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An options appraisal for sites for  
Sandwell Archives  
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## Executive summary

Five sites have been identified as a possible site for a new archive building for Sandwell Archives, from a long-list of 18 locations. They are:

- Albion Foundation (Former Cock Inn)8 Brasshouse , Lane Smethwick, B66 1BA
- Chances Glass Works Site, Palace Drive, Spon Lane South, Smethwick, B66 1NZ
- The Old Gas Showroom next to Central Library, High Street, West Bromwich, B70 8DZ
- Highfields Road (Sandwell Register Office), High Street, West Bromwich, B70 8RJ
- Smethwick Library, High Street, Smethwick, B66 3AP

In addition an imaginary ‘conjectural site’ was included in the analysis to provide a conceptual option.

Assessment of each site resulted in the following scorings:

	<b>BS EN 16893 site hazard (lower score desirable)</b>	<b>BS EN 16893 audit (higher score desirable)</b>	<b>Public venue suitability (higher score desirable)</b>	<b>Construction cost - medium</b>
<b>Old Gas Showroom</b>	22%	75%	100%	£8.6mn
<b>Brasshouse Lane</b>	27%	70%	82%	£7.5mn
<b>Smethwick Library</b>	36%	70%	69%	£8.1mn
<b>Chances Glassworks</b>	46%	60%	71%	£7mn
<b>Highfields</b>	14%	65%	82%	£9.2mn
<b>Conjectural</b>	N/A	80%	60%	£7.1mn

This review concludes that The Old Gas Showroom is the best option as it provides a clear site that can accommodate a bespoke archive building. It is in an accessible and high profile location, and with the library as a neighbour offers significant potential for collaboration between SMBC services as well as attracting other partners from the community, diversifying the user base and opening up opportunities for new services.



Brasshouse Lane or Smethwick Library would be attractive alternatives in easily accessible locations close to public amenities and sufficient space for new build.

# 1. Introduction and methodology

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This report has been commissioned by Sandwell Council. Its purpose is to provide a high-level assessment of and construction cost for a variety of sites for the development of new accommodation for Sandwell Archives.

The review comprised the following stages, which took place during 2020:

- A virtual workshop with staff from the Council and the archive service to make a short-list of sites out of a possible 18 sites and agree the functional spaces required in the new building
- A consultation with Sandwell Council to agree the size of the functional spaces to create a space brief on which the site assessment and costings have been
- A visit to each of the sites
- Analysis of each site against a variety of criteria
- The development of a very high-level construction cost for each site
- A final comparative assessment to identify the leading options for future investigation.

## 2. How sites were chosen

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Sandwell Metropolitan Borough Council (SMBC) was keen to ensure that it had looked right across the Borough for suitable sites. With this in mind SMBC developed a longlist of 18 possible sites listed in the next table. A map of marking the locations is provided in Appendix 1.

Reference number on map (Appendix 1)	Address
1	Oldbury- <b>Langley Baths</b> , Vicarage Road, Oldbury, B68 8HS
2	Oldbury- <b>Crosswells Road</b> , 63 Crosswells Road, Oldbury, B68 8HH
3	Oldbury- <b>Portway Lifestyle Centre</b> , Newbury Lane, Oldbury, B69 1HE
4	Smethwick- <b>Chances Glass Works Site</b> , Palace Drive, Spon Lane South, Smethwick, B66 1NZ
5	Smethwick- <b>Former Rolfe Street Swimming Baths site</b> , Smethwick, B66 2AN
6	Smethwick- <b>Smethwick Library</b> , High Street, Smethwick, B66 3AP
7	Smethwick- <b>Thimblemill Baths</b> , Bearwood, Smethwick, B67 5AR
8	Tipton- <b>Tipton Library</b> , Unity Walk, Owen St, Tipton, DY4 8QL
9	Wednesbury- <b>Wednesbury Art Gallery</b> , Holyhead Rd, Wednesbury, WS10 7DF
10	Wednesbury- <b>37 Mounts Road</b> , WS10 0BZ
11	Rowley Regis- <b>Haden Hill House</b> , Halesowen Rd, Cradley Heath, B64 7JU
12	Rowley Regis- <b>Land next to Reddall Hill Community Centre</b> , Cradley Heath, B64 5JG
13	Rowley Regis- <b>Harvest Road</b> , Rowley Regis, B65 8EL
14	West Bromwich- <b>Manor House</b> , Hall Green Road, West Bromwich, B71 2EA
15	West Bromwich- <b>Sandwell College</b> , 1 Spon Lane, West Bromwich, B70 6AW
16	West Bromwich- <b>Gas Showroom</b> next to Central Library, High Street, West Bromwich, B70 8DZ
17	West Bromwich- <b>Highfields Road (Sandwell Register Office)</b> , High Street, West Bromwich, B70 8RJ
18	West Bromwich- Vacant sites (including <b>Evans Halshaw site</b> , 47-63 Carters Green, West Bromwich, B70 9QP) and <b>Lyng phase 2</b> , Lyng Lane, West Bromwich, B70 7RH

This longlist covered all six towns in the borough, provided a mix of refurbishment and new build options and offered a wide range of scenarios such as possible regeneration sites, high street locations, neighbouring with library services and adding to historical buildings.

Two workshops were undertaken with 10 knowledgeable SMBC staff<sup>1</sup>. The first workshop identified the critical success factors for the future archives service. These were:

- Accessibility by transport
- Proximity to library services
- Public profile
- Attractiveness of site
- Capacity to provide a large total floorspace
- Room for partner organisations
- Regeneration potential

The workshop attendees were then asked to each independently score the individual locations against each of the critical success factors using the following scoring:

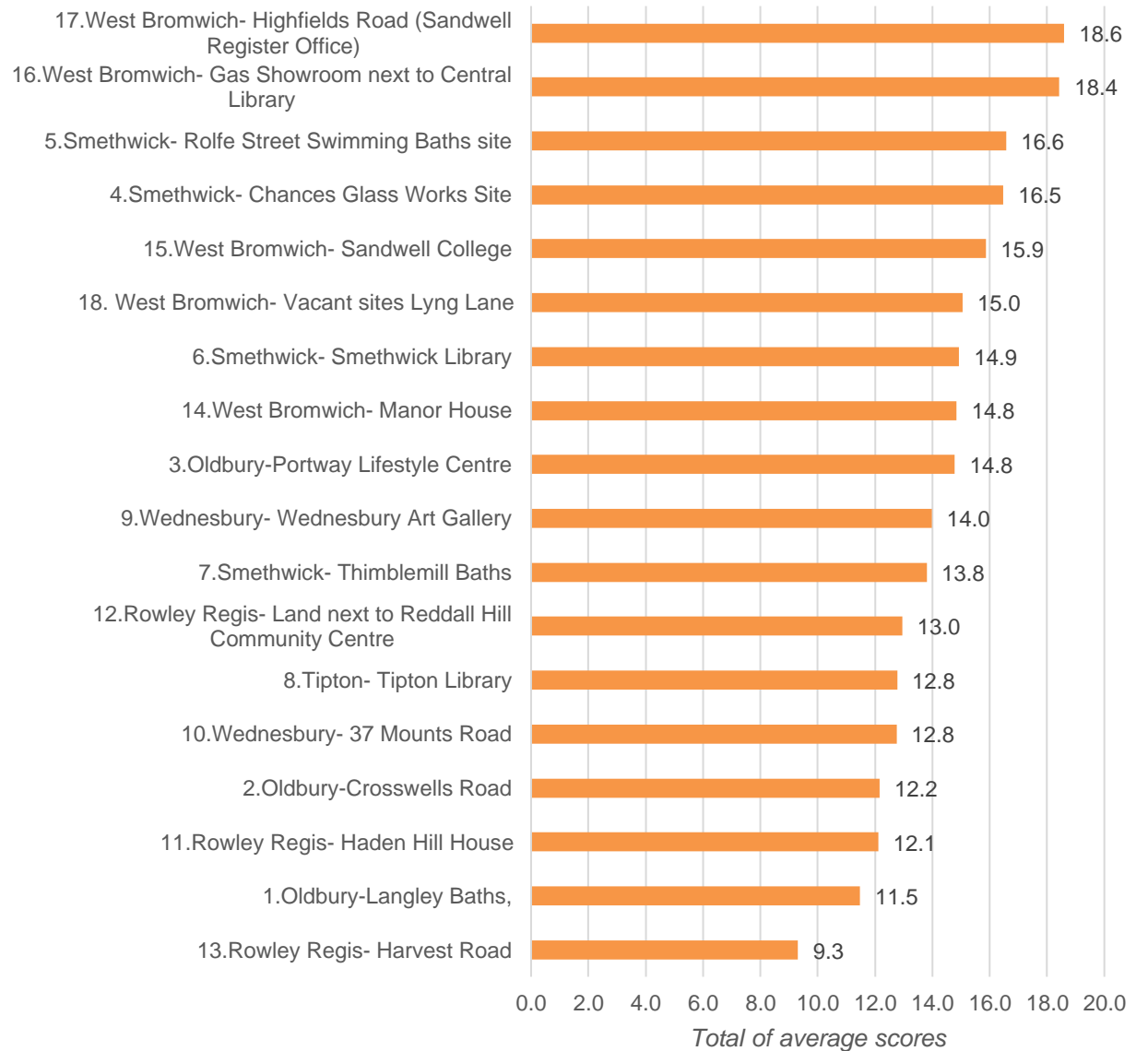
- 1= Low
- 2= Acceptable
- 3 = Outstanding
- x = Don't know

For each success factor these scores were averaged by dividing the total score with the number of people who provided a score (i.e. excluding those who did not know) to ensure sites that were unfamiliar to a number of people did not score unduly low. These average scores were then totalled up to provide the results presented in Fig 1, ranked from highest to lowest:

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<sup>1</sup> Including the Service Manager – Tourism, Culture and Leisure, the staff of Sandwell Archives, library staff from across the Borough, the Business Manager for Libraries and Archives and the assigned SMBC Project Manager

**Fig 1. Total of average scores**



These results were presented to the attendees at the second workshop. They agreed that the rankings generally reflected the overall relative strengths of the sites as they are known at this point in time. The discussion on the six options to analyse in more depth raised concern that the Rolfe Street Baths location is not a priority area for regeneration/development and is not an attractive location.

