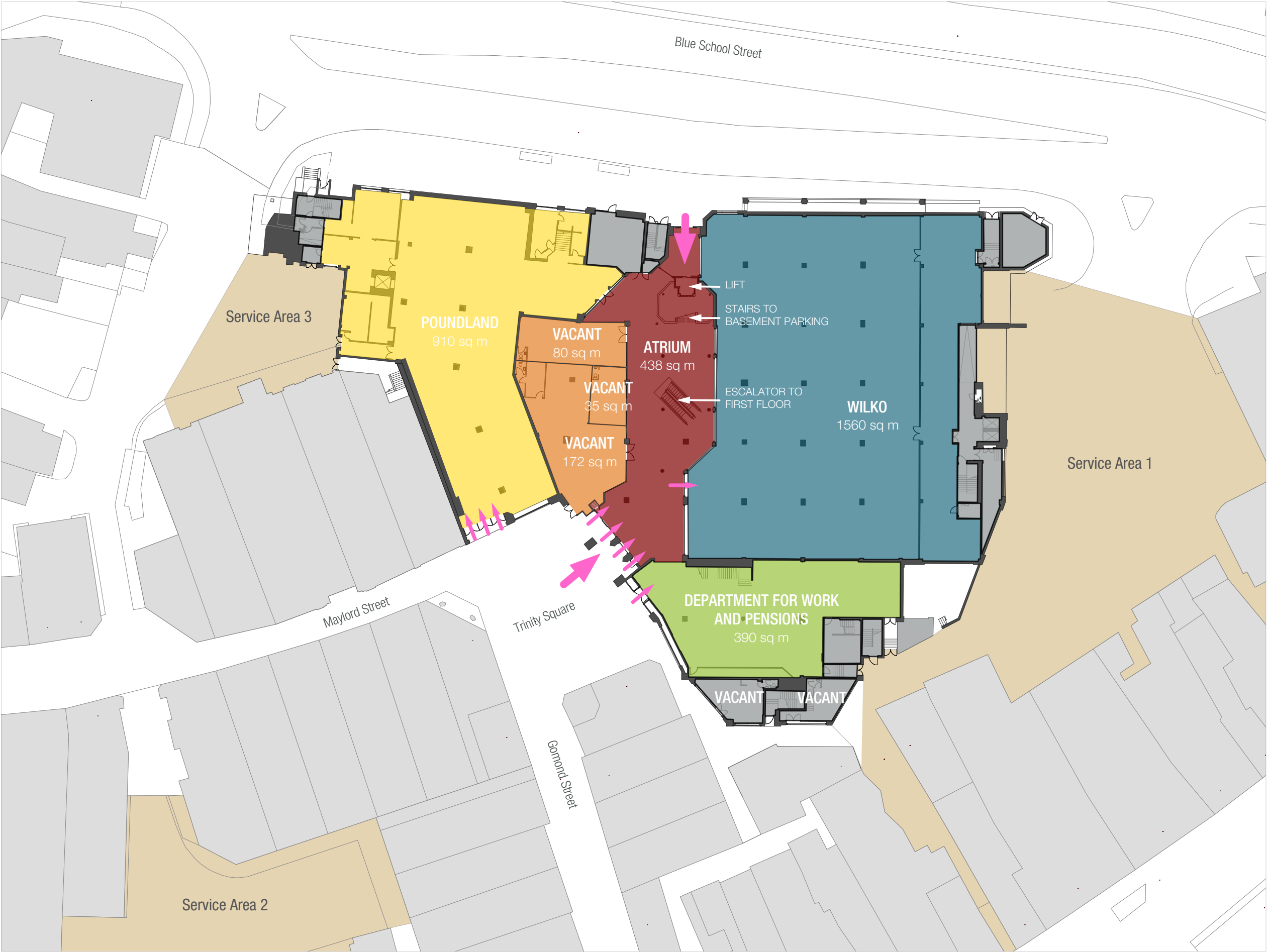


Fig. 15 / Existing Basement Plan / 1:500 @ A3

Existing Building: Maylord Orchard

3.2 / Existing Ground Floor Plan



Maylord Orchard
GF Plan
1:500 @ A3
Key:
Access points
Offices, access routes, staircases

Fig. 16 / Existing GF Plan / 1:500 @ A3

Existing Building: Maylord Orchard

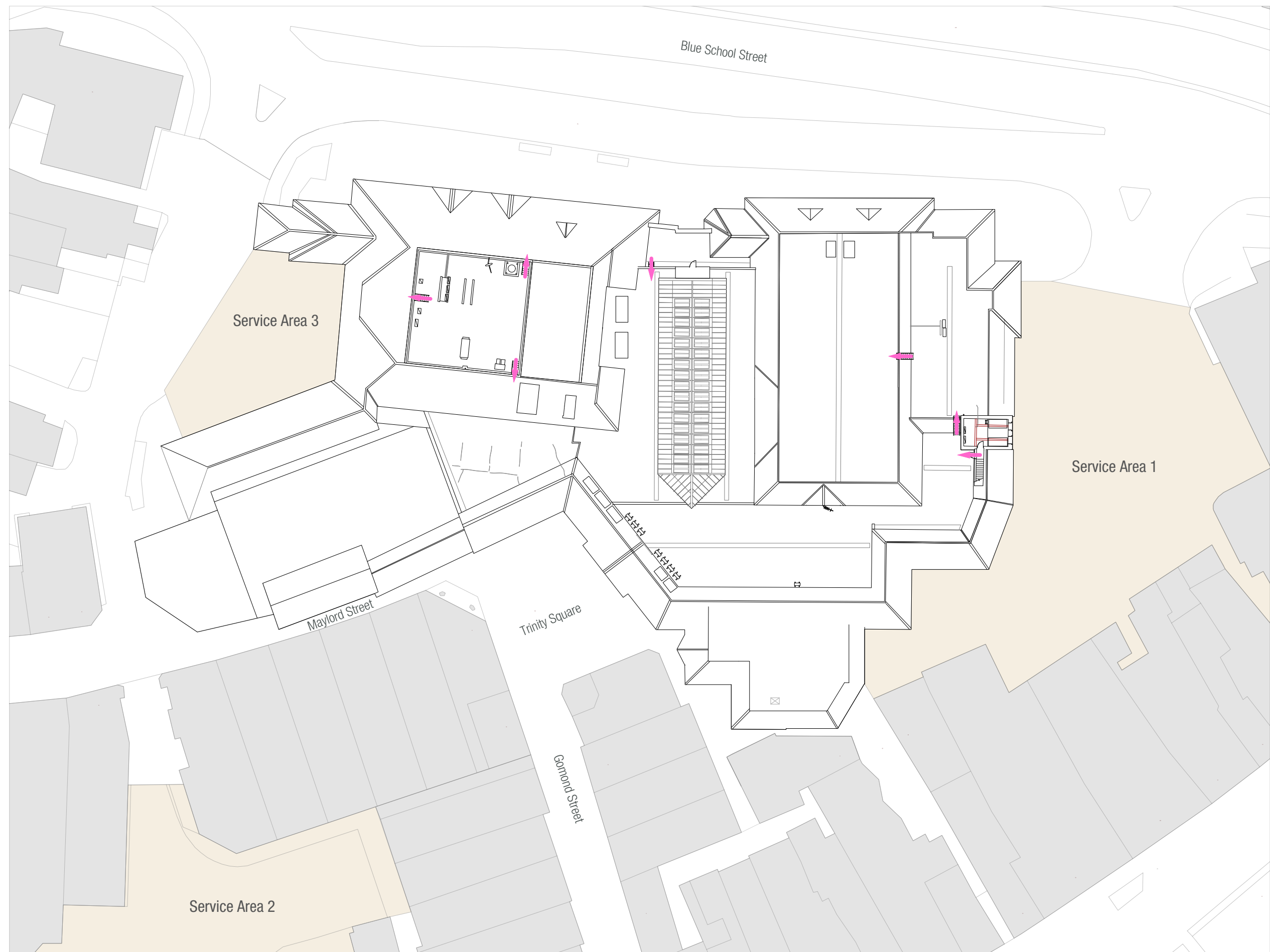
3.3 / Existing First Floor Plan



Fig. 17 / Existing FF Plan / 1:500 @ A3

Existing Building: Maylord Orchard

3.4 / Existing Roof Plan



Maylord Orchard
Roof Plan
1:500 @ A3
Key:
Access points

Fig. 18 / Existing Roof Plan / 1:500 @ A3

Existing Building: Maylord Orchard

3.5 / Structural Overview



A structural report was commissioned as part of this Feasibility report. The complete report is included in Appendix ii. In summary:

Inspection

A walk around inspection has been carried out along with inspection of numerous record drawings dating from the original construction of the building.

All inspections were done from floor level with no intrusive investigations. Some areas were not accessible at the time of the visit. The building shows no obvious visible signs of structural issues within the area that the library is proposed to occupy.

Structural Form

Record drawings were inspected. These were mainly from the original construction of the centre. While there may have been alterations to the structure in the past it is unlikely that major changes have occurred.

The general details drawing shows that shop areas were designed for a minimum of 7.5kN/m².

Structural Form

The frame is constructed of reinforced concrete on pad foundations. The roof area is supported on steelwork. The concrete slabs at both ground and first floors have a series of 400mm deep beams spanning between the columns. In between these are ribbed sections with 400 deep ribs at 600mm centres. A drawing showing the approximate layout is appended to this report.

Overview

Eurocode 1 sets out the standard design imposed loadings for various building uses. The design load for reading rooms with book storage e.g. libraries is given as 4.0 kN/m². This is comfortably within the designed loading shown on the drawings.

It is proposed to introduce a stair between ground and first floor levels. The most suitable place for this is in the ribbed areas of slab. The proposed areas at ground and first floor have limited a limited area of overlap and most of this is taken up with beams. Currently we have identified part of an existing stairwell for the new stairs, but this may be complicated to achieve. A more suitable area would be just outside the existing first floor shop fronts, but there may be other issues that would need to be resolved.

Conclusions

Generally the building structure is suitable for library use, but the location of the stairs would benefit from moving to outside of the shop front.

Existing Building: Maylord Orchard

3.6 / Existing Trinity Square Entrance



Fig. 20 / A / Maylord frontage; looking from Trinity Square



Fig. 21 / B / View from Maylord's Street; walking towards Maylord Shopping Centre



Fig. 19 / A / Panoramic view of Maylord's Centre from Trinity Square



Fig. 22 / C / East Adjacency to Maylord frontage are occupied shop units



Fig. 23 / D / West Adjacency to Maylord frontage are occupied shop units

Existing Building: Maylord Orchard

3.7 / Existing Blue School Entrance

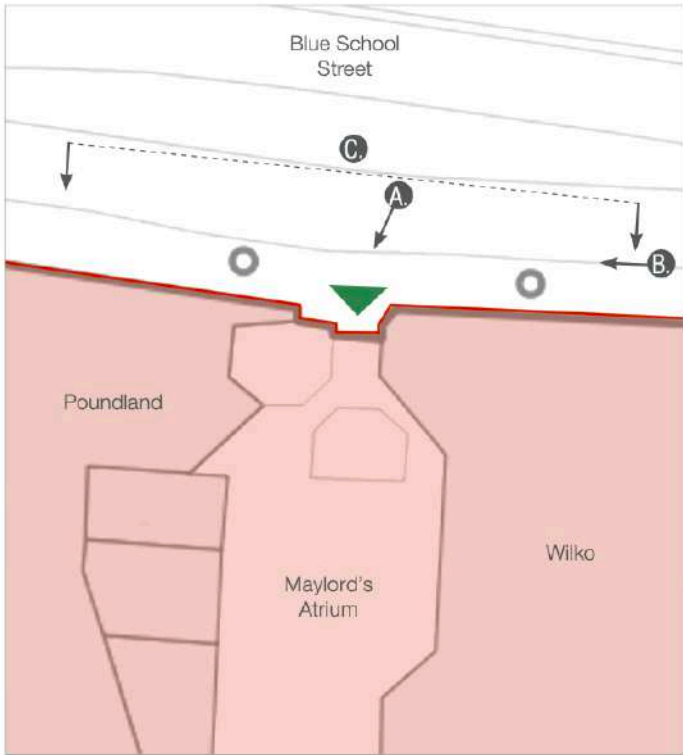


Fig. 24 / A / Maylord's Centre rear frontage; looking from Blue School Street



Fig. 25 / B / Views opposite rear frontage



Fig. 26 / C / Panoramic view of Maylord's Centre rear frontage

Existing Building: Maylord Orchard

3.8 / Existing Atrium Space

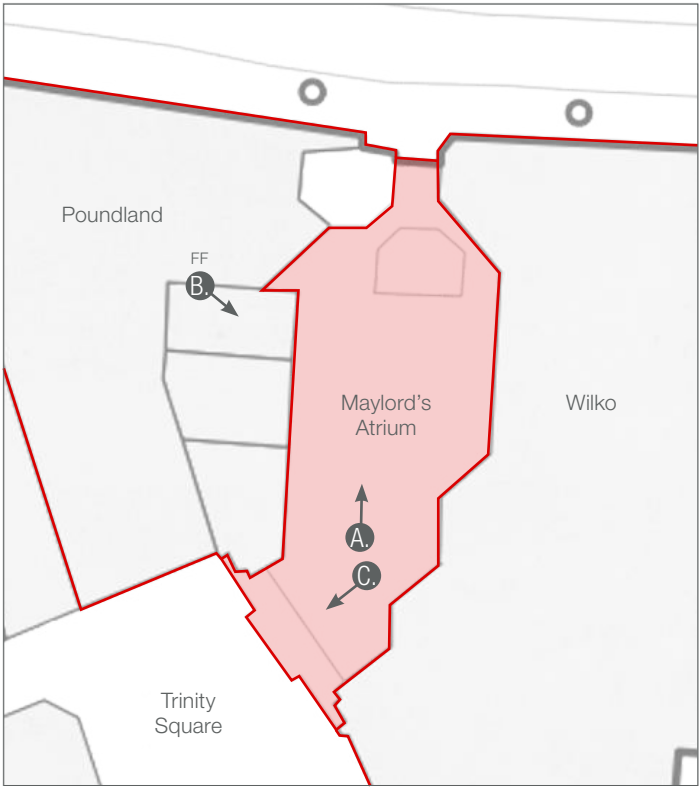


Fig. 27 / A / View of the ceiling in the main atrium space



Fig. 28 / A / Existing escalator in the centre of the atrium space

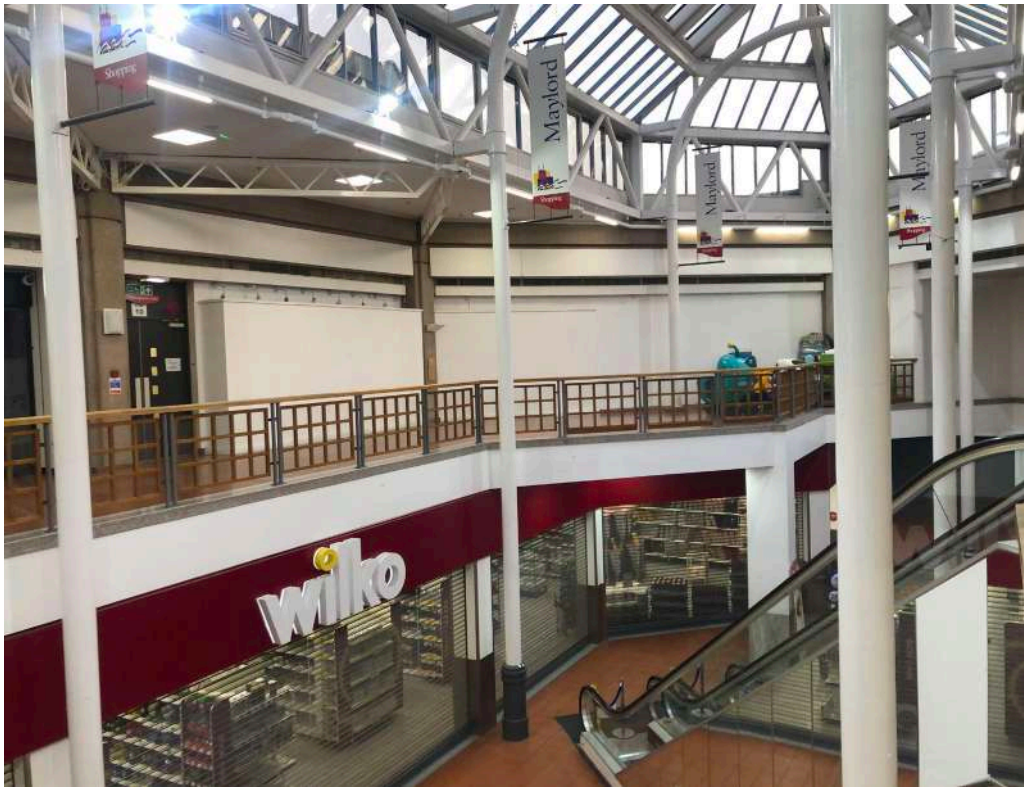


Fig. 29 / B / Overlooking atrium space from FF mezzaine



Fig. 30 / C / Front doors leading onto Trinity Square

Existing Building: Maylord Orchard

3.9 / Available Space

The available floor areas at ground and first floor are highlighted in dark red in the below diagrams. On the ground floor plan diagram, the first floor available area is indicated in a yellow outline, and vice versa. This shows the small area of overlap where vertical circulation (stairs or lift) can be located internally between the two floors. The location of these is further constrained by existing floor structure which must be undisturbed.



