

## ENGLISH HERITAGE

Ms Melanie Carr  
Scrutiny Committee Officer  
Scrutiny Services  
City of York Council  
The Guildhall,  
York  
YO1 9QN

Our ref: FOI 08/1346 &  
1356  
Your ref:  
Telephone 01793 41 4539  
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21 January 2009

Dear Ms Carr

**re: Freedom of Information request - Hungate development**

Please accept my sincere apologies for the delay in replying to your Freedom of Information requests. This letter responds to both your initial request for the Important Applicant Review meeting minutes and your subsequent request for copies of all documents held by English Heritage concerning the above development.

As agreed on the telephone I have not considered correspondence involving York City Council as the Scrutiny Committee should already have access to these. I am however, pleased to be able to provide you with all other relevant information held by English Heritage. All the documents are in chronological order. You may also notice that I have redacted some personal information from one of the enclosed documents. In making this decision I have relied upon s.40 of the Act:

- s.40 – personal information the disclosure of which would breach one or more of the data protection principles.

Although I have enclosed documentation relating to the pre-application discussions with this letter I would like to make you aware that it is not usual as disclosure has the potential to inhibit the process. Each case is however, is treated on its own merits at the time the request is received.

I hope that the information that I have provided is useful to you. If however, you are unhappy with the level of service you have received in relation to your request you may ask for an internal review. If you wish to make a complaint you should contact: Mr Mike Harlow, Legal Director, English Heritage, 1 Waterhouse Square, 138 – 142 Holborn, LONDON, EC1N 2ST

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information

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Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, CHESHIRE, SK9 5AF

Yours sincerely



Jessica Trevitt

Access to Information Manager

E-mail: [jessica.trevitt@english-heritage.org.uk](mailto:jessica.trevitt@english-heritage.org.uk)



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## CITY OF YORK COUNCIL OFFICES, STONEBOW, YORK

## Important Application Review Meeting

Date: 10 September 2007

Attendees:	Maddy Jago (part-chair)	Andy Wimble	Lindsey Martel
	Giles Proctor (part-chair)	Diane Green	Keith Miller
	Alison Fisher (lead)	Keith Emerick	Nicky Brown
	Hilary Roome	Rebecca Rayner	Jenny Irvine
	Jennie Dean	Vicky Ellis	Kath Gibson
	Neil Redfern		

## Key points / clarifications raised in IAR discussion

## Background

There has been a previous IAR with regard to the Hungate Site. This was to consider a development of a mixed-use scheme, which includes offices, housing and commercial blocks. An aspect of this scheme was the creation of a new building for the City of York Council (CYC) offices. Outline planning consent and the subsequent detailed consent for Phase 1 of the project (i.e. the residential element) have both been granted.

The purpose of this IAR was to discuss the new Council Office building, specifically the logic of the proposed footprint and the proposed design.

The developers have proposed that the front section of the building would be used for the civic functions of the council and the back section would be the offices for council staff. A bio-tower, which would contain the functional support systems for the council buildings (such as lift operation machinery), would be situated behind the site.

The frontage of the building looks out onto the York Conservation Area and the main views towards the front of the building are from Stonebow and Peasholme Green. Also, one of the main strategic views from the site is towards the Minster. The backdrop to the site will be the housing element of the Hungate Masterplan.

## Discussion

- Footprint of the Site

AF has spoken to the developers with regard to this emerging scheme and has initially said that she is generally happy with the proposed footprint and the general principle of locating the office suite behind the civic frontscape. However, she has expressed reservations about the design concept being promoted for the civic suite, particularly in context of the surrounding heritage assets.

HR suggested that they look at putting the offices at the front of the building and the civic functions at the back, and then creating a piazza between them for the increased flow of people entering the site.

GP queried what this new building would mean for the grade I Guildhall, which is currently used for the civic functions of the council. AF said the Guildhall would be used for the more processional functions. The day-to-day civic functions would move to the new building while the ceremonial or mayoral functions would remain with the Guildhall. HR and GP both raised concerns that reducing the use of the Guildhall would have a negative impact on the historic building and may put it at risk. However, CYC see the move as beneficial as it is an opportunity for them to be able to carry out refurbishments on the listed Guildhall. This also raised questions over what was to happen to the other 17 sites currently used by the council, particularly those

that are listed, for example St Leonard Place, which is listed as GII\*. EH would be concerned over the future use of these buildings and we should therefore raise this issue with CYC.

AF stated there was no car parking for staff on the site.

- Design of Building

It is a 'work in progress' design and the developers are currently focusing on the design of the civic part of the building. The design places the principle civic functions on the first floor, which has views towards the Minster, and the ground floor is mostly taken up by external and internal reception areas. Both members of the council and members of the public would enter via the external reception area and then they are separated with the council offices being accessed from a side street.

AW noted that the choice of modelling the building on a courthouse was inappropriate as a courthouse is defensive and, therefore, internal looking in design, whereas the council buildings should be more welcoming. Moreover, the open external reception is covered over and this creates a dark space.

GP raised concerns over the impact the offices would have on the setting of the neighbouring Black Swan Public House (listed as GII\*). The Black Swan appears dwarfed by the proposed buildings making it look like a dolls' house in comparison. The developers have not shown any indication of linking the Black Swan to their design. GP queried if they would retain a gap between the new build and the Black Swan. AF confirmed they would and that the developers intended to use it as a clear access route. However, GP thought that a gap would not be beneficial for the setting of the listed Black Swan building and it should be closed.

GP also suggested that the floor to ceiling heights associated with office spaces would be easier to relate to the medieval setting of the adjacent conservation area (which looks onto the front of the proposed building), instead of the high ceilings proposed for the civic suite. Therefore they should bring the office section to the front. HR agreed with this noting the importance of Aldwark as a route toward the building and the use of the Black Swan and its surrounding area by members of the public and CYC employees in their design. She thought they should make use of this surrounding streetscape by bringing the offices to the front section.

AF feels that the council are wasting space on the ground floor of the proposed civic suite and that they could make better use of it, which may reduce the bulk of the building and lessen its impact on the listed Black Swan. Similarly she questions the poor design and bulk of the bio-tower as it also has a negative impact on the setting of the Black Swan. In earlier sketches, the tower had a slimmer and much livelier design, which was better in terms of its setting adjacent to the heritage assets in the area.

AF stated that the offices were placed at the back of the site due to the layout of the Hungate site in general, which was designed to be inward looking focusing on squares within the site. MJ reiterated HR's point of relating the site to the use of the Black Swan and the streetscape to make the design less inward looking.

GP noted the need to see block massing plans so the possible impact on views from the Minster and other areas could be properly assessed.

#### Position of English Heritage

EH welcomes the use of the Hungate site for the new Council building due to its central city location. We can understand the need for the civic functions to be at the front of the building for ease of access for members of the public, however, they need to scale it down relative to the surrounding area, particularly with regard to the setting issues surrounding the neighbouring GII\* listed Black Swan Public House. The building would increase movement around the area and

issues such as vehicle access, paths and bus routes should be considered with regard to the Conservation Area. EH also requires more information as to the impact the proposed buildings would have on views from the surrounding area, particularly from the Minster.

#### Actions

- AF to write a response.

From: FISHER, Alison  
Sent: 10 September 2007 17:57  
To: 'p.gray@rmjm.com'; 'c.jones@rmjm.co.'; 'Appleby, Peter'  
Cc: 'Riley, Janine'; REDFERN, Neil  
Subject: CofYC offices

Dear all

As discussed last week English Heritage's Planning and Development group held an Important Application Review meeting this morning and we discussed your emerging proposals for the Hungate site.

The paper I put to the review sought the comments of colleagues on the principles of the scheme as well as those of a more general nature. For the purposes of giving you a summary of the views expressed this morning in advance of a more formal response (which will be delayed as I am about to take study and annual leave for just over a week) I set out the views informally below. ~~Whilst there was positive support for this centrally located council office suite there were several reservations about the footprint, streetscape and design elements.~~ These included:

- 1 ~~the split of the site into 3 elements was well received.~~ However the footprints illustrated on the A4 sketch developments appeared smaller than those suggested by the A3 images. The height of the bio tower and its juxtaposition with the Black Swan was particularly a cause for concern as the tower stands as a block rising heavily from the back of the PH which as a diminutive grade II\* listed building is not in keeping. A fine, slim tower may well sit more comfortably and further design work is needed here we feel. Also we are unclear about the role of the building block which appears to be behind the Black Swan and in front of the bio tower.
- 2 ~~The scale of the Black Swan is so petite that the relationship with the civic frontage will need to be very carefully modelled and there is concern that the sketch suggests a structure which will dwarf it.~~ The space in front of this building was formerly the Wool Market and historical maps suggest that the space could be recreated without much difficulty (albeit that it is now a bus route in to town) and offer a sense of civic arrival and place to the frontage of the civic hall. We suggest that this townscape issue is considered alongside the planning aspects of the new buildings.
- 3 What will become of the listed and historic buildings which will be made redundant? We are primarily concerned about the future role of the Guildhall.
- 4 ~~We consider that the civic suite fronting Stonebow has to be a welcoming building which should have a human scale that will relate to its civic function.~~ Grandeur is always tempered by humanity in the best of the civic buildings be they historic (York's Guildhall or modern such as Stockton or Norwich) together with the architectural hierarchy throughout the elevations. The palette of civic buildings in York is human in scale and massing and we are concerned that the design shown, albeit as you say that the interaction of the interior to exterior remains to be resolved, does not pass this test.
- 5 ~~The views from St Saviour's Place offer vistas of the trees at the river's edge beyond and this adds a pleasant aspect to the site which we would wish to continue to have sight of. This would be even more pleasant if the Peasholme Green space could be returned to the historic form it had and could then introduce residents to the civic offices as they approached from the Minster.~~ There was a consensus that this route would become more heavily used once the site was functional.

We had a very constructive meeting and these comments summarise a lively discussion. In essence the theory of the 3 buildings made sense although there was a strong view from some that the offices should be on the front with the civic space behind wrapped around a pleasant space for civic functions and general enjoyment. Nevertheless there was consensus that the offices and civic frontage were generally considered to be brutal in composition ("offices looked like a multi storey car park") and elevation though and are not sympathetic to the highly graded buildings adjacent and that a civic design such as may be found on an Oxbridge campus for instance would be more appropriate, welcoming and respected.

We are clearly keen to continue this design review process and suggest that we reconvene shortly continue our discussions. Please keep in touch.

Regards

Alison Fisher

Historic Areas Adviser

Planning and Development



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## Notes of Minutes

**Job title** City of York Council - Office Accommodation Project

**Job No.** 3120

**Purpose** Client/Planning Meeting **NOT EH.**

**Present**

Neil Hindhaugh	CYC Assistant Director Property Services
Ian Asher	CYC Head of Strategic Business & Design
Peter Appleby	CYC Design Manager
Maria Wood	CYC Project Manager
Bill Woolley	CYC Director of City Strategy
Mike Slater	CYC Assistant Director Planning
Tony Heudebourck	TTPM
Jessica O'Meara	TTPM
Chris Jones	RMJM
Phil Gray	RMJM
Phil White	RMJM
Eva Nie	RMJM

**Reference** 3120/

**Date** 12 November 2007

**Circulation** Those present +

Janine Riley	CYC Planning
Gareth Arnold	CYC Planning
Adrian Boot	RMJM
Eszter Meszaros	RMJM
LM/File	

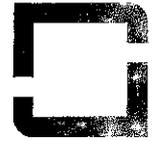
Item	Notes	Action
	Introduction to the meeting was made with the help of the Visualisation/Movie of the current building design, which was perceived as very helpful generally and specifically in terms of scale issues.	
<b>1.0</b>	<b>CYC and Planners Design Concerns</b>	
1.1	NH stated the CYC project team has shared the design with some council members, planning and selected external parties and the feedback was not always positive.	
1.2	NH stated the development from the inside to out was seen as positive as was the process and the current internal layouts.	
1.3	NH stated the design story is understandable and the external appearance as it stands is neither right nor wrong but is challenging. CYC is not looking for a timid compromise and wants a solution that all can be proud of.	
1.4	NH noted that there were subjective comments about the aversion of the retro-style and fear became apparent that the building will have the same	



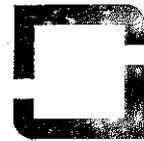
Item	Notes	Action
	look as the Stonebow 1960s building.	
1.5	NH stated the CYC project team understands that redesign means a step back it should not compromise valuable work already done, but amend the design to be to address the concerns of CYC Planning.	
1.6	The concerns expressed by the planners are concerns solely about the mass and envelope of the proposed building and not the internal layouts.	
2.0	<b>CYC Design Issues/Observations – Bullet Points</b>	
2.1	<i>"Site strategy and plan layouts are fine in principle"</i>	
2.1.1	CJ noted that CABE's observations have not yet been formally received, however it is understood verbally that CABE have questioned the division between the civic block and the office block. CJ stated if RMJM are to revisit the building diagram this would imply a return to Stage C Design Development.	
2.1.2	NH noted that feedback received to date has not been concerned with the building diagram but rather the aesthetics.	
2.1.3	MS explained that the site layout was criticised because it was unclear whether the footpath to Dundas Street was over sailed by the building. CJ clarified the footpath is not over sailed and will remain 2m wide.	
2.1.4	MS questioned the extend of the civic space. CJ clarified the extend of the civic space covers the area of the open light well and the space covered by accommodation at the second floor. BW noted Janine Rileys comments regarding moving the front entrance more towards the street edge.	
2.1.5	CJ tabled four building diagrams for discussions (see attached Options 1 to 4). It was noted that these options are a development of the Stage B Options Appraisal. CJ described all options 1 to 4, will remove the overhang accommodation, this accommodation is reorganised within the options requiring an increase in building height to The Stonebow from 3 to 4/5 storeys.	
2.1.6	The advantages/disadvantages of all options were discussed. It was agreed that option 4 was the preferred diagram. It was noted this option would present 4 to 5 storeys to The Stonebow but would be set back from the Black Swan Pub. This diagram would meet the briefed requirement for 13000sqm.	
2.1.7	It was agreed by all that a civic space was needed to be incorporated into the scheme.	
2.1.8	CJ noted moving forward with option 4 would require the design team to return to Stage C Design Development.	
2.1.9	MS noted that an element near to the Black Swan Pub would be required to signify the Head Quarters public entrance. BW noted the design of the building should clearly express itself as the Council Head Quarters.	
2.1.10	CJ noted the option 4 drawing incorporated modifications to Peasholme Green as discussed in previous meetings with CYC Planning including the widening of the Stonebow southern footpath by approximately 2m. BW stated this strategy would be encouraged. CYC Planning to pursue this further.	CYC Planning
2.1.11	CJ repeated option 4 would require a building that would be at least 4	