Furthermore, it transpired that it was not practical to pursue the Evans Halshaw/Lyng site. So it was agreed to replace these with Smethwick Library and the Albion Foundation Building. There was also the choice of a 'conjectural

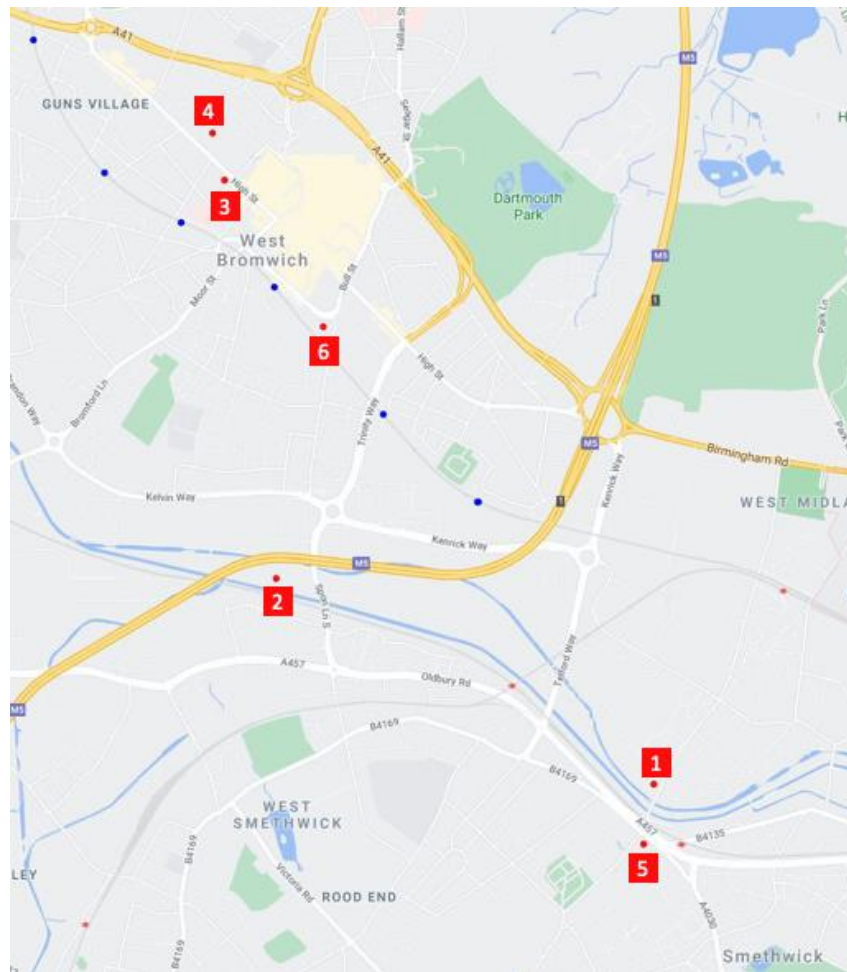


site' of a completely theoretical site as a basis for any other site that might be under consideration in the future.

Thus the final short list of six sites to be assessed in depth are:

<b>Option</b>	<b>Site</b>	<b>Street</b>	<b>Town</b>	<b>Postcode</b>
1	Albion Foundation (Old Cock Inn)	Brasshouse Lane	Smethwick	B66 1BA
2	Chance Glassworks	Spon Lane South	Smethwick	B66 1NZ
3	Gas Showroom Site	High Street	West Bromwich	B70 8DZ
4	Highfields (Registry Office)	High Street	West Bromwich	B70 8RJ
5	Smethwick Library	High Street	Smethwick	B66 1AA
6	Conjectural Vacant Site	-	-	-

They are located as shown on the following map:



This choice maintains a good mix of key variables including:

- Refurbishment and new build
- Town centre sites
- Close to library services
- In a regeneration priority area
- Historical buildings

However, there is a concentration on the towns of Smethwick and West Bromwich. This was of concern but it was agreed that these locations did reflect the best opportunities. Further, it was recognised that the building is only one element of the service and that a good archives service will also deliver a range of outreach and remote services to provide access and engagement with audiences right across Sandwell.

## 3. How the site options have been assessed

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**This section describes the criteria that have been used to assess each site**

### **Outline brief**

The brief for the new building was developed by Elizabeth Oxborrow-Cowan in consultation with the client, with suggested floor areas and ancillary accommodation (plant and circulation) added by Levitt Bernstein.

The accommodation requirements are summarised in the appended space brief.

- The space brief calls for 1,805m<sup>2</sup> GIA (1,296m<sup>2</sup> NIA)
- The space allowances made in this calculation comply with minimum statutory space standards found in comparable new local facilities and significantly improve upon the existing inadequate provision but are not as generous as might be found in national or high-end institutions.

This site options appraisal proposes medium or high-quality exterior material specifications dependent on context. Higher quality external materials are proposed for sites adjoining listed buildings as this is likely to become a Town Planning obligation. The interior quality specification is the same for each site. Other variations between development costs arise from site specific issues such as requirements for demolition, conversion, infrastructure and landscape works.

### **Building brief**

In the context of global climate change, the aspiration should be to develop a very low energy sustainable archive with low building running costs that meets the recommendations of BS EN 16893 and BS 4971, which favour passive buildings.

This has recently been achieved at Hereford Archive and Record Centre, described as the UK's first Passivhaus archive building. This project claims that Passivhaus offered a 4% capital cost saving, exceeded the original brief target



of BREEAM 'Excellent' and delivers on-going operational savings of around 80% compared to similar facilities built to UK Building Regulations.

It is proposed that the new archive facility for Sandwell would follow a holistic approach to energy and its wider sustainability strategy. Applying a Passivhaus design approach would deliver a highly energy efficient building and thus would materially contribute towards the Council's Climate Strategy 2020-2041 with regards to a lower carbon emissions in for the Council estate and operations. It would also provide a high profile exemplar that other local projects could learn from and apply to support the second thread of the Strategy around the built environment. The new building would also have a long life so supporting the key concepts in the Strategy of reducing use and resilience.

### **Energy strategy**

BS EN 16893 promotes passive design and a low energy approach wherever it is appropriate to the scope and nature of the collections. For Sandwell, it is considered this could be applicable to most of the collection with only a small photographic collection requiring close environmental control. An assessment of the collections' environmental requirements should be made at commencement of RIBA stage 2 to verify this initial conclusion.

Passivhaus design is a means of delivering a high level of occupant comfort while significantly reducing the building's requirement for heating and cooling. It is not only applicable to housing but other building types, like archives, too. The Passivhaus certification scheme is recommended for adoption by the Sandwell Archives Project because it offers an internationally accepted quality assurance process for delivering low energy buildings that can be followed through the design and delivery process, whoever the developer.

Passivhaus buildings are built with meticulous attention to detail and rigorous design and construction to principles developed by the Passivhaus Institute in Germany. Through good orientation and a highly insulated building fabric, the heating requirement in a Passivhaus building is reduced to the point where space heating systems are no longer considered essential. Cooling is also minimised by the same principles and through the use of shading and in some cases via the pre-cooling of the supply air. Night purging and the use of natural cross-ventilation through open windows is encouraged during the summer months.

Whilst Passivhaus principals can be applied to any development, its effectiveness will partly depend on site parameters such as orientation and shading. This Options Appraisal considers optimality for Passivhaus application to each site.

As well as being an energy performance standard, Passivhaus also provides excellent indoor air quality. This is achieved with an 'air-tight' building offering very low air infiltration rates and supplying fresh air which is filtered and post heated by a Mechanical Ventilation with Heat Recovery (MVHR) unit.

To optimise Passivhaus benefits, it is recommended to locate the public and inhabited staff areas to the south of the site and the archive storage to the north. This allows the public areas to benefit from the warmth and light of the sun to improve occupant comfort and the archives to remain cooler and more thermally stable.

Energy efficient measures proposed to support the Passivhaus methodology include:

- Glazing mainly on the south side to public areas, with shading to reduce overheating risk, no windows to the archive stores.
- High air-tightness throughout, with airlocks to the storage areas.
- A buffer zone of circulation between the inhabited and storage areas.
- Archive store constructed with insulated thick concrete walls, floors, and roof. The thickness of the concrete will vary according to orientation to optimise decrement delay (i.e. the time taken for heat to pass through to the interior), thereby thermally isolating and stabilising the store.
- Decorative ventilated 'rain-screen' cladding to the archive store would act as shading and wet weather protection. Ideally, the cladding would be a reflective light-coloured material to minimise solar heat gains and help reduce fluctuations in internal conditions.
- Internal finishes to be of hygroscopic (humidity stabilising) quality to assist in tempering relative humidity levels.
- Separate mechanical ventilation with heat recovery (MVHR) systems to the inhabited and storage areas. To further temper incoming air and improve air quality, this could be directed through high thermal mass construction to pre-cool the air.
- No conventional heating or cooling – no connection needed to gas supply, saving construction and running costs as well as CO<sub>2</sub>.
- LED lighting throughout with movement detectors to switch off lighting when unoccupied thereby minimising energy use and heat gains in the archive store.

- Hot water would be provided by instantaneous electric heaters via low flow taps
- The building could approach energy neutrality if fitted with sufficient Photovoltaic panels

### **Wider sustainability strategy**

Passivhaus should be viewed as just part of the approach to a truly sustainable building. Other environmental factors that should be considered are:

- The wider goal of creating a simple, sustainable building to create a well-designed archive facility with a long-term value.
- Well-designed facade that balances the size of windows for views of greenery, good daylight levels and balanced solar heat gains.
- The orientation and location of the public and staff areas to provide good levels of daylight, allow for natural ventilation, good air quality and views of external landscaped spaces. Note that direct sunlight and UV should be excluded or very well-controlled from collection management and handling spaces.
- Careful specification of products and materials to assist in providing a visually calm working environment.
- Internal material finishes chosen with low volatile organic compounds to provide a healthy internal environment.
- Use of local materials where possible as part of an integrated sustainable design proposal
- Connections to outside spaces such as café with external seating in a sunny location
- Healthy buildings that promote wellbeing are shown to improve occupant comfort and satisfaction, leading to high productivity and happiness.
- Protection of the archive materials with the reduction of flood risk using integrated surface water drainage measures and lowering of local external temperatures through the use of light-coloured materials and planting.