Fig. 31 / GF Plan / Available Space / 1:500 @ A3

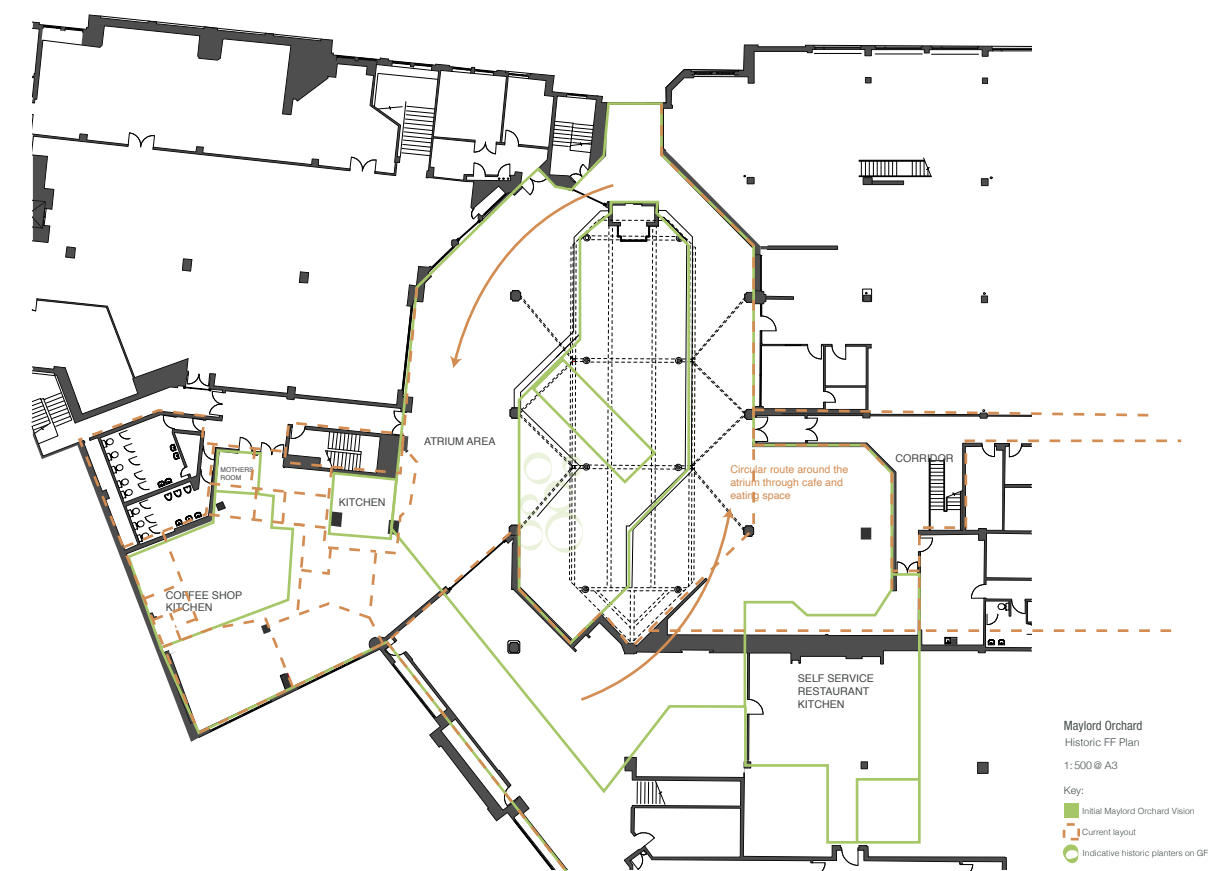


Fig. 32 / FF Plan / Available Space / 1:500 @ A3

Existing Building: Maylord Orchard

3.10 / Original Design Intentions

The original design intentions for Maylord Orchard included splitting the large commercial units into narrower ones to accommodate more variation in shop frontages. At first floor, the available space was allocated to a self service restaurant and coffee shop, with a circular route around the atrium between them. Access to this circular walkway would be via the existing escalators and the atrium would be revived with historic planters.



Existing Building: Maylord Orchard

3.11 / Existing Room Heights

Existing floor-to-ceiling heights for the ground and first floor spaces have been annotated on the diagrams below. Heights in yellow are for the available spaces and the atrium, and are therefore important to consider in the redesign of these areas.



Fig. 33 / GF Plan Room Heights Mark Up



Fig. 34 / FF Plan Room Heights Mark Up

4 / Existing Building: The Library

Existing Building: The Library

4.1 / Introduction & Background

The existing library at Broad Street was opened on 8th October 1874, as part of Hereford Library and Museum, and ‘was a philanthropic gift to the people of Hereford by Sir James Rankin, a local MP and president of the Woolhope Naturalist’s Field Club (Collins 1912 via Conservation Management Plan: Hereford Library & Museum, CMP p12).’

Extensions to the library including a mezzanine floor, pictured below right and described opposite, were added in response to growing demand for the library services.

At the time of initial opening, the notion that ‘education was a route out of poverty’ (Churcher et.al 1998:5 via CMP p12) was growing, and therefore more attention was being given to the needs of vulnerable people in the community. This social function of the library remains an important aspect to this day.

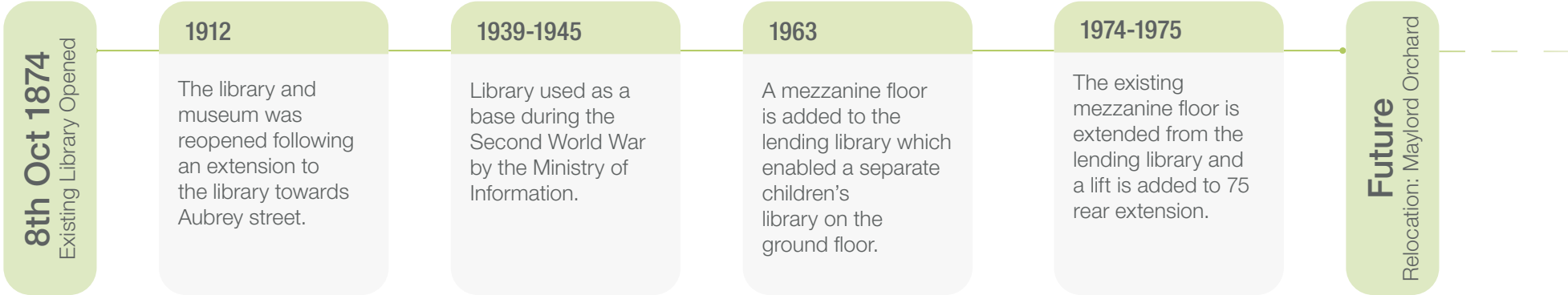


Fig. 35 / Hereford Library Timeline (Information Source: The Builder 1875, Collins 1912 & Churcher et.al 1998, via CMP p.13)



Fig. 36 / Hereford Library Gladstone Room - circa 1930's before the installation of a mezzanine floor. (Source: Herefordshire Council Museum Archives via CMP Figure 37)



Fig. 37 / Fig 42 as it looks now, the children's library with additional mezzanine floor above. (Source: CMP Figure 36)

Existing Building: The Library

4.2 / Basement Photographs

Site Visit to Hereford Library and Consultation Event

A consultation event was held with library staff members on 14th September 2021. This included a tour round the existing facility, to better understand the existing building conditions and staff requirements. A photographic record of this visit follows on the the next pages.

The site visit gave us a better understanding of the constraints and opportunities of the existing building and the processes and relationships between the facilities and the day to day running of the library facility.

Consultation Meeting with Adult Learning Services

Following on from the meeting with the library staff a meeting was also held with the Adult Learning Services team to establish their requirements and needs within the new facility.



Fig. 39 / 2 / General storage kept within Basement level & fire evacuation route. Source: Architype, 2021.



Fig. 38 / 1 / Staircase from GF to Basement level. Source: Architype, 2021.

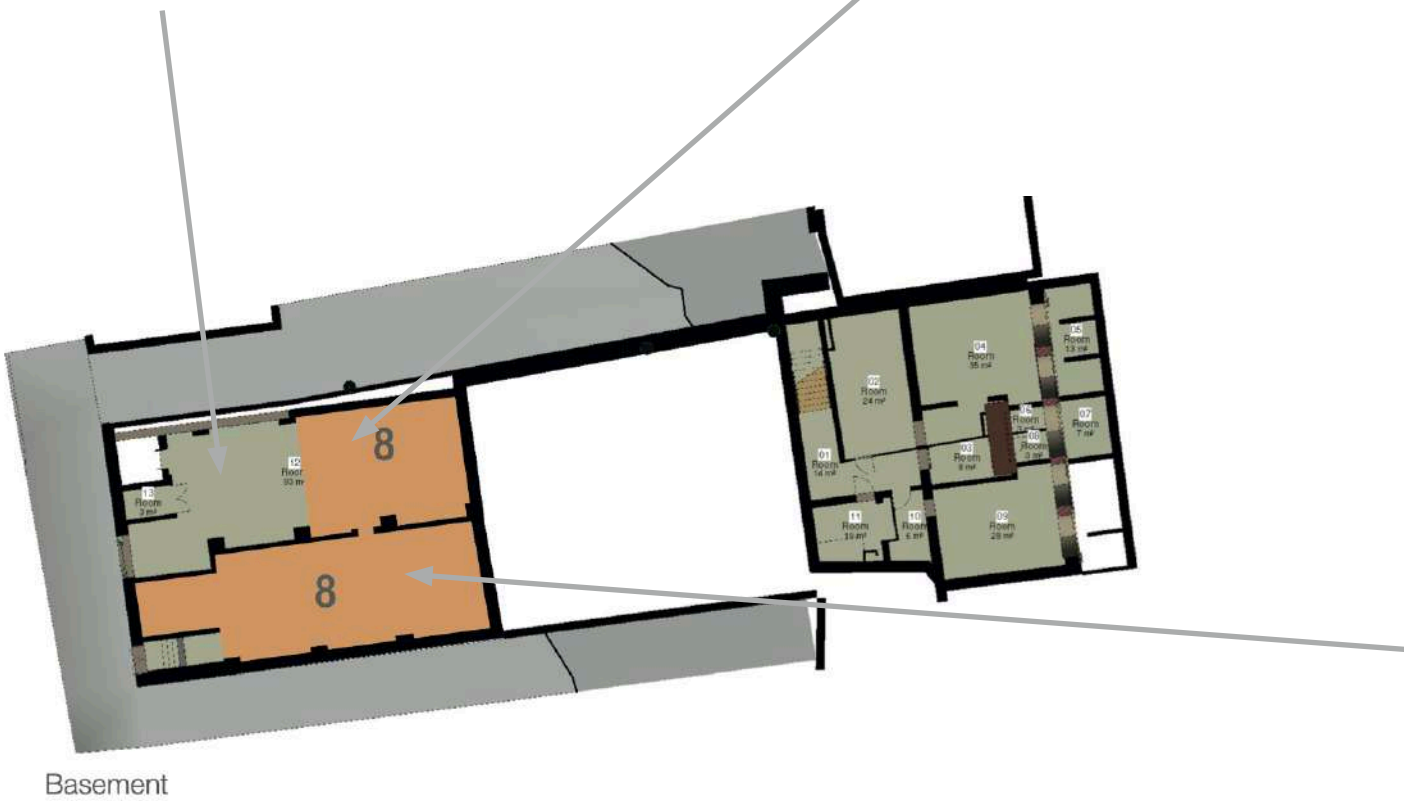


Fig. 40 / 3 / Shelving bays in basement. Source: Architype, 2021.

Existing Building: The Library

4.3 / Ground Floor Library Photographs



Fig. 44 / Circulation route through the library. Source: Architype, 2021.

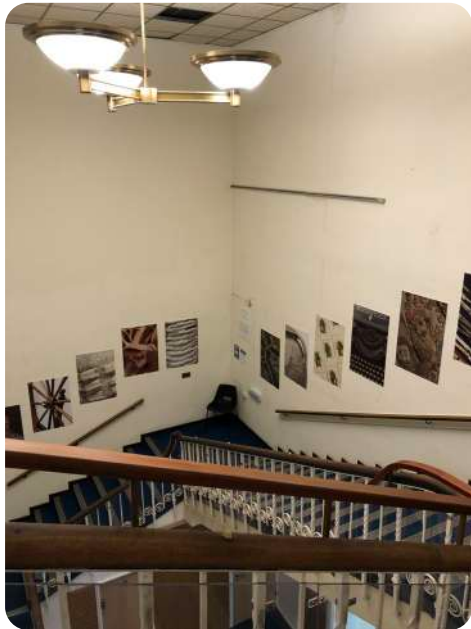


Fig. 48 / 4 / High ceilings ascending along the staircase to museum. Source: Architype, 2021.



Fig. 47 / 5 / Grand staircase ascending onto the FF museum. Source: Architype, 2021.



Fig. 43 / Children's library underneath mezzaine. Lower ceiling making it a cosier environment. Source: Architype, 2021.

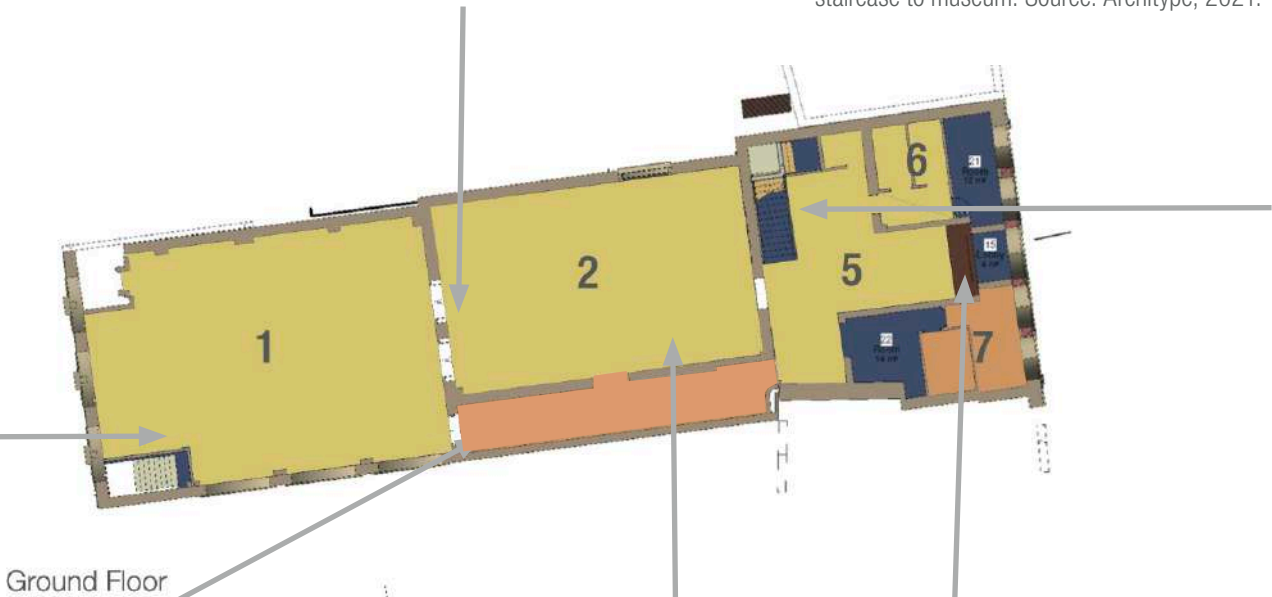


Fig. 45 / 2 / Lobby entrance looking inwards. Source: Architype, 2021.



Fig. 42 / Staff area behind library desk. BOH activities take place here leaving little space for circulation. In addition little to no natural lighting. Source: Architype, 2021.



Fig. 41 / Entrance into GF library. Spacious and quiet. Source: Architype, 2021.



Fig. 46 / 3 / Lobby entrance looking outwards. Source: Architype, 2021.

Existing Building: The Library

4.4 / First Floor & Mezzanine Photographs



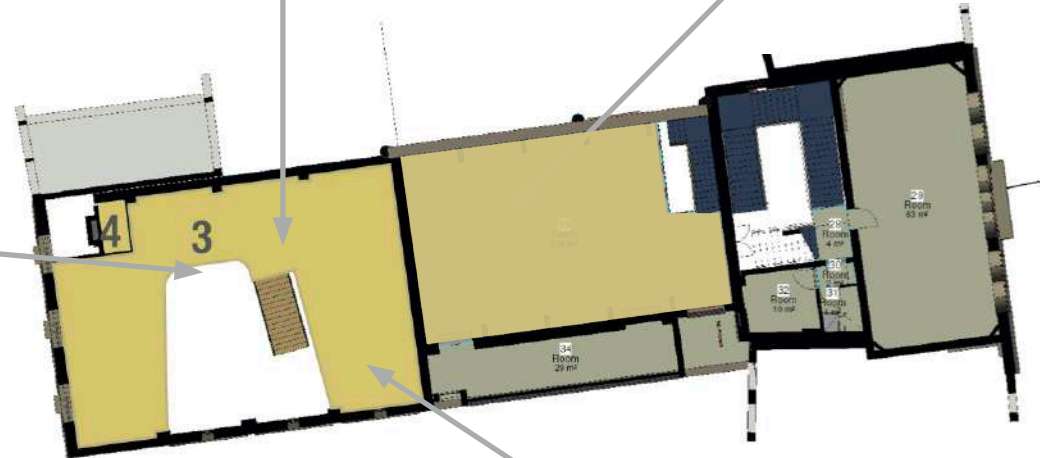
Fig. 50 / 2 / Above mezzanine is the staircase and a quiet study area with computers currently socially distanced. Source: Architype, 2021.



Fig. 52 / 5 / Currently a storage room connecting to the quiet study area through a single door. Initially planned to be the new 'flexi space' for the library. Source: Architype, 2021.



Fig. 49 / 1 / The Library today, with the lower level serving as a children's library. Source: Architype, 2021.



First Floor



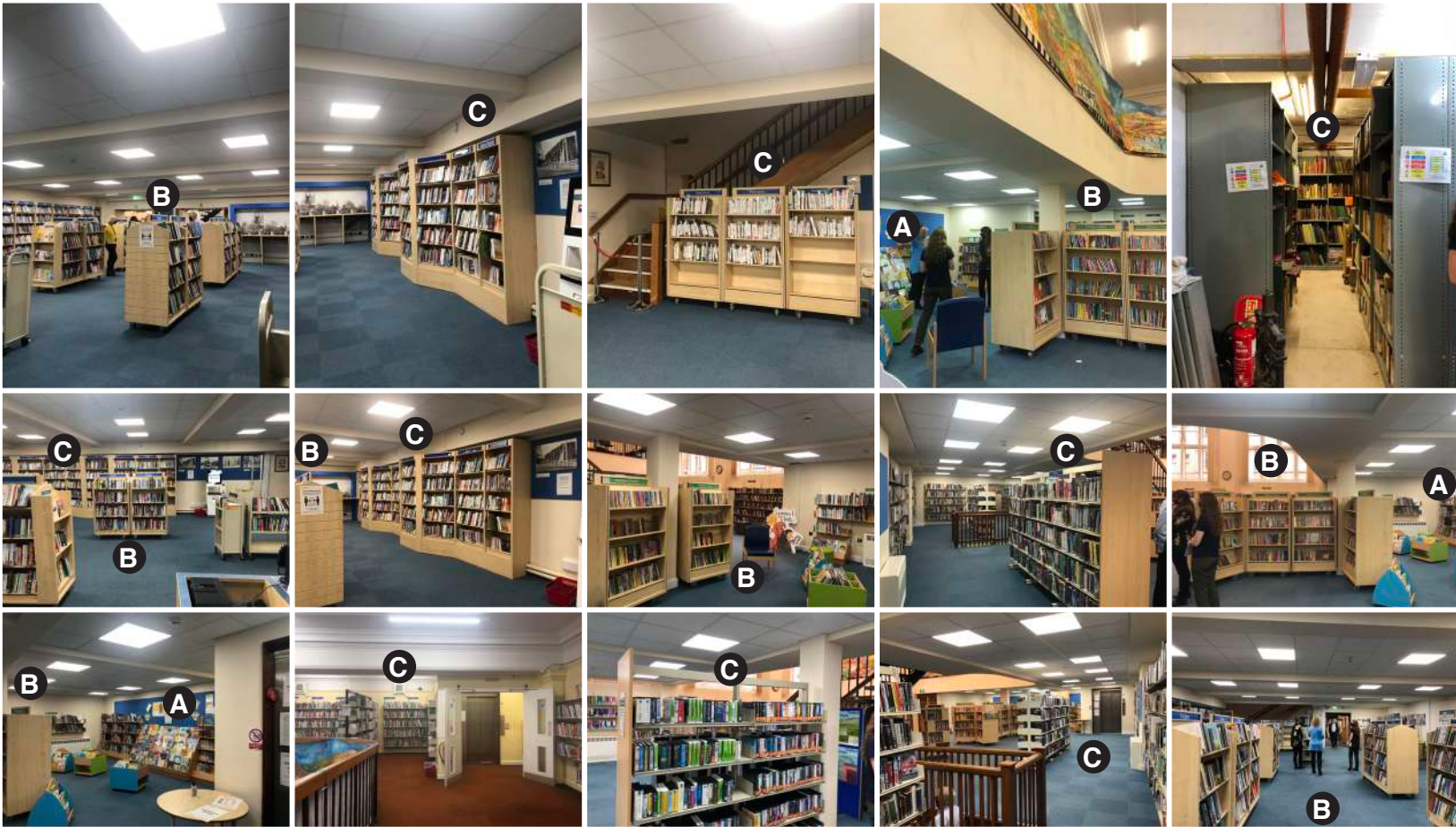
Fig. 51 / 3 / Quiet study area with computers currently socially distanced. Source: Architype, 2021.