Item	Notes	Action
	storeys high. MS stated the masterplan allowed a building on this site to be planned as for 5 storeys high.	
2.1.12	NH summarized option 4 has a 4/5 storey high building to the Stonebow that is set back from the Black Swan Pub allowing a transition of scale.	
2.1.13	BW noted that it is far more important in how the building relates to the surrounding context rather than counting down the storeys.	
2.1.14	MW questioned the number of entrances. CJ clarified a single primary entrance is intended with secondary staff entrances to the building perimeter.	
2.1.15	CJ clarified that addressing the concern of the under-croft of the current scheme would not simply be solved by filling in the under-croft and introducing accommodation to the ground floor. This would not deliver the client's brief or remain within budget.	
2.2	<i>"Power and strength of form is vital; it should be a striking, dramatic building"</i>	
2.2.1	All agreed this was important. BW mentioned power and strength of form must be combined with the brief of being "approachable, welcoming secure and delightful".	
2.3	<i>"Building should be very approachable with a clearly expressed entrance and the city frontage should have a clearly articulate message"</i>	
2.3.1	Discussions regarding civic space and the widening of the southern pavement to Peasholme Green were discussed when reviewing options 1 to 4 tabled by RMJM (see 2.0).	
2.3.2	MS noted the narrowing of the highway (The Stonebow) would frame/mark a change in environment and signal the arrival to the city centre.	
2.3.3	All agreed that the corner to The Stonebow / Dundas Street is an significant corner within the urban block.	
2.4	<i>"The materiality should be reconsidered."</i>	
2.4.1	CJ noted that the project team felt that brick was an appropriate material for the project. CJ noted that York Stone could still be considered, however may prove beyond the project budget.	
2.4.2	BW stated that from the planning perspective there was not a problem with brick as a material and noted that an increased use of glass could lighten the mass and feel of the current proposal, but recognised this would be dependend on the new design.	
2.4.3	NH noted that the problem with the brick has arisen as the existing use as predominantly within residential buildings in York and hence a large mass/height is unususal. It was agreed the current elevations were still work in progress and if developed would be broken down.	
2.4.4	CJ noted that option 4 introduces office elevation not only to Black Horse	



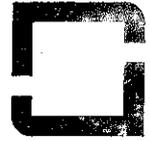
Item	Notes	Action
2.4.5	Lane but also to Dundas Street rather than a gable end. The Stonebow elevation would possibly be a more formal civic approach. NH clarified that the project board's discussion was focused less about the brick as a material itself but about how it was used.	
2.5	<i>"The over-sailing block needs to be rethought."</i>	
2.5.1	NH clarified that the under-croft was of concern as it could potentially offer shelter for the homeless/attract the "undesirables".	
2.5.2	BW and MS stated the tower facing the Stonebow in the current scheme "does not work".	
2.6	<i>"The civic space is very important and should not be lost."</i>	
2.6.1	CJ noted the importance of the civic space was agreed by all. It was noted that the site is tight and accommodating the clients requirements and a civic space is challenging.	
2.6.2	IA questioned if a development with 6 storeys to Black Horse Lane would permit a greater civic space adjacent to the Stonebow. RMJM noted there would be cost /space impact due to building regulations. MS referred to the Masterplan having only localised areas at six storeys. It was discussed the proposed civic space in option 4 would be large enough and could potentially work very well.	
2.6.3	NH advised progress is on-going with leasing parking within the adjacent Black Swan Pubcar park. CJ stated if this is not possible layby parking would most likely have to be incorporated along Dundas street. BW commented on the importance of this link to the future St Johns Square and was not supportive of parking on Dundas Street and noted Highways input to be sought.	
2.7	<i>"The corner tower could be replaced by an empty space and a civic space or relocated."</i>	
2.7.1	The importance of a strong corner on The Stonebow and Dundas Street was agreed by all. NH recalled the corner facing St.Johns Square is also important.	
2.8	<i>"The position and height of the Bio-Tower in relation to phase 1 Hungate RES."</i>	
2.8.1	MS clarified consequently the planning authority having looked at the first phase of the Hungate development, its overall height with living rooms on the corners, are less concerned now and accept that the Bio-Tower will be at least one storey higher than the office block.	
2.8.2	RMJM to address this acoustic criterion for any noise from the Bio-Tower.	RMJM
2.8.3	CJ acknowledged that the proposed cladding to the Bio-tower is likely to	



Item	Notes	Action
	remain as timber. MS agreed that the Bio-Tower should be treated as a feature or a landmark being "aesthetically attractive".	
2.9	<i>"Overhang to street edge on Dundas Street."</i>	
2.9.1	CJ noted this was seen as the connection between the civic space and St Johns Square. CJ clarified in option 4 the building comes directly down to the pavement. BW stated that loosing the colonnade is welcomed.	
2.10	<i>"Proximity and design of elevations facing other developments (taking account of adjacent functions)"</i>	
2.10.1	CJ noted that the imagery to date of the design are work in progress, design development gable end walls was still on-going.	
2.10.2	BW noted concern of Dundas Street looking like a canyon due to blank elevations. MS continued to suggest replicating the Navigation Wharf type environment and to break up the elevation to reduce the perceived height of the building.	
2.10.3	BW clarified there had been confusion as to where the building sits in relation to the footpath. This was clarified earlier in the meeting – refer to 2.1.3.	
2.10.4	MS noted that Dundas Street is servicing the basements for the phase 1 and 2 of the Hungate masterplan and mentioned that John Thompson would like to realign the Black Horse Lane.	
2.10.5	MW noted that it is not possible to build onto the old substation location due to the cabling underground. IA stated that the corner layout of Dundas Street and Black Horse Lane will be used by larger vehicles and is under consideration/discussion.	
2.10.6	TH highlighted confidentiality issues with residential development looking into council offices. NH noted this can be managed.	
2.11	<i>"Location of parking to comply with access issues."</i>	
2.11.1	CJ agreed that the head on parking on Dundas Street was not the ideal solution but the brief requires a provision of disabled car parking spaces and a drop off. NH recalled progress is on-going with leasing parking within the adjacent Black Swan Pubcar park	
2.11.2	The merits of different locations in reference to option 4 for the drop-off provision were discussed. <ul style="list-style-type: none"> <li>• On the Stonebow in front of the civic space</li> <li>• On the Stonebow adjacent to the civic space as part of the carriageway.</li> <li>• On Dundas Street adjacent to the civic space</li> <li>• On Stonebow in front of the adjacent proposed masterplan block – to use a shared lay-by off the main carriageway. It was agreed this was the preferred option.</li> </ul>	
2.11.3	MS noted available space of the old substation location could be used for bicycle parking. CJ clarified the requirement is for staff bicycle storage to	

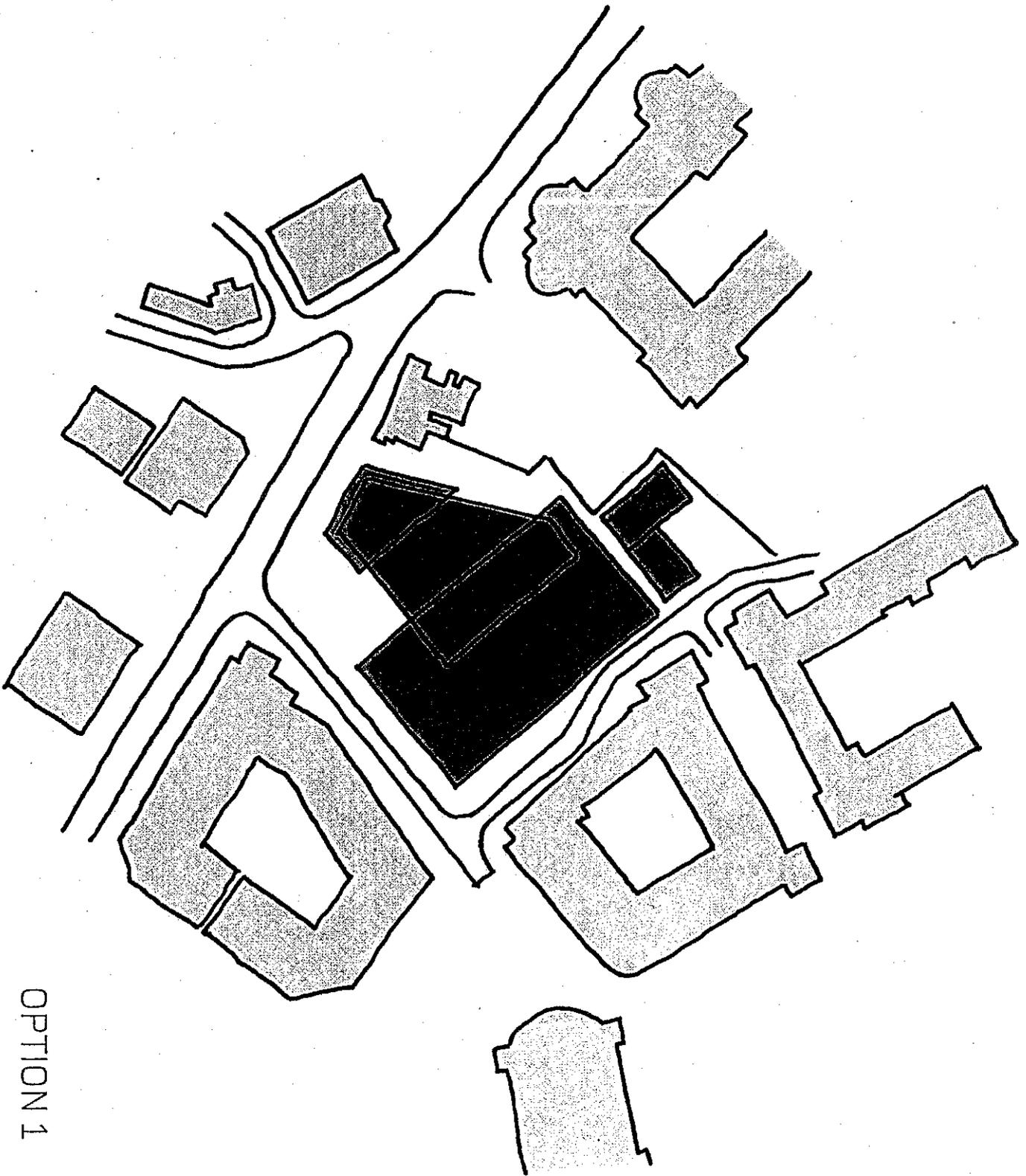


Item	Notes	Action
	be covered and secure but acknowledged after the Black Horse Lane road realignment exposed bicycle racks may be incorporated. BW underlined that this is important so that there is reduced/no bicycle parking in St. John's Square.	
2.11.4	The boundary line between the CYC site and the Black Swan Pub was discussed. CJ noted not having a physical boundary the civic space would be perceived to expand to incorporate the Black Swan Pub. CYC to pursue further with the Black Swan Pub.	CYC Project Team
2.11.5	CJ clarified If negotiations to lease parking spaces are not possible the preferred solution would be head-on parking on Dundas street. BW voiced strong dislike to this solution due to visibility and usability issues. It was noted basement parking was not achievable within the budget constraints of the project.	
<b>3.0</b>	<b>Context</b>	
3.1	RMJM to prepare documentation to illustrate a 5 storey building set back from the Black Swan Pub. It was agreed that the set back that creates the civic space would alleviate the transfer of scale between the CYC offices and the Black Swan Pub.	
3.2	CJ noted that the city wide context has been communicated to the client and the planners including richness, solidity, delicacy, the tactile and the brief requirements	
3.3	BW expressed concern the current imagery does not convey delicacy in relation to the human scale. BW described the Minster is of grandiose scale but through the detailed façade has a transition to the human scale.	
3.4	CJ stated brick and timber are still the preferred materials. BW agreed with this in principle. CJ noted the possibility of the use of stone in lieu of concrete - RMJM to review and develop.	
3.5	CJ stated that option 4 leads to a more formal architectural response. It was agreed this would be appropriate	
<b>4.0</b>	<b>Concept and Diagram</b>	
4.1	CJ referred to the earlier discussions during the meeting and noted in summary it was agreed that: <ul style="list-style-type: none"> <li>• External public space is not appropriate requirement for the internal atrium</li> <li>• There is the need/desire for civic space externally and in front of the north elevation</li> <li>• There will be a reconfigured civic space along The Stonebow</li> <li>• Building footprint will be of square form solution and will response to CABA's comments to integrate all functions.</li> <li>• The diagram will correspond to the power and strength in conjunction with the existing brief (approachable, delightful etc.)</li> </ul>	
<b>5.0</b>	<b>Massing and Scale</b>	
5.1	It was agreed that the proposal at 5 storeys high on all 4 sides will need to be visualised and the massing developed. It was agreed the office and	