### **External requirements**

- Owing to the town centre locations, parking need not be on site where there are public facilities nearby providing:
  - Car parking for 15 cars. Charging facility for electric cars
  - Coach parking for 1 coach
- Accessible parking for at least 2 cars should be provided on site or as nearby as possible. Being a council facility, this might be by re-designation of existing on street spaces
- No parking dedicated to staff car parking is proposed

- Access and turning space for delivery vehicles to the archive loading bay
- Secure perimeter fence or 'moat' could be considered on some sites but is not appropriate for town centre locations where security needs to be built into the building envelope (possibly with internal grilles) and levels of security increasing towards the archive storage.
- Covered and safe cycle storage for visitors and staff
- Site hard and soft landscaping, refuse storage, street furniture, external lighting etc. to suit site location requirements

### **Guidance for developing archive facilities**

Design and management guidance is available in two key documents:

- BS EN 16893:2018 Conservation of Cultural heritage
- BS 4971:2017 Conservation and Care of Archive and Library Collections  
- covers exhibition and storage aspects of conservation

### **Key recommendations of BS EN 16893 – site location and building specification checklist**

This is a summary. Please refer to original document for full requirements.

- Site risk assessment to identify environmental hazards, likelihood of damage and evaluation of potential effectiveness of preventative measures, including
  - Tunnels or elevated transport viaducts
  - Ground stability
  - Flooding – avoid sites below 1% ('100 year') flood level. Consider risk from springs
  - Storage or processing of highly flammable materials at risk of fire or explosion
  - Emissions of harmful gasses, pollutants, smoke, dust etc. or sources of vibration
  - Rodents, insects and other pests
  - Nuclear power stations, defence and other target establishments, airports and flight paths
  - HV power lines and substations (risk of collapse or fire)
- Accessibility for 24-hour emergency services
- Orientation, landscape and microclimate - consider exposure to sunlight and strong winds
- Include additional capacity for growth in line with the obligations of the institution
- Site to allow for subsequent extension wherever practicable

- If self-contained within a large structure, additional risks require mitigation as much as possible
- For purpose-built new buildings or remodelling existing buildings or rooms:
  - Appoint appropriately experienced design professionals
  - Consult fire service, security experts and police
  - Utilise passive environmental control if appropriate to scope and nature of the collection
- Construction of storage areas
  - Finishes to permit the thermal and hygroscopic stability of the building and not produce dust
  - Insulation and hydroscopic properties to maintain specified conditions in event of equipment failure for at least 48 hours
  - To promote environmental stability, low air infiltration, moisture barrier and hygroscopic internal materials
  - Air infiltration less than 0.5m<sup>3</sup>/m<sup>2</sup> at 50Pa in storage areas
  - Provide airlocks to storage areas
  - Do not run pipework serving other areas through storage space
  - No windows or roof lights
  - No suspended ceilings
  - Minimise harmful internal pollutants
- Construction of display and reading spaces
  - Air infiltration rates will be higher for user comfort
  - Lighting shall conform to CEN/TS 16163 and produce minimal heat and no UVA
  - Windows at least double glazed with UVA filters and means of reducing or removing direct sunlight and solar heat gain
- Vegetation shall not be incorporated into the structure of a new building or against external walls
- Rainwater discharge systems shall be located outside the building
- Lowest shelf to be at least 150mm above the floor in case of water leaks
- One-way drainage (anti-back-up valves)
- Level floors uninterrupted by steps, sills, mats or floor grilles
- Floor loadings designed to suit proposed collections and storage system
- Column grid to allow for efficient storage layout
- Undertake fire risk assessment by suitably qualified / experienced person
- Minimise possibility of fire events and make collection spaces as impregnable to fire as is practicable
- Level of fire resistance shall be appropriate to the findings of a risk assessment. Note Clause 6.3.2 states: "If the risk assessment, including



fire-fighting response times, indicates a likelihood of fire spreading from outside a storage space, the structure shall be designed to achieve 4 hours fire resistance.”

- Minimise fire hazards in the electrical system, ventilation plant and equipment
- Install consolidated and monitored fire detection and alarm system with delayed activation of automatic fire-fighting system (to allow time for confirmation of genuine alarm)
- Install high sensitivity smoke detection system in collection spaces
- No non-storage area exit routes to pass through any areas in which collections are permanently or temporarily stored
- Provide rigorous protection against theft, vandalism, unauthorised alteration and inappropriate handling
- Undertake a security risk assessment
- Ideally a stand-alone or island site with restricted access around whole perimeter
- Physically secure building / monitored alarms
- Preferably only one visitor entrance
- Service access to plant and major distribution routes should not be within collection areas

### **Methodology of construction cost estimation**

The detailed costings are provided in Appendix 2.

The Cost Allocation Models for the provision of a new build archive building, are based on a space brief produced by Elizabeth Oxborrow-Cowan, for five sites that have been reviewed by Levitt Bernstein. These are at current price levels, and include no allowance for inflation.

The project is at a very early stage so therefore the Total Project Budgets are presented as a range, taking into account the quality and design aspirations that have been identified by Levitt Bernstein.

These Cost Allocation Models provide an indication of budget, and include for construction works, professional and statutory fees, client direct costs and contingency. VAT is excluded. At this early stage the budgets are largely based on assumptions, and so only provide a guide to a likely magnitude of cost. Construction costs for the higher quality options are based on providing a building using "Passivhaus" principles of a similar design aspiration as Hereford Archives and Records Centre.



The mid-point of the suggested budgets ranges from £7.1M for a conjectural vacant site to £9.2M for Option 4 Highfields (Registry Office), at current price levels. Key drivers of the variance in cost between the various options are site related items, architectural aspiration, and the level of refurbishment work of existing buildings.

The new build including fit out is priced at circa £2,700/m<sup>2</sup> for medium quality, and at £3,300/m<sup>2</sup> for higher quality, at current price levels, including fit out (Archive Shelving, Loose Furniture and the Like), but excluding external works. Refurbishment of the Highfields Building and Smethwick Town Hall have been priced at £3,800/m<sup>2</sup> to reflect the additional complexity of working on these heritage buildings.

Allowances of 5% have been included for Client Costs, and 10% for Client Contingency. The Client may wish to fund the contingency allowance from a separate budget.

The Cost Allocation Models are presented as a matrix that indicates what is included and excluded within the budgets. Site Acquisition, Infrastructure upgrade costs, for example to utilities, road access, and VAT are excluded.

### **Notes on appraisal of options**

The options have been developed to a RIBA 0 level of detail. This allows scores and costs to be estimated on a comparative rather than empirical basis. Costs and scores for each option are considered relative to each other and suitable to inform selection of a preferred site option. The preferred option will require further research, surveys, significant design development and stakeholder engagement at the next project stage to increase cost accuracy.

### **Operating costs**

It is not possible to calculate building operating costs. However, the Hereford Archive and Record Centre (HARC), which has a Passivhaus construction, states that it has total annual energy costs of around £12,000 for a building of 3,350m<sup>2</sup>.

## 4. Option 1 – Old Gas Showroom

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#### 4.1 Key site data

Site Address	Next to Central Library High Street, West Bromwich, B70 8DZ
Ownership	Council owned
Site Area (m <sup>2</sup> )	1,078m <sup>2</sup>
Floor Area (m <sup>2</sup> )	N/A –new build on vacant site
Site Type	Brownfield
Site Description	Site of 1930's gas showroom, now demolished. Adjacent to operational Central Library and vacant Law Courts on an important civic urban block with operational Town Hall (subject of improvement plans) and car parking. All historic buildings on this urban block are very attractive and listed. Prime corner location with two public street frontages and vehicle access gates at rear.
Listing	Adjacent Library (1907) and Law Courts (1880) are Grade II Listed, as is the nearby Town Hall (1874-5). Together, they form an important civic group on the High Street.
Planning Policy	Within mixed-use area including: cultural, leisure, office, retail, cafes, bars, restaurants - refer to AAP policy WBPr10 Within High Street, West Bromwich Conservation Area
Area Character	Civic / town centre
Current Uses	Vacant land
Neighbours	Central library – 0m Vacant law courts – 0m Bank, restaurant, event venue, offices – 11m Electricity substation – 31m
Car Parking	31m to Edward Street public car park Consider creation of new accessible on street spaces and/or additional accessible spaces to the three spaces extant to the rear of Central Library
Public Transport	5m to 2 bus routes 260m to Lodge Road tram stop
Flood Risk	Flooding by surface water in local area: VERY LOW risk (less than 0.1%) Flooding from rivers and the sea: VERY LOW risk (less than 0.1%)
Environment	Urban
Other Comments	Opportunity to link with Central Library operationally and to share facilities. The new archive could improve access for disabled people to the Central Library (but not specifically allowed-for in the costs)
Orientation	Site not ideally orientated for passive solar design

#### 4.2 BS EN 16893 site hazard initial risk assessment

A good result in this assessment would be a low score

Site location risk	Risk level 1-5	Likelihood 1-5	Score Out of 25	Comments
Tunnels or viaducts	1	1	1	
Ground stability	3	3	9	Not in coal mine high risk area. Undertake site search
Flooding	1	1	1	
Risk from fire or explosion	3	2	6	Some risk from neighbours
Risk from pollutants or vibration	3	4	12	Pollution from nearby road traffic
Rodents and other pests	3	3	9	Some risk from neighbours
Nuclear power plant and defence	1	1	1	
Other target establishments	3	2	6	Some risk from neighbours
Airports and flight paths	1	1	1	
HV power lines and substations	3	3	9	Substation on same block but not immediate neighbour
<b>Indicative overall risk score</b>			<b>22%</b>	

#### 4.3 BS EN 16893 audit

A good result in this assessment would be a high score

Criteria	Scoring 0 = unacceptable, 1 = minimal, 3 = satisfactory, 5 = outstanding	
Low hazard level	3	
Expansion potential	2	
Self-containment	5	
Level floorplates	5	
Total	15	
<b>% of total possible score of 20</b>	<b>75%</b>	



#### 4.4 Comparison with spatial brief for new archive facility

- Can accommodate desired space brief

#### 4.5 Development scope

- High quality landscape scheme (500m<sup>2</sup>) would be required within conservation area to include service area to rear and two new accessible parking spaces
- New 1,805m<sup>2</sup> three-storey building of high material quality required in conservation area and immediately adjacent to listed buildings in important civic setting

#### 4.6 Estimated construction costs (Appendix 2)

	Low £	Medium £	High
<b>Total</b>	7,200,000	8,600,000	9,900,000
<b>Construction cost /m<sup>2</sup></b>	2,700	3,300	3,800



#### 4.7 Suitability as a public service venue and site availability

The higher the score the more attractive the site as a public venue.