Existing Building: The Library

4.5 / Shelving Capacity & Photographs

Following the visit information was sent confirming the size of the current collection and space requirements. The calculations on this page begin to show the impact on space that different shelving configurations will have.

Subject area	Total (mm)	Total (m)	A	B	C	TOTAL
Adult fiction	132,000	132	2	17		131.4
	3,000	3		1		4.5
Crime fiction	16,000	16	2	1		16.2
	36,000	36			5	36
Science fiction and fantasy	9,000	9	2			9
	12,000	12	1	1		11.7
Romance	4,500	5	1			4.5
TOTAL	212,500	213				213.3
Large print	4,000	4		1		4.5
	36,000	36			5	36
Spoken word	18,000	18	1	2		18.9
TOTAL	58,000	58				59.4
DVDs	6,000	6			1	7.2
Teenage	4,000	4	1			4.5
	13,500	14			2	14.4
Graphic novels (teen)	1,800	2	1			4.5
TOTAL	19,300	20				30.6
Parents and carers	4,000	4	1			4.5
Junior fiction	40,000	40	1	8		42.3
Junior non-fiction	4,000	4	1			4.5
"	9,600	10		2		9
Early readers	8,000	8	1			6.3
Junior SW	4,000	4		1		4.5
Junior DVD	4,000	4		1		4.5
Jnr pic book	4,000	4	1			6.3
Kinder boxes	6					0
TOTAL	77,606	78				81.9
Biographies	9,000	9	2			9
	13,500	14			2	14.4
Adult non-fiction	55,200	55	3	6		56.7
	142,200	142	6	16		142.2
Maps	5,400	5	1			4.5
BOPs	2,500	3	1			4.5
TOTAL	227,800	228				231.3
Local lending	12,000	12	1	1		11.7
	126,000	126	4	15		126
Local ref	31,500	32	1	4		33.3
Ref	40,000	40	1	5		40.5
TOTAL	209,500	210				211.5
Misc basement	18,000	18	1	2		18.9
	27,200	27	3	2		27.9
TOTAL	45,200	45				46.8
TOTAL SHELVING	855,900	875	3	51	87	874.8
Plus soinnners. disolav and kinder boxes						



Indicative Shelving Types:

A = Front-facing childrens books

(~4 books per shelf)

Linear meterage of books per one unit of bookshelf type A = 0.9m x 7 = **6.3m**

B = Freestanding on wheels

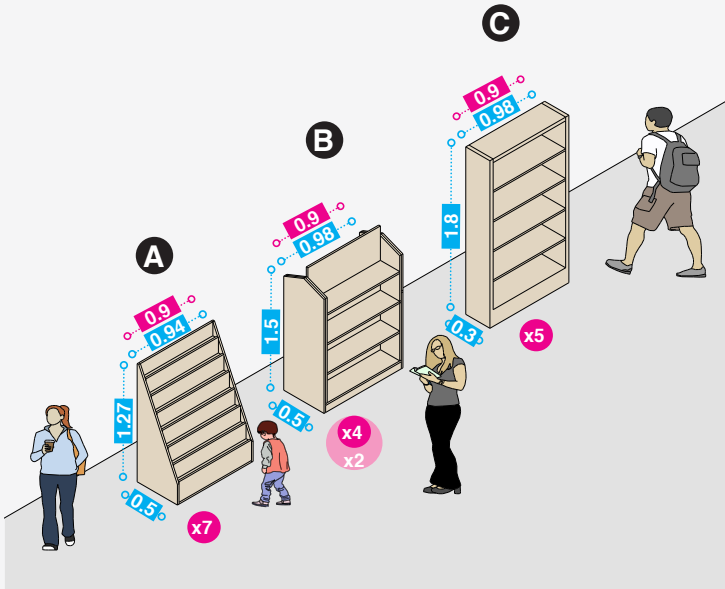
(maximum height of 1.5m to allow visibility over).

Linear meterage of books per one unit of bookshelf type B = 0.9m x 4 x 2 = **7.2m**

C = Full-height and fixed

(shown as 1.8m to be reachable. Space above could be used for artwork or more bookshelves with access via a ladder).

Linear meterage of books per one unit of bookshelf type C = 0.9m x 5 = **4.5m**



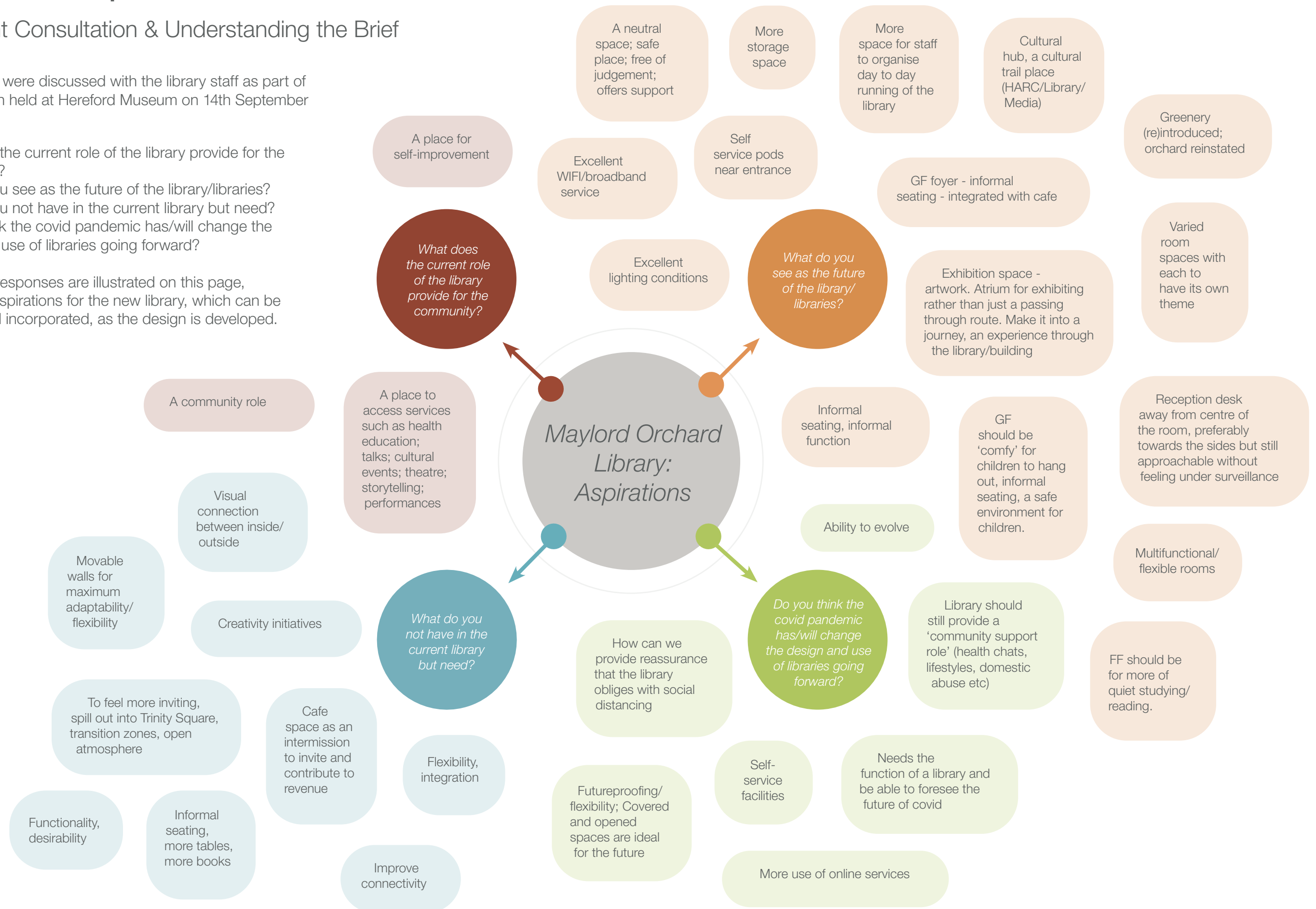
Brief Development

5.1 / Client Consultation & Understanding the Brief

Four questions were discussed with the library staff as part of the consultation held at Hereford Museum on 14th September 2021:

- What does the current role of the library provide for the community?
- What do you see as the future of the library/libraries?
- What do you not have in the current library but need?
- Do you think the covid pandemic has/will change the design and use of libraries going forward?

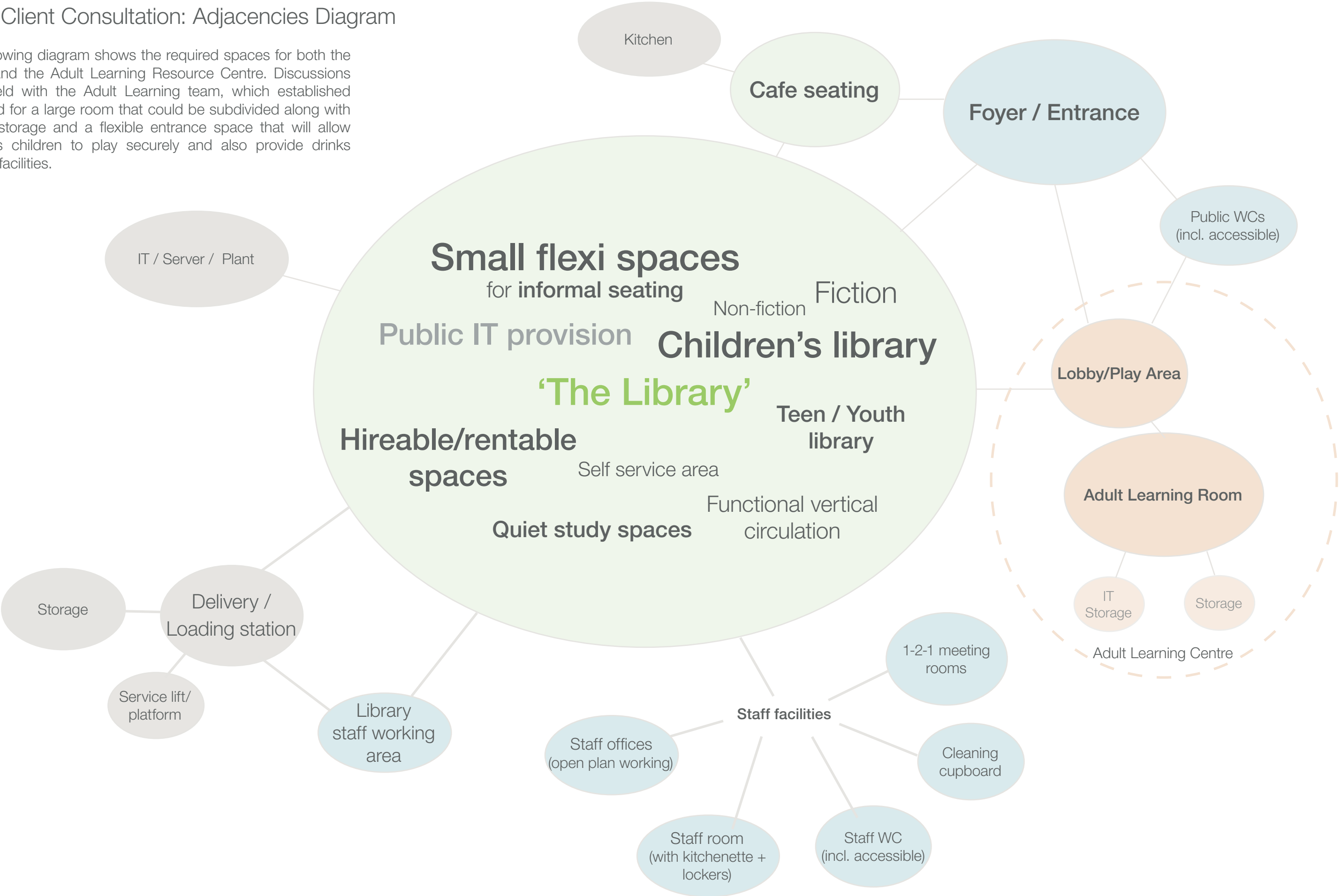
Colour coded responses are illustrated on this page, documenting aspirations for the new library, which can be referred to, and incorporated, as the design is developed.



Brief Development

5.2 / Client Consultation: Adjacencies Diagram

The following diagram shows the required spaces for both the library and the Adult Learning Resource Centre. Discussions were held with the Adult Learning team, which established the need for a large room that could be subdivided along with secure storage and a flexible entrance space that will allow students children to play securely and also provide drinks making facilities.



Brief Development

5.3 / Proposed Area & Accommodation Schedule

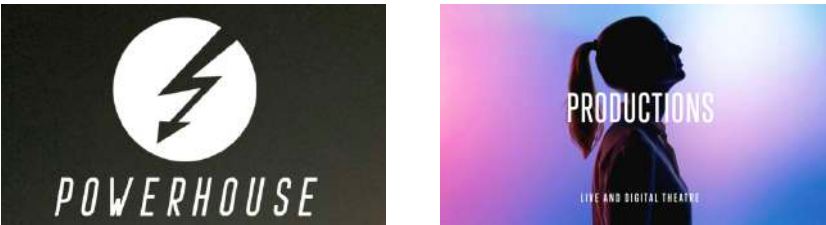
This proposed area and accommodation schedule has been developed following discussions with the library staff and in response to the target floor area within the HCC cost assessment.

Back of House Service Areas	LIBRARY SPACES								
	room		m² (existing library)	m² (to meet target area)	height	environmental	security zone	access	
	A	Main Reception (GF Circ. + Stair)		70	20			public	fully accessible
	B	Public WCs		17	4			public	accessible WC
	C	Fiction Collection		459	360			public	fully accessible
	E	Non Fiction Collection						public	fully accessible
	D	Children's Library						public	fully accessible
	E	Youth Library						public	fully accessible
	F	Informal Seating						public	fully accessible
	G	Study Space							
	H	Delivery/Loading		56	20			private	
	J	Library Staff Working Area					private		
	K	Staff Office					private	fully accessible	
	L	Staff Office (1-2-1)					private	fully accessible	
	M	Staff Room					private	fully accessible	
	N	Staff WC			4			private	fully accessible
	P	Cleaning Cup'd			2			private	
	Q	Collection/Book Storage		130	0			private	fully accessible
	R	Plant			15			private	
	S	Lift						public	fully accessible
			Sub Total	732	500				
	OTHER								
	room			m²	height	environmental		access/other	
1	Café + Kitchen			46			36sqm public	fully accessible	
2	Adult Learning Resource Centre (Rentable space)			60			public	fully accessible	
	FF Circulation + Stair								
		Sub Total	0	106					
		Total GIA	732	606	NOTE: Currently no allowance for partitions and so this will get deducted from the total area				

Brief Development

5.4 / Partnerships & Connections: Powerhouse & Rural Media

It is the intention that by moving the library to Maylord Orchard a cultural hub can be established. There are a number of local businesses whose involvement in the development of this area will be important in creating this hub.



Powerhouse is a professional theatre company committed to developing creative content in Herefordshire.

- Located on Maylord Street next to Maylord Orchard shopping centre
- 'Live theatre and digital content that champions the creativity and regional identity of the area'

Powerhouse offers a number of creative skills training and professional development through:

- **Powerhouse Academy** which is an education and professional development programme providing training in theatre arts
- **Actors Development Lab** is a creative workshop for actors in the area
- Powerhouse aims to focus on your people and new audiences who normally don't consider theatre as a go-to cultural experience



Fig 1 / Powerhouse existing frontage

It would be hoped that instead of duplicating facilities, they can be shared between the different businesses and internal connections could also be created.



Rural media is a production company and charity producing award-winning films and digital arts projects.

