

**PAPER NO. 1**

**REPORT TO THE EXECUTIVE MEETING OF 13 MAY 2013**

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**Meeting:** Executive  
**Date:** 13 May 2013  
**Subject:** Headquarters Building; Retail Units – Planning Uses  
**Report of:** Mark Perris – Corporate Asset Manager  
**Portfolio Holder:** Cllr Spendlove-Mason  
**Status:** Decision

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1 Purpose of the Report

- 1.1 To endorse the recommendations of the Member Advisory Panel meeting of 25 April 2013 to seek planning permission to widen the permitted uses of the ground floor retail units to include A3 Restaurants & Cafes and A4 Drinking Establishment.

2 **Recommendations:**

- 2.1 **To Delegate authority to Assistant Director Corporate Resources to seek planning permission to widen the permitted uses of the ground floor retail units to include A3 Restaurants & Cafes and A4 Drinking Establishment as defined by the Town & Country Planning Act (Use Classes) (Amendment) (England) Order 2005.**

3 Summary of Reasons for the Recommendations

- 3.1 To maximise interest in the retail units and minimise any potential rental voids

4 Impact on Communities

- 4.1 Any impact on the community as a result of planning permission being granted will be considered by the Planning Committee, and if appropriate, the Licensing Committee.

5 Key Facts

- 5.1 The 3 no. retail units of the new Headquarters building currently benefit from A1 Shops and A2 Financial & Professional Services uses under the Town & Country Planning Act (Use Classes) (Amendment) (England) Order 2005 following the grant of planning permission on 31 October 2012.
- 5.2 The Council appointed Andrew Granger & Co. to act as the letting agent for

the 3 no. retail units on the ground floor of the new Headquarters building on 10 April 2013. A meeting was held on 17 April 2013 to discuss the appointment and undertake a site visit. At the meeting, the agent recommended consideration be given to seeking planning permission to include A3 Restaurants & Cafes and A4 Drinking Establishment uses, and subsequently submitted a brief report on 18 April 2013 (attached).

5.3 The widening of the planning permission would provide flexibility and broaden the interest from prospective occupiers, although there will be no obligation to accept a bid from users in these additional two categories.

5.4 Each prospective tenant will still be judged on their own merits, and having regard to the right tenant mix for the development.

5.5 If planning permission is sought at this stage it will save time and therefore minimise any potential voids caused by delay in future applications.

## 6 Legal Issues

6.1 No specific implications as a direct result of this report.

## 7 Resource Issues

7.1 The cost of the planning application will be met from the existing Headquarters redevelopment capital budget.

## 8 Equality Impact Assessment Implications/Outcomes

8.1 No specific implications as a direct result of this report.

## 9 Impact on the Organisation

9.1 No specific implications as a direct result of this report.

## 10 Community Safety Implications

10.1 Any impact on community safety as a result of planning permission being granted will be considered by the Planning and/or Licensing Committee.

## 11 Carbon Management Implications

11.1 No specific implications for the Council's carbon management as a direct result of this report.

## 12 Risk Management Implications

12.1 No specific implications as a direct result of this report.

## 13 Consultation

13.1 Consultation has been undertaken with the Headquarters Member Advisory Panel.

14 Options Considered

14.1 Do Nothing – this would prove restrictive in securing potential occupiers and/or cause possible delays in the future, it was considered that the recommended option with minimal cost would offer the best long term option for ensuring optimum occupation and rental income for the retail units.

15 Background Papers

15.1 Minutes of the HQ Member Advisory Panel of 25 April 2013

15.2 Letter from Andrew Granger & Co.

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**Previous report(s):** *none*

**Information Issued Under Sensitive Issue Procedure:** N

**Ward Members Notified:** N

**Appendices:**

**A. Letter from Andrew Granger & Co. with their recommendations**