Factor	Description	Score 0 = No 1 = minimal 3 = satisfactory 5 = outstanding
Easily accessible from inside Sandwell	Close to A41, bus routes and on West Bromwich high street Close to several car parks Easily accessible by pedestrians	5
Easily accessible from outside Sandwell	One junction from the M5 Half an hour from the airport	5
Location with good public profile	On West Bromwich High Street	5
Close to other public attractions/services	Next to the Central Library and Town Hall Opposite the Registry Office Close to shopping centres and Dartmouth Park and Sandwell Valley Country Park	5
Opportunities for collaborative working with neighbours	Central Library, Townhall and Registry Office provide many opportunities for community engagement and supporting internal council business (e.g. records management)	5
Welcoming environment	Location has received significant capital investment to boost its attractiveness West Bromwich High Street is a familiar and busy location	5
Potential to be an attractive or intriguing destination	Could have striking new build next to the restored library and over from the lovely Registry building and grounds	5
Opportunity for passive build	Yes - a new build option	5
Readily available for development	Yes	5
<i>Total score</i>		<i>45</i>
<i>% of actual score out of possible total score of 45</i>		<i>100%</i>



## 5. Option 2 – Brasshouse Lane (Albion Foundation)

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## 5.1 Key site data

Site Address	Albion Foundation (Former Cock Inn) 8 Brasshouse , Lane Smethwick, B66 1BA
Ownership	Council owned
Site Area (m <sup>2</sup> )	North part (43361) – 1,000m <sup>2</sup> South part (29327) – 1,419m <sup>2</sup>
Floor Area (m <sup>2</sup> )	346m <sup>2</sup> GIA
Site Type	North part (43361) - 1920's 'Roadhouse' style former pub, car park and rear service compound South part (29327) - open green space with a mix of young and mature trees
Site Description	A fairly attractive early twentieth century modest arts and crafts style two storey former pub with basement. Hard standing to front and rear with vehicle access to the side. Trees to front, side (on embankment) and rear wooded area. Interior not visited. Open grassed space to the south with perimeter trees forming gateway to the Galton Valley Canal Heritage Area and incorporating small-scale public art, other artefacts and seating.
Listing	Not listed
Planning Policy	Within site of importance for nature conservation (SINC) Within Smethwick Summit, Galton Valley Conservation Area Adjacent to national cycle network canal side routes
Area Character	Suburban / industrial heritage
Current Uses	Charitable & community activities / informal open space
Neighbours	Woodland – 0m School car parking – 2m Residential – 16m Primary school – 17m Day care / children's centre – 35m
Car Parking	On-street (unregulated) Potential for at least two onsite accessible spaces and sharing school car park (subject to agreement with Education Services)
Public Transport	10m to one bus route 350m to Smethwick Rolfe Street national rail
Flood Risk	Flooding by surface water in local area: MEDIUM risk (1-3.3%) Flooding from rivers and the sea: VERY LOW risk (less than 0.1%)
Environment	Industrial, high pollution risk from traffic and high hazard risk from nearby industries
Other Comments	Risk of objections from demolition of existing building and encroachment of building into open space within a conservation area, and impact on SINC
Orientation	The site could offer desired north-south orientation for passive solar design



## 5.2 BS EN 16893 site hazard initial risk assessment

A good result in this assessment would be a low score

Site location risk	Risk level 1-5	Likelihood 1-5	Score Out of 25	Comments
Tunnels or viaducts	1	1	1	
Ground stability	3	3	9	Not in coal mine high risk area. Undertake site search
Flooding	5	5	25	Be wary of site levels, hardstanding and risk of run-off from surrounding embankments and neighbouring properties
Risk from fire or explosion	1	1	1	
Risk from pollutants or vibration	2	3	6	Pollution from nearby road traffic
Rodents and other pests	5	4	20	Potentially high risk from SINC which will require control
Nuclear power plant and defence	1	1	1	
Other target establishments	2	1	2	Small risk from neighbours
Airports and flight paths	1	1	1	
HV power lines and substations	1	1	1	
<b>Indicative overall risk score</b>			27%	

## 5.3 BS EN 16893 audit

A good result in this assessment would be a high score

Criteria	Scoring 0 = unacceptable, 1 = minimal, 3 = satisfactory, 5 = outstanding	
	Low hazard level	2
Expansion potential	2	May be limited by sensitivity of site
Self-containment	5	
Level floorplates	5	
Total score	14	
<b>% of total possible score of 20</b>	<b>70%</b>	

#### 5.4 Comparison with spatial brief for new archive facility

- Can accommodate desired space brief if some encroachment onto open space is acceptable

#### 5.5 Development scope

- Demolition of existing building (346m<sup>2</sup> GIA)
- Address local surface water flood risk: bund / ditches / additional storm drainage and attenuation
- High quality landscape scheme and enhanced canal heritage interpretation may be required to mitigate any impact on existing trees or reduction in open space (say 1,500m<sup>2</sup> assuming two storey building). To include service area and two onsite accessible parking spaces.
- New 1,805m<sup>2</sup> two storey building of medium material quality required to mitigate loss of fairly attractive building in conservation area

#### 5.6 Estimated construction cost (Appendix 2)

	Low £	Medium £	High £
<b>Total</b>	6,700,000	7,500,000	9,400,000
<b>Construction cost /m<sup>2</sup></b>	2,300	2,700	3,500



## 5.7 Suitability as a public service venue and site availability

Factor	Description	Score 0 = No 1 = minimal 3 = satisfactory 5 = outstanding
Easily accessible from inside Sandwell	Easily accessible by bus, train, car and on canal cycle path	5
Easily accessible from outside Sandwell	5 minute drive from M5 Junction	5
Location with good public profile	Close to Smethwick High Street but in residential area	1
Close to other public attractions/services	2 minute walk from shops, mosque,	5
Opportunities for collaborative working with neighbours	School over the road 2 minute walk from the Library	5
Welcoming environment	Residential location next to canal	3
Potential to be an attractive or intriguing destination	Backed by woodland and close to canal New build	3
Opportunity for passive build	New build so can be all passive build	5
Readily available for development	Yes Council owned, current tenant leaving, building has no conservation status	5
<i>Total score</i>		<i>37</i>
<b>% of actual score out of possible total score of 45</b>		<b>82%</b>

## 6. Option 3 – Smethwick Library

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## 6.1 Key site data

Site Address	Smethwick Library High Street, Smethwick, B66 1AA
Ownership	Council owned
Site Area (m <sup>2</sup> )	1,287m <sup>2</sup> (including forecourt and service area to rear)
Floor Area (m <sup>2</sup> )	1,382m <sup>2</sup> GIA
Site Type	Part demolition, part conversion and extension
Site Description	<p>Attractive and robust-looking gothic palazzo style Victorian former town hall, now the home of Sandwell's archive service, most of its collections, a local library and community spaces.</p> <p>The front portion is a good quality historic building of red brick with stone window embellishments, bracketed cornice and pediment. Its historic interiors have been harmed by clumsy building services and low-quality adaptations for modern use.</p> <p>The rear portion seems to have been rebuilt (it was originally higher) and houses the public library and archive search room at ground level with collection storage in an unsuitable basement below.</p> <p>There is vehicle access from the rear.</p>
Listing	Built 1867. Locally listed.
Planning Policy	Within Smethwick Town Centre, High Street Conservation Area Seems to be within site identified for retail.
Area Character	Local town centre
Current Uses	Public library, archive service and community rooms
Neighbours	Shops – 2m Commercial warehousing – 2m Public house – 4m Substation - 36m
Car Parking	75m to Stony Lane public car park, which includes two accessible parking spaces There is one accessible parking space in front of the Victorian building
Public Transport	3m to 3 bus routes 100m to Smethwick Rolfe Street national rail
Flood Risk	<p>Flooding by surface water in local area: HIGH risk (greater than 3.3%)</p> <p>Flooding from rivers and the sea: VERY LOW risk (less than 0.1%)</p>
Environment	Urban
Other Comments	The original main entrance is not used because it is stepped. There is a modern ramped main entrance to the side, but this is not very attractive. The High Street is very congested offering little opportunity for additional accessible parking. Originally the rear portion was similar in height to the front portion, giving potential for a substantial new building to the rear.
Orientation	Site not ideally orientated for passive solar design



## 6.2 BS EN 16893 site hazard initial risk assessment

A good result in this assessment would be a low score

Site location risk	Risk level 1-5	Likelihood 1-5	Score Out of 25	Comments
Tunnels or viaducts	1	1	1	
Ground stability	3	3	9	Not in coal mine high risk area. Undertake site search
Flooding	5	5	25	Sunken rear yard liable to surface water flooding needs to be addressed by new design
Risk from fire or explosion	3	2	6	Some risk from neighbours
Risk from pollutants or vibration	3	4	12	Pollution from nearby road traffic
Rodents and other pests	3	5	15	Current rodent problem is known and monitored
Nuclear power plant and defence	1	1	1	
Other target establishments	2	1	2	Small risk from neighbours
Airports and flight paths	1	1	1	
HV power lines and substations	3	3	9	Substation on same block but not immediate neighbour
<b>Indicative overall risk score</b>			<b>36%</b>	

## 6.3 BS EN 16893 audit

A good result in this assessment would be a high score

Criteria	Scoring 0 = unacceptable, 1 = minimal, 3 = satisfactory, 5 = outstanding	
Low hazard level	2	Risk of flooding from surface water requires mitigation
Expansion potential	2	Limited expansion to rear
Self-containment	5	
Level floorplates	5	
Total score	14	
<b>% of total possible score of 20</b>	<b>70%</b>	