- Currently located in Packers House on West Street, 5 minute walk to Maylord Orchard shopping centre
- Known locally and nationally for 'telling powerful stories from unheard voices and nurturing creative talent'

- **Rural Media Charity** works with communities, schools, groups and individuals to create issue-driven films, heritage and digital arts projects that raise awareness, influence change and celebrate rural life
- **Rural Media Productions** ranges from music videos to commercial videos and from broadcast television to corporate films

Rural Media offers a number of services:

- Pre-Production (Development, Screenwriting & Project Management)
- Production (Filming & Sound)
- Post-Production (Editing, Colour, Sound & Delivery)
- Consultancy (Strategy, Copywriting & Training)



Fig 2 / Rural Media existing frontage

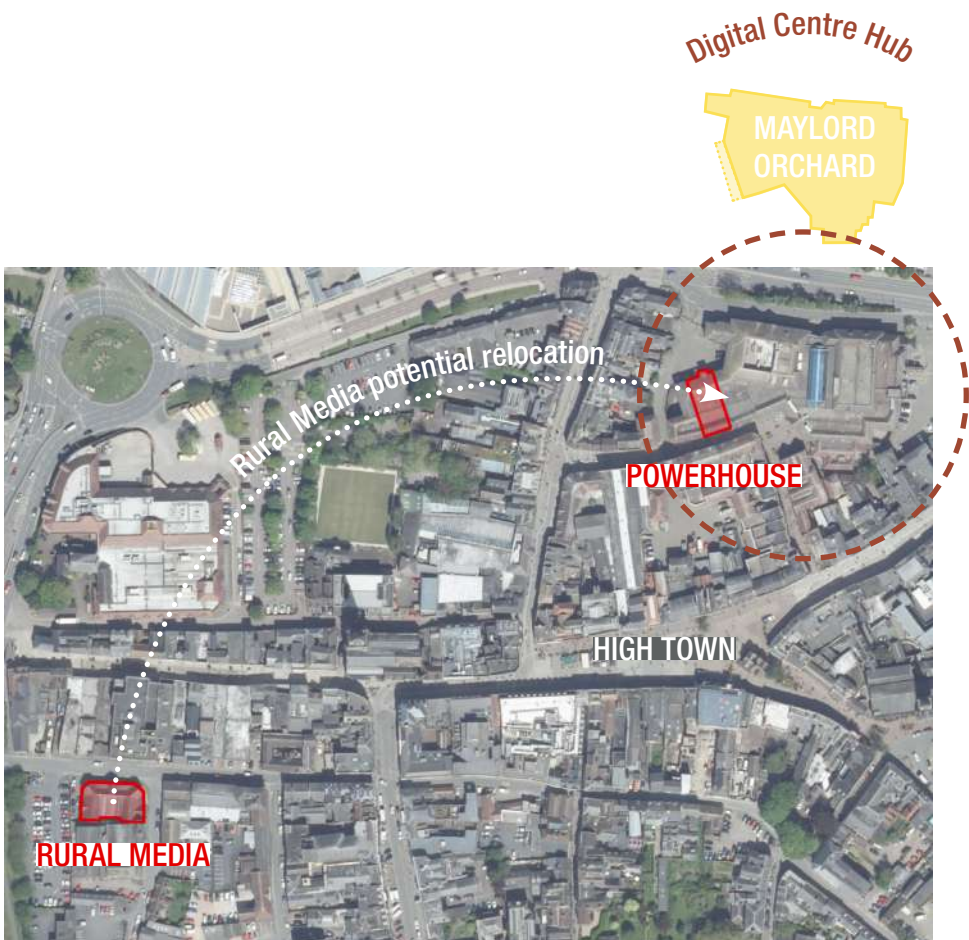
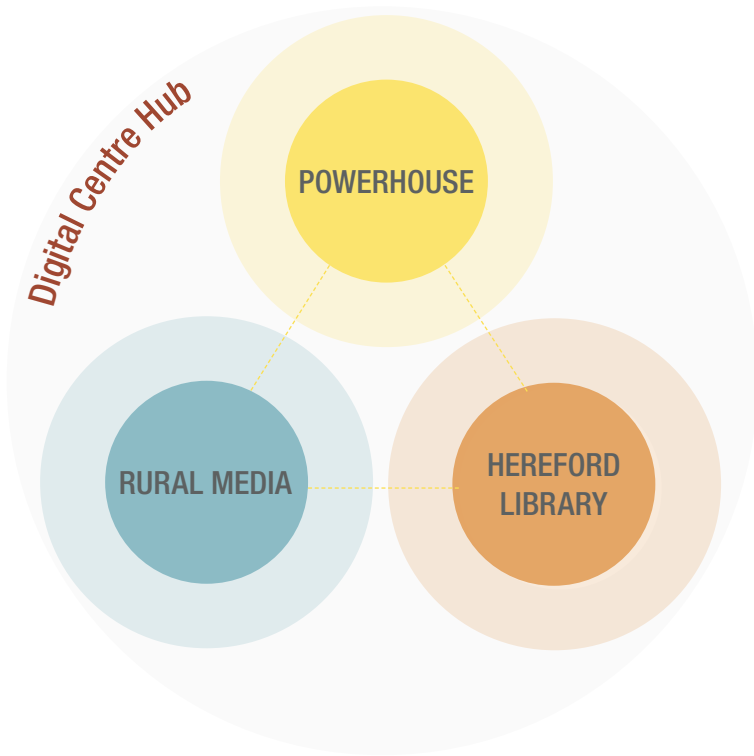


Fig 3 / Powerhouse and Rural Media locations in Hereford city centre

6 / Library Precedents

Library Precedents

6.1 / Peckham Library, London by Alsop & Stormer

To “bring prestige to the borough and welcome a psychological boost to the area”

- Architects' Journal, 2013.

The Peckham Library proposes that the 21st century library should reach out to the community, encourage access to knowledge and embrace the diversity of the local population.

Total Area: 2,300sqm

Total cost: £4.5m

Completion: 2000

Key features

Emphasis on a connection with the community is manifested in the shape of the building. The library is raised 12m above the ground creating a 'circular hub' for pedestrian access.

The brief is met with a building that combines strong form, vivid colours and a sense of wit within a design that meets the serious purpose of providing a building that really enriches local community life.

The word LIBRARY in large bold letters on the roof signals the function of this building but it is much more than a conventional library. The building has a striking physical presence and has provided a dynamic center for creative and learning activities within the local community.

What we learnt

- Spatial layout provides the occupants with a variation of spatial qualities. Familiar functional areas (blue) instinctively allow occupants to feel a sense of security and comfort, whilst there are still new environments to explore (green).
- The pods act as a sculptural yet functional structure. Inside one of the pods there are book shelves and in another there is a small study space. The walls do not extend to the ceiling but at half-height and greater so the spaces are completed isolated. The sculpture continues across the lower floor level and can be used as a working desk station- creating an exciting library and modern space.

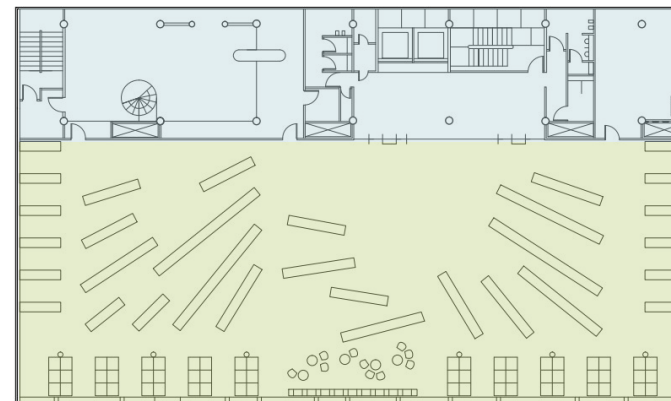


Fig. 53 / Ground floor plan

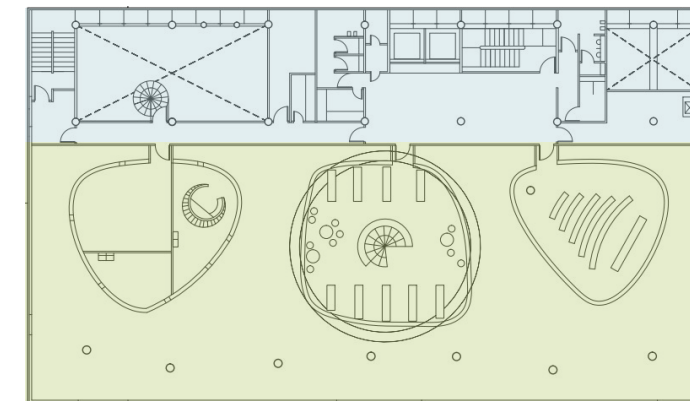


Fig. 54 / First floor plan

Familiar spaces

New spaces



Fig. 59 / Library area, shelves to the centre of the room and seating towards the edges near windows.



Fig. 55 / Modern stained glass windows form part of the North-East exterior cladding.



Fig. 56 / FF interior library provide an open working environment.



Fig. 57 / Sculptural yet functional furnishing.

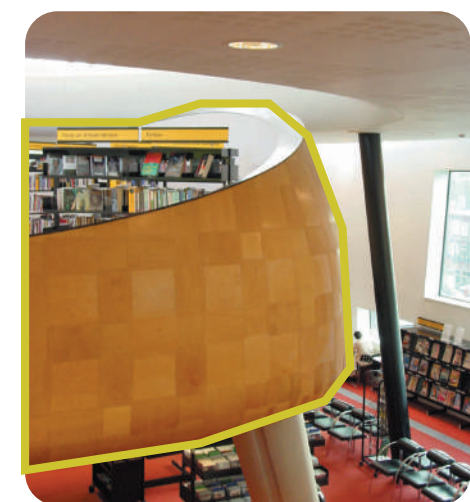


Fig. 58 / Sculptural structure which provides a more enclosed space within one larger space.

Library Precedents

6.2 / The Hive, Worcester by Feilden Clegg Bradley Studios

“The Hive has been designed to provide you with an inspirational learning environment as well as a comfortable place to just ‘be’.”

-University of Worcester

Total area: 12,371sqm

Total cost: £35.8m

Completion: 2012

Key features

The Hive was conceived as a ‘social landscape’ providing horizontal and vertical connections, allowing every user to move around the building freely. Access through the site is provided by a series of ramps that form an external street. This approach has allowed us to create step-free access.

What we learnt

- A flexible central atrium space can allow for more than one function. Functions such as, circulation, informal talks, seating, exhibition, book shelves, reception and desk support.
- Partitions of rooms can be made more functional than just a wall. These could be seating pods, booths or even book shelves to maximise use of space.



Fig. 60 / Flexible central space/atrium can be multifunctional.



Fig. 61 / Maximising wall spaces into seating pods

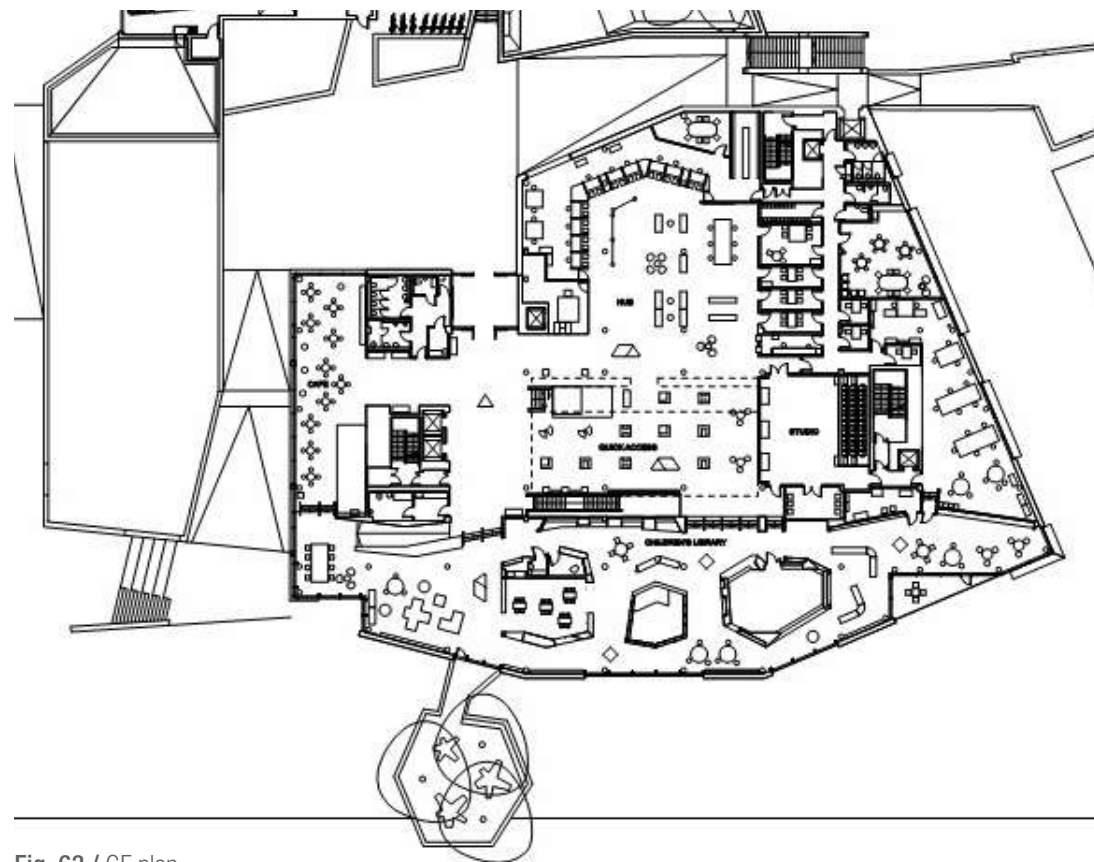


Fig. 63 / GF plan



Fig. 62 / Exterior street view perspective

Library Precedents

6.3 / Storyhouse / Chester City Library, Chester by Bennetts Associates

“One of the most exciting projects in England at the moment... A powerful, modern, forward-thinking vision”

-Sir Peter Bazalgette: Chairman Arts Council

Total area: 7,000sqm

Total cost: £37m

Completion: 2017

Key features

Storyhouse aims to connect people through storytelling, and brings theatre and cinema back to Chester after a decade-long absence, the building includes a large main theatre space with a flytower, a studio, a cinema and a city library with over 700m of shelving throughout the building

What we learnt

- The main foyer offers an informal environment. With cafe and seating offering a views looking into and out of the building.
- Continuous book shelving throughout the building, even in places for circulation, these allow for an authentic library feel whilst utilising every wall space.
- Open seating areas allow for occupants to feel more independent and less under surveillance.
- One building hosting media, arts, literature, theatre allow for new opportunities to arise and more shared talents and therefore bringing more social value to Hereford.

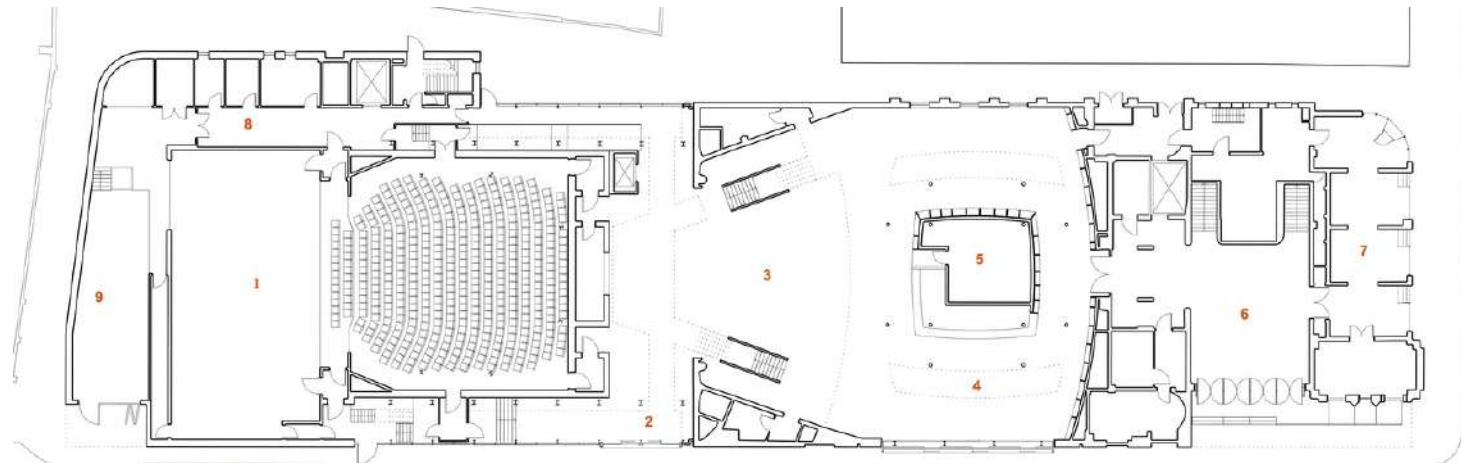


Fig. 69 / GF plan



Fig. 65 / A city library with over 700m of shelving throughout the building.



Fig. 64 / Large foyer and cafe area which acts as an informal gathering space

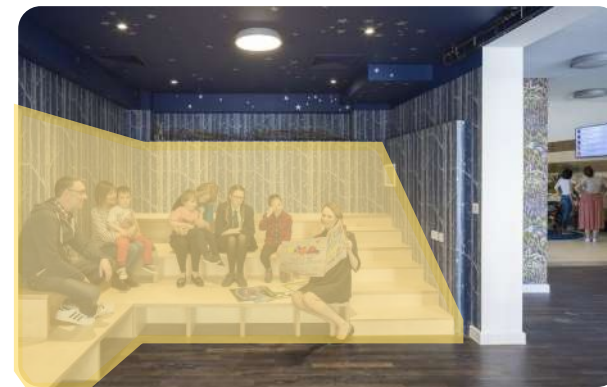


Fig. 67 / Spaces allow for a series of events to take place, both informally and formally.



Fig. 66 / Large main theatre space (800 seats) and a boutique cinema (100 seats)



Fig. 68 / Exterior at night time, a lite up facade with frosted screens to allow for privacy especially at night.

Library Precedents

6.4 / Library of Birmingham, Birmingham by Mecanoo

“More than just a building, the Library of Birmingham (LoB) is a People’s Palace, a centre for learning, information and culture that unites people of all ages and backgrounds. The design extends the space of the street indoors.”

-Mecanoo

Total area: 35,000sqm

Total cost: £188.8m

Completion: 2013

Key features

Library with adult and children’s library, study centre, music library, community health centre, multimedia, archives, Shakespeare Memorial Room, offices, exhibition halls, cafes and lounge space, roof terraces, new shared auditorium (300 seats) with neighbouring REP Theatre, renovation of the REP Theatre, interior design and urban plan for Centenary Square.

What we learnt

- Libraries should serve all members of the community. There should be varied spaces to provide for public activities.
- Neutral spaces will make maximum use of spaces.
- Private and public spaces should be distinct so efficient circulation can be in place.



Fig. 70 / Exterior view



Fig. 72 / Internal view of library. Benches are stretched along the entirety of the window to encourage seating.



Fig. 71 / Internal library, open environment with lots of informal seating available.