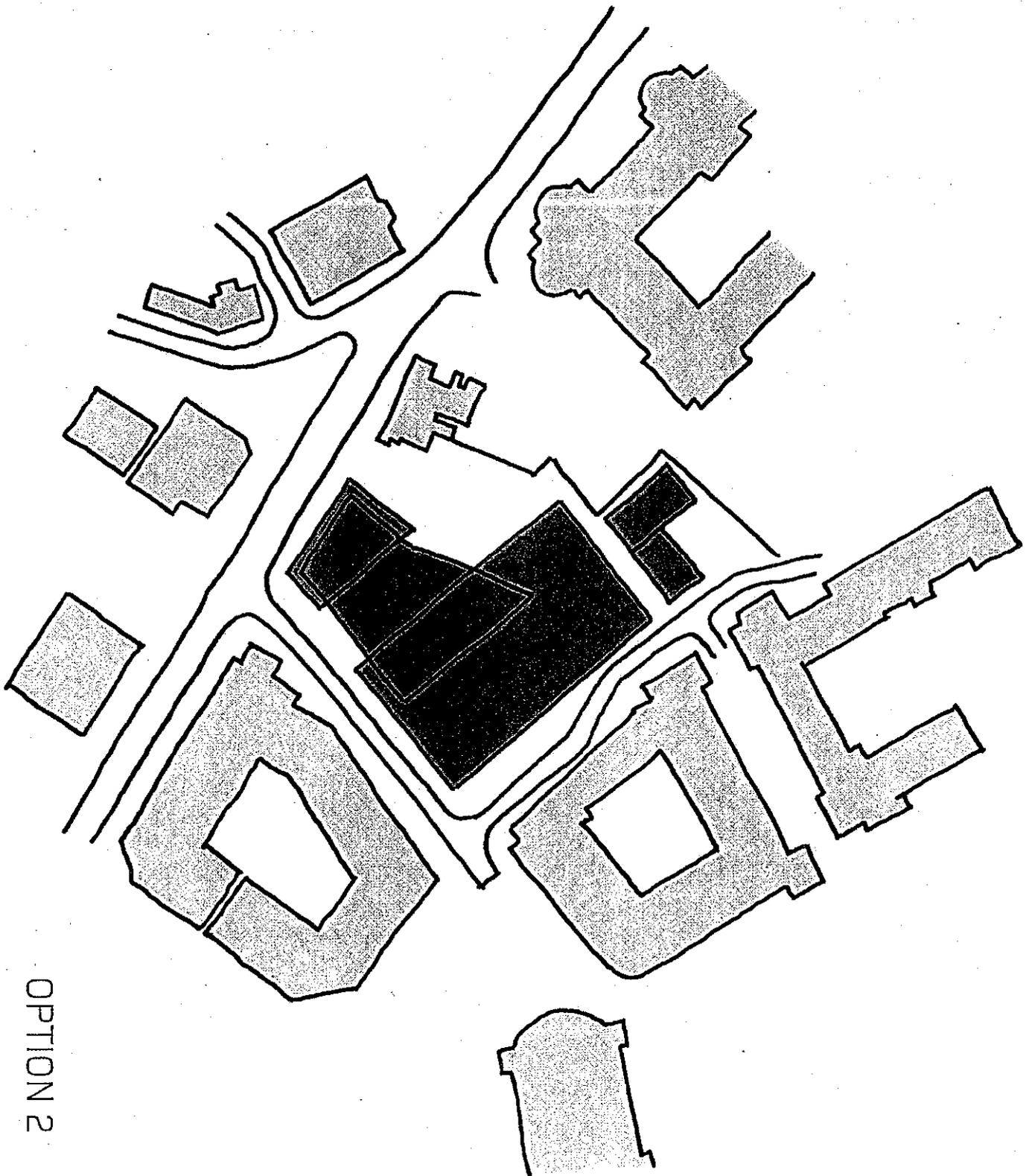


Item	Notes	Action
	conference facilities (including the York Contact Centre) will be designed and expressed as one integrated building.	
<b>6.0</b>	<b>Plan Form</b>	
6.1	It was agreed to develop option 4. CJ noted this will require a re-planning taking into consideration the positive aspects of the stage C plan layouts and shall incorporate observations from CABE when received.	
<b>7.0</b>	<b>Materiality and Indicative Cost</b>	
7.1	All agreed on the proposed materials as being appropriate and cost effective. The new diagram suggests a review of the structure and servicing strategy will be required. It would be intended to build upon the research already conducted.	
<b>8.0</b>	<b>CYC Design Issues/Observations</b>	
8.1	No further comments were added	
<b>9.0</b>	<b>Discussions, Other Issues, Way Forward</b>	
9.1	MS referred to the masterplan, which already has variation in height. NH noted that the variation is dependant on internal use. The merits of the use of 6 storeys to break the roofline were discussed.	
9.2	NH confirmed concern had been expressed (not from planning) of the roofline being too monotonous. It was agreed by all parties that it would be positive if the building should contrast with the surrounding masterplan, as such a strong roofline would help to achieve this.	
9.3	NH noted that the roof to the atrium space and the height of the Bio-tower already break the roofline.	
9.4	Overall acceptance was expressed towards the 5 story height of the proposal throughout. MS voiced the requirement of not creating a canyon like effect and BW added that the building is a feature building and should have the same prominence.	
9.5	CJ noted that the Black Swan Pub, although small of scale, is very powerful with its colour and location, a visual power. BW expressed support to expose another elevation of the Black Swan Pub	
9.6	PW pointed out that the original masterplan intended to keep the hostel with its scale that is described as inappropriate. BW concluded that the scale described in the masterplan is a negotiated outcome.	

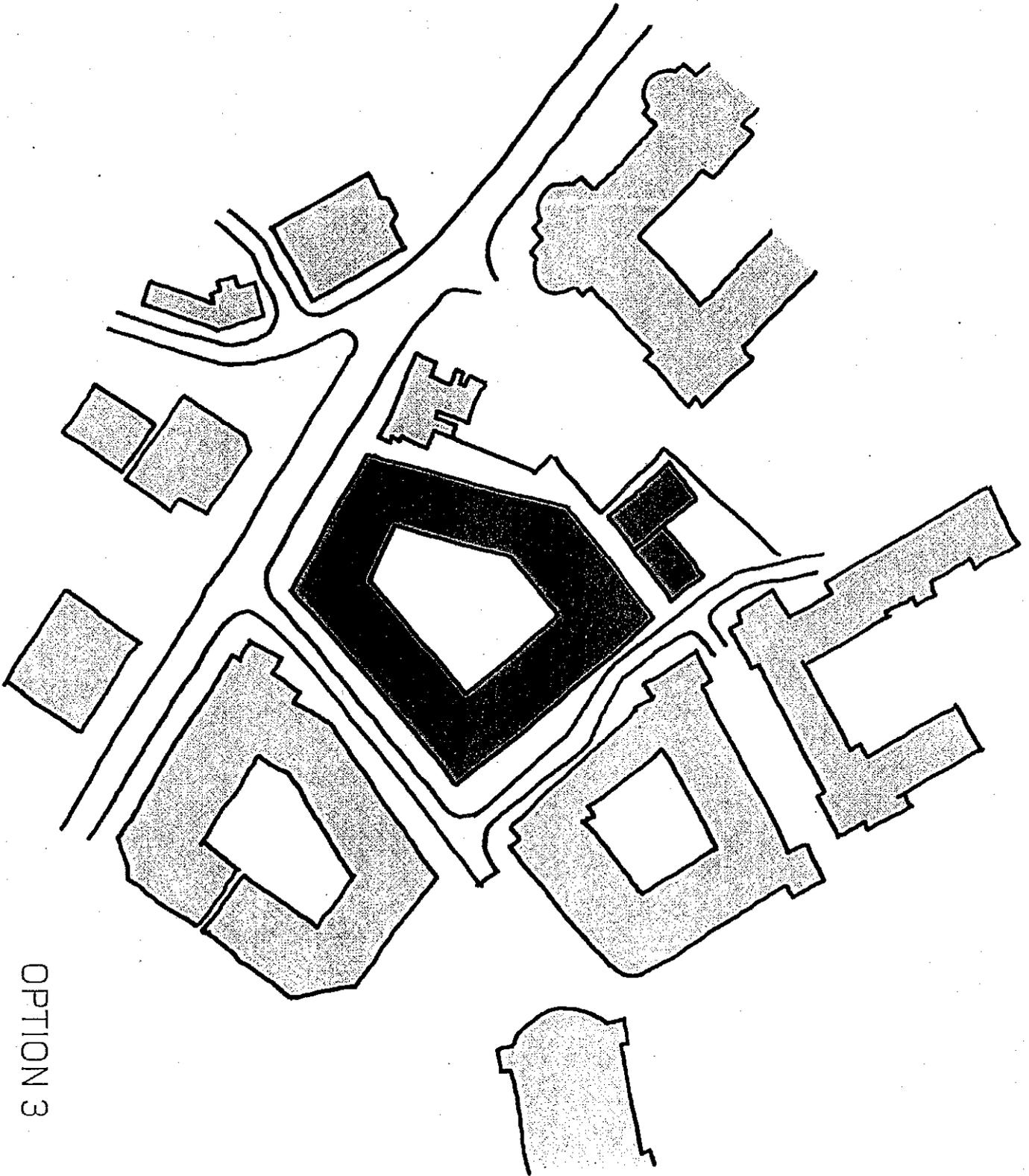
Eva Nie  
for RMJM Scotland Limited



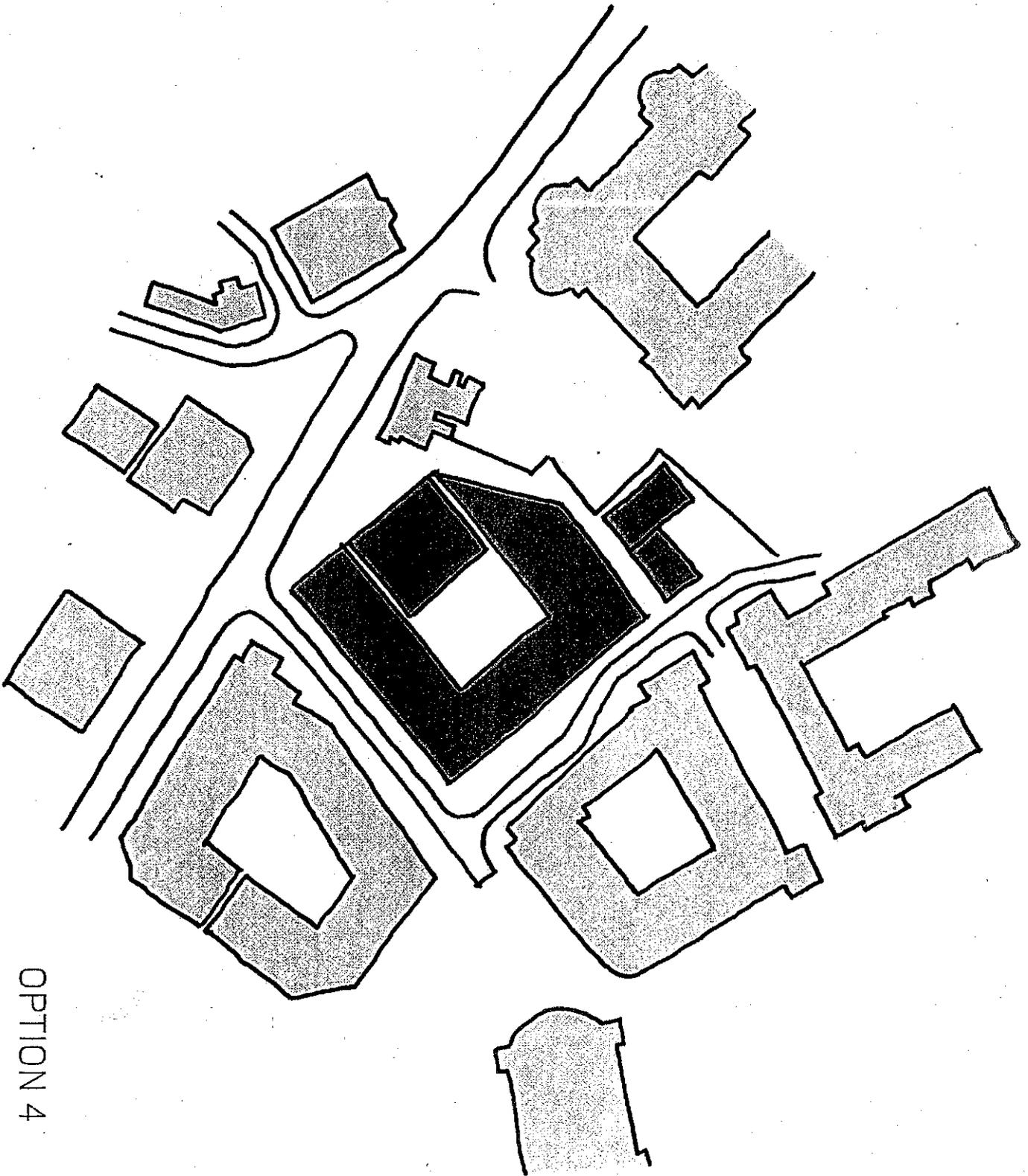
OPTION 1



OPTION 2



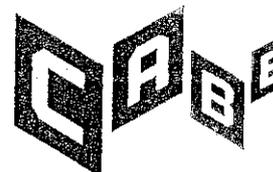
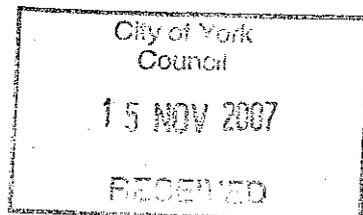
OPTION 3



OPTION 4

14 November 2007

Chris Jones  
 RMJM  
 10 Bells Brae  
 Edinburgh  
 EH4 3BJ



Our Ref: DR/D/320/5378

Dear Chris Jones

**YORK: COUNCIL OFFICES, HUNGATE**

Thank you for consulting the Commission for Architecture and the Built Environment (CABE) about this proposal. We have been unable to visit the site specifically for this review, but members of the staff team have prior knowledge of it, and we have a fair understanding of it and its context from the information supplied. The information provided (plans, sections, elevations, visualisations) has been considered by the vice-chair of design review, Simon Allford, and design review staff. CABE's views, which supersede all views which may have been expressed previously, are set out below.