#### 6.4 Comparison with spatial brief for new archive facility

- Can accommodate desired space brief

#### 6.5 Development scope

- Partial demolition of existing building – approx. 962m<sup>2</sup> GIA
- Address local surface water flood risk: infill basement or raise new rear portion on plot; include for storm water attenuation system.
- New landscape to forecourt (60m<sup>2</sup>) with planting and seating, new stone steps and ramps to historic main entrance (or external platform lift), and new service area to rear (375m<sup>2</sup>)
- High quality conversion of approx. 342m<sup>2</sup> GIA of existing Victorian building in poor condition
- New 1,463m<sup>2</sup> GIA extension of medium material quality required in conservation area but behind existing building

#### 6.6 Estimated construction costs (Appendix 2)

	<b>Low £</b>	<b>Medium £</b>	<b>High</b>
<b>Total</b>	7,000,000	8,100,000	10,100,000
<b>Construction cost /m<sup>2</sup></b>	2,900	3,400	4,200





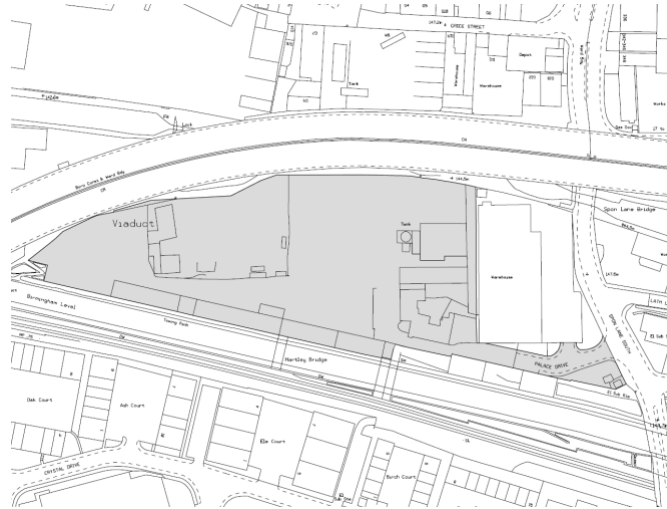
## 6.7 Suitability as a public service venue and site availability

The higher the score the more attractive the site as a public venue.

<b>Factor</b>	<b>Description Smethwick Library</b>	<b>Score 0 = No 1 = minimal 3 = satisfactory, 5 = outstanding</b>
Easily accessible from inside Sandwell	Next to A457, bus routes and 2 minutes from Smethwick Galton Bridge railway station Next to canal foot paths	5
Easily accessible from outside Sandwell	Accessible by railway from Birmingham 6 minutes' drive from the M5 30 minutes from Birmingham airport Next to canals	5
Location with good public profile	On Smethwick High Street so familiar location but not high profile	3
Close to other public attractions/services	Surrounded by shops and small businesses 15 min walk from Smethwick Heritage Centre Trust and Victoria Park 10 min walk from Nature Reserve Park 5 minute walk from Smethwick Youth & Community Centre Numerous places of worship in close proximity	3
Opportunities for collaborative working with neighbours	A range of community and heritage bodies e.g. schools, youth centre, police, medical centre	3
Welcoming environment	Familiar high street environment although major A road and railway detract from the attractiveness. Next to a public house.	3
Potential to be an attractive or intriguing destination	Façade and accommodation facing the street is attractive. New build behind provides opportunity to increase visual engagement	3
Opportunity for passive build	With new build at back but not with facade	3
Readily available for development	Would require movement of library service	3
<i>Total score</i>		<i>31</i>
<b>% of actual score out of possible total score of 45</b>		<b>69%</b>

## 7. Option 4 Chances Glassworks

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## 7.1 Key site data

Site Address	Chance Glassworks, Spon Lane South, Smethwick, B66 1NZ
Ownership	Not council owned
Site Area (m <sup>2</sup> )	21,820m <sup>2</sup> (whole glassworks site)
Floor Area (m <sup>2</sup> )	N/A – assume new build on vacant part of site
Site Type	Industrial brownfield
Site Description	<p>Former glassworks site retaining three listed warehouses and cleared land within a large walled compound bounded by two canals and the M5 viaduct. Currently single access point next to James Lister &amp; Sons Limited (providers of engineering supplies and services). Within mixed industrial area including heavy engineering and mineral processing.</p> <p>The principal seven storey building is Phase 1 of a development by the Chance Heritage Trust, comprising 41 residential units, 906m<sup>2</sup> of educational space 1,946m<sup>2</sup> of enterprise space, a Heritage Centre, a café and archiving facilities.</p>
Listing	Seven storey warehouse (1847), two lower warehouses on south side and two canal bridges all Grade II Listed.
Planning Policy	<p>Within mixed-use area</p> <p>Within conservation area</p> <p>Adjacent to local employment and potential high-quality employment land</p> <p>Adjacent to national cycle network canal side routes and motorway</p>
Area Character	Active industrial / Industrial heritage
Current Uses	Vacant land and warehouses
Neighbours	<p>Motorway and canals – 5m</p> <p>Engineering services – 8m</p> <p>Outdoor container, pallet storage and warehousing – 38m</p>
Car Parking	Potential for at least two new onsite accessible spaces and sharing with other visitor parking facilities under development within the wider site
Public Transport	<p>200m to 6 bus routes</p> <p>900m to Trinity Way tram stop</p> <p>1,100m to Smethwick Galton Bridge national rail</p>
Flood Risk	<p>Flooding by surface water in local area: LOW risk (0.1-1%)</p> <p>Flooding from rivers and the sea: VERY LOW risk (less than 0.1%)</p>
Environment	Sub-urban, medium pollution risk from traffic
Other Comments	Site subject to availability, purchase costs and cooperation of existing owner
Orientation	The site could offer desired North-South orientation for passive solar design

## 7.2 BS EN 16893 site hazard initial risk assessment

A good result in this assessment would be a low score

Site location risk	Risk level 1-5	Likelihood 1-5	Score Out of 25	Comments
Tunnels or viaducts	5	5	25	
Ground stability	3	3	9	Not in coal mine high risk area. Undertake site search
Flooding	2	2	4	Investigate risk from canals
Risk from fire or explosion	5	4	20	Industrial area at risk of fire
Risk from pollutants or vibration	5	5	25	Pollution from outdoor mineral processing and M5
Rodents and other pests	5	4	20	Potentially high risk from waterways
Nuclear power plant and defence	1	1	1	
Other target establishments	3	3	9	Possible industrial targets
Airports and flight paths	1	1	1	
HV power lines and substations	1	1	1	
<b>Indicative overall risk score</b>			<b>46%</b>	

## 7.3 BS EN 16893 audit

A good result in this assessment would be a high score

Criteria	Scoring 0 = unacceptable, 1 = minimal, 3 = satisfactory, 5 = outstanding	
Low hazard level	1	Risk of contamination from former industrial uses is unknown
Expansion potential	1	
Self-containment	5	
Level floorplates	5	
Total score	12	
<b>% of total possible score of 20</b>	<b>60%</b>	



#### 7.4 Comparison with spatial brief for new archive facility

- Can accommodate desired space brief subject to agreement with developer

#### 7.5 Development scope

- High quality landscape scheme would be required within conservation area to include service area and two onsite accessible parking spaces.
- New 1,805m<sup>2</sup> three storey building of medium material quality required in conservation area and near listed buildings

#### 7.6 Estimated construction costs (Appendix 2) (Appendix 2)

	Low £	Medium £	High
<b>Total</b>	6,200,000	7,000,000	9,000,000
<b>Construction cost /m<sup>2</sup></b>	2,300	2,700	3,500

## 7.7 Suitability as a public service venue and site availability

The higher the score the more attractive the site as a public venue.

<b>Factor</b>	<b>Description Chances Glassworks</b>	<b>Score 0 =No, 1 = minimal 3 = satisfactory 5 = outstanding</b>
Easily accessible from inside Sandwell	Good road connections from M5 and A roads One canal paths is a national cycle routes with potential for direct access from the canal paths 15min walk from Smethwick Galton Bridge station	3
Easily accessible from outside Sandwell	Off the M5 and two canals.	5
Location with good public profile	Part of famous heritage site and visible from M5	5
Close to other public attractions/services	Development of the Chances site Can access locations such as libraries and heritage sites within short (e.g.15 minute car rides)	5
Opportunities for collaborative working with neighbours	Chances Trust re industrial heritage, volunteering, heritage outreach, training & employment Numerous schools in locality	5
Welcoming environment	No – dramatic but not welcoming Unattractive industrial estate under the M5 flyover	0
Potential to be an attractive or intriguing destination	Yes – the historical location and the dramatic M5 flyover creates an unusual setting	3
Opportunity for passive build	Yes - as new build is the solution.	5
Readily available for development	Not known but relationships will need to be developed to further this conversation	1
<b>Total score</b>		<b>32</b>
<b>% of actual score out of possible total score of 45</b>		<b>71%</b>



## 8. Option 5 – Highfields (Registry Office)

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## 8.1 Key site data

Site Address	Highfields Road, current registry office site High Street, West Bromwich, B70 8RJ
Ownership	Council owned
Site Area (m <sup>2</sup> )	9,025m <sup>2</sup> (including gardens, closest rear and side car parks)
Floor Area (m <sup>2</sup> )	1,283m <sup>2</sup> GIA
Site Type	Conversion and extension
Site Description	Very attractive operational registry office in elegant late Georgian stuccoed former houses, now linked into single premises, surrounded by pleasing gardens with lawns, planting and mature trees. Front of building is of high architectural design quality. Southerly aspect to central block of three storeys with two-storey wings. Rear of building overlooks car parks and is more disjointed with varied extensions, irregular windows and roof profiles. Interior not visited. Vehicle access from Sandwell Road.
Listing	Registry Office (c 1830) is Grade II Listed in a very attractive and mature landscape setting
Planning Policy	Within High Street, West Bromwich Conservation Area Side and furthest rear car parks fall within land identified for B1 (business) use only – refer to AAP policy WBPr8
Area Character	Civic / town centre
Current Uses	Registry office, public gardens, car parking
Neighbours	Job centre – 30m Bank, offices, health centre – 90m Offices – 45m Residential – 70m
Car Parking	10m to Highfields public car park Three existing accessible spaces to rear of building may require augmentation or relocating, depending on design solution
Public Transport	82m to 7 bus routes 410m to Lodge Road tram stop
Flood Risk	Flooding by surface water in local area: VERY LOW risk (less than 0.1%) Flooding from rivers and the sea: VERY LOW risk (less than 0.1%)
Environment	Semi-urban
Other Comments	For the purposes of this options appraisal, it is assumed that the east wing of existing building can be vacated and made available to the new archive facility. The east wing comprises cellular rooms at various floor levels with single glazed sash windows. The constraints of the listing, existing layout, structure, security capability and floor levels will not be ideally suited for conversion to archive use, likely leading to some compromise in operation of a new facility.
Orientation	The site could offer desired North-South orientation for passive solar design