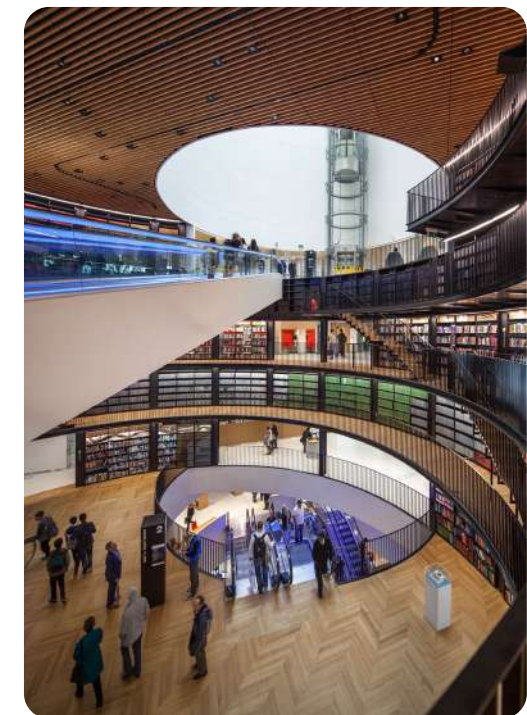


Fig. 74 / Internal circulation with bridges and escalators are used as a means of vertical circulation with views of spaces

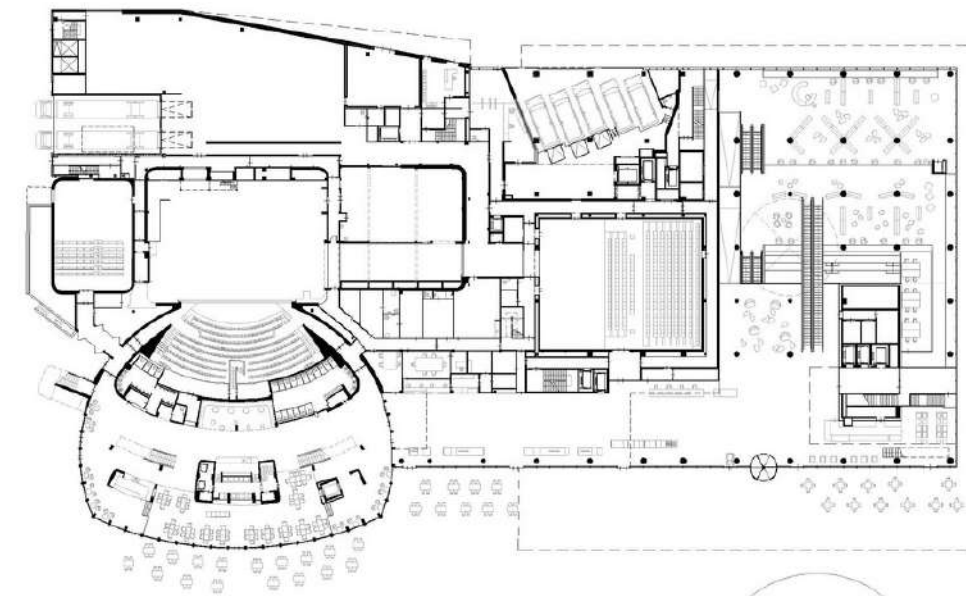


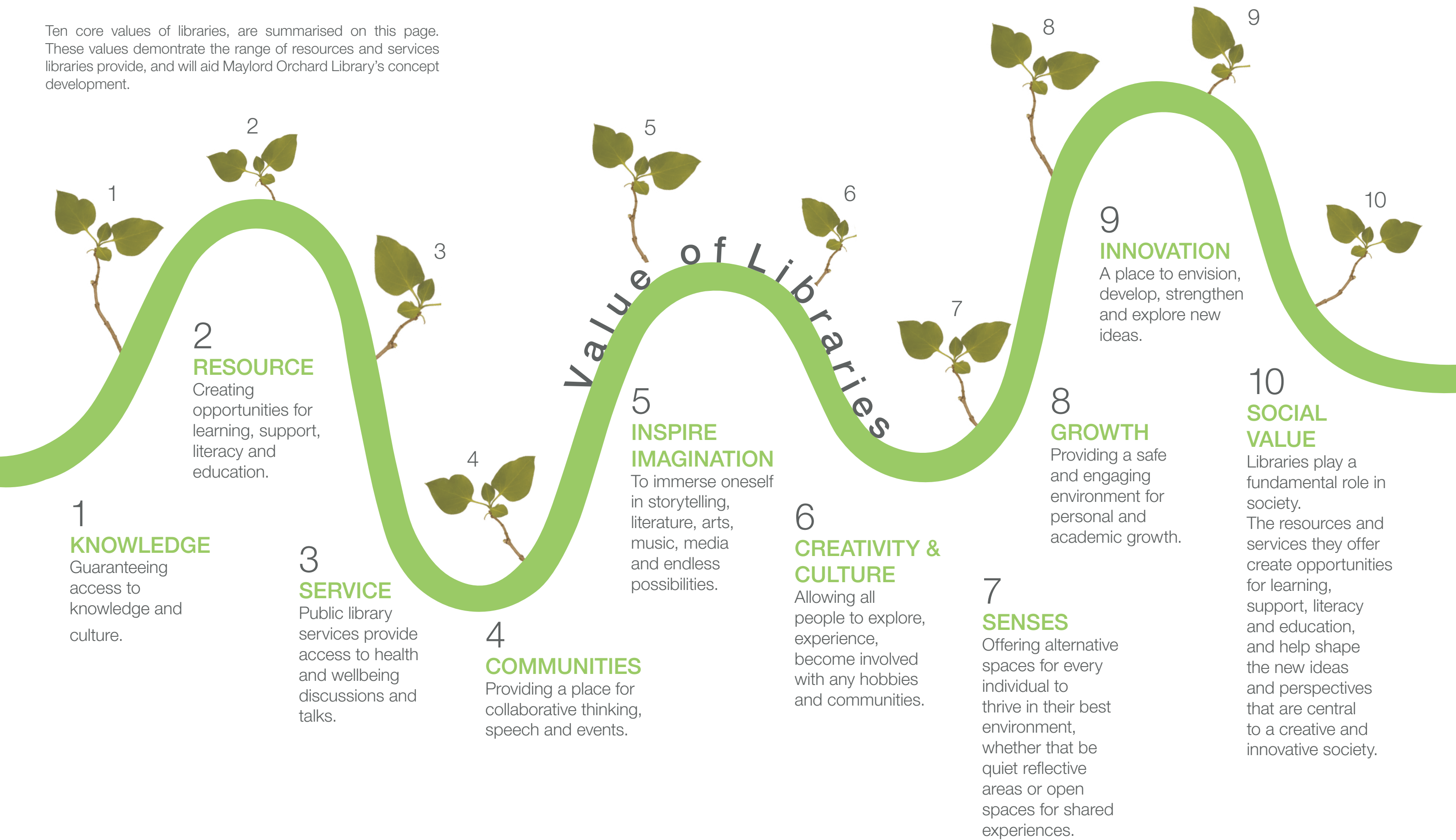
Fig. 73 / GF plan

7 / Concept Development

Concept Development

7.1 / The Library Core Values

Ten core values of libraries, are summarised on this page. These values demonstrate the range of resources and services libraries provide, and will aid Maylord Orchard Library's concept development.



Concept Development

7.2 / A Journey through Nature and the Herefordshire Orchard

Themes around nature, journeys and the Herefordshire orchard have been considered as conceptual inspiration for the new library.

A connection with nature could be established through the use of natural materials, nature-themed reading nooks and story-telling spaces, to engage readers of all ages.

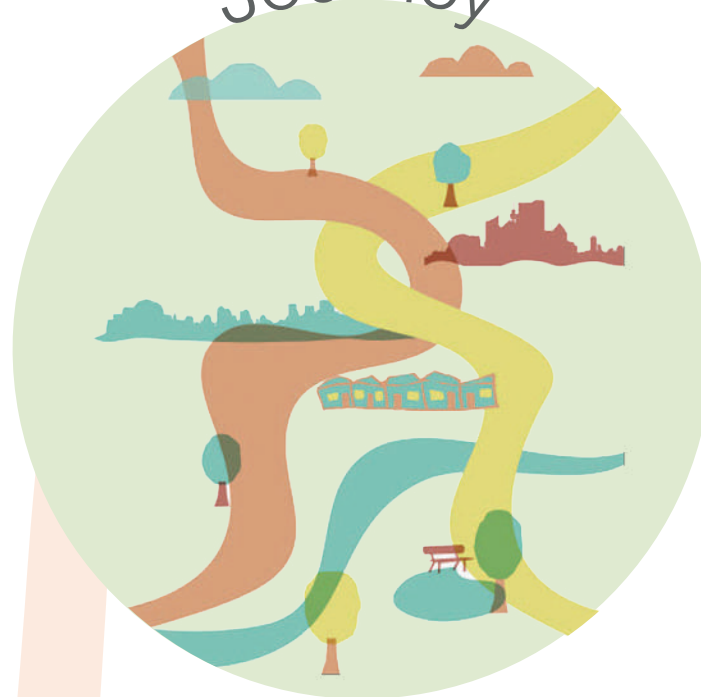
Journeys could be designed throughout the library, symbolising the adventures and discoveries to be found in literature.

The new library could 'put down roots' in its local context and community, referencing the orchards of Herefordshire and the historic Maylord Orchard, through tree planting in the atrium.

Nature



Journey



Herefordshire orchard



8 / Feasibility Options

Feasibility Options

8.1 / Overview

The options on the following pages have been developed to respond to the brief that was created following discussion with the library and adult learning services staff, the constraints and opportunities of the Maylord Orchard and the space available.

Both options allow for the escalator in the atrium to be removed and replaced with a staircase in the same location. All other circulation routes/access points in the atrium will remain. The proposals will not alter existing access routes from the units. A review of the fire strategy will need to be completed at the next stage but as the existing escape routes are not altered it is assumed all current escape strategies are adequate and will remain in place.

Although in both options there is some allocation for circulation, these areas are only those that will be used solely for this function. Given the size of the building there will be a need for a greater level of circulation but as can be seen on the area allocations on the plans it is thought that the circulation sits within the collection spaces, requiring the user to weave and journey through the library. Informal seating will also be found throughout the spaces and there is not one dedicated area for this, ensuring an interactive and thriving library.

The adult learning resource centre on each option is located at first floor opposite the library area. During our conversation with the adult learning team it was suggested that some students may not feel comfortable walking through the library to access this facility. An area separate to the library would be preferred and so locating this facility in the independent available space shown on the plans meets these needs. As this space is a destination, without the need for passers by this allows the possibility that the atrium landing could also become a part of the facility, with an access gate in the atrium, securely separating this space.

Delivery access is difficult due to the position of the library in the centre. An area for library storage, delivery and staff working is located adjacent to the adult learning resource centre as it is in close proximity to the only goods lift in the centre. This will require deliveries to be trolleyed to these areas, organised and then wheeled around the atrium to the first floor library space. The new platform lift could then be used to move the delivery between library floors. Alternatively if it were deemed acceptable service yard 3 could be used, with deliveries needing to be carried up a staircase to first floor.

In both options the staff areas are spread across the library to allow incidental surveillance and interaction: staff have to move around the building and will be in different areas across the day.

Option 1

The existing unit footprints have been reduced so that they are more closely aligned to the original unit layouts and intention for the centre. This creates a generous internal entrance area from Trinity Square.

As explained in the earlier structural section, the existing structure limits the opportunities for the staircase and the most efficient position is to locate it directly below an existing staircase from first floor level to the roof. This requires the public to walk through a large part of the library before reaching the staircase and access to first floor.

In this option the cafe area is central to the atrium, with seating spilling out into the space. The children's library is tucked away at ground floor to prevent potential noisier activities disrupting the main library space. It also enables parents to visit the cafe whilst their children attend library activities.

The youth library is separate to the children's library allowing a different atmosphere to be created, but in close proximity to the cafe area.

A study space is located at first floor, used also as collection space. The staff office and working areas pods separate this space and the inclusion of sliding doors would enable this space to be separated as a meeting and rentable space if needed.

Additional seating at first floor in the atrium space allows the library to extend into the atrium at this level if required.



Option 2

The footprint in this option has been extended adjacent to the Trinity Square entrance to create a direct frontage to the square. The cafe is located on this corner to maximise visibility but to also allow for alfresco seating in the square.

The central entrance creates a boulevard entrance, with trees, seating and planting each side.

This option shows a different approach to the first with the main collection spaces and study areas at ground floor. This allows the library function to be prominent from both the Trinity Square entrance and the Blue School Street entrance.

Both the youth and children's libraries are at first floor looking out over Trinity Square, creating a vibrant street scene to the square. Organic forms, disguising existing structural columns create some natural separation between the spaces and can also incorporate seating and shelving.

Environmental Performance Targets

The space available for the library is a relatively small proportion of the Maylord Orchard building as a whole. The space also has little overlap between floors and in some areas is over or below existing rented units. For this reason, along with budget constraints a significant environmental upgrade to a recognised standard such as Passivhaus EnerPHit will be very difficult to achieve. During the next stage of work the existing services will need to be reviewed along with the extent of the upgrade. It is important that a comfortable internal environment is created and for this reason a mechanical ventilation strategy along with passive measures will need to be developed to ensure a fresh air supply along with a comfortable internal temperature.

Feasibility Options

8.2 / Option 1 - Ground Floor

- Circulation
- Public WCs
- Fiction
- Non Fiction
- Children's Library
- Youth Library
- Informal Seating
- Study Space
- Delivery/Loading
- Library Staff Working Area
- Staff Office
- Staff Office (1-2-1)
- Staff Room
- Staff WC
- Cleaning cup'd
- Collection/Book Storage
- IT
- Lift
- Café (Kitchen)
- Café (Seating)
- LRC (Rentable Space)
- LRC (Kitchenette)

Indicative Space/Zone Boundary
Depending on the level of desired connection/separation, the edges of spaces could be defined with anything from partition walls/bookshelves to changes in furniture/furnishings.

Indicative Access/Door
Depending on the level of desired openness/security, points where two boundaries connect could be anything from a secure door to a clear opening.

First Floor Outline
The First Floor outline has been dotted on in yellow to help understand how the vertical circulation elements (stair and lift) could function.

Proposed Greenery/Trees
To revive the history of Maylords Shopping Centre as Maylords Orchard, trees or other greenery could be added to the atrium area.



Fig. 75 / Ground Floor Plan NTS

Feasibility Options

8.3 / Option 1 - First Floor

- Circulation
 - Public WCs
 - Fiction
 - Non Fiction
 - Children's Library
 - Youth Library
 - Informal Seating
 - Study Space
 - Delivery/Loading
 - Library Staff Working Area
 - Staff Office
 - Staff Office (1-2-1)
 - Staff Room
 - Staff WC
 - Cleaning cup'd
 - Collection/Book Storage
 - IT
 - Lift
 - Café (Kitchen)
 - Café (Seating)
 - LRC (Rentable Space)
 - LRC (Kitchenette)
- Indicative Space/Zone Boundary**
Depending on the level of desired connection/separation, the edges of spaces could be defined with anything from partition walls/bookshelves to changes in furniture/furnishings.
- Indicative Access/Door**
Depending on the level of desired openness/security, points where two boundaries connect could be anything from a secure door to a clear opening.
- First Floor Outline**
The First Floor outline has been dotted on in yellow to help understand how the vertical circulation elements (stair and lift) could function.
- Proposed Greenery/Trees**
To revive the history of Maylords Shopping Centre as Maylords Orchard, trees or other greenery could be added to the atrium area.



Fig. 76 / First Floor Plan NTS

Feasibility Options

8.4 / Option 1 - Interior Indicative Sketch

Internally, the proposed entrance to Maylord Orchard from Trinity Square is open and welcoming. The library entrance is clearly defined, with cafe and internal staircase visible beyond to draw people in and guide them through the library. Centrally in the atrium, greenery will be added to revive the original intention of the centre and outdoor seating can spill out from the cafe to encourage people to inhabit the atrium space.



Fig. 77 / View taken from the Trinity Square entrance into the atrium looking towards the entrance to the new library - Option 1

Feasibility Options

8.5 / Option 2 - Ground Floor



Feasibility Options

8.6 / Option 2 - First Floor

- Circulation
 - Public WCs
 - Fiction
 - Non Fiction
 - Children's Library
 - Youth Library
 - Informal Seating
 - Study Space
 - Delivery/Loading
 - Library Staff Working Area
 - Staff Office
 - Staff Office (1-2-1)
 - Staff Room
 - Staff WC
 - Cleaning cup'd
 - Collection/Book Storage
 - IT
 - Lift
 - Café (Kitchen)
 - Café (Seating)
 - LRC (Rentable Space)
 - LRC (Kitchenette)
- Indicative Space/Zone Boundary**
Depending on the level of desired connection/separation, the edges of spaces could be defined with anything from partition walls/bookshelves to changes in furniture/furnishings.
- Indicative Access/Door**
Depending on the level of desired openness/security, points where two boundaries connect could be anything from a secure door to a clear opening.
- First Floor Outline**
The First Floor outline has been dotted on in yellow to help understand how the vertical circulation elements (stair and lift) could function.
- Proposed Greenery/Trees**
To revive the history of Maylords Shopping Centre as Maylords Orchard, trees or other greenery could be added to the atrium area.



Fig. 79 / First Floor Plan NTS

Feasibility Options

8.7 / Option 2 - Interior Indicative Sketch

The proposed library entrance is central to the atrium, with greenery either side. Seating within the atrium allows people to inhabit the atrium, making it an interactive space and allowing the library to spill out into it. The library themes around nature and trees are accentuated by the material choices, with natural timber finishes.



Fig. 80 / View taken from atrium looking towards the entrance to the new library - Option 2

Feasibility Options

8.8 / Exterior Indicative Sketch based on Option 2

Externally, a light-touch approach has been taken to the building, with minor alterations to the facade and a new active street frontage to the library and cafe. Outdoor seating can spill out from the ground floor library area into Trinity Square. Timber cladding has been added to the windows, tying them together visually so the facade is unified. Signage will be redesigned to be subtle and elegant, whilst still indicating the shops that are part of the centre. Additional fixed seating and planting will be added to the Square, strengthening the nature and orchard themes that will be part of the library, whilst also reducing hardstanding and creating a more comfortable environment in the hotter months.

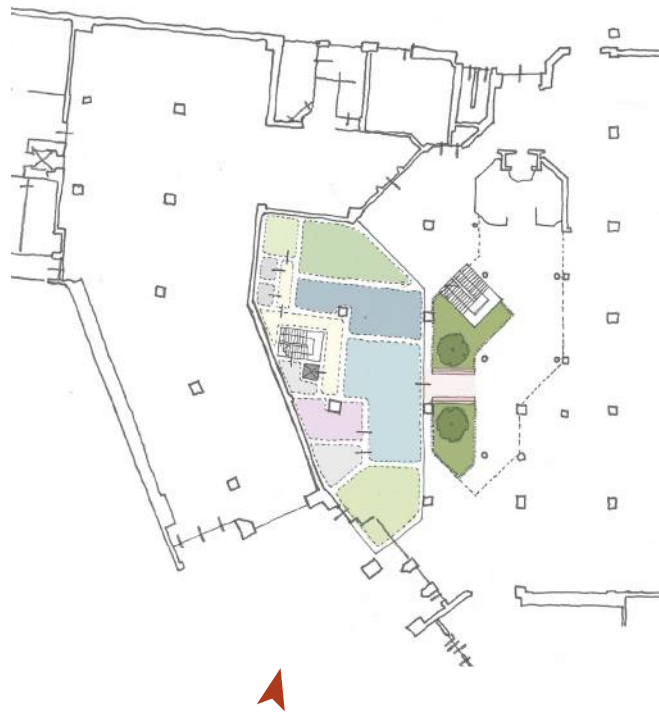


Fig. 81 / View taken from Trinity Square looking towards the entrance to Maylord Orchard and the library - Option 2

Feasibility Options

8.9 / Proposed Area & Accommodation Schedule

The table below shows the existing library area, the target area requirements (set independently from the HCC commissioned cost assessment based on the) and the proposed areas for each of the 2 options using the available space within Maylord Orchard.

- NOTES:
1. These areas are GIFA's and the divisions of space will need to accommodate partitions. However it is assumed a large area will be open plan so this should have limited impact on the useable floor areas.

2. Both areas slightly exceed the 606sqm target area. This is a direct response to available areas and both can be reduced if needed but may result in creating more complexity which could impact on the overall budget.

LIBRARY SPACES				Option 1	Option 2				
room		m² (existing library)	m² (to meet target area)	m² available on plan	m² available on plan	height	environmental	security zone	access
A	Main Reception (GF Circ. + Stair)	70	20	44	43			public	fully accessible
B	Public WCs	17	4	0	4			public	accessible WC
C	Fiction Collection	459	360	310	354			public	fully accessible
E	Non Fiction Collection							public	fully accessible
D	Children's Library							public	fully accessible
E	Youth Library							public	fully accessible
F	Informal Seating							public	fully accessible
G	Study Space							public	fully accessible
H	Delivery/Loading	56	20	23	23			private	
J	Library Staff Working Area		75	80	80			private	
K	Staff Office							private	fully accessible
L	Staff Office (1-2-1)							private	fully accessible
M	Staff Room							private	fully accessible
N	Staff WC		4	4	4			private	fully accessible
P	Cleaning Cup'd		2	3	7			private	
Q	Collection/Book Storage	130	0	10	10			private	fully accessible
R	Plant		15	5	5			private	
S	Lift			1	2			public	fully accessible
		Sub Total	732	500	480	532			
OTHER									
room			m²			height	environmental		access/other
1	Café + Kitchen		46	45	53			36sqm public	fully accessible
2	Adult Learning Resource Centre (Rentable space)		60	79	79			public	fully accessible
	FF Circulation + Stair			25	18				
		Sub Total	0	106	124	132			
		Total GIA	732	606	629	682	NOTE: Currently no allowance for partitions and so this will get deducted from the total area		

Feasibility Options

8.10 / Potential Future Adaptations



Proposed Library Footprint (Option 1)

The grey shaded area shows the footprint of the proposed library, option 1, presented in this document. Coloured annotations show how this footprint could be expanded and wider Maylord Orchard adapted in the future.