While we support the idea of consolidating many of the council's activities into a single building on this site, we have a number of concerns about the basic diagram for this proposal, its architectural resolution, and the consequences for the building's relationship with its context.

~~First~~, we question the way that the building has been divided into a public civic element and a private office element on plan and in terms of its architectural expression. One consequence of focusing the civic element over several floors at the front of the site is the location of uses alongside the Dundas Street colonnade - standard office space and perhaps parking - which are unlikely to adequately activate this important route into the new Hungate development.

In architectural and townscape terms, we do not think the different expressions of each element either work in their own terms or combine successfully as a coherent whole. We find the 'piano nobile' treatment of the first floor of the civic element visually confusing in relation to which is the primary civic level of the building. On *2nd floor?*

the basis of the visualisations so far produced, we think that the solidity and scale of the office block could make it overly dominant in relation to the listed Black Swan in some key views. The highly articulated civic element has a sense of being bolted on to the more solid office element, and the common use of brick is not sufficient to hold the two elements together visually.

Second, we question the location of the cores within the office block element which results in largely blank east and west elevations. In urban terms, it seems odd to deaden visually these streetscapes given that both routes are envisaged as important pedestrian or cycle connections. It also strikes us that this core arrangement does not make sense in terms of sustainable design. Placing windows in the east and west elevations seems to us to be a preferable way of allowing daylight into the office interior, as the current strategy of placing much of the fenestration on the south elevation means that solar gain is a greater issue.



Finally, while we support the idea of providing public space in this project, we do not think that the space as proposed is likely to be a pleasant and useful amenity to users of the building or the city in general. The undercroft nature of much of the space means it will be difficult to make attractive, and we think its division into external and internal areas is unsuccessful. The key is to have a space of a size and character that is appropriate for the way in which it will be used, and we think other options should be explored.

In conclusion, these concerns suggest to us that the building's diagram and architectural expression need to be rethought, with a view to producing a building that is more coherent and relates more positively to its context.

Please keep us informed of the progress of this scheme. If there is any point that requires clarification, please telephone me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dan Thomson'.

Dan Thomson  
Design review advisor



Janine Riley

City of York Council

**Confidentiality**

Since the scheme is not yet the subject of a planning application, the advice contained in this letter is offered in confidence, on condition that CABA is kept informed of the progress of the project, including when it becomes the subject of a planning application. CABA reserves the right to make its views known should the views contained in this letter be made public in whole or in part (either accurately or inaccurately). If you do not require CABA's views to be kept confidential, please contact Liz Brown ([lbrown@cabe.org.uk](mailto:lbrown@cabe.org.uk)).

Please note that CABA is subject to the Freedom of Information Act 2000 (FOIA). CABA handles requests for information according to the provisions of the Act, and its decisions under FOIA are subject to challenge. Where this letter is copied to the relevant local planning authority and other agencies, those bodies are subject to FOIA and may release information when requested irrespective of CABA's wishes.





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 T 0131 225 2532 F 0131 226 5117 E edinburgh@rmjm.com W www.rmjm.com

## Agenda

**Job title** City of York – Administration Accommodation

**Job number** 3120

**Place & time** 11.00pm 20 George Hudson Street

**Purpose** Planning Meeting No:5

**Attendees**

Alison Fisher	English Heritage ✓
Bill Woolley	CYC Director of City Strategy ✗
Mike Slater	CYC Assistant Director Planning ✓
Janine Riley	CYC Conservation Architect ✓
Gareth Arnold	CYC Development Control Area Lead ✓
Neil Hindhaugh	CYC Project Champion ✓
Ian Asher	CYC Head of Strategic Business & Design ✓
Maria Wood	CYC Project Manager ✓
Peter Appleby	CYC Design Manager ✓
Chris Jones	RMJM ✓
Phil Gray	RMJM ✓

**Reference** 3120

**Date** 5<sup>th</sup> December 2007

### Agenda

- 1.0 Introductions
- 2.0 Summary of Planning Meeting 12 November 2007 ✓
- 3.0 Building Diagram
- 4.0 Design Development
  - 3.1 Scale & Mass
  - 3.2 Civic Space
  - 3.3 Arrival & Entrance
  - 3.4 Building Organisation
  - 3.5 Car Parking and Landscape Strategy
- 5.0 Way Forward

- 180 laborer Essex Sussex.
- need to relate to its scale.
- return to sheet edge.  
(X5 strength) = 20m deep wedge.
- odd urban spaces generally - see  $\Delta$  of land opposite.
- be para " to sheet.

**From:** MASSEY, Richard

**Sent:** 03 December 2007 08:14

**To:** WILSON, Kate; ALLEN, Tim; BARGE, Melanie; BATCHELOR, Dave; BOURNE, Lucy; BOWDLER, Roger; BRANSE-INSTONE, Eric; BRINDLE, Steven; BUSBY, Peter (Buzz); CHADBURN, Amanda; COLE, Sarah; COLE, Sue; COLLINS, Mike; COPPACK, Glyn; DAVISON, Andrew; DOUGLAS, Mark; EMERICK, Keith; ETTE, John; FLEMING, Tony; GEORGE, Ian; GERRARD, Sandy; GOULD, Shane; GUTHRIE, Jill; HEATH, Julian; HOLYOAK, Vince; HOOLEY, Dave; HUMBLE, Jon; HUMMERSTONE, Jill; ILES, Robert; KENDALL, Peter; KLEMPERER, Bill; LOVEJOY, Anne; MASSEY, Richard; MCAVOY, Fachtna; MCMAHON, Phil; TURNER, Michael; MILES, David; MILLER, Keith; MORRISON, Ian; OLIVIER, Adrian; OXLEY, Ian; JEFFERY, Paul Philip; PEMBERTON, Pippa; PHILLIPSON, Rosemary; PORTER, Deborah; PORTER, Roy; PRIDDY, Debbie; REDFERN, Neil; ROBERTS, Patricia; ROBERTS, Paul; ROBINSON, Ken; ROEBUCK, Judith; O'DONNELL, Rory; RUSSELL, Charlotte; GIBSON, Sarah; SCHOFIELD, John; SCULL, Chris; SKINNER, Caroline; STOPFORD, Jennie; THOMAS, Roger M; TROW, Steve; WALKER, Philip; WELCH, Chris; WELFARE, Humphrey; WENT, Dave; WHYTEHEAD, Robert

**Subject:** Environment Agency: Scheduled monuments in Flood-Risk Zones

Dear All,

Peter Murphy and I have recently been consulted re proposals for sustainable conversion of a scheduled C19 fort into apartments at Gosport. Proposed works have been approved in principle, but the EA have pointed out that the monument, and most particularly its access road, lies within a flood-risk zone. As EA will stipulate the need for dry access to the development as a condition of planning, the developer will need to consider some form of high-level access, but it is not yet clear whether this would be acceptable from the point of view of surrounding ecological constraints or monument setting.

Is anyone aware of comparable conversions of HE assets in vulnerable coastal locations where planning permission has been granted? ie. Martello Towers, Lighthouses, Warehouses etc. Any information welcome.

Richard

Dr Richard Massey  
Inspector of Ancient Monuments for Hampshire, Surrey and IoW  
01483 252046  
07889 808143

**FISHER, Alison**

---

**From:** FISHER, Alison  
**Sent:** 06 December 2007 17:02  
**To:** REDFERN, Neil  
**Subject:** CofY offices, Hungate

Neil

A note to advise that I attended a meeting yesterday with CofY planners and project managers to see a presentation by the architects RJMJ of their second attempt to achieve an acceptable footprint and massing for the proposed new council offices.

The initial scheme had been heavily criticised by EH and many CofY officers and had been pulled. The architects have reconsidered the issues we raised in tandem with the brief set for them by the council's project board (we have no access to this and rely on a verbal commentary) and produced a massing diagram for discussion. The meeting had the benefit of a power point presentation but I have no drawings to share. I advised that we (Diane and Giles) had looked at a sketch and were critical of the massing and impact on both the Black Swan (II\*) and the medieval street form around Peasholme Green. I advised that I would naturally wish to share the emerging scheme with colleagues (at least at a team meeting initially) but was unable to persuade RJMJ to part with any illustrations in advance of the next meeting. This has been fixed for 20 December when a video of the sketch will be visualised in the street scene.

In the meanwhile at a meeting today of the York Design Group, Bill Woolley and Mike Slater both let it be know that they were deeply unhappy with the sketch and "needed all the support they could get" from external advisers. I will feedback information when I have it.

Alison

**From:** REDFERN, Neil  
**Sent:** 07 December 2007 12:53  
**To:** JAGO, Maddy  
**Cc:** FISHER, Alison  
**Subject:** RE: CofY offices, Hungate  
Maddy

To flag a potential difficult case in York.

Neil

Neil I. Redfern  
Team Leader - North Yorkshire  
Inspector of Ancient Monuments  
English Heritage Yorkshire and The Humber Region  
37 Tanner Row  
York  
YO1 6WP  
Direct dial: 01904 601897  
Mobile: 07967 722664  
Fax: 01904 601997  
Email: [neil.redfern@english-heritage.org.uk](mailto:neil.redfern@english-heritage.org.uk)

-----Original Message-----

**From:** FISHER, Alison  
**Sent:** 06 December 2007 17:02  
**To:** REDFERN, Neil  
**Subject:** CofY offices, Hungate

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Alison



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 T 0131 225 2532 F 0131 226 5117 E edinburgh@rmjm.com W www.rmjm.com

## Notes of Minutes

**Job title** City of York Council - Office Accommodation Project

**Job No.** 3120

**Purpose** ~~English Heritage / Planning Meeting~~

**Present**

Neil Hindhaugh	CYC Assistant Director Property Services
Janine Riley	CYC Conservation Architect
Mike Slater	CYC Assistant Director Planning
Gareth Arnold	CYC Development Control Area Lead
Ian Asher	CYC Head of Strategic Business & Design
Peter Appleby	CYC Design Manager
Maria Wood	CYC Project Manager
Chris Jones	RMJM
Phil Gray	RMJM

**Reference** 3120

**Date** ~~20 December 2007~~

**Circulation** Those present +  
EN, PW, LM/File

+AFF!

Item	Notes	Action
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CJ recalled design development was still at Stage C and reminded all that information to be presented during the meeting is a Stage C scheme in a Stage D medium and for all to note that these are not final designs.

CJ Presented different options for the extended public realm/St Saviours place revised layouts. Its was agreed option 1 to be the preferred design

CJ noted a revised tree specification to be Lime trees - EH and JR. observed sticky secretion issues associated with this.

### **RMJM presented animated sequence of the design proposals**

NH summarised the Client view:

- Liked as a concept
- Design must work inside-out,
- Public space set back from road is much better.
- Does not look as solid by articulation of the elevations.
- Believes design is more appealing and welcoming.
- Provides something different from all aspects of building.



Item	Notes	Action
	<p>GA noted the images of the bio-tower bridges look heavy/stretched and noted whilst there is local precedent for this the links tend to be higher levels. Low level does feel a bit heavy and potentially may obscure the views.</p>	
	<p>JR summarised feedback to the animation as follows:</p> <ul style="list-style-type: none"> <li>• acknowledged the concept of the building is stronger but is difficult to scale.</li> <li>• Noted the solid "boxes" coming through the glazed screens allows people to choose which mass they want to see. The composition gives multiple corners/lines for people to distinguish and creates a level of articulation.</li> <li>• Concerned over extent of glazing in terms of BREEAM -- CJ noted this is still to be worked through.</li> <li>• Agree with AF in terms of the top North West corner. The idea is right but something not quite right in the design requires further articulation.</li> <li>• Concerned about night persona, would like to see the proposal.</li> <li>• Would like to see the scheme in a wide city context, It was noted Norwich Union and the old GNER HQ are similar heights of building.</li> </ul>	
	<p>MS summarised feedback to the animation as follows:</p> <ul style="list-style-type: none"> <li>• The still perspectives are taken with a wide angle and is not how we would strictly see the building.</li> <li>• Gives impression of a unified building</li> <li>• Supportive of the design as it is distinguishable from other offices and the rest of the Hungate development with the ability to achieve the "wow" factor.</li> <li>• Recognises whatever goes there will always be difficulties, the fundamental issues of a small scale building against a large scale development.</li> <li>• Main entrance is a bit lost.</li> <li>• Issues to treatment around black swan and how to deal with practicalities, bins, deliveries, etc.</li> <li>• St Johns Square - acknowledge need something on the corner.</li> <li>• Can see how night image will be and to see the building differently.</li> <li>• The choice of materials is important.</li> </ul>	
	<p>AF noted the opportunity for materials to be locally sourced and questioned if the brief is to have local supply behind the building. CJ confirm the Design Team are researching locally sourced materials on principle and for sustainability reasons, to be used as much as practically/economically possible.</p>	
	<p>CJ described the curtain walling to have depth/fin like qualities and the importance to retain this quality.</p>	
	<p>CJ confirmed the decorative work to the solid areas of cladding is an abstraction of the York white rose.</p>	



Item	Notes	Action
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Item	Notes	Action
	JR commented the development if the interior of plan to be interesting.	
	CJ described the opportunities of the atrium and voids within the plans to allow views for the street through the building and also internal visual links through building to the surrounding context and the Minister.	
	AF summarised currently EH support in general the design direction of the scheme.	
	AF leaves meeting.	
	JR noted she shall check for any information on the Black Swan Pub and its historic boundary.	
	JR raised concern on Value Engineering dulling down the scheme and any cheapening of materials.	
	CJ summarised amenity body presentations as: <ul style="list-style-type: none"><li>• Stage C sign off end of January then CAAP, etc.</li><li>• Move towards Stage D at end of March.</li><li>• Design exhibition mid March</li></ul> RMJM to prepare schedule of consultations	RMJM

Phil Gray  
for RMJM Scotland Ltd

## IMPORTANT APPLICATIONS REVIEW MEMO

To: Neil Redfern

From: Alison Fisher

Date: January 17, 2008 *date formalised after M3's endorsement*

Re: City of York Council Offices, Stonebow, York

## CASE DETAILS

- **Application status and background:**

Pre-application. The CofYC site is part of the previously approved outline application for mixed use scheme known as the Hungate site. The approval is for residential, commercial, leisure and council office use. Phase I, the housing, has been approved in detail and construction work has commenced.