## 8.2 BS EN 16893 site hazard initial risk assessment

A good result in this assessment would be a low score

Site location risk	Risk level 1-5	Likelihood 1-5	Score Out of 25	Comments
Tunnels or viaducts	1	1	1	
Ground stability	3	3	9	Not in coal mine high risk area. Undertake site search
Flooding	1	1	1	
Risk from fire or explosion	2	2	4	Distant from neighbours
Risk from pollutants or vibration	2	3	6	Distant from nearby road traffic
Rodents and other pests	3	3	9	Some risk from gardens
Nuclear power plant and defence	1	1	1	
Other target establishments	2	1	2	Low risk from neighbours
Airports and flight paths	1	1	1	
HV power lines and substations	1	1	1	
<b>Indicative overall risk score</b>			<b>14%</b>	

## 8.3 BS EN 16893 audit

A good result in this assessment would be a high score

Criteria	Scoring 0 = unacceptable, 1 = minimal, 3 = satisfactory, 5 = outstanding	
Low hazard level	4	
Expansion potential	4	Could extend further onto car parks (if undeveloped)
Self-containment	3	Historic building shared with registry office
Level floorplates	2	Dependent on design solution
Total score	13	
<b>Total % out of possible score of 20</b>	<b>65%</b>	



#### 8.4 Comparison with spatial brief for new archive facility

- Can accommodate desired space brief

#### 8.5 Development scope

- High quality landscape scheme (1,500m<sup>2</sup>) would be required within West Bromwich conservation area to connect the new building with the historically sensitive site, to include two new accessible parking spaces
- High quality conversion of approx. 414m<sup>2</sup> GIA of existing Georgian building in poor condition
- New 1,391m<sup>2</sup> GIA extension of high material quality required in conservation area and immediately adjacent to listed building in important civic setting. Note:
  - A two-storey extension of required size would be the full length of the existing building and extend beyond the existing rear fenced staff car park into the adjoining public car park
  - A three-storey extension of required size would be the full length of the existing building and could be retained within the immediate boundary. However, SMBC planners may consider this out of scale with the existing two-three storey listed building

#### 8.6 Estimated construction costs (Appendix 2)

	Low £	Medium £	High
<b>Total</b>	7,600,000	9,200,000	10,800,000
<b>Construction cost /m<sup>2</sup></b>	3,100	3,800	4,400



## 8.7 Suitability as a public service venue and site availability

The higher the score the more attractive the site as a public venue.

Factor	Description Registry Office Highfields Road	Score 0 = No 1 = minimal 3 = satisfactory 5 = outstanding
Easily accessible from inside Sandwell	Close to A41, bus routes and on West Bromwich high street Close to several car parks Easily accessible by pedestrians	5
Easily accessible from outside Sandwell	One junction from the M5 Half an hour from the airport	5
Location with good public profile	On West Bromwich High Street Used heavily by locals for Registration and marriage ceremonies Recognised as the most attractive location in West Bromwich	5
Close to other public attractions/services	Next to the Central Library and Town Hall Opposite the Registry Office Close to shopping centres and Dartmouth and Sandwell Country Parks	5
Opportunities for collaborative working with neighbours	The Library and Townhall provide many opportunities for community engagement and supporting internal council business (e.g. records management)	5
Welcoming environment	Designed to be memorable and set apart from everyday life	5
Potential to be an attractive or intriguing destination	A beautiful location that local people value	5
Opportunity for passive build	Only for the storage module assuming existing office space is shared	1
Readily available for development	Would require opening discussions with the Registry Office	1
<i>Total score</i>		37
<i>% of actual score out of possible total score of 45</i>		<b>82%</b>

## 9. Option 6 – Conjectural vacant site

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### 9.1 Key site data

Site Address	-
Ownership	-
Site Area (m <sup>2</sup> )	Approx. 1,000m <sup>2</sup> for urban site with service area but no parking Approx. 2,400m <sup>2</sup> for low density neighbourhood with service area, onsite disabled parking and landscape.
Floor Area (m <sup>2</sup> )	-
Site Type	Brownfield or car park
Site Description	This is any conjectural vacant site such as a surface car park or previously developed town centre / town centre fringe location
Listing	-
Planning Policy	-
Area Character	-
Current Uses	-
Neighbours	-
Car Parking	Assume public car parking is available nearby as well as at least two accessible spaces on site
Public Transport	Assume public transport is available nearby
Flood Risk	Less than 1% (100 year) flood risk
Environment	-
Other Comments	-
Orientation	Ideally southerly facing frontage

### 9.2 BS EN 16893 site hazard initial risk assessment

Without a known site, a site hazard risk assessment is not possible. For purposes of a conjectural option, it is assumed that the site, likely to be urban or sub-urban offers a satisfactorily low level of environmental hazard.

### 9.3 BS EN 16893 audit

A good result in this assessment would be a high score

Criteria	Scoring 0 = unacceptable, 1 = minimal, 3 = satisfactory, 5 = outstanding	
	Low hazard level	3
Expansion potential	3	Depends on chosen site offering a satisfactory level of potential land for expansion
Self-containment	5	
Level floorplates	5	
Total score	16	
<b>% of total possible score of 20</b>	<b>80%</b>	

### 9.4 Comparison with spatial brief for new archive facility

- Can accommodate desired space brief

### 9.5 Development scope

- Medium quality landscape scheme with service area and onsite accessible parking (say 1,500m<sup>2</sup> assuming two-storey building)
- New 1,805m<sup>2</sup> two-storey building of medium material quality required to mitigate loss of fairly attractive building in conservation area

### 9.6 Suitability as a public service venue and site availability

The higher the score the more attractive the site as a public venue.

For this assessment it is assumed that the conjectural site scores satisfactorily on all the factors for this part of the assessment resulting in a score of 60%.

### 9.7 Estimated construction costs (Appendix 2)

	Low £	Medium £	High
<b>Total</b>	6,200,000	7,100,000	9,000,000
<b>Construction cost /m<sup>2</sup></b>	2,300	2,700	3,500

## 10. Summary and assessment of options

**The Gas Showroom provides the best site but Brasshouse Lane and Smethwick Library both offer attractive alternatives.**

The scores for each site are given in the next table:

	<b>BS EN 16893 site hazard (lower score desirable)</b>	<b>BS EN 16893 audit (higher score desirable)</b>	<b>Public venue suitability (higher score desirable)</b>	<b>Construction cost - medium</b>
<b>Old Gas Showroom</b>	22%	75%	100%	£8.6mn
<b>Brasshouse Lane</b>	27%	70%	82%	£7.5mn
<b>Smethwick Library</b>	36%	70%	69%	£8.1mn
<b>Chances Glassworks</b>	46%	60%	71%	£7mn
<b>Highfields</b>	14%	65%	82%	£9.2mn
<b>Conjectural</b>	N/A	80%	60%	£7.1mn

Comparing all the options this review concludes that the best site is the Old Gas Showroom. It provides a cleared site, which offers the opportunity for a bespoke archive building using a Passivhaus approach in an attractive and central location with a good profile and low risk. The proximity of public facilities and the library and Town Hall provide exciting potential for collaborative working to connect the historic library and modern archive building and share and build joint audiences. Placing the archive building on the High Street would significantly contribute to the regeneration of Sandwell High Street by providing an attractive and intriguing civic space. It would also provide a catalyst for joint working across a range of SMBC services as well as external stakeholders within the community such as charities and educational bodies. Comparators, such as Archives + in Manchester Central Library<sup>2</sup> and The Hive in Worcestershire<sup>3</sup>, have demonstrated that a central location and having other council services close by creates a higher profile

<sup>2</sup> <http://www.archivesplus.org>

<sup>3</sup> <http://www.thehiveworcester.org>



and connectivity for the archive that drives much wider engagement, diverse joint working and new avenues in collecting. It also provides the opportunity for the archive service to act as a trusted public hub for other council services.

The next two options in the ranking are the Brasshouse Lane and Smethwick Library options. Each brings challenges - possible reduction in size of a small public park adjacent to the existing Brasshouse Lane building and merging with an older building at Smethwick Library. But they are both accessible, known locations close to public amenities, and do not significantly restrict the potential for building a bespoke archive.

The location ranked fourth is Chances Glassworks. This has contradictory factors. It would provide a clear site on which to build a bespoke archive building and the presence of the Trust offers immense potential for public programming and collaboration. However, it is an unwelcoming location on an industrial estate and the proximity of the motorway materially increases the pollution risk (although this could be mitigated with environmental controls).