Potential Library Expansion

The library has potential in the future to grow at ground floor into the space currently occupied by Poundland and at first floor to the north (shaded in light orange).

Additional Retail Units

Small starter units and larger two-storey units could be added to Maylord Orchard (outlined in blue), in place of the existing large retail units e.g. Wilco which dominate the space. A larger number of smaller units, each with active frontages, will help enliven the atrium, as well as two new 'islands' of units located centrally within the atrium (shaded in blue and outlined in a dashed blue line).

Spacious Open Entrance with Bridge Over

The 2 existing entrances to Maylord Orchard could be opened up to be more inviting and create an indoor street through the atrium. A new bridge at first floor (shaded in light green) could connect the two first floor library spaces and allow interaction between the first floor and ground floor entrance area.



Potential LRC Expansion & Rentable Meeting Rooms

The LRC / adult learning centre could be expanded in the future south, overlooking the new double-height entrance area and Trinity Square. There could also be rentable meeting rooms for the community in this area (outlined in a dashed red line).

New Vertical Circulation

A new dog-legged staircase is proposed in both sketch plan options in this document (outlined in a solid yellow line), in place of the existing escalator which currently obstructs the centre of the atrium. In addition to this new staircase, the lifts (which are also currently a central obstruction, shaded in light yellow) could be relocated to the east of the atrium, and a second dog-legged staircase could be added by the north entrance (both outlined in a dashed yellow line).

9 / Cost Analysis

Cost Analysis

9.1 / Comparison of Cost Analysis for Options 1 & 2

The table below is an excerpt of the Preliminary Order of Magnitude Estimates for Options 1 and 2 prepared by Smith Thomas Consult. The highlighted areas enable a comparison between the 2 options. Although both have areas slightly over the target area of 607sqm, both are within 8.5% of the available £2.7m project budget. Further savings can be found for Option 2 , however a reduction in area is the most likely solution to achieve this.

				OPTION 1				OPTION 2			
Ref	Element	Works Category	Notes	Quantity	Unit	Rate	Total	Quantity	Unit	Rate	Total
1	Library	Internal strip out	Assumed strip out of existing services & partitions; disposal	480	m2	£ 75	£ 36,000	532	m2	£ 75	£ 39,900
		New stairs & passenger lift	Subject to specification and structural requirements	1	item	£ 80,000	£ 80,000	1	item	£ 80,000	£ 80,000
		New accessible WC at gflr level	Allowance	1	item	£ 27,500	£ 27,500	1	item	£ 27,500	£ 27,500
		Fit out of new library space	Includes Finishes and M&E: assumes largely open plan	480	m2	£ 1,500	£ 720,000	532	m2	£ 1,500	£ 798,000
		Refurbish existing WC's	Noted by Architype (October 2021) that HCC have refurbished the existing WC area under a seprate works contract	66	m2	£ 0	£ 0	66	m2	£ 0	£ 0
		New frontage to Maylords atrium	Allowance only: subject to funding available and specificaton	1	item	£ 150,000	£ 150,000	1	item	£ 150,000	£ 150,000
		New library reception	Allowance extra over the general fit out for reception space	1	item	£ 50,000	£ 50,000	1	item	£ 50,000	£ 50,000
		Library racking / shelving	Assumed existing re-used: Allowance for setting out / installation of existing and minor additional purchase	1	item	£ 75,000	£ 75,000	1	item	£ 100,000	£ 100,000
2	Rural Media	Advised that all strip out works and new fit out covered by Rural Media own budget	Nil	1	item	£ 0	£ 0	1	item	£ 0	£ 0
3	Atrium	Internal strip out	Includes stripping out services	600	m2	£ 75	£ 45,000	600	m2	£ 75	£ 45,000
		Remove escalators	Including making good	1	item	£ 50,000	£ 50,000	1	item	£ 50,000	£ 50,000
		New stairs & balustrades	Includes allowance for structural works and finishing works	1	item	£ 100,000	£ 100,000	1	item	£ 100,000	£ 100,000
		General facelift including facades / shop fronts	allowance Includes uplift of finishes and M&E (lighting, ventilation, CCTV, security): Further to review with Architype rate reduced to reflect very light refurbishment only	600	m2	£ 200	£ 120,000	600	m2	£ 200	£ 120,000
		Phasing costs	Assumed that Mall / atrium would have to remain largely accessible to public: Rate reduced to reflect impact of very light refurbishment only	1	item	£ 25,000	£ 25,000	1	item	£ 25,000	£ 25,000
4	Learning Resource Centre / Café & kitchen	Internal strip out (incl. circulation)		104	m2	£ 120	£ 12,480	104	m2	£ 120	£ 12,480
		Fit out open plan space (incl. circulation)	assumes basic services provision and basic finishes	104	m2	£ 1,250	£ 130,000	104	m2	£ 1,250	£ 130,000
		Re-use existing equipment	Assumed existing re-used: Allowance for setting out / installation of existing	1	item	£ 7,500	£ 7,500	1	item	£ 7,500	£ 7,500
		Café & kitchen	Basic fit out and catering equoemnt	1	item	£ 80,000	£ 80,000	1	item	£ 80,000	£ 80,000
5	Main Contractor Preliminaries			Sub Total			£ 1,708,480	Sub Total			£ 1,815,380
				15.00%			£ 256,272	15.00%			£ 272,307
6	Main Contractor OH&P			Sub Total			£ 1,964,752	Sub Total			£ 2,087,687
				7.00%			£ 137,533	7.00%			£ 146,138
7	Design fees			Sub Total			£ 2,102,285	Sub Total			£ 2,233,825
				12.00%			£ 252,274	12.00%			£ 268,059
8	Contingency			Sub Total			£ 2,354,559	Sub Total			£ 2,501,884
				10.00%			£ 235,456	10.00%			£ 250,188
9	Inflation			Sub Total			£ 2,590,015	Sub Total			£ 2,752,073
		Tender price inflation assuming 4Q22 start	4Q21 - 4Q22: BCIS TPI indices current at 29 Oct 21	4.00%			£ 103,601	4.00%			£ 110,083
		Build cost inflation assuming 9 month contract period	4Q22 - 2Q23: BCIS BCI index current at 29 Oct 21	1.10%			£ 29,630	1.10%			£ 31,484
10	Total			Total			£ 2,723,245	Total			£ 2,893,639

NOTE: Exclusions and assumptions can be found in the complete report in appendix ii

10 / Recommendations and Next Steps

Recommendations and Next Steps

10.1 / Recommendations and Next Steps

The clear goal going forward is to continue to develop the design to enable a full Business Case to be submitted to the Stronger Towns Fund by June 2022. This would ideally involve the scheme to be suitably developed to meet statutory approvals (including planning approval) and for costs to be established following a contractor tender process. We understand that there is some flexibility in this should the council be able to demonstrate the process would require greater time in order to develop effectively.

The development of this project is also vital for the progression of the Hereford Museum and Art Gallery redevelopment project, with the relocation of the library enabling the Museum project to proceed. The programmes for these projects must therefore be combined and sequenced to ensure both projects can progress without delay. The combined programme included in appendix i starts to highlight critical path timings and likely programmatic risks and is intended as a basis for further discussion at the ‘Procurement & Delivery’ workshop meeting at the start of RIBA Stage 2.

To progress the design development of the project to the next stage a review period will be required, with feedback and decisions made which will allow the brief to develop further. Importantly a decision on the extent of the footprint in relation to the budget needs to be made to establish if Options 1 or 2 are developed in more detail. A design review and consultation event needs to be organised with library staff to establish a preferred layout and agreement on the preferred facilities and functions at ground and first floor. The discussion will also be required with the adult learning team to establish if the proposed ideas meet their brief requirements. This will allow a concept design to then be developed based on the outcomes of these discussions.

This report highlighted some key areas that will require further investigation, along with actions required early on during the next stage of work. These include:

- Receipt and review of the feedback from the planning department following the submission for Pre Application advice
- Organisation of a meeting with Building Control to identify any keys areas to review
- Understanding of the existing services arrangements for Maylord Orchard, but particularly for the proposed development areas.
- Understanding and review of the existing fire escape strategy
- Greater understanding and consideration of the structural constraints, particularly around the addition of the staircase, with development of a solution/s that can be costed

To allow the project to progress it is advised the following consultants are appointed in addition to the services of an architect:

- Structural Engineer
- Quantity Surveyor
- Mechanical and Electrical Engineer
- Fire Consultant
- Acoustics Consultant
- Library Design Advisor
- Principal Designer for CDM Regulations
- Project Manager

The appointment of these consultants will ensure the areas requiring further investigation highlighted above are actioned.

As explained earlier, this report concludes RIBA Stage 1 with the concept designs forming the start of the RIBA Stage 2 studies. The Stage 2 outputs were split into two phases with the intention that developing outline concept options in this report will enable more realistic options to be developed to inform project viability and likely cost levels in response to a more defined project brief and understanding of the existing building.

The following RIBA stages, including further Stage 2 development and outcomes are explained below (refer to RIBA Plan of Works for further detail and stages beyond this):

RIBA Stage 2: Concept Design

This stage is about developing conceptual designs that meet the clients aspirations as well as testing various options with both the client group and design team to achieve an optimised approach to achieving the brief.

RIBA Stage 3: Spatial Coordination

This stage develops upon the agreed concept design solution into a workable building design, it is also typical that a Planning Application is made at this stage.

RIBA Stage 4: Technical Design

This stage develops the Stage 3 design into a set of information that can be used to demonstrate building control and other compliance. The information developed at this stage can also then be used for contractors to price against during a formal tender process and for the construction of the works themselves.

Recommendations and Next Steps

10.2 / RIBA Plan of Work



RIBA Plan of Work 2020

Stage Boundaries:
Stages 0-4 will generally be undertaken one after the other.
Stages 4 and 5 will overlap in the **Project Programme** for most projects.
Stage 5 commences when the contractor takes possession of the site and finishes at **Practical Completion**.
Stage 6 starts with the handover of the building to the client immediately after **Practical Completion** and finishes at the end of the **Defects Liability Period**.
Stage 7 starts concurrently with Stage 6 and lasts for the life of the building.

Planning Note:
Planning Applications are generally submitted at the end of Stage 3 and should only be submitted earlier when the threshold of information required has been met. If a **Planning Application** is made during Stage 3, a mid-stage gateway should be determined and it should be clear to the project team which tasks and deliverables will be required. See *Overview guidance*.

Procurement:
The RIBA Plan of Work is procurement neutral – See *Overview guidance* for a detailed description of how each stage might be adjusted to accommodate the requirements of the **Procurement Strategy**.
ER Employer's Requirements
CP Contractor's Proposals



The RIBA Plan of Work organises the process of briefing, designing, delivering, maintaining, operating and using a building into eight stages. It is a framework for all disciplines on construction projects and should be used solely as guidance for the preparation of detailed professional services and building contracts.

	0	1	2	3	4	5	6	7
	Strategic Definition	Preparation and Briefing	Concept Design	Spatial Coordination	Technical Design	Manufacturing and Construction	Handover	Use
	Projects span from Stage 1 to Stage 6; the outcome of Stage 0 may be the decision to initiate a project and Stage 7 covers the ongoing use of the building.							
Stage Outcome at the end of the stage	The best means of achieving the Client Requirements confirmed If the outcome determines that a building is the best means of achieving the Client Requirements , the client proceeds to Stage 1	Project Brief approved by the client and confirmed that it can be accommodated on the site	Architectural Concept approved by the client and aligned to the Project Brief The brief remains "live" during Stage 2 and is derogated in response to the Architectural Concept	Architectural and engineering information Spatially Coordinated	All design information required to manufacture and construct the project completed Stage 4 will overlap with Stage 5 on most projects	Manufacturing, construction and Commissioning completed There is no design work in Stage 5 other than responding to Site Queries	Building handed over, Aftercare initiated and Building Contract concluded	Building used, operated and maintained efficiently Stage 7 starts concurrently with Stage 6 and lasts for the life of the building
Core Tasks during the stage	Prepare Client Requirements Develop Business Case for feasible options including review of Project Risks and Project Budget Ratify option that best delivers Client Requirements Review Feedback from previous projects Undertake Site Appraisals Project Strategies might include: - Conservation (if applicable) - Cost - Fire Safety - Health and Safety - Inclusive Design - Planning - Plan for Use - Procurement - Sustainability See <i>RIBA Plan of Work 2020 Overview</i> for detailed guidance on Project Strategies	Prepare Project Brief including Project Outcomes and Sustainability Outcomes , Quality Aspirations and Spatial Requirements Undertake Feasibility Studies Agree Project Budget Source Site Information including Site Surveys Prepare Project Programme Prepare Project Execution Plan No design team required for Stages 0 and 1. Client advisers may be appointed to the client team to provide strategic advice and design thinking before Stage 2 commences.	Prepare Architectural Concept incorporating Strategic Engineering requirements and aligned to Cost Plan , Project Strategies and Outline Specification Agree Project Brief Derogations Undertake Design Reviews with client and Project Stakeholders Prepare stage Design Programme	Undertake Design Studies , Engineering Analysis and Cost Exercises to test Architectural Concept resulting in Spatially Coordinated design aligned to updated Cost Plan , Project Strategies and Outline Specification Initiate Change Control Procedures Prepare stage Design Programme	Develop architectural and engineering technical design Prepare and coordinate design team Building Systems information Prepare and integrate specialist subcontractor Building Systems information Prepare stage Design Programme Specialist subcontractor designs are prepared and reviewed during Stage 4	Finalise Site Logistics Manufacture Building Systems and construct building Monitor progress against Construction Programme Inspect Construction Quality Resolve Site Queries as required Undertake Commissioning of building Prepare Building Manual Building handover tasks bridge Stages 5 and 6 as set out in the Plan for Use Strategy	Hand over building in line with Plan for Use Strategy Undertake review of Project Performance Undertake seasonal Commissioning Rectify defects Complete initial Aftercare tasks including light touch Post Occupancy Evaluation	Implement Facilities Management and Asset Management Undertake Post Occupancy Evaluation of building performance in use Verify Project Outcomes including Sustainability Outcomes Adaptation of a building (at the end of its useful life) triggers a new Stage 0
Core Statutory Processes during the stage:	Strategic appraisal of Planning considerations Planning Building Regulations Health and Safety (CDM)	Source pre-application Planning Advice Initiate collation of health and safety Pre-construction Information	Obtain pre-application Planning Advice Agree route to Building Regulations compliance Option: submit outline Planning Application	Review design against Building Regulations Prepare and submit Planning Application See <i>Planning Note</i> for guidance on submitting a Planning Application earlier than at end of Stage 3	Submit Building Regulations Application Discharge pre-commencement Planning Conditions Prepare Construction Phase Plan Submit form F10 to HSE if applicable	Carry out Construction Phase Plan Comply with Planning Conditions related to construction	Comply with Planning Conditions as required	Comply with Planning Conditions as required
Procurement Route	Traditional Design & Build 1 Stage Design & Build 2 Stage Management Contract Construction Management Contractor-led	Appoint client team	Appoint design team	ER Appoint contractor	ER CP Tender Appoint contractor Pre-contract services agreement CP Appoint contractor	CP Appoint contractor		Appoint Facilities Management and Asset Management teams, and strategic advisers as needed
Information Exchanges at the end of the stage	Client Requirements Business Case	Project Brief Feasibility Studies Site Information Project Budget Project Programme Procurement Strategy Responsibility Matrix Information Requirements	Project Brief Derogations Signed off Stage Report Project Strategies Outline Specification Cost Plan	Signed off Stage Report Project Strategies Updated Outline Specification Updated Cost Plan Planning Application	Manufacturing Information Construction Information Final Specifications Residual Project Strategies Building Regulations Application	Building Manual including Health and Safety File and Fire Safety Information Practical Completion certificate including Defects List Asset Information If Verified Construction Information is required, verification tasks must be defined	Feedback on Project Performance Final Certificate Feedback from light touch Post Occupancy Evaluation	Feedback from Post Occupancy Evaluation Updated Building Manual including Health and Safety File and Fire Safety Information as necessary

Core RIBA Plan of Work terms are defined in the *RIBA Plan of Work 2020 Overview* glossary and set in **Bold Type**.

Further guidance and detailed stage descriptions are included in the *RIBA Plan of Work 2020 Overview*.

© RIBA 2020

Appendix i

Hereford Museum & Art Gallery / Maylord Orchard Combined Indicative Project Programme

	2021												2022												2023					
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Stronger Towns Fund																														
Stronger Towns Fund Submission																														
Stronger Towns Fund Award																														
Architype Appointed to Support Business Case Development																														
Outline Business Case Submission																														
Completed Business Case (tbc)																														
Funding Available (tbc?)																														
Hereford Museum & Art Gallery																														
RIBA Stage 1: Preparation & Briefing (Feasibility)																														
RIBA Stage 2: Concept Design (Initial)																														
[Design Team Appointment - TBC]																														
RIBA Stage 2: Concept Design (Complete)																														
RIBA Stage 3: Spatial Coordination																														
[Planning Application]																														
RIBA Stage 4: Technical Design																														
[Building Control Application]																														
[Museum Temporary Move & Library Relocation]																														
[Tender Process - TBC]																														
RIBA Stage 5: Construction																														
RIBA Stage 6: Handover																														
Maylords Centre																														
RIBA Stage 1: Preparation & Briefing (Feasibility)																														
RIBA Stage 2: Concept Design (Initial)																														
[Design Team Appointment - TBC]																														
RIBA Stage 2: Concept Design (Complete)																														
RIBA Stage 3: Spatial Coordination																														
[Planning Application - TBC (externals?)]																														
RIBA Stage 4: Technical Design																														
[Building Control Application]																														
[Tender Process - TBC]																														
RIBA Stage 5: Construction																														
RIBA Stage 6: Handover																														
Notes																														
Indicative timescales - further detail to be developed																														
Design team appointment process not included																														
Options for project procurement to be investigated (assume different contracts for each project)																														
Council approval process, stages etc TBC																														

Appendix ii

Existing Structural Report

ANDREW COLLINSON
Structural Engineer

**2 Model Cottages
Little Birch
Hereford
HR2 8BD
01981 541379**

Ref: 21-158-R1

2nd November 2021

**Report
on
Existing Structure
at
Maylords Orchard
Hereford
For
Architype**

ANDREW COLLINSON
Structural Engineer

Introduction

This report has been commissioned to report on the existing structure at Maylords Orchard shopping centre in Hereford. It is proposed to move the central library to a part of the complex and the suitability of the structure for this is to be assessed.

Inspection

A walk around inspection has been carried out along with inspection of numerous record drawings dating from the original construction of the building.

All inspections were done from floor level with no intrusive investigations. Some areas were not accessible at the time of the visit. The building shows no obvious visible signs of structural issues within the area that the library is proposed to occupy.