- **Proposal:**

CofYC wishes to co-locate its office staff from its 18 city centre sites into one building and to create additional (to the Guildhall) civic function space. The design philosophy which has been adopted by the architects commissioned by CofYC is to secure these functions in 3 separate buildings. These are the staff offices, the civic suites and the supporting service functions. Given the L-shape of the site, it is proposed to locate the civic suite to the Stonebow frontage with the office block behind and the "bio tower" as the service tower is known, to the rear of the Black Swan PH.

- **Significance of assets:**

The site is not within a CA but is immediately adjacent to the Black Swan (II\*) and opposite St Anthony's Hall (II\*). Further afield it is within the setting of the Minster, the city centre CA and Navigation Warehouse (gradeII).

- **Potential impact of proposals on significance:**

The vistas to and from the site and in particular in relation to the Minster are significant as is the impact on the immediate setting of the Black Swan PH.

## PRIMARY PURPOSE OF IAR

- To obtain regional review of a contentious / novel case

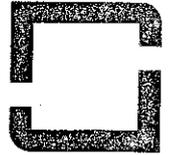
To alert RD and TLs to sensitive case and to consider appropriate handling

Alison Fisher

HAA

7.9.7

Annex E



RMJM 10 Bells Brae Edinburgh EH4 3BJ  
T 0131 225 2532 F 0131 226 5117 E edinburgh@rmjm.com W www.rmjm.com

Ref: 3120/PG/LAM

Alison Fisher  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

23 January 2008

Dear Alison,

**City of York Council Offices**

Following our recent planning meeting on the 20 December 2007, please find enclosed 2 No. A3 copies of the plans, context sections, elevations and animation for your internal review as requested. Also attached are the proposed landscape options incorporating the development of Black Swan Pub and extended public realm to the Stonebow.

Should you require any further information do not hesitate to contact us.

Yours sincerely,

Phil Gray  
p.gray@rmjm.com  
for RMJM Scotland Ltd

encl.

cc. LM/File

**IMPORTANT APPLICATIONS REVIEW MEMO**

**To:** Neil Redfern

**From:** Alison Fisher

**Date:** January 24, 2008

**Re:** City of York Council Offices, Stonebow, York

---

**CASE DETAILS**

- **Application status and background:**
- **Pre-application.** The CofYC site is part of the previously approved outline application for mixed use scheme known as the Hungate site. The approval is for residential, commercial, leisure and council office use. Phase 1, the housing, has been approved in detail and construction work has commenced.
  
- **Proposal:**
- CofYC wishes to co-locate its office staff from its 18 city centre sites into one building and to create additional (to the Guildhall) civic function space. The design philosophy which has been adopted by the architects commissioned by CofYC was to secure these functions in 3 separate buildings. These were the staff offices, the civic suites and the supporting service functions. Given the L-shape of the site, it was proposed to locate the civic suite to the Stonebow frontage with the office block behind and the "bio tower" as the service tower is known, to the rear of the Black Swan PH. At the IAR held late last year colleagues were unanimous in their support for EH to press for radical revisions to the schemes concept and design. The purpose of the IAR on 28.01.08 is to update us on the recent revisions to the scheme.
  
- **Significance of assets:**

The site is not within a CA but is immediately adjacent to the Black Swan (II\*) and opposite St Anthony's Hall (II\*). Further afield it is within the setting of the Minster, the city centre CA and Navigation Warehouse (gradell).
  
- **Potential impact of proposals on significance:**
- The vistas to and from the site and in particular in relation to the Minster are significant as is the impact on the immediate setting of the Black Swan PH.

**PRIMARY PURPOSE OF IAR**

- To obtain regional review of a contentious / novel case
- To alert RD and TLs to sensitive case and to consider appropriate handling

- 

Alison Fisher

HAA

24.01.08

**IMPORTANT APPLICATIONS REVIEW MEMO**

To: Neil Redfern

From: Alison Fisher

Date: January 28, 2008

Re: City of York Council Offices, Stonebow, York

---

**CASE DETAILS**

- **Application status and background:**
- **Pre-application.** The CofYC site is part of the previously approved outline application for mixed use scheme known as the Hungate site. The approval is for residential, commercial, leisure and council office use. Phase 1, the housing, has been approved in detail and construction work has commenced.
  
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**PRIMARY PURPOSE OF IAR**

- To obtain regional review of a contentious / novel case
- To alert RD and TLs to sensitive case and to consider appropriate handling

Alison Fisher

HAA

24.01.08

## CITY OF YORK COUNCIL OFFICES, STONEBOW, YORK (HUNGATE SITE)

## Important Application Review Meeting

Date: 28 January 2008

Attendees:	Maddy Jago (chair)	Kath Gibson	Lindsey Martel
	Alison Fisher (lead)	Trevor Mitchell	Keith Miller
	Neil Redfern	Keith Emerick	Richard Jaques
	Hilary Roome	Rebecca Rayner	Diane Green
	Jennie Dean	Vicky Ellis	Jenny Irvine
	Nicky Brown	Hum Welfare	

## Key points / clarifications raised in IAR discussion

This site was discussed previously during an IAR in September 2007, with particular focus on the design and footprint of the site. The general conclusions were that the design was inappropriate for its use and setting. In addition, the footprint, mass and scale was not sympathetic to the historic nature of the surrounding area, and in particular, with the setting of the GII\* listed Black Swan Pub. The previous scheme dwarfed the Black Swan as the building was overbearing in comparison, and this was compounded by the poor design.

These comments were fed back to the City of York Council (CYC) Procurement Group and their architects, and as a consequence they have re-examined the design and footprint of the building. The general thoughts were to create a much livelier design for the building and pull it further away (a more respectful distance) from the listed Black Swan. The result was that they changed the footprint of the building, pulling it back and angling it more so that the principal elevation to the building is pointing toward the side of the Black Swan. The height of the building has increased from 2 + storeys to 5 storeys.

The following issues were discussed:

- *The Setting of the Black Swan Pub*

CYC are considering how the setting of the Black Swan pub can be enhanced through the introduction of plazas and the increased pedestrianisation of the area. However, there are still unresolved issues, including the proposed disabled parking area and the need to consider setting the office building further back to reduce its dominance over the Black Swan. The truncated gable to the Black Swan would become even more exposed and this would need to be addressed whatever location was chosen for the offices (see discussion below under *The Gable End of the Black Swan Pub*).

The question was raised as to whether or not the setting issues would affect the significance of the Black Swan (whose grading is largely based upon its internal features and historic fabric) and how the Black Swan will operate in the future with the possibility of increased trade through the Hungate site. There is a need to consider the Black Swan's footprint, as increased trade may lead to a necessity to expand. For example, disabled access, which is currently not available, may become desirable with increasing business. Such plans could put the building's historic fabric at risk as the current position of the office building does not readily allow for expansion. The CYC landscaping design means they have essentially 'carpeted' the surrounding area and have not taken these issues into consideration. A possible precinct around the Black Swan should be examined further.

- *The Gable End of the Black Swan Pub*

Historically there would likely have been a building abutting the Black Swan, and without one the building looks odd standing alone. There were discussions about positioning a building alongside the Black Swan and it was noted that the rear of the Black Swan contains the refuse bins etc... and is therefore not the best view to utilise for the main entrance to the HQ building. Suggestions were made of moving the entrance to the HQ building to the right.

- *Impact of Storey Height and EH's Generic Position on Tall Buildings in York.*

There were discussions with regard to storey height and the possible impact a 5 storey building would have on the surrounding heritage assets and on the character of the nearby Conservation Area. There was a query over whether EH had commented on this issue during a previous application for the site. EH has commented on the outline application, which was to establish the basic principles for the Hungate site, but was not specific to the CYC office building as it was outside the red line area of the Hungate scheme.

A question was raised as to whether we had any generic position on tall buildings within York. Although we do not have a position at present this is something which should come out of the York Conservation Area Appraisal. Previously there has been a fairly relaxed view as a building over four storeys had yet to be proposed.

- *Highway Works to the Stonebow Streetscape*

CYC are also planning highway works to the Stonebow streetscape at the front of the Council Office building. Suggestions were made with regard to changes to road width and levels, which could be used to improve the setting of the Black Swan and also the GI listed St Anthony's Hall across the street. CYC do plan to change the atmosphere of Stonebow by looking into the possibility of reducing road usage to buses and restricting car access. Similarly, they are looking at narrowing the road in order to create better public spaces. Again this is to be done with the setting of the heritage assets in mind, particularly as it could curb the impact that the increased storey height may have on the Black Swan.

- *The Concept of Peasholme Green*

There was discussion over the concept of Peasholme Green and how this should be incorporated into the Council's landscaping scheme for the area.

- *Views from the Minster*

Views from the Minster toward the CYC offices, and vice versa, were an issue and it is unclear how these would be affected by the building. This has yet to be addressed by CYC through the creation of relevant plans and drawings.

- *The Future of the Current 18 Sites Used by the Council*

The question over the future of the current 18 sites used by the Council once the new offices are built was raised again. Our concerns, particularly in respect of the listed buildings (e.g. GI\* St Leonard's Place and the GI Guildhall), have been flagged with the council but there have been no detailed discussions so far. St Leonard's Place has been sold and needs to be vacated by 2010. This issue needs to be raised again with CYC.

### Position of English Heritage

EH is pleased with the overall changes made to the design of the building, it is of a high quality and is fitting for the HQ of a major local authority. However, good quality materials must be used due to the buildings prominent location within York. A preference for the use of stone for the elevations and bronze for the fenestration details was expressed. The plans also offer great scope to enhance the urban spaces in the surrounding area. However, there are concerns that still need to be addressed with regard to the setting and future operation of the GI\* listed Black Swan. Similarly, a further understanding of Peasholme Green as a place and how it will operate is needed, together with clarity over views from the Minster. Finally, further discussion is required with the Council over the issue of the 18 council buildings that are currently in use and what CYC's future plans for those buildings are. This could also be used as an opportunity to encourage CYC to continue devising a Conservation Area Appraisal for York.

### Actions

- Alison to feedback comments at the next C of YC Offices meeting in a fortnight

**FISHER, Alison**

---

**From:** FISHER, Alison  
**Sent:** 28 January 2008 17:47  
**To:** 'Philip Gray'  
**Cc:** janine.riley@york.gov.uk  
**Subject:** RE: City of York Council Office Accommodation project - Revised Proposed Meeting 13th February.

Phil

This is fine for me. We held our Important Application Review meeting today (I had originally pencilled it in for the 11<sup>th</sup>, not expecting your dwgs and animation so soon). There was a considerable degree of support for the design approach but much discussion about both the public realm and the way in which the Black Swan will be incorporated into the layout. I will elaborate on the 11<sup>th</sup> but matters such as wheely bins, deliveries, outdoor drinking, and general pressure on the fragile historic fabric (disabled access to the first floor room for instance) were expressed as well as clarity for the office entrance, the re-use of the council's existing portfolio of historic buildings, in particular the Guildhall and the need to make Peasholme Green part of the cluster of new development. Materials were also of major interest and concern to get it right for a civic structure.

Regards  
 Alison

-----Original Message-----

**From:** Philip Gray [mailto:P.Gray@RMJM.COM]  
**Sent:** 28 January 2008 17:37  
**To:** FISHER, Alison; ian.asher@york.gov.uk; mike.slater@york.gov.uk; janine.riley@york.gov.uk; gareth.arnold@york.gov.uk; maria.wood@york.gov.uk; Appleby, Peter  
**Cc:** Chris Jones; Leigh Muldownie; Philip White; Iain McNab  
**Subject:** RE: City of York Council Office Accommodation project - Revised Proposed Meeting 13th February.

Sorry, for the inconvenience. Could all please confirm availability for Monday 11<sup>th</sup> February at 11.00am.

Many thanks

Phil Gray

Associate

RMJM 10 Bells Brae Edinburgh EH4 3BJ

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T 0131 225 2532 F 0131 226 5117 W [www.rmjm.com](http://www.rmjm.com)

E [p.gray@rmjm.com](mailto:p.gray@rmjm.com)

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---

**From:** FISHER, Alison [mailto:Alison.Fisher@english-heritage.org.uk]  
**Sent:** 28 January 2008 08:59  
**To:** Philip Gray; ian.asher@york.gov.uk; mike.slater@york.gov.uk; janine.riley@york.gov.uk; gareth.arnold@york.gov.uk; maria.wood@york.gov.uk; Appleby, Peter  
**Cc:** Chris Jones; Leigh Muldownie; Philip White; Iain McNab  
**Subject:** RE: City of York Council Office Accomodation project - Revised Proposed Meeting 13th February.

Phil

Sorry - Can't do that week after Tuesday - could do Monday...