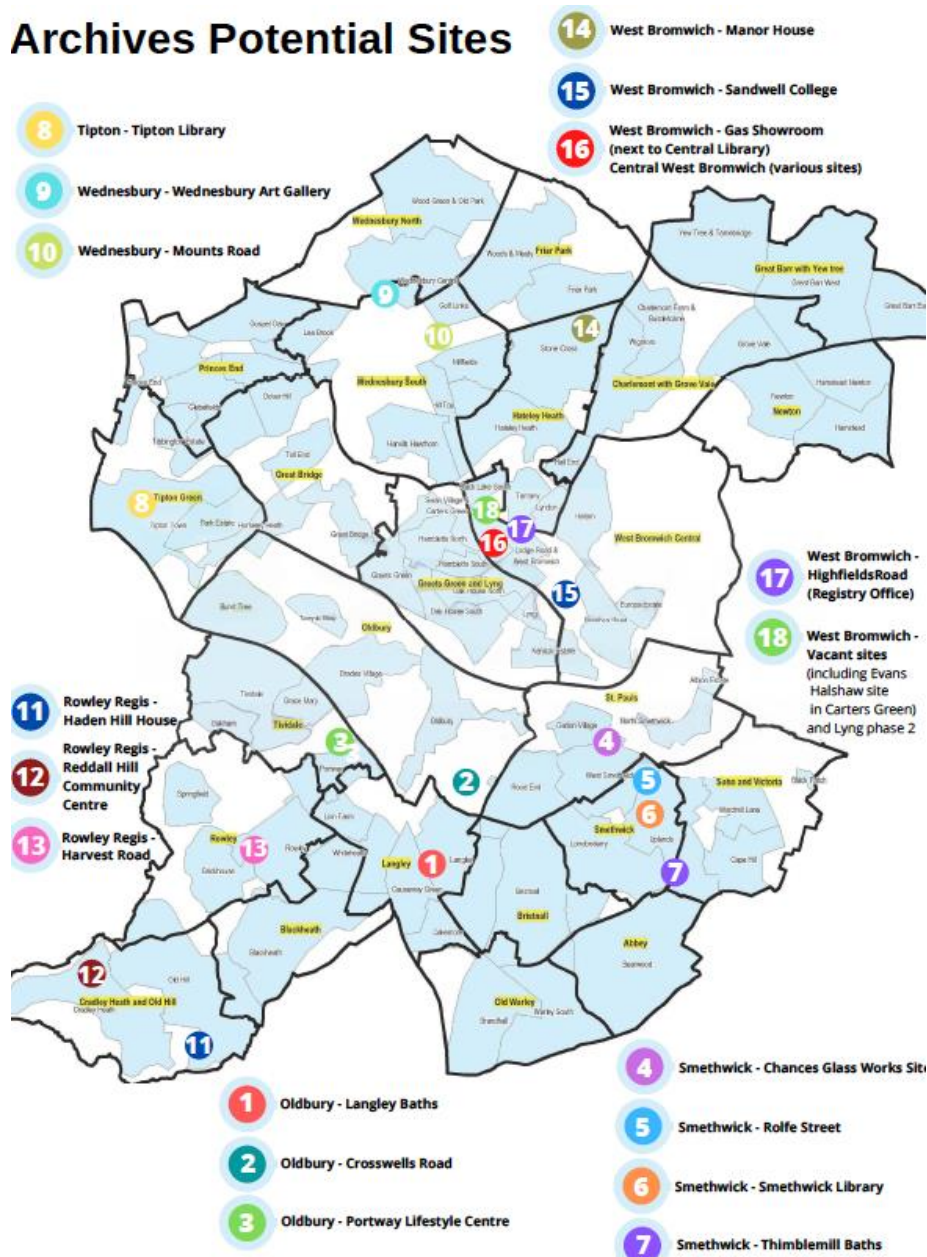
The Registry Office is ranked the lowest out of all the known sites. It has too many issues including:

- The need to use part of the Georgian Registry Office for work and public spaces, which would offer cramped accommodation difficult to accommodate larger audiences, deliver modern services or move collections around
- Loss of heavily-used parking space
- Public consternation with a modern construction being placed on this attractive, historical site

Whilst it is not possible to assess the conjectural site it can be seen that, to compete with the identified locations such a site would need to be able to accommodate a bespoke archive building with good connectivity to other public amenities, a reasonable public profile and opportunities for collaborative working.



# Appendix 1 Map of longlisted sites



# Appendix 2 Full construction costs developed by Core Five

## Sandwell Archives

Indicative Order of Cost/ Cost Allocation Models - December 2020



### Executive Summary

We have prepared a series of Cost Allocation Models for the provision of a new build archive building, based on a space brief produced by Elizabeth Oxborrow-Cowan, for five sites that have been reviewed by Levitt Bernstein. These are at current price levels, and include no allowance for inflation.

The project is at a very early stage so therefore we have presented our suggested Total Project Budgets as a range, taking into account the quality and design aspirations that have been identified in the Levitt Bernstein Options Appraisal V3 25.11.2020. A summary table of a range of likely cost for each option follows.

These Cost Allocation Models provide an indication of budget, and include for construction works, professional and statutory fees, client direct costs and contingency. VAT is excluded. At this early stage the budgets are largely based on assumptions, and so only provide a guide to a likely magnitude of cost. Construction costs for the higher quality options are based on providing a building using "Passivhaus" principles of a similar design aspiration as Hereford Archives and Records Centre.

The mid point of our suggested budgets ranges from £7.1M for a conjectural vacant site to £9.2M for Option 4 Highfields (Registry Office), at current price levels. Key drivers of the variance in cost between the various options are site related items, architectural aspiration, and the level of refurbishment work of existing buildings.

We have priced the new build including fit out at circa £2,700/m<sup>2</sup> for medium quality, and at £3,300/m<sup>2</sup> for higher quality, at current price levels, including fit out (Archive Shelving, Loose Furniture and the Like), but excluding external works. Refurbishment of the Highfields Building and Smethwick Town Hall have been priced at £3,800/m<sup>2</sup> to reflect the additional complexity of working on these heritage buildings.

Allowances of 5% have been included for Client Costs, and 10% for Client Contingency. The Client may wish to fund the contingency allowance from a separate budget.

OPTION 1 - ALBION FOUNDATION	Area (GIA)	Cost Model 4Q 2020 Price Levels		
		Low	Medium	High
1.1. All New Build (Medium Quality)	1,805	6,700,000	7,500,000	9,400,000
OPTION 2 - CHANCE GLASSWORKS				
2.1. All New Build (Medium Quality)	1,805	6,200,000	7,000,000	9,000,000
OPTION 3 - GAS SHOWROOM SITE				
3.1. All New Build (High Quality)	1,805	7,200,000	8,600,000	9,900,000
OPTION 4 - HIGHFIELDS (REGISTRY OFFICE)				
4.1. Refurb/ New Build (High Quality)	1,805	7,600,000	9,200,000	10,800,000
OPTION 5 - SMETHWICK LIBRARY				
5.1. Refurb/ New Build (Medium Quality)	1,805	7,000,000	8,100,000	10,100,000
OPTION 6 - CONJECTURAL VACANT SITE				
6.1. New Build (Medium Quality)	1,805	6,200,000	7,100,000	9,000,000

These costs have been prepared on the basis of areas stated by Levitt Bernstein, contained within the Options Appraisal. Core Five take no responsibility for these areas.

These budgets include for construction costs at October 2020 price levels. No allowance has been included for inflation beyond this period.

#### Assumptions

The rates and allowances have been established on the assumption that the works will generally be fully designed by the design team, with only limited elements of contractor's design.

Only a nominal allowance is included for disposal of contaminated materials. If a site is heavily contaminated, an additional allowance should be added to the budget.

It is assumed that the design team will be commissioned to continue and complete design development in accordance with the budgets suggested. Effective Cost Management will be essential to ensure that the project is achieved within the budget.

#### Exclusions

The Cost Allocation Models are presented as a matrix that indicates what is included and excluded within the budgets. Site Acquisition, Infrastructure upgrade costs, for example to utilities, road access; and VAT are excluded.



## Sandwell Archives



### Cost Allocation Model Option 1 | Albion Foundation (Old Cock Inn)

Ref	Description	Area	Cost/m <sup>2</sup> (Mid Point)	Included	% Split of Total Budget (Mid Point)	Budget (Low) £	Budget (Mid Point) £	Budget (High) £	Excluded
1.00	Property				0.00%				✓
2.00	Construction Works				65.20%	4,270,000	4,890,000	6,340,000	
2.01	Site Preparation and External Works			✓		740,000	740,000	740,000	
2.02	Archive Building	1,805	2,000	✓		3,070,000	3,610,000	4,870,000	
2.03	Work beyond site boundary								✓
2.04	Remove contaminated materials			✓		Included	Included	Included	
2.05	Infrastructure Improvement								✓
2.06	Construction Works and Design Contingency			✓		460,000	540,000	730,000	
3.00	Archive Fit Out				9.33%	700,000	700,000	700,000	
3.01	Archive	600	900	✓		540,000	540,000	540,000	
3.02	Loose furniture, fittings and equipment			✓		100,000	100,000	100,000	
3.03	Contingency			✓		60,000	60,000	60,000	
4.00	Professional Fees on Works				11.19%	746,000	839,000	1,056,000	
5.00	Statutory and Sundry Fees and Expenses				0.85%	57,000	64,000	81,000	
6.00	Direct Costs				4.33%	289,000	325,000	409,000	
6.01	Client in house management costs incl fundraising, decant/ moving, etc			✓					
6.02	Business planning			✓					
6.03	Brief writing			✓					
7.00	Artwork and Off Site Wayfinding				0.00%				✓
8.00	Finance and Funding				0.00%				✓
9.00	Client Contingencies				9.09%	606,000	682,000	859,000	
10.00	Inflation Costs				0.00%		0		✓
<b>Project Total (excluding VAT)</b>					<b>100.00%</b>	<b>6,668,000</b>	<b>7,500,000</b>	<b>9,445,000</b>	
11.00	Finance and Funding								✓
<b>Project Total (including VAT)</b>					<b>Say</b>	<b>6,700,000</b>	<b>7,500,000</b>	<b>9,400,000</b>	
<b>Construction Cost/m<sup>2</sup> (excluding Site Preparation and External Works)</b>						<b>2,300</b>	<b>2,700</b>	<b>3,500</b>	



## Sandwell Archives

### Cost Allocation Model Option 2 | Chance Glassworks



Ref	Description	Cost/m <sup>2</sup> (Mid Point) Area	Included	% Split of Total Budget (Mid Point)	Budget (Low) £	Budget (Mid Point) £	Budget (High) £	Excluded
1.00	Property			0.00%				✓
2.00	Construction Works			64.56%	3,910,000	4,530,000	5,980,000	
2.01	Site Preparation and External Works		✓		380,000	380,000	380,000	
2.02	Archive Building	1,805 2,000	✓		3,070,000	3,610,000	4,870,000	
2.03	Work beyond site boundary							✓
2.04	Remove contaminated materials		✓		Included	Included	Included	
2.05	Infrastructure Improvement							✓
2.06	Construction Works and Design Contingency		✓		460,000	540,000	730,000	
3.00	Archive Fit Out			9.98%	700,000	700,000	700,000	
3.01	Archive	600 900	✓		540,000	540,000	540,000	
3.02	Loose furniture, fittings and equipment		✓		100,000	100,000	100,000	
3.03	Contingency		✓		60,000	60,000	60,000	
4.00	Professional Fees on Works			11.19%	692,000	785,000	1,002,000	
5.00	Statutory and Sundry Fees and Expenses			0.86%	53,000	60,000	77,000	
6.00	Direct Costs			4.33%	268,000	304,000	388,000	
6.01	Client in house management costs incl fundraising, decant/ moving, etc		✓					
6.02	Business planning		✓					
6.03	Brief writing		✓					
7.00	Artwork and Off Site Wayfinding			0.00%				✓
8.00	Finance and Funding			0.00%				✓
9.00	Client Contingencies			9.09%	562,000	638,000	815,000	
10.00	Inflation Costs			0.00%		0		✓
<b>Project Total (excluding VAT)</b>				<b>100.00%</b>	<b>6,185,000</b>	<b>7,017,000</b>	<b>8,962,000</b>	
11.00	Finance and Funding							✓
<b>Project Total (including VAT)</b>				<b>Say</b>	<b>6,200,000</b>	<b>7,000,000</b>	<b>9,000,000</b>	
<b>Construction Cost/m<sup>2</sup> (excluding Site Preparation and External Works)</b>					<b>2,300</b>	<b>2,700</b>	<b>3,500</b>	