Drawings

Record drawings were inspected. These were mainly from the original construction of the centre. While there may have been alterations to the structure in the past it is unlikely that major changes have occurred. The general details drawing shows that shop areas were designed for a minimum of 7.5kN/m².

Structural Form

The frame is constructed of reinforced concrete on pad foundations. The roof area is supported on steelwork. The concrete slabs at both ground and first floors have a series of 400mm deep beams spanning between the columns. In between these are ribbed sections with 400 deep ribs at 600mm centres. A drawing showing the approximate layout is appended to this report.

Overview

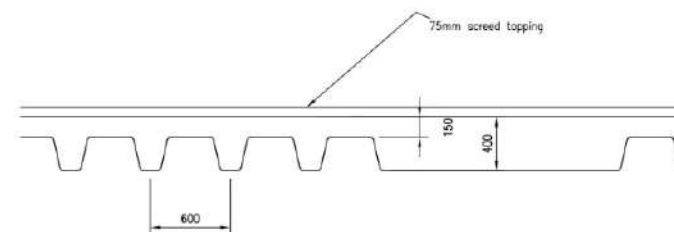
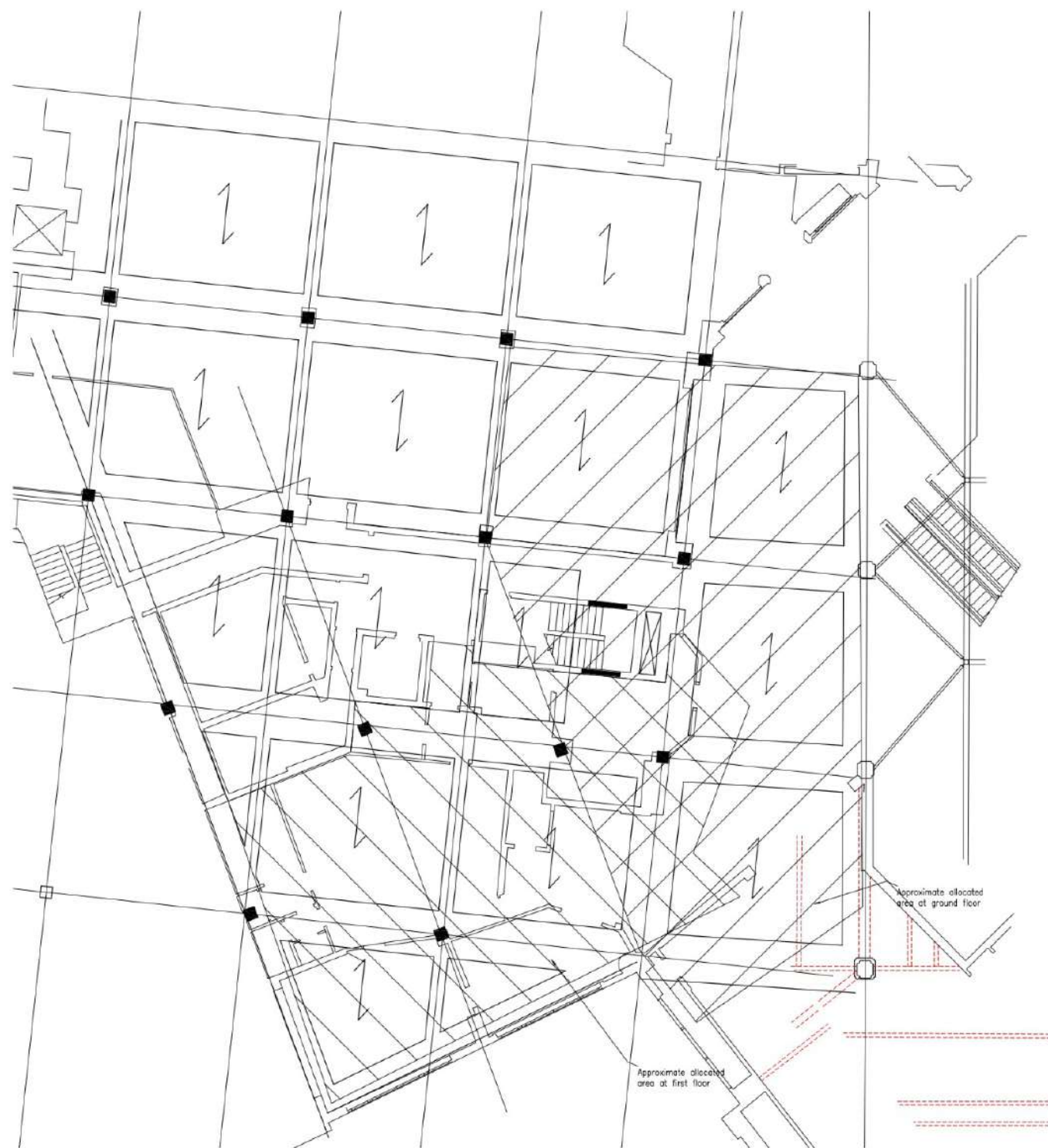
Eurocode 1 sets out the standard design imposed loadings for various building uses. The design load for reading rooms with book storage e.g. libraries is given as 4.0 kN/m². This is comfortably within the designed loading shown on the drawings.

It is proposed to introduce a stair between ground and first floor levels. The most suitable place for this is in the ribbed areas of slab. The proposed areas at ground and first floor have limited a limited area of overlap and most of this is taken up with beams. Currently we have identified part of an existing stairwell for the new stairs, but this may be complicated to achieve. A more suitable area would be just outside the existing first floor shop fronts, but there may be other issues that would need to be resolved

Conclusions

Generally the building structure is suitable for library use, but the location of the stairs would benefit from moving to outside of the shop front.

Andrew Collinson MA (Cantab)



Typical section through slab

Information within this drawing is not necessarily produced to scale.
Always use figured dimensions and co-ordinates - if in doubt, ask.

NOTES

1. Existing record drawings indicate that the slab was designed to carry an imposed loading of 7.5 kN/m².

REV	DESCRIPTION	SIG	DATE
-----	-------------	-----	------

Archtype

Maylords Orchard
Library relocation

First Floor
Existing Structural Details

ANDREW COLLINSON
Structural Engineer

2 Model Cottages
Little Birch
Hereford
HR2 6BD
Tel: 01981 541379 andrew.collinson@gmx.com

SCALE WHEN PLOTTED AT A1
1:100

DRAWING STATUS

DRAWN	DATE	DRAWING NUMBER	REV
ASC	2 Nov 21	21-158-01	-

Appendix iii

Feasibility Options Cost Plan

SmithThomasConsult

QUANTITY SURVEYORS . CONSTRUCTION COST CONSULTANTS

Maylords Centre, Hereford
Library Provision

Preliminary Order of Magnitude Estimates

Option 1

Issue 1: 29 October 2021

Herefordshire County Council

Maylords Centre: Notes & Assumptions

High Level Order of Magnitude Cost Estimate: **OPTION 1**

29 October 2021

Ref	Notes & Assumptions
-----	---------------------

Notes:

- a. Smith Thomas Consult have been requested to provide a High Level Order of Magnitude Cost Estimate for the proposed Library and associated facilities at the Maylords Shopping Centre in Hereford. These preliminary estimates have been based on indicative floor plans and area schedules prepared by Architype Limited.
Option 1: Ground Floor and First Floor Sketch Options and Summary area schedule: Issued 26 October 2021
- b. Further detailed design development and schedule of impact of the existing structure, finishes, demise frontage, and existing building services would be required to develop the estimate to the next stage i.e. Budget Cost Estimate.
- c. The programme for the proposed works for the purposes of this estimate has been assumed as follows;
Design and procurement: Jan 22 - Dec 22
Construction / Fit Out: Jan 23 - September 23
- d. With reference to the highly volatile trading conditions in the construction sector (material supply issues / labour shortages / material price increases); we recommend that any estimate is reviewed on a regular basis, i.e. if the advice contained in this estimate is to be relied upon based on the current limited design information, an review should be commissioned no later than the end of February 2022.

Assumptions:

- 1 All costs exclude VAT
- 2 All costs subject to provision of survey information and accurate scale drawings
- 3 Costs subject to brief confirmation
- 4 Costs subject to design development and confirmation of works scope
- 5 Costs assume all Library & Learning Centre fixtures & fittings are existing and re-used from existing facilities
- 6 Basic levels of finishes and building services assumed
- 7 Costs subject to planning and building regulations requirements
- 8 Any demise of fit out works to Rural Media are excluded
- 9 Costs subject to programme
- 10 Costs subject to design development and specification

Herefordshire County Council

Maylords Centre: **LIBRARY & LEARNING CENTRE**

High Level Order of Magnitude Cost Estimate: **OPTION 1**

29 October 2021

Ref	Element	Works Category	Notes	Quantity	Unit	Rate	Total
1	Library	Internal strip out	Assumed strip out of existing services & partitions; disposal	480	m2	£ 75	£ 36,000
		New stairs & passenger lift	Subject to specification and structural requirements	1	item	£ 80,000	£ 80,000
		New accessible WC at gflr level	Allowance	1	item	£ 27,500	£ 27,500
		Fit out of new library space	Includes Finishes and M&E: assumes largely open plan	480	m2	£ 1,500	£ 720,000
		Refurbish existing WC's	Noted by Architype (October 2021) that HCC have refurbished the existing WC area under a separate works contract	66	m2	£ 0	£ 0
		New frontage to Maylords atrium	Allowance only: subject to funding available and specification	1	item	£ 150,000	£ 150,000
		New library reception	Allowance extra over the general fit out for reception space	1	item	£ 50,000	£ 50,000
		Library racking / shelving	Assumed existing re-used: Allowance for setting out / installation of existing and minor additional purchase	1	item	£ 75,000	£ 75,000
2	Rural Media	Advised that all strip out works and new fit out covered by Rural Media own budget	Nil	1	item	£ 0	£ 0
3	Learning Resource Centre / Café & kitchen	Internal strip out (incl. circulation)		104	m2	£ 120	£ 12,480
		Fit out open plan space (incl. circulation)	assumes basic services provision and basic finishes	104	m2	£ 1,250	£ 130,000
		Re-use existing equipment	Assumed existing re-used: Allowance for setting out / installation of existing	1	item	£ 7,500	£ 7,500
		Café & kitchen	Basic fit out and catering equipment	1	item	£ 80,000	£ 80,000
				Sub Total			£ 1,368,480
4	Main Contractor Preliminaries			15.00%			£ 205,272
				Sub Total			£ 1,573,752
5	Main Contractor OH&P			7.00%			£ 110,163
				Sub Total			£ 1,683,915
6	Design fees			12.00%			£ 202,070
				Sub Total			£ 1,885,984
7	Contingency			10.00%			£ 188,598
				Sub Total			£ 2,074,583
8	Inflation	Tender price inflation assuming 4Q22 start	4Q21 - 4Q22: BCIS TPI indices current at 29 Oct 21	4.00%			£ 82,983
		Build cost inflation assuming 9 month contract period	4Q22 - 2Q23: BCIS BCI index current at 29 Oct 21	1.10%			£ 23,733
9	Total			Total			£ 2,181,299

Herefordshire County Council

Maylords Centre: **LIBRARY, LEARING CENTRE & ATRIUM**

High Level Order of Magnitude Cost Estimate: **OPTION 1**

29 October 2021

Ref	Element	Works Category	Notes	Quantity	Unit	Rate	Total
1	Library	Internal strip out	Assumed strip out of existing services & partitions; disposal	480	m2	£ 75	£ 36,000
		New stairs & passenger lift	Subject to specification and structural requirements	1	item	£ 80,000	£ 80,000
		New accessible WC at gflr level	Allowance	1	item	£ 27,500	£ 27,500
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		Refurbish existing WC's	Noted by Architype (October 2021) that HCC have refurbished the existing WC area under a seprate works contract	66	m2	£ 0	£ 0
		New frontage to Maylords atrium	Allowance only: subject to funding available and specificaton	1	item	£ 150,000	£ 150,000
		New library reception	Allowance extra over the general fit out for reception space	1	item	£ 50,000	£ 50,000
		Library racking / shelving	Assumed existing re-used: Allowance for setting out / installation of existing and minor additional purchase	1	item	£ 75,000	£ 75,000
2	Rural Media	Advised that all strip out works and new fit out covered by Rural Media own budget	Nil	1	item	£ 0	£ 0
3	Atrium	Internal strip out	Includes stripping out services	600	m2	£ 75	£ 45,000
		Remove escalators	Including making good	1	item	£ 50,000	£ 50,000
		New stairs & balustrades	Includes allowance for structural works and finishing works	1	item	£ 100,000	£ 100,000
		General facelift including facades / shop fronts	allowance Includes uplift of finishes and M&E (lighting, ventilation, CCTV, security): Further to review with Architype rate reduced to reflect very light refurbishment only	600	m2	£ 200	£ 120,000
		Phasing costs	Assumed that Mall / atrium would have to remain largely accessible to public: Rate reduced to reflect impact of very light refurbishment only	1	item	£ 25,000	£ 25,000
4	Learning Resource Centre / Café & kitchen	Internal strip out (incl. circulation)		104	m2	£ 120	£ 12,480
		Fit out open plan space (incl. circulation)	assumes basic services provision and basic finishes	104	m2	£ 1,250	£ 130,000
		Re-use existing equipment	Assumed existing re-used: Allowance for setting out / installation of existing	1	item	£ 7,500	£ 7,500
		Café & kitchen	Basic fit out and catering equoemnt	1	item	£ 80,000	£ 80,000
				Sub Total			£ 1,708,480
5	Main Contractor Preliminaries			15.00%			£ 256,272
				Sub Total			£ 1,964,752
6	Main Contractor OH&P			7.00%			£ 137,533
				Sub Total			£ 2,102,285
7	Design fees			12.00%			£ 252,274
				Sub Total			£ 2,354,559
8	Contingency			10.00%			£ 235,456
				Sub Total			£ 2,590,015
9	Inflation	Tender price inflation assuming 4Q22 start	4Q21 - 4Q22: BCIS TPI indices current at 29 Oct 21	4.00%			£ 103,601
		Build cost inflation assuming 9 month contract period	4Q22 - 2Q23: BCIS BCI index current at 29 Oct 21	1.10%			£ 29,630
10	Total			Total			£ 2,723,245

QUANTITY SURVEYORS . CONSTRUCTION COST CONSULTANTS

Issue 1: 29 October 2021

Herefordshire County Council

Maylords Centre: Notes & Assumptions

High Level Order of Magnitude Cost Estimate: **OPTION 2**

29 October 2021

Ref	Notes & Assumptions
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Notes:

- a. Smith Thomas Consult have been requested to provide a High Level Order of Magnitude Cost Estimate for the proposed Library and associated facilities at the Maylords Shopping Centre in Hereford. These preliminary estimates have been based on indicative floor plans and area schedules prepared by Architype Limited.
Option 2: Ground Floor and First Floor Sketch Options and Summary area schedule: Issued 26 October 2021
- b. Further detailed design development and schedule of impact of the existing structure, finishes, demise frontage, and existing building services would be required to develop the estimate to the next stage i.e. Budget Cost Estimate.
- c. The programme for the proposed works for the purposes of this estimate has been assumed as follows;
Design and procurement: Jan 22 - Dec 22
Construction / Fit Out: Jan 23 - September 23
- d. With reference to the highly volatile trading conditions in the construction sector (material supply issues / labour shortages / material price increases); we recommend that any estimate is reviewed on a regular basis, i.e. if the advice contained in this estimate is to be relied upon based on the current limited design information, an review should be commissioned no later than the end of February 2022.

Assumptions:

- 1 All costs exclude VAT
- 2 All costs subject to provision of survey information and accurate scale drawings
- 3 Costs subject to brief confirmation
- 4 Costs subject to design development and confirmation of works scope
- 5 Costs assume all Library & Learning Centre fixtures & fittings are existing and re-used from existing facilities
- 6 Basic levels of finishes and building services assumed
- 7 Costs subject to planning and building regulations requirements
- 8 Any demise of fit out works to Rural Media are excluded
- 9 Costs subject to programme
- 10 Costs subject to design development and specification

Herefordshire County Council

Maylords Centre: **LIBRARY & LEARNING CENTRE**

High Level Order of Magnitude Cost Estimate: **OPTION 2**

29 October 2021

Ref	Element	Works Category	Notes	Quantity	Unit	Rate	Total
1	Library	Internal strip out	Assumed strip out of existing services & partitions; disposal	532	m2	£ 75	£ 39,900
		New stairs & passenger lift	Subject to specification and structural requirements	1	item	£ 80,000	£ 80,000
		New accessible WC at gflr level	Allowance	1	item	£ 27,500	£ 27,500
		Fit out of new library space	Includes Finishes and M&E: assumes largely open plan	532	m2	£ 1,500	£ 798,000
		Refurbish existing WC's	Noted by Architype (October 2021) that HCC have refurbished the existing WC area under a separate works contract	66	m2	£ 0	£ 0
		New frontage to Maylords atrium	Allowance only: subject to funding available and specification	1	item	£ 150,000	£ 150,000
		New library reception	Allowance extra over the general fit out for reception space	1	item	£ 50,000	£ 50,000
		Library racking / shelving	Assumed existing re-used: Allowance for setting out / installation of existing and minor additional purchase	1	item	£ 100,000	£ 100,000
2	Rural Media	Advised that all strip out works and new fit out covered by Rural Media own budget	Nil	1	item	£ 0	£ 0
3	Learning Resource Centre / Café & kitchen	Internal strip out (incl. circulation)		97	m2	£ 120	£ 11,640
		Fit out open plan space (incl. circulation)	assumes basic services provision and basic finishes	97	m2	£ 1,250	£ 121,250
		Re-use existing equipment	Assumed existing re-used: Allowance for setting out / installation of existing	1	item	£ 7,500	£ 7,500
		Café & kitchen	Basic fit out and catering equipment	1	item	£ 80,000	£ 80,000
				Sub Total			£ 1,465,790
4	Main Contractor Preliminaries			15.00%			£ 219,869
				Sub Total			£ 1,685,659
5	Main Contractor OH&P			7.00%			£ 117,996
				Sub Total			£ 1,803,655
6	Design fees			12.00%			£ 216,439
				Sub Total			£ 2,020,093
7	Contingency			10.00%			£ 202,009
				Sub Total			£ 2,222,102
8	Inflation	Tender price inflation assuming 4Q22 start	4Q21 - 4Q22: BCIS TPI indices current at 29 Oct 21	4.00%			£ 88,884
		Build cost inflation assuming 9 month contract period	4Q22 - 2Q23: BCIS BCI index current at 29 Oct 21	1.10%			£ 25,421
9	Total			Total			£ 2,336,407