Alison

-----Original Message-----

**From:** Philip Gray [mailto:P.Gray@RMJM.COM]  
**Sent:** 25 January 2008 16:13  
**To:** ian.asher@york.gov.uk; mike.slater@york.gov.uk; janine.riley@york.gov.uk; gareth.arnold@york.gov.uk; maria.wood@york.gov.uk; Appleby, Peter; FISHER, Alison  
**Cc:** Chris Jones; Leigh Muldownie; Philip White; Iain McNab  
**Subject:** FW: City of York Council Office Accomodation project - Revised Proposed Meeting 13th February.  
**Importance:** High

**RE City of York Council Headquarters Development**

All

Mike is not able to meet the 12<sup>th</sup>. Please can all confirm availability for Wednesday 13<sup>th</sup> February, 11.00am at 20 George Hudson Street.

Many thanks

Phil Gray

Associate

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**From:** Slater, Michael [mailto:Michael.Slater@york.gov.uk]  
**Sent:** 25 January 2008 10:18  
**To:** Riley, Janine; Philip Gray

**Cc:** Arnold, Gareth; Leckenby, Shirley  
**Subject:** RE: City of York Council Office Accomodation project - Proposed Meeting 12th February.  
**Importance:** High

I have a real problem with the morning of the 12th Feb as is is the first day of Derwenthorpe Village Green Public Inquiry (10.00 start) I need to attend at the start of the village Gren Inquiry. is it possible to meet in the afternoon or on the 13th??. I would like to be involved.  
 Mike

-----Original Message-----

**From:** Riley, Janine  
**Sent:** 25 January 2008 10:02  
**To:** 'Philip Gray'  
**Cc:** Slater, Michael  
**Subject:** RE: City of York Council Office Accomodation project - Proposed Meeting 12th February.  
 Phil

I have forwarded your e-mail. You have the correct address for Mike so I'm not sure why it bounced back.

The date is OK for me. Do you have any papers for the meeting?  
 Thank you  
 Janine

-----Original Message-----

**From:** Philip Gray [mailto:P.Gray@RMJM.COM]  
**Sent:** 24 January 2008 14:06  
**To:** Riley, Janine  
**Subject:** FW: City of York Council Office Accomodation project - Proposed Meeting 12th February.

Janine

My email has bounced back from Mike's address - please could you forward the invite to him.

Many thanks

Phil Gray

Associate

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**From:** Philip Gray  
**Sent:** 24 January 2008 14:04  
**To:** 'Ian Asher (ian.asher@york.gov.uk)';  
'bill.woolley@york.gov.uk'; 'mike.slater@york.gov.uk';  
'janine.riley@york.gov.uk'; 'gareth.arnold@york.gov.uk'; 'Neil  
Hindhaugh (neil.hindhaugh@york.gov.uk)'; 'Maria Wood  
(maria.wood@york.gov.uk)'; 'Appleby, Peter'; 'Alison Fisher  
(alison.fisher@english-heritage.org.uk)'  
**Cc:** Chris Jones; Leigh Muldownie; Philip White; Iain McNab  
**Subject:** City of York Council Office Accomodation project -  
Proposed Meeting 12th February.

**RE City of York Council Headquarters Development**

All

We are seeking to set up our next meeting with CYC planning and English Heritage to present design development. We would like to organize this for the week commencing 11<sup>th</sup> February.

Please could you confirm your availability to meet Tuesday 12<sup>th</sup> February at 11.00am at 20 George Hudson Street

Regards

Phil Gray

Associate

RMJM 10 Bells Brae Edinburgh EH4 3BJ

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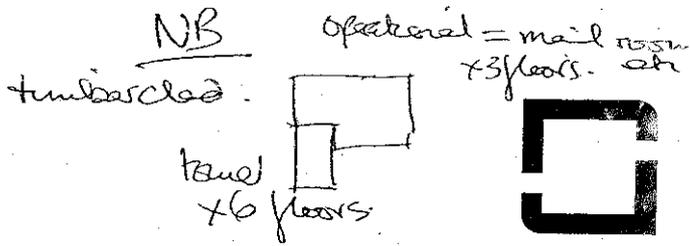
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 T 0131 225 2532 F 0131 226 5117 E.Edinburgh@rmjm.com W www.rmjm.com

- Roof lights will project above  
 datum line taken from Parkside  
 to New Ed facade.

# Agenda

**Job title** York Council Headquarters  
**Job number** 3120  
**Place & time** Location to be confirmed - at 3.00 pm

- Attendees**
- Ian Asher CYC Head of Strategic Business & Design
  - Bill Woolley CYC Director of City Strategy
  - ✓ Mike Slater CYC Assistant Director Planning
  - ✓ Janine Reilly CYC Conservation Architect
  - Gareth Arnold CYC Development Control Area Lead
  - ✓ Alison Fisher English Heritage
  - Neil Hindhaugh CYC Project Champion
  - Maria Wood CYC Project Manager
  - ✓ Phil Gray RMJM

**Reference**  
**Date** 11 March 2008

## Agenda

- 1.0 Progress Update
  - Exhibition 3<sup>rd</sup> - 5<sup>th</sup> March - see boards from Exb & presented today.
  - Materials
- 2.0 Design development
  - Way forward - See Red line - zig zags avoid Steelbeam  
 - Datum taken from pavement level to front at present & running two to give 'at grade' across tower
- 3.0 Consultation Progress
- 4.0 Extended Urban Realm
  - Planning boundary
  - Listed Building Consent requirements

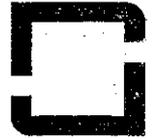
x 2 rear systems  
 x 3 nat stone systems based a vertical on light weight substrate
- 5.0 Planning Team Support
  - Concerns
  - Constraints
  - Conditions

- Size of nat stone panel varies depending a quarry  
 local stone tends to be of smaller dimensioning a few stone primarily from Italy.
- 6.0 Planning Information
  - Transport
  - Design Statement
  - Sustainability Statements
  - Energy & Carbon Statements
  - Other

Being used - stuff \*  
 Bronze panel = PVC paint finish for panels & fin.  
 Window blinds ✓ spec to S.

Issues to be clarified

ans set down by & able plus - being proposed for BS.  
 Brad Swan relationship  
 Bus slatter  
 Response with sy BS. to block  
 piazza detail - outline red line & where not in rcc of shop



Agenda

- 7.0 Planning submission  
Last date for submission to meet prospective Committee date  
Committee dates 08:  
27 March  
24 April  
29 May
- 8.0 Planning exhibition — *90% submission by end of April*
- 9.0 Any Other Business

Feedback issues from Exh.

- pull base for floor to improve massive
- boarding via lift shaft — coat of arms  
- clean face.  
- signage  
- lighting
- covering & depth to main openings.
- small apertures — where, how many, tell a story?
- bio tower penthouse & adj. wrap to be reviewed. What finish if office is in bronze. Needs to be elegant = 15m footprint. Add arched floor.
- Swamp tower & wrap to have a less bulky impact

consultation BS pl.

- CAAP - 5/2
- City Comm Trust - 28/2 *understand scheme.*
- Y Civ Trust - 28/2 *with some reservations OK set back to roof, tower, tree & street views.*
- CYC Exh - 3-5/3
- CABE - 6/3 — case officer = Justin Kelly. ] *feedback awaited. but get comfortable.*

issues on design

- Colour of bronze — *stainless steel more convincing.*
- Relief of net air circulation in panels below windows
- Stone — *expensive locally & cheaper from Italy but looks like a tile!*  
*or China*

08 April 2008

Chris Jones  
RMJM  
10 Bells Brae  
Edinburgh  
EH4 3BJ

Our Ref: DR/D/320/5378

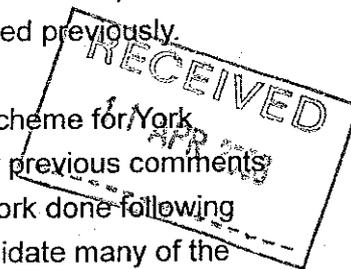
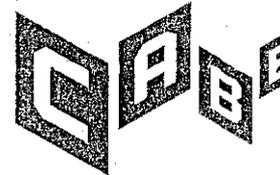
Dear Chris Jones

### YORK: COUNCIL OFFICES, HUNGATE

Thank you for re-consulting the Commission for Architecture and the Built Environment (CABE) about this proposal. While we have been unable to visit the site specifically for this review, members of the staff team have prior knowledge of it, and we have a good understanding of it and its context from the information supplied. Following discussions with the design team and local authority and a previous review, the proposals were considered at a panel meeting on the 28 February 2008, chaired by CABE commissioner Piers Gough. CABE's views on the information provided (plans, sections, elevations and visualisations) are set out below and supersede all views which may have been expressed previously.

We welcome the opportunity to review this highly significant scheme for York again. We commend the design team for the way in which our previous comments were received and for fresh approach to the design and the work done following our previous review. We are encouraged by the idea to consolidate many of the council's activities into a single building. It is in the context of strong support for this scheme that we offer the following comments in regard to the basic diagram for this proposal and the building's relationship to its immediate context.

Whilst we feel that it may be appropriate for a civic building to have a strong presence, we continue to have some concerns that the scale of the building has the potential to make it overly dominant in relation to the listed Black Swan in some key views. We find comfort in the separation currently shown and the landscape treatment proposed for the rear of the Black Swan pub, however, we note that this is not within the gift of this development. We feel that particular care will be required to ensure an appropriate relationship is created between this civic building



We sense that many of the problems may be overcome by relaxing what is felt to be a rather rigid orthogonal plan to respond better to the differences in the programs and nature of the four sides it needs to address.

Please keep us informed of the progress of this scheme. If there is any point that requires clarification, please telephone me.

Yours sincerely



Justin Kelly

Design review advisor

cc

Janine Riley  
Giles Proctor

City of York Council  
English Heritage



**Confidentiality**

Since the scheme is not yet the subject of a planning application, the advice contained in this letter is offered in confidence, on condition that CABE is kept informed of the progress of the project, including when it becomes the subject of a planning application. CABE reserves the right to make its views known should the views contained in this letter be made public in whole or in part (either accurately or inaccurately). If you do not require CABE's views to be kept confidential, please contact Liz Brown ([lbrown@cabe.org.uk](mailto:lbrown@cabe.org.uk)).

Please note that CABE is subject to the Freedom of Information Act 2000 (FOIA). CABE handles requests for information according to the provisions of the Act, and its decisions under FOIA are subject to challenge. Where this letter is copied to the relevant local planning authority and other agencies, those bodies are subject to FOIA and may release information when requested irrespective of CABE's wishes.

FISHER, Alison

From: JAGO, Maddy  
 Sent: 29 May 2008 09:21  
 To: FISHER, Alison  
 Subject: FW:info re proposals for CoY offices

Info

Maddy Jago  
 Planning and Development Regional Director  
 Yorkshire and the Humber  
 English Heritage  
 37 Tanner Row  
 York  
 YO1 6WP

Tel: 01904 601993  
 Fax: 01904 601997  
 Mobile: 07766 992608

-----Original Message-----

From: Sarah Ball [mailto:sarahball@pmt.co.uk]  
 Sent: 27 May 2008 14:07  
 To: addymans@yahoo.co.uk; admin@elvingtonholdings.co.uk; ASFriend@ymn.net; bhwarthill@aol.com; buff.reid@tiscali.co.uk; chrisaj@talk21.com; cs@csscsc.fsnet.co.uk; david.broadhead@cwctv.net; david@deveringham.fsnet.co.uk; david@podmore-son.freereserve.co.uk; delma.tomlin@ncem.co.uk; dsr102@btinternet.com; emma@lloyd-jones5.fsnet.co.uk; enquiries@melkasculpture.co.uk; enquiry@christopp.co.uk; geoffrey.donald@talk21.com; gillianmhwalker@btinternet.com; info@newbyhall.co.uk; jones@melmerby.wanadoo.co.uk; keith@barleystudio.co.uk; kingsley.spriggs@hotmail.co.uk; lee@imaginativeinteriors.co.uk; m.smith@yorkminsterlibrary.org.uk; mark@burrowsdavies.fsnet.co.uk; matthiasgam72@hotmail.com; michael.floyd@eastriding.gov.uk; mike@frameconservation.co.uk; mread@horologyconservation.co.uk; nmoore@csl.gov.uk; petermooremasonry@tiscali.co.uk; robinpcgray@yahoo.co.uk; ruthpartington@middlesbrough.gov.uk; sebastian@wakefield.biz; sjallen@yorkarchaeology.co.uk; temperton@btinternet.com; wheatley@york15.fsnet.co.uk; yja.archconserve@btinternet.com; archives@northyorks.gov.uk; asburley@msn.com; bsaynor@yorkcollege.ac.uk; charles@williamanelay.co.uk; dick@dickrainesdesign.com; e.bartholomew@nmsi.ac.uk; e.dobsonandsons@btconnect.com; enquiries@martinjohnsonglass.co.uk; iainbroadbent@hotmail.com; ibisroofing@yahoo.co.uk; info@ferreyandmennim.co.uk; info@lhlgroup.co.uk; info@ppiy.co.uk; info@williambirch.co.uk; janet.barnes@ymt.org.uk; jcg2@yorkat.co.uk; john.morris@easynet.co.uk; john.niklaus@talktalk.net; john@burgessroughton.com; JAGO, Maddy; mail@donbarkerblacksmith.co.uk; mail@hareandransome.com; andmarmarsh@btinternet.com; Michael.Major@nrm.org.uk; museum@yorkshireairmuseum.co.uk; neee@supanet.com; office@houghtons.plus.com; office@wamarchitects.co.uk; peter.brown@fairfaxhouse.co.uk; phelps@furnitureconservation.org; PhillipThake@yorkconservationtrust.org; rhall@yorkat.co.uk; richard@artworksconservation.co.uk; sales@joplings.com; sales@yorkhandmade.co.uk; stevem@yorkminster.org; whbonney@tiscali.co.uk  
 Subject: FW: phone message

Dear YCCC member,

I have been asked to circulate this message from Gill Cooper, City of York Council Head of Arts & Culture:

"The plans for the proposed new City of York Council headquarters building at Hungate will be looking at ensuring that the best of the local area's building crafts and architectural artworks are included integrally in the

building. The Architects have already appointed an arts advisor and now wish to arrange a short visit to craft/  
design studios to look at the possibilities for other commissions for the building. I would be grateful if anyone  
who is interested in hosting part of the visit at their studios would get in contact with me by e mail with a  
short paragraph detailing their work. Initially this request is looking for responses from Stonemasons,  
Architectural wood and glass makers etc. rather than small scale work artists. Could all responses be to me by  
the 6th June 2008 at: Gill.Cooper@york.gov.uk "

Yours,

Jim Spriggs  
YCCC Membership Secretary

---

<http://clk.atdmt.com/UKM/go/msnkmgl0010000002ukm/direct/01/>

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James Coath Mark Hammond Geoffrey Holland Richard Ellis Richard Putnam Ian Alderton James  
Sanderson David Pendery Oliver Caroe Christopher Cotton James Montgomery

Associates: Simon Marks Denis Butler Dante Vanoli Peter Gooderham John Rutherford Carl  
Andrews Stephen Elliott Paul Prentice Robert Chambers Jane Roylance Kate Bultitude Beulah  
Dutton Gary Dalton Joanne Merry Gary Sparrow Suzi Armstrong Martin Dunseath

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 Phone: 01904 653 051  
 Keyword: English Heritage

&gt; durrants

## Views do count

I WOULD like to clarify the position in relation to the recently submitted planning application for the proposed new council headquarters building at Hungate.

The proposals have been the subject of extensive pre-application discussion between the council's appointed architects and senior officers in the city strategy directorate, together with English Heritage, CABE and amenity groups in the city.

This has resulted in radical changes from the initial design approach and recently significant design improvements reflecting the comments received.

I am concerned that Mr Laverack's letter (Forcing HQ issue, June 10) may discourage people from making their views known to the council. I would encourage people to examine the application proposals and to send their views to me at Number 9, St Leonard's Place.

These comments and observations are important and will be carefully considered.

It should be remembered the planning application will be decided by the members of the planning committee, not by those councillors who decided that the application should be submitted.

The committee can approve or refuse the application or can defer it for further amendments or modifications.

However, before the application is approved it is necessary to refer the scheme to Government Office for Yorkshire and the Humber.

**Mike Slater,**  
 assistant director, planning,  
 City Strategy,  
 City of York Council,  
 St Leonard's Place, York.



## CITY OF YORK COUNCIL OFFICES, YORK

**Important Application Review Meeting**

Date: 23 June 2008

<b>Attendees:</b>	Maddy Jago (chair)	Andy Wimble	Jenny Edmundson
	Alison Fisher (lead)	Giles Proctor	Keith Miller
	Neil Redfern	Diane Green	Sarah Tunnicliffe
	Rebecca Rayner	Ian Smith	Keith Emerick
	Dav Smith	Vicky Ellis	Kath Gibson

**Summary**

There have been extensive pre-application discussions with regard to the proposed new headquarters building for City of York Council, which have been the subject of two previous IAR meetings in September 2007 and January 2008. Issues were raised by EH through these discussions and the design, massing and footprint of the proposed build has been modified several times as a result.

A Planning Application for the HQ building has now been submitted and we have been consulted as part of this process.

**Key points / clarifications raised in IAR discussion**

The site lies adjacent to the York Conservation Area and the grade II\* listed Black Swan Public House. It is also opposite the historic Peasholme Green area, which includes the grade I listed St Anthony's Hall.

❖ *Design*

The overall design has not changed since its major reworking following concerns raised during the previous IAR in September 2007, and its general acceptance by EH after discussions in January 2008. The most notable difference was the positioning of the main entrance, which has now been set away from the Black Swan Public House and redesigned to give it more prominence. The proposed materials are assumed to be the same as those discussed previously (i.e. stone and glass with bronze detailing) but this is not made clear in the display boards provided with the application, particularly with regard to the bronze detailing.

❖ *Footprint and Height*

The footprint and height of the HQ building remain mostly unchanged from the plans presented previously. The issue over the placement of disabled parking has now been resolved and this allows for the HQ building to be set further back. This is to lessen the building's impact on the surrounding streetscape (but in particular on the grade II\* Black Swan Pub) without reducing the building height. The bio-tower has also been slimmed down and pulled back for the same reasons.

However, from the display boards shown during the meeting, it was not made clear how the proposed building sits within the context of the surrounding area. E.g. there is no indication of how it relates in terms of scale to the neighbouring buildings. If there are no

further drawings included within the application that shows the above, then such drawings need to be requested.

❖ *Impact on Black Swan*

Although there have been changes made with regard to the positioning of the building to lessen its overall impact upon the setting of the Black Swan, the application does not show how the development will support the viability and historic fabric of the grade II\* listed building. This needs to be addressed.

❖ *Impact on Peasholme Green and the Public Realm*

The intentions of the Council towards the treatment of Peasholme Green and the surrounding public realm in relation to the HQ building have not been made clear. Previous discussions have indicated that improvement works have been suggested by the Council for the area, but it is not apparent if there are any included within this application. This needs to be established as the HQ building has the potential to revitalise the area (within the Medieval context of Peasholme Green) and create a new gateway into York. It is crucial that this aspect is properly addressed as the Council will be setting an example for future developers in York of how modern developments can relate to historic areas.

❖ *Current CYC Offices*

The issue over the future of the current Council office buildings was raised again, with particular regard to the grade II\* St Leonard's Place and the grade I Guildhall. Reassurance is needed from the Council that the future sustainability of the buildings once they leave Council ownership has been considered. This should be treated as a separate issue and does not need to be discussed as part of our response to the current planning application.

### **Position of English Heritage**

English Heritage broadly supports the development as the general design meets our previous suggestions. However, we cannot offer our full support as there are still issues that require clarification in relation to materials to be used, how the building relates to the surrounding area and what proposals are being suggested for the public realm, particularly concerning Peasholme Green. Further information is also required as to how the HQ building will support the viability and historic fabric of the Black Swan Pub. If this information is not supplied within the application we cannot comment and should request further details and/or sustain an objection in view of the lack of information on the contextual setting etc...

### **Actions**

- AF to establish what information is included within the application and respond as appropriate (requesting further information as required).
- AF to contact CYC for further reassurance with regard to the future of the historic buildings currently in use by the Council (such as St Leonard's Place and the Guildhall).

IAR Note – 23 June 2008

City of York Council Offices, York

#### Background.

The York City Council is wanting to co-locate all its staff who are currently located in about 18 offices across the city centre. The council proposes to develop part of the site known as Hungate on land which currently is used for parking, an ambulance station and a homeless hostel. The remainder of the Hungate site was subject to a major redevelopment for residential, commercial and retail and phase 1 (housing) is under construction.

We were invited to engage early on in the process of developing this site and the original scheme was debated at IAR in late 2007. We set out our strong concerns for the design approach and were successful in securing a completely fresh approach which came to IAR in January 2008. We had some relatively minor design concerns over streetscape at Peasholme Green, the impact (potentially adverse) on the Black Swan (the height of the new building and the potential increase in trade on the historic fabric) and some general design details whilst offering our broad support for the principle and architectural approach. We made clear our view that such a major new municipal building should be of the highest quality in both concept and materials. We have continued to engage with the working group on design and have encouraged the scheme to evolve to the scheme which is now formally submitted for planning permission.

#### Significance

The site whilst not in a CA is surrounded by a CA and it sits immediately adjacent to a grade II\* listed building and opposite the Peasholme Green cluster of historic buildings.

#### Impact

It will have an impact on the wider perceptions of the historic city of York and will be seen as a marker for the determination of the Council to secure good design for the city centre. It will also have an impact on its immediate historic environment at Peasholme Green.

#### Policy

Through publications such as "Buildings in Context – New development in historic areas" and the forthcoming "Shared Interest" EH sets out its aspirations to secure an intelligent and imaginative approach to new developments.

#### Position

The proposal would offer an imaginative and thoughtful response to the needs of the council to create welcoming and workable office accommodation whilst securing a contemporary and contextual building. It will undoubtedly dominate the black Swan PH and be a bold insertion along Stonebow/Peasholme Green but it will also make a positive contribution to architecture in the city. English Heritage should therefore support the proposal.

Alison Fisher

**FISHER, Alison**

---

**From:** FISHER, Alison  
**Sent:** 26 June 2008 15:20  
**To:** BARNETT, Helen  
**Cc:** TUNNICLIFFE, Sarah; PROCTOR, Giles; REDFERN, Neil  
**Subject:** RE: Hungate Development, York

Hi Helen

Yes this is one of mine. We have had extensive pre-app and currently have the planning application on notification. I am due to reply by 3 July. So right this minute we are in the process of refining our views but will be considering issues including the impact of the proposed building's height on - the adjacent grade II\* Black Swan PH, the views to and from the Minster, the detail of the public realm surrounding the building, how comfortably does it relate to its context and certain design details such as materials, eaves details, the entrance and permeability. The future of some of the Council's more historic buildings once the staff are co-located is also of some interest. The site is not in a CA but is on the boundary of the nearest CA and it will affect the setting of several LBs, the closest of which is II\*. Our broad view has been to support the scheme but to work to minimise its impact on the II\* and ensure it sits well in the streetscene and with its established neighbours. We are not wholly convinced that it does achieve these objectives but will have a more clear view early next week.

As Neil Redfern not Giles is the Team Leader for North Yorkshire I am copying him in.  
 Alison

-----Original Message-----

**From:** TUNNICLIFFE, Sarah  
**Sent:** 26 June 2008 15:00  
**To:** BARNETT, Helen; PROCTOR, Giles  
**Cc:** FISHER, Alison  
**Subject:** RE: Hungate Development, York

Helen,

Alison Fisher is leading on this and we had an IAR discussion about it earlier this week so best to liaise with her on extn 1975.

Thanks

Sarah

Sarah Tunnicliffe  
 Regional Policy Adviser (maternity cover)  
 English Heritage Yorkshire & the Humber  
 37 Tanner Row, York, YO1 6WP

☎ +44(0)1904 601994

☎ 07711 491752

☎ 01904 601999

✉ [Sarah.Tunnicliffe@english-heritage.org.uk](mailto:Sarah.Tunnicliffe@english-heritage.org.uk)

 please don't print this e-mail unless you really need to

-----Original Message-----

**From:** BARNETT, Helen  
**Sent:** 26 June 2008 14:50  
**To:** TUNNICLIFFE, Sarah; PROCTOR, Giles  
**Subject:** Hungate Development, York

Dear Giles/Sarah,

I've had an enquiry from Building Design about proposals for a new headquarters for York Council – part of the Hungate Development, next to a listed pub.

Are we involved? If yes, we'll need to compose a statement asap.

Many thanks

Helen

CofYC.

10-7-8

- offer not one to be pursued to approval by YCC given concerns
- but needs to be done to mitigate?

- statement as summary from E.H. also key of great bldg, wrong location. to be forwarded for incorporation into press release for CofYC book.

Attending Bill Walker, Mike Sch  
 from Ruler Justice Center +  
 Bill McArthur MS+AA

**FISHER, Alison**

---

**From:** BARNETT, Helen  
**Sent:** 11 July 2008 12:27  
**To:** JAGO, Maddy  
**Cc:** FISHER, Alison  
**Subject:** Hungate statement

Dear Maddy,

Please find attached a draft Hungate statement for your comments.

I've addressed the missing issue by talking about "imposing design".

Let me know if you are happy with this.

Also, I've checked and Rhiannon Tracy is currently going to look after things on Monday and Tuesday. They are interviewing for the job share on 25 July.

Thanks

Helen

Helen Barnett  
Corporate Communications Manager

Tel: 020 7973 3251

HUNGATE REDEVELOPMENT, YORK

Background:

English Heritage is a statutory advisor on proposals to build a new council headquarters in the Hungate area of York. This will be one of the most important developments in York in recent years and provides an exceptional opportunity for the Council to make a dramatic contribution to the architecture of the city centre.

The development site is next to a cluster of historic buildings around Peasholme Green including the Grade II\* Black Swan public house and the Grade I St Anthony's Hall.

English Heritage first became involved in late 2007 when we were invited by the council to advise on the redevelopment. Since this time we have had extensive pre-application discussions. We were not however involved in selecting the site or putting together the development brief.

Statement:

"We strongly support the Council's decision to re-think their proposals for their new headquarter offices in Hungate. The site contains a number of important historic buildings including the Grade II\* listed Black Swan public house and the Grade I listed Anthony's Hall. We are concerned that the current design is too large and its imposing design will have a detrimental impact on the nearby historic buildings many of which are domestic in scale. The building as currently designed would also harm views to and from York Minster.

"This will be one of the most important developments in York in recent years and provides an exceptional opportunity for the Council to make a dramatic contribution to the architecture of the city centre. We look forward to working with them as they take forward their plans."

Alison, \*she has had a meeting  
KDG Design for a while  
you later - agreed  
Pis can you ring public  
Lindsey\* at our office  
press office re: 19/7  
Hungate CXC offices  
Ext 3293  
Vicky.

Press statement

**FISHER, Alison**

---

**From:** JAGO, Maddy  
**Sent:** 10 July 2008 15:21  
**To:** BARNETT, Helen  
**Cc:** FISHER, Alison  
**Subject:** York Council offices .  
**Importance:** High  
**Sensitivity:** Confidential

Helen – here is a proposed quote for you to work with. CABE have commented informally, and their letter both raises issues about the design (mixed) and its impact on the setting of the listed building! – so I think we are safe for both organisation to both have some overlaps. There is no doubt that the design of the building is relevant in to its impact on the historic environment, in this case.

*We strongly support the Council's decision to re-think their proposals for their new headquarter offices in Hungate: Whilst we consider that the proposed office design has the potential to create an impressive civic building, our objection to the planning application was about the scale and bulk of the building in relation to the historic environment, and particularly its impact on the immediately adjacent Black Swan public house as well as the setting of St Anthony's Hall and Peasholme Green.*

Please note we have not yet heard if YCC has decided to withdraw the planning application.

Maddy Jago

**Tel: 01904 601993**  
**Fax: 01904 610993**  
**Mobile: 07766 992608**

**FISHER, Alison**

---

**From:** REDFERN, Neil  
**Sent:** 31 July 2008 15:17  
**To:** FISHER, Alison  
**Subject:** CYC offices

Alison a short note of a discussion yesterday with John Walker CEO of York Archaeological Trust.

He was asking on behalf of an interested party if there was anything more in our comments on the CYC office proposal.

I said whilst we had concerns about design these could be amended, however, if the brief for the site needed that much floor space then we did not feel this could be accommodate at this site – height and massing and the impact on adjacent heritage assets being the critical factor.

John Walker seemed happy about this.

I am not sure where this will lead and it was an informal chat.

Neil

Neil I. Redfern  
Team Leader - North Yorkshire  
Inspector of Ancient Monuments  
English Heritage Yorkshire and The Humber Region  
37 Tanner Row  
York  
YO1 6WP  
Direct dial: 01904 601897  
Mobile: 07967 722664  
Fax: 01904 601997  
Email: [neil.redfern@english-heritage.org.uk](mailto:neil.redfern@english-heritage.org.uk)

## Council in discussions with Castle Piccadilly site team

1:10pm Thursday 31st July 2008

TALKS are under way to breathe new life into shopping in York city centre.

City of Council York Council's city development team has begun preliminary discussions with the new development managers of the Castle Piccadilly area of the city.

They are likely to last several months, but are expected to move the extension of the current 200,000sq ft area – to include retail, leisure and residential use – closer to reality.

The former owners of the site, Land Securities, sold its interest in the land to US-owned company, La Salle, last year, and the new owners are now keen to work up alternative options to bring this run-down area of the city centre to life.

The council's team has met with representatives from Centros – La Salle's development managers – to discuss initial ideas for the site.

Proposals for the development will need to set out the main planning and design principles for the site, show how it will connect with the wider city centre, and ensure that the historic character of the area and its key buildings is not compromised. The approved planning brief and the conservation area appraisal for the site will be the starting point for discussion, and early re-engagement with English Heritage, the Commission for Architecture and the Built Environment (Cabe), the Castle Piccadilly Reference Group and the wider public will follow in the autumn of this year.

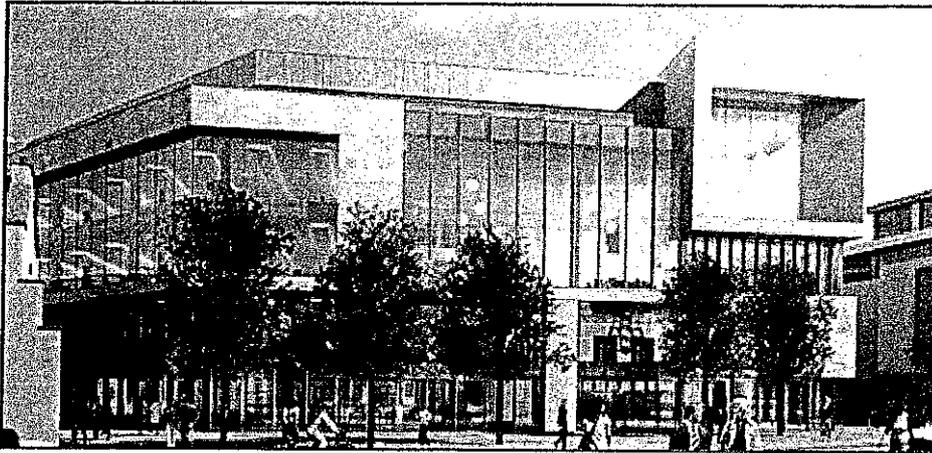
The council's vision for the development of the Castle Piccadilly area – set out in the development brief – is to promote its regeneration and enhancement through high quality retail-led, mixed use development.

Land Securities hoped to revamp the stretch of city centre land between Clifford's Tower and Piccadilly – mainly comprising shops – but its plans were thrown out by the Government in 2003 after a public inquiry which provoked fierce opposition from conservationists.

The Press reported in February that Philip Crowe, chairman of the campaign group York Tomorrow, would welcome an opportunity to discuss matters with Centros before it submitted a planning application.

Back

6/7/8/10  
Fiona  
Amos



## York Council dumps practice's HQ design

18 July 2008

York City Council has withdrawn its planning application for a RMJM-designed headquarters building after English Heritage slammed the scheme.

The project, part of a wider masterplan for the Hungate area by John Thompson & Partners, would have provided new offices for the council's 1,500 staff and featured a 38m-high "biotower".

But in a letter to the council's planning department last week, EH criticised the scheme's impact on nearby listed buildings and the wider setting, which includes York Minster.

"We consider significant harm will be caused to the immediate setting of the [grade II\* listed] Black Swan public house, and to the wider setting of [grade I listed] St Anthony's Hall," EH historic areas adviser Alison Fisher wrote.

"We recommend a design review be undertaken which reconsiders the height, mass and materials of the main building [and] reviews the design, materials, footprint and massing of the biotower."

The scheme was also attacked by the York Civic Trust for its "total lack of recognition of the need for sensitivity to its surrounding".

Council chief executive Bill McCarthy confirmed that the project had been withdrawn from planning:

He said: "We recognise that along with others, English Heritage is very concerned about the potential impact of the proposed building on the historic environment."

RMJM director Adrian Boot said: "The project team consulted extensively with all appropriate bodies, including many meetings with English Heritage, where we received positive feedback, direction guidance and support for the development.

"The letter from English Heritage is somewhat surprising, very frustrating and disappointing for us and our client."

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**FISHER, Alison**

---

**From:** FISHER, Alison  
**Sent:** 14 July 2008 16:07  
**To:** DOUGLAS, Lindsay  
**Subject:** RE: York

Hi  
Well in that case your summary seems fine!  
Alison

-----Original Message-----

**From:** DOUGLAS, Lindsay  
**Sent:** 14 July 2008 16:06  
**To:** FISHER, Alison  
**Subject:** RE: York

It's Building Design and they seem to be doing the usual 'EH stops something' piece. I just get bored of their pointless sensationalism but I suppose there isn't really much that can be said to the journalist to calm the story down?

Oh well

L

-----Original Message-----

**From:** FISHER, Alison  
**Sent:** 14 July 2008 15:27  
**To:** DOUGLAS, Lindsay  
**Subject:** RE: York

Hi  
Who is this from and to what would your reply be directed?  
Regards  
Alison

-----Original Message-----

**From:** DOUGLAS, Lindsay  
**Sent:** 14 July 2008 14:27  
**To:** FISHER, Alison  
**Subject:** FW: York

Should I reply to this or leave it? Am tempted to say something like

We strongly support the Council's decision to re-think their proposals and will be happy to lend our expertise in helping to create a scheme that will both gain consent and enhance the area.

-----Original Message-----

**From:** Lazell, Marguerite [mailto:MLazell@cmpi.biz]  
**Sent:** 14 July 2008 14:12  
**To:** DOUGLAS, Lindsay  
**Subject:** RE: York

Hi Lindsay,  
Thanks! As you probably know, the council has withdrawn the planning application for this as a result of EH's comments, so we'll be running something on it in this week's

Annex E

issue.  
Thanks again  
Marguerite

---

**From:** DOUGLAS, Lindsay [mailto:Lindsay.Douglas@english-heritage.org.uk]  
**Sent:** 14 July 2008 13:46  
**To:** Lazell, Marguerite  
**Subject:** York  
**Importance:** High

I think you asked my colleague for the attached?

Best wishes

Lindsay Douglas

EH Corp Comms  
020 7973 3293

\*\*\*\*\*  
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Annex E

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**Dealt with by:** Richard Pollard  
**Grid Ref:** (E)457463(N)437760  
**Direct Dial:** 01757 292066  
**Email:** ripollard@selby.gov.uk

**Our ref:** RIPO/2008/0711/FUL  
**Alt Ref:** 8/35/289B/PA  
**Your ref:**  
**Date:** 1 August 2008

English Heritage  
North Yorkshire & Yorkshire  
37 Tanner Row  
YORK  
YO1 6WP

Dear Sir/Madam

**CONSULTATION ON PLANNING APPLICATION**

**PROPOSAL:** Proposed erection of a conservatory to the rear  
**LOCATION:** 6 Cardinals Court, Cawood, Selby

The above planning application was received as valid on 30 July 2008.

For consultees who do not wish to be consulted electronically, I have enclosed a copy of the application forms and plans for your information and retention.

To view the planning application files electronically, please use the authority's 'PublicAccess' website at <http://publicaccess.selby.gov.uk/publicaccess/> and follow the instructions given. The information will be available within 24 hours on receipt of this e-mail.

You can also submit your comments via Public Access or email [Planning&EDUAdmin@selby.gov.uk](mailto:Planning&EDUAdmin@selby.gov.uk). If I have not received your written observations before 22 August 2008 it will be assumed you do not have any to make. Please note that any comments you make will be placed on the relevant file, which is available for public inspection in the office and on the internet.

I look forward to receiving your comments in due course.

Yours faithfully,



Paul Edwards  
Principal Planning Officer

Annex E

**FISHER, Alison**

---

**From:** JAGO, Maddy  
**Sent:** 04 August 2008 11:15  
**To:** BARNETT, Helen; FISHER, Alison  
**Cc:** REDFERN, Neil  
**Subject:** RE: Cllr Vassie

Helen and Alison for info

I spoke with Heather Rice on Friday (Director of People and Improvement at York CC) who has just taken over the brief to develop the new building for the Council. The Council's formal position remains as per their position statement and members have been briefed. Cllr Vassie was not responding to any brief from the Council, and I have agreed with Heather that I will not contact him to speak to him about his concerns at this stage. I confirmed that EH do not wish to have a debate with YCC through the media and Heather very much supported this. I expect to be invited to meet with the CE and leader of the Council soon to help take the next steps on this project. They intend to set up a strategic reference group chaired by the leader of the Council: Andrew Waller. Also Heather said one of the board directors of the architects firm they have been using will be leading on the project from now on.

I confirmed our wish to understand the whole picture of how the YCC sees the future of its offices and the important buildings it either owns /occupies within the city centre. The Council aims to carry out a scrutiny review of the process leading up to the withdrawal of its planning application, but deferred until the Autumn. We may be invited to participate in that process, which, as I understand it is an internal one.

Do let me know if anything is unclear.

M

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

**Tel: 01904 601993**  
**Fax: 01904 601997**  
**Mobile: 07766 992608**

-----Original Message-----

**From:** BARNETT, Helen  
**Sent:** 31 July 2008 12:31  
**To:** Edmundson, Jennifer; JAGO, Maddy  
**Cc:** TRACY, Rhiannon  
**Subject:** RE: Cllr Vassie

Dear Maddy,

I think it would be helpful if someone could contact Cllr Vassie to offer this explanation. It will be important to reassure him that we were consistent in our advice to the Council, offering full pre-application discussions but that we are unable to comment formally until we had seen plans but that

Annex E

our decision was consistent with our pre-application advice and not a U-turn.

I think this would be better than getting into a debate in the press and will hopefully open up channels of communication so he can be dissuaded from commenting further in the press.

Might it also be useful to speak to one of your contacts at the Council leading on the application to check what briefing they are doing for their members? It would be helpful to check that they are putting out a consistent message?

Helen

Helen Barnett  
Corporate Communications Manager

Tel: 020 7973 3251

-----Original Message-----

**From:** Edmundson, Jennifer  
**Sent:** 31 July 2008 12:13  
**To:** JAGO, Maddy; BARNETT, Helen  
**Subject:** Cllr Vassie

Dear Maddy and Helen,

A biography of Cllr Vassie is attached; he was quoted in the York Press asking for an explanation of why we objected to the new CofYC building.

The council is currently led by the Liberal Democrats.

Thanks,  
Jenny

Jenny Edmundson  
PA to Planning and Development Regional Director, Maddy Jago  
Yorkshire and Humber Region  
37 Tanner Row, York, YO1 6WP  
**Tel:** 01904 601993  
**Fax:** 01904 601997

**FISHER, Alison**

---

**From:** JAGO, Maddy  
**Sent:** 04 August 2008 17:10  
**To:** FISHER, Alison  
**Subject:** CofY offices Meeting - 19th August

**Importance:** High

Alison, see below info on the proposed meeting

Can we have a word about it ? thanks

M

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

Tel: 01904 601993  
Fax: 01904 601997  
Mobile: 07766 992608

-----Original Message-----

**From:** Edmundson, Jennifer  
**Sent:** 04 August 2008 14:29  
**To:** JAGO, Maddy  
**Subject:** FW: Meeting - 19th August

Hi Maddy,

The draft agenda for your meeting with City of York Council is below; let me know if you want me to check Alison's availability (I told Sarah that you may want to bring someone with you). Sarah also said that Neil Hindhaugh is happy to meet with you or talk to you on the phone if there's anything you want to discuss before the meeting, if so let me know and I'll arrange it.

Thanks,  
Jenny

Jenny Edmundson  
PA to Planning and Development Regional Director, Maddy Jago

Yorkshire and Humber Region

37 Tanner Row, York, YO1 6WP

Tel: 01904 601993

Fax: 01904 601997

-----Original Message-----

From: Crabtree, Sarah [mailto:sarah.crabtree@york.gov.uk]  
Sent: 04 August 2008 14:03  
To: Edmundson, Jennifer  
Subject: Meeting - 19th August

Dear Jennifer

Further to our telephone conversation this morning, I can confirm the meeting between CYC, RMJM Architects and English Heritage will take place at 2pm on Tuesday 19th August in the Guildhall.

Attendees from CYC will be: Bill McCarthy (Chief Executive), Cllr Andrew Waller (Leader of the Council) and Neil Hindhaugh (