## Sandwell Archives

### Cost Allocation Model Option 3 | Gas Showroom Site



Ref	Description	Area	Cost/m <sup>2</sup> (Mid Point)	Included	% Split of Total Budget (Mid Point)	Budget (Low) £	Budget (Mid Point) £	Budget (High) £	Excluded
1.00	Property				0.00%				✓
2.00	Construction Works				66.36%	4,640,000	5,680,000	6,710,000	
2.01	Site Preparation and External Works			✓		490,000	490,000	490,000	
2.02	Archive Building	1,805	2,500	✓		3,610,000	4,510,000	5,410,000	
2.03	Work beyond site boundary								✓
2.04	Remove contaminated materials			✓		Included	Included	Included	
2.05	Infrastructure Improvement								✓
2.06	Construction Works and Design Contingency			✓		540,000	680,000	810,000	
3.00	Archive Fit Out				8.18%	700,000	700,000	700,000	
3.01	Archive	600	900	✓		540,000	540,000	540,000	
3.02	Loose furniture, fittings and equipment			✓		100,000	100,000	100,000	
3.03	Contingency			✓		60,000	60,000	60,000	
4.00	Professional Fees on Works				11.18%	801,000	957,000	1,112,000	
5.00	Statutory and Sundry Fees and Expenses				0.85%	61,000	73,000	85,000	
6.00	Direct Costs				4.33%	310,000	371,000	430,000	
6.01	Client in house management costs incl fundraising, decant/ moving, etc			✓					
6.02	Business planning			✓					
6.03	Brief writing			✓					
7.00	Artwork and Off Site Wayfinding				0.00%				✓
8.00	Finance and Funding				0.00%				✓
9.00	Client Contingencies				9.09%	651,000	778,000	904,000	
10.00	Inflation Costs				0.00%		0		✓
	<b>Project Total (excluding VAT)</b>				100.00%	7,163,000	8,559,000	9,941,000	
11.00	Finance and Funding								✓
	<b>Project Total (including VAT)</b>				Say	7,200,000	8,600,000	9,900,000	
	<b>Construction Cost/m<sup>2</sup> (excluding Site Preparation and External Works)</b>					2,700	3,300	3,800	





## Sandwell Archives

### Cost Allocation Model Option 4 | Highfields Registry Office



Ref	Description	Area	Cost/m <sup>2</sup> (Mid Point)	Included	% Split of Total Budget (Mid Point)	Budget (Low) £	Budget (Mid Point) £	Budget (High) £	Excluded
1.00	Property				0.00%				✓
2.00	Construction Works				66.93%	4,930,000	6,160,000	7,330,000	
2.01	Site Preparation and External Works			✓		490,000	490,000	490,000	
2.02	New Build Archive Building	1,391	2,500	✓		2,780,000	3,480,000	4,170,000	
2.03	Conversion of Existing	414	3,500	✓		1,080,000	1,450,000	1,780,000	
2.04	Work beyond site boundary								✓
2.05	Remove contaminated materials			✓		Included	Included	Included	
2.06	Infrastructure Improvement								✓
2.07	Construction Works and Design Contingency			✓		580,000	740,000	890,000	
3.00	Archive Fit Out				7.61%	700,000	700,000	700,000	
3.01	Archive	600	900	✓		540,000	540,000	540,000	
3.02	Loose furniture, fittings and equipment			✓		100,000	100,000	100,000	
3.03	Contingency			✓		60,000	60,000	60,000	
4.00	Professional Fees on Works				11.18%	845,000	1,029,000	1,205,000	
5.00	Statutory and Sundry Fees and Expenses				0.86%	65,000	79,000	92,000	
6.00	Direct Costs				4.32%	327,000	398,000	466,000	
6.01	Client in house management costs incl fundraising, decant/ moving, etc			✓					
6.02	Business planning			✓					
6.03	Brief writing			✓					
7.00	Artwork and Off Site Wayfinding				0.00%				✓
8.00	Finance and Funding				0.00%				✓
9.00	Client Contingencies				9.09%	687,000	837,000	979,000	
10.00	Inflation Costs				0.00%		0		✓
<b>Project Total (excluding VAT)</b>					<b>100.00%</b>	<b>7,554,000</b>	<b>9,203,000</b>	<b>10,772,000</b>	
11.00	Finance and Funding								✓
<b>Project Total (including VAT)</b>					<b>Say</b>	<b>7,600,000</b>	<b>9,200,000</b>	<b>10,800,000</b>	
<b>Construction Cost/m<sup>2</sup> (excluding Site Preparation and External Works)</b>						<b>3,100</b>	<b>3,800</b>	<b>4,400</b>	



## Sandwell Archives

### Cost Allocation Model Option 5 | Smethwick Library



Ref	Description	Area	Cost/m <sup>2</sup> (Mid Point)	Included	% Split of Total Budget (Mid Point)	Budget (Low) £	Budget (Mid Point) £	Budget (High) £	Excluded
1.00	Property				0.00%				✓
2.00	Construction Works				65.94%	4,510,000	5,370,000	6,850,000	
2.01	Site Preparation and External Works			✓		620,000	620,000	620,000	
2.02	New Build Archive Building	1,463	2,000	✓		2,490,000	2,930,000	3,950,000	
2.03	Conversion of Existing	342	3,500	✓		890,000	1,200,000	1,470,000	
2.04	Work beyond site boundary								✓
2.05	Remove contaminated materials			✓		Included	Included	Included	
2.06	Infrastructure Improvement								✓
2.07	Construction Works and Design Contingency			✓		510,000	620,000	810,000	
3.00	Archive Fit Out				8.60%	700,000	700,000	700,000	
3.01	Archive	600	900	✓		540,000	540,000	540,000	
3.02	Loose furniture, fittings and equipment			✓		100,000	100,000	100,000	
3.03	Contingency			✓		60,000	60,000	60,000	
4.00	Professional Fees on Works				11.19%	782,000	911,000	1,133,000	
5.00	Statutory and Sundry Fees and Expenses				0.86%	60,000	70,000	87,000	
6.00	Direct Costs				4.33%	303,000	353,000	439,000	
6.01	Client in house management costs incl fundraising, decant/ moving, etc			✓					
6.02	Business planning			✓					
6.03	Brief writing			✓					
7.00	Artwork and Off Site Wayfinding				0.00%				✓
8.00	Finance and Funding				0.00%				✓
9.00	Client Contingencies				9.09%	636,000	740,000	921,000	
10.00	Inflation Costs				0.00%		0		✓
<b>Project Total (excluding VAT)</b>					<b>100.00%</b>	<b>6,991,000</b>	<b>8,144,000</b>	<b>10,130,000</b>	
11.00	Finance and Funding								✓
<b>Project Total (including VAT)</b>					<b>Say</b>	<b>7,000,000</b>	<b>8,100,000</b>	<b>10,100,000</b>	
<b>Construction Cost/m<sup>2</sup> (excluding Site Preparation and External Works)</b>						<b>2,900</b>	<b>3,400</b>	<b>4,200</b>	





## Sandwell Archives

### Cost Allocation Model Option 6 | Conjectural Vacant Site



Ref	Description	Area	Cost/m <sup>2</sup> (Mid Point)	Included	% Split of Total Budget (Mid Point)	Budget (Low) £	Budget (Mid Point) £	Budget (High) £	Excluded
1.00	Property				0.00%				✓
2.00	Construction Works				64.63%	3,950,000	4,570,000	6,020,000	
2.01	Site Preparation and External Works			✓		420,000	420,000	420,000	
2.02	Archive Building	1,805	2,000	✓		3,070,000	3,610,000	4,870,000	
2.03	Work beyond site boundary								✓
2.04	Remove contaminated materials			✓		Included	Included	Included	
2.05	Infrastructure Improvement								✓
2.06	Construction Works and Design Contingency			✓		460,000	540,000	730,000	
3.00	Archive Fit Out				9.90%	700,000	700,000	700,000	
3.01	Archive	600	900	✓		540,000	540,000	540,000	
3.02	Loose furniture, fittings and equipment			✓		100,000	100,000	100,000	
3.03	Contingency			✓		60,000	60,000	60,000	
4.00	Professional Fees on Works				11.19%	698,000	791,000	1,008,000	
5.00	Statutory and Sundry Fees and Expenses				0.86%	53,000	61,000	77,000	
6.00	Direct Costs				4.33%	270,000	306,000	390,000	
6.01	Client in house management costs incl fundraising, decant/ moving, etc			✓					
6.02	Business planning			✓					
6.03	Brief writing			✓					
7.00	Artwork and Off Site Wayfinding				0.00%				✓
8.00	Finance and Funding				0.00%				✓
9.00	Client Contingencies				9.09%	567,000	643,000	820,000	
10.00	Inflation Costs				0.00%		0		✓
<b>Project Total (excluding VAT)</b>					<b>100.00%</b>	<b>6,238,000</b>	<b>7,071,000</b>	<b>9,015,000</b>	
11.00	Finance and Funding								✓
<b>Project Total (including VAT)</b>					<b>Say</b>	<b>6,200,000</b>	<b>7,100,000</b>	<b>9,000,000</b>	
<b>Construction Cost/m<sup>2</sup> (excluding Site Preparation and External Works)</b>						<b>2,300</b>	<b>2,700</b>	<b>3,500</b>	



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