Herefordshire County Council

Maylords Centre: **LIBRARY, LEARING CENTRE & ATRIUM**

High Level Order of Magnitude Cost Estimate: **OPTION 2**

29 October 2021

Ref	Element	Works Category	Notes	Quantity	Unit	Rate	Total
1	Library	Internal strip out	Assumed strip out of existing services & partitions; disposal	532	m2	£ 75	£ 39,900
		New stairs & passenger lift	Subject to specification and structural requirements	1	item	£ 80,000	£ 80,000
		New accessible WC at gflr level	Allowance	1	item	£ 27,500	£ 27,500
		Fit out of new library space	Includes Finishes and M&E: assumes largely open plan	532	m2	£ 1,500	£ 798,000
		Refurbish existing WC's	Noted by Architype (October 2021) that HCC have refurbished the existing WC area under a seprate works contract	66	m2	£ 0	£ 0
		New frontage to Maylords atrium	Allowance only: subject to funding available and specificaton	1	item	£ 150,000	£ 150,000
		New library reception	Allowance extra over the general fit out for reception space	1	item	£ 50,000	£ 50,000
		Library racking / shelving	Assumed existing re-used: Allowance for setting out / installation of existing and minor additional purchase	1	item	£ 100,000	£ 100,000
2	Rural Media	Advised that all strip out works and new fit out covered by Rural Media own budget	Nil	1	item	£ 0	£ 0
3	Atrium	Internal strip out	Includes stripping out services	600	m2	£ 75	£ 45,000
		Remove escalators	Including making good	1	item	£ 50,000	£ 50,000
		New stairs & balustrades	Includes allowance for structural works and finishing works	1	item	£ 100,000	£ 100,000
		General facelift including facades / shop fronts	allowance Includes uplift of finishes and M&E (lighting, ventilation, CCTV, security): Further to review with Architype rate reduced to reflect very light refurbishment only	600	m2	£ 200	£ 120,000
		Phasing costs	Assumed that Mall / atrium would have to remain largely accessible to public: Rate reduced to reflect impact of very light refurbishment only	1	item	£ 25,000	£ 25,000
4	Learning Resource Centre / Café & kitchen	Internal strip out (incl. circulation)		104	m2	£ 120	£ 12,480
		Fit out open plan space (incl. circulation)	assumes basic services provision and basic finishes	104	m2	£ 1,250	£ 130,000
		Re-use existing equipment	Assumed existing re-used: Allowance for setting out / installation of existing	1	item	£ 7,500	£ 7,500
		Café & kitchen	Basic fit out and catering equoemnt	1	item	£ 80,000	£ 80,000
				Sub Total			£ 1,815,380
5	Main Contractor Preliminaries			15.00%			£ 272,307
				Sub Total			£ 2,087,687
6	Main Contractor OH&P			7.00%			£ 146,138
				Sub Total			£ 2,233,825
7	Design fees			12.00%			£ 268,059
				Sub Total			£ 2,501,884
8	Contingency			10.00%			£ 250,188
				Sub Total			£ 2,752,073
9	Inflation	Tender price inflation assuming 4Q22 start	4Q21 - 4Q22: BCIS TPI indices current at 29 Oct 21	4.00%			£ 110,083
		Build cost inflation assuming 9 month contract period	4Q22 - 2Q23: BCIS BCI index current at 29 Oct 21	1.10%			£ 31,484
10	Total			Total			£ 2,893,639

Appendix iv

Stage 0 Cost Model Assessment Issue 2 produced by Alinea for HCC (excerpt pg 6 and 7 of 22)

Section 3 | Floor Area Schedule

Ratio	Total Area	5,333 sq.ft
Front of House	80%	495 sq.m
Back of House	20%	

4 Area Schedule

FUNCTION	FOH						Total	BOH	GIFA	Net:Gross Efficiency
	Library Area FOH	Café	Learning Resource Centre	Ground Floor Mall	First Floor Mall	WCs		Staff BOH Area		
Imperial	ft²	ft²	ft²	ft²	ft²	ft²	ft²	ft²	ft²	%
Library	4,266	500	700				5,466	1,067	6,533	84%
Mall				6,781	2,099	-	8,880		8,880	100%

Total (ft2)	4,266	-	-	6,781	2,099	-	14,347	1,067	15,413	0%
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Metric	m²	m²	m²	m²	m²	m²	m²	m²	m²	%
Library	396	46	65				508	99	607	84%
Mall				630	195		825		825	100%

Total (m2)	396	46	65	630	195	-	1,333	99	1,432	0%
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NOTES

- The above area schedule has been measured in accordance with the RICS Code of Measuring Practice 6th Edition.
- The schedule forms the basis of the cost plan/model only and should not be relied upon for any other purpose.
- All areas are approximate; a conversion of 10.7639 has been used for imperial areas (sqft).

Section 4 | Cost Model - Library Relocation

Cost Model Summary

Area Summary				Key			
				<div></div>	Enter Value		
				<div></div>	Automatic Value - Do not amend		
Total Library				5,333	ft²	495	m²
Front of House				4,266	ft²	396	m²
Back of House				1,067	ft²	99	m²
Total Café				500	ft²	9	m²
Café Servery				100	ft²	23	m²
Café Seating				250	ft²	14	m²
Café BOH				150	ft²	65	m²
Learning Resource Centre				700	ft²	607	m²
Total Area				6,533	ft²		
				Total measured area = 7136ft2 (as email 8/7/21) less First Floor WC area (-603ft2) = 6533ft2			
Cost Summary				Cont.			
Enabling Works				Meeting Rooms			
Demolition, Strip Out and Reconfiguration				(extra over costs)			
				2 persons	4	nr	£ 34,000
				4 persons	1	nr	£ 15,000
				6 persons	2	nr	£ 41,000
Shell & Core				Other			
Frame, Upper Floors & Stairs				Signage			
External Doors				FF&E			
Roof				Sub-Total (Measured Works)			
White Box				MC Prelims			
Partitions and Wall Linings				MC D&B Risk			
Flooring				MC OH&P			
Internal Doors				Sub-Total			
Vertical Transportation				Client Contingency			
Ceilings							
WCs				Current Day Total			
Fit Out							
Library Front of House							
Library Back of House							
Café							
Learning Resource Centre							
MEP							
General							
Sub-Total							



The Maylord Shopping Centre

Business Assessment of Proposed Café and Learning Resource Centre Meeting Rooms

Report of Findings and Recommendations

Researched and written by

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Status of Document

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The Maylord Shopping Centre

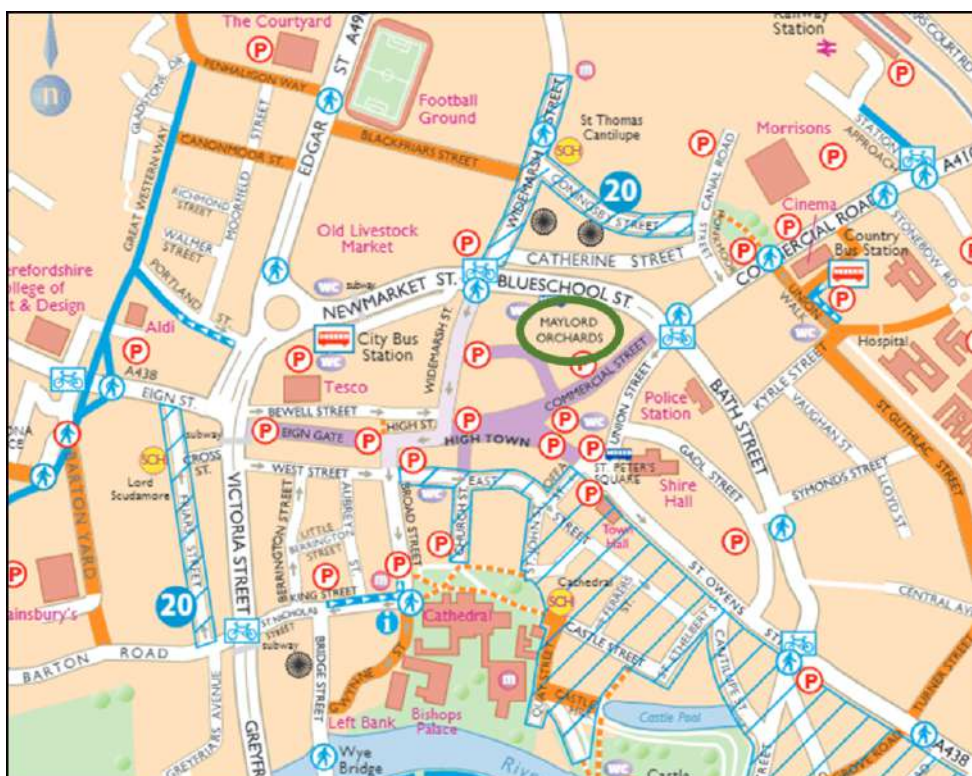
Business Assessment of Proposed Café and Learning Resource Centre Meeting Rooms



July 2021

1 Background

The Maylord shopping centre in the heart of Hereford returned to County Council control in June 2020 with a view to its redevelopment to support the regeneration of the city centre.



Source: <https://herefordcitycouncil.gov.uk/city-maps/>

A central element of this redevelopment is the relocation of the public library, currently in Broad Street, over parts of both the ground and first floors:



Source: Architype 2021: Study B – Ground Floor Plan (Left), First Floor Plan (Right).

2 Opportunities

The space nominally set aside for the café offers a number of opportunities:

- 46m² is of sufficient size to create a self-contained, serviced café of 10m² back-of-house and 36m² sales space
- Day-time and night-time security is assumed to be provided by the operator of the centre
- Access is free and unencumbered from both Trinity Square to the south and Blue School Street to the north
- This offers potential for the drop-in, walkthrough market as well as those visiting, for example, the library or shopping elsewhere in the centre
- The space is covered and of double-height, thereby offering the potential of creating a welcoming and comfortable environment
- Separate toilets are provided at the Blue School Street entrance
- If the centre is open (say) from 08:00 to 18:00 Monday to Saturday and 10:00 to 16:00 on Sunday, this offers a trading week of 66 hours
- The potential to link the branding of the café with the library.

In 2019, there were some 7,500 branded coffee houses in the UK generating around £4bn a year in sales; a massive 1,328% increase on the £280m total recorded in 1999¹.

The vast majority of these houses were located in city or town centres where they benefited primarily from the passing trade generated, historically, by shoppers and office workers.



Source: Architype 2021: Stronger Towns Fund Visioning Study – Entrance sketch

3 Challenges

However, the sector now faces a number of challenges:

- The Covid-19 pandemic has shifted a significant amount of retail sales from the high street to online resulting in less footfall and hence a reduction in drop-in markets²
- With many firms now looking towards models of hybrid or remote working post-Covid, offices are likely to be under-populated for many years to come, perhaps permanently, resulting in less city-centre activity³
- There is a growing demand for out-of-town and out-of-city houses as buyers seek both gardens and space to use as home offices⁴; if this is sustained it will have a long-term impact on the use of city centres, particularly as online grocery deliveries is at an all-time high and may well continue at this level⁵ given that half of consumers feel their shopping habits will change permanently due to Covid-19
- Disposable income has fallen over the last year, particularly in those age-groups most likely to use coffee shops regularly⁶
- Non-traditional competitors such as public houses (themselves having to reconfigure their offer for their own reasons) have moved into the coffee market, as they have in the food market, in order to survive
- Many consumers have become aware of the global environmental impact of the huge coffee chains (such as Starbucks) together with their perception of the lack of in-country tax being paid by these supra-nationals
- Whether the market in general has reached saturation is a moot point; this *might* be the case with consumers faced with the corporate sameness of a McDonald's or a Costa which *could* be to the benefit of artisan houses, as has been the case with, for example, the rise of micro-breweries⁷ and independent gin-makers⁸ over the last decade
- Competition also exists from the gourmet coffee vending market which now offers around 10,000 machines in such places as petrol stations, workplaces and waiting rooms⁹.

4 Responses

Hence, whilst many coffee shops have been successful in becoming popular destinations for work, socialising and convenience over the last few years, new models need to be adopted to seek success in the future, bearing in mind that the market is already savvy. A good espresso or a well-rounded

² <https://www.theguardian.com/business/2020/aug/10/extent-britain-high-street-decline-laid-bare-official-ONS-data>

³ <https://www.bbc.com/worklife/article/20201023-coronavirus-how-will-the-pandemic-change-the-way-we-work>;

<https://www.mckinsey.com/featured-insights/future-of-work/whats-next-for-remote-work-an-analysis-of-2000-tasks-800-jobs-and-nine-countries>

⁴ <https://www.theguardian.com/business/2020/nov/03/uk-country-house-prices-hit-four-year-high-in-race-for-space>

⁵ <https://www.bbc.co.uk/news/uk-wales-53840920>

cappuccino are no longer luxuries; they are expected, particularly at £3.60 for a large cup of the latter at Costa¹⁰.

This might well open up opportunities for artisan coffee shops as consumers become bored by global brands and are increasingly aware of issues such as reducing carbon emissions by buying local. Consumers are also looking for more than the product – they are interested in the experience, the ambiance, the all-round delivery, much as they were when successful pubs moved away from just serving keg beer to offering specialised, locally-brewed ales¹¹.

International coffee brands provide consumers with reliable, quality-assured and consistent products. But as people seek more varied and complex coffees, there are signs that big brands, along with their trusted flavour profiles, are losing market share to the variety and accountability presented by micro-roasters, in much the same as the brewers did fifty years ago.

This relates to the concept of *The 5th Wave* of scaled, boutique hospitality which was first described in the *world coffee portal* in 2019¹² specifically relating to coffee houses. The 5th Wave implies scaling up consistent high quality to achieve a highly successful, customer-centric and sustained business model. Such forward-thinking businesses are highly commercial and possess the mind-set to constantly strive toward excellence, meticulously engineering and refining every process. They are typically run by ambitious, young entrepreneurial professionals who understand the importance of people-culture, of streamlined systems and process, of training and development and investment into enabling technology, not just for ease, but because of the desire to produce positive customer experiences.

5 Outcome

From this review it appears as though the opportunity exists for an independent operator to take on the operation of the proposed café on the ground floor of the Maylord centre. The base model (Figure 1) is shown below:

1	Maylord Cafe		
2	Total area	46	m2
3	Preparation and sales	10	m2
4	Public space	36	m2
5	Average covers at 1/m2	36	number
6	Operation per week	66	hours
7	Annual turnover target at £3,500 /m2	161,000	£
8	Cost of goods (27.5% of turnover)	44,275	£
9	Staff (2 fte)	62,847	£
10	Rent, rates and service charge (12% of turnover)	19,320	£
11	Earnings Before Interest and Taxation (EBIT)	34,558	£
12	EBIT %	21	%

Figure 1: base model

¹⁰ https://www.google.com/search?q=costa+coffee+cost+of+a+cappuccino&rlz=1C1CHBF_en-GBGB883GB883&oq=costa+coffee+cost+of+a+cappuccino&aqs=chrome..69i57j33i10i22i29i30l2.11701j0j15&sourceid=chrome&ie=UTF-8

¹¹ This movement was led by CAMRA (The Campaign for Real Ale) established in 1971 as a response to the growing mass

Row 1 shows the total area divided into preparation and sales (row 3) and public space (row 4). Row 5 shows the number of covers available at an average space of 1m² per cover.

It has been assumed that the café will operate for 66 hours a week measured over ten hours a day (08:00 to 18:00) Monday to Saturday six hours (10:00 to 16:00) on Sunday. Headline turnover (see below for a qualification) has been assumed to be at £3,500 /m² a year giving a turnover of £161,000.

When cost of goods (row 8), staff (row 9)¹³ and estimated rent, rates and service charges (row 10) are deducted EBIT¹⁴ emerges as £34,000 or some 21% of turnover.

Average covers (row 5) have been estimated at an average of one-third capacity turning over twice an hour for ten hours a day over 360 days a year.

As a cross-check the model (Figure 2) has been re-cast on the number of customers a day (row 16) at an average spends of £2.25 (minus VAT). The outturn is shown in row 19.

13	Covers	36	number
14	33% average occupancy rate per hour	12	number
15	2x change per hour	24	number
16	Ten hours a day	240	number
17	360 days a year	72,000	number
18	Average gross spend minus VAT	2.65	£
19	Turnover	190,800	£
20	Turnover /m2	4,148	£

Figure 2: cross-check model

Applying the turnover data (row 19) to Figure 1 (the base model) produces the following:

21	Maylord Café -Recast model		
22	Total area	46	m2
23	Preparation and sales	10	m2
24	Public space	36	m2
25	Average covers at 1/m2	36	number
26	Operation per week	66	hours
27	Annual turnover target at £3,500 /m2	190,800	£
28	Cost of goods (27.5% of turnover)	52,470	£
29	Staff (2 fte)	62,847	£
30	Rent, rates and service charge (12% of turnover)	22,896	£
31	EBIT	52,587	£
32	EBIT %	28	%

Figure 3: Recast turnover model

6 Al fresco

In July 2021 *The Times*¹⁵ reported that the UK government planned to enable the creation of a ‘café culture’ to reinvigorate town and city centres by allowing services to be delivered al fresco.

If this were to be the case for the café at the Maylord through its ability to spill out into Trinity Square an uplift on sales could be envisaged of, say, 30% over the year, coupled with an increase in all other costs (rows 41 and 43), including staff (row 42).

This would produce the following projection:

33	Maylord Café - with al fresco		
34	Total internal area	46	m2
35	Preparation and sales	10	m2
36	Covers - inside	36	number
37	Covers - al fresco	24	number
38	Average covers at 1/m2	36	number
39	Operation per week	66	hours
40	Annual turnover	288,199	£
41	Cost of goods (27.5% of turnover)	79,255	£
42	Staff (3.5 fte)	109,982	£
43	Rent, rates and service charge (12% of turnover)	34,584	£
44	EBIT	64,378	£
45	EBIT %	22	%

Figure 4: Al fresco model

7 Comparison of models

Each model (Figure 5) is positive.

The comparison shows a variation of between £34,000 and £64,000 depending on whether the outdoor space in Trinity Square can be used. If only the indoor space can be used the variation is less. Nevertheless, the opportunity exists to establish a profitable venue, but much will depend on the creativity of the people to be involved. From the analysis, the best chance of success lies with a bespoke, artisan, even quirky coffee house that links to the library but reaches out to all comers.

46	Comparison	EBIT	
47	Maylord Cafe	34,558	£
48	Maylord Café -Recast model	52,587	£
49	Maylord Café - with al fresco	64,378	£

Figure 5: Comparison of models

8 The first floor

The first floor plans on page 2 of this report¹⁶ suggest that a café *could* be situated on the first floor. This analysis has shown that without passing, ground-floor trade such a café would almost certainly be non-profitable.

Therefore this first floor space should be used for other purposes that can generate a return either as lettable office space or rentable space such as that for community meetings.

9 Observations

The possibility of a profitable café operating on the ground floor of the Maylord shopping centre exists at a level that would be able to pay a reasonable return to the Council in terms of rent, rates and services charges.

Whether this opportunity applies to a franchise (such as Starbucks, or Costa Coffee) is extremely doubtful since the minimum up-front investment in the former¹⁷ is £500,000 and £250,000 for the latter¹⁸.

Hence, the idea of an independent, small, locally-focused and locally-owned and managed operation emerges. Such an operation would also chime with the Council's community agenda and if this could be tied in with the new library in term of branding, so much the better.

In cash terms the overall income to the Council by way of rates, rent and service charges from such an activity could be in the region of £19,000 to £30,000 a year.

However, its value to the community from a successful local enterprise could be significantly more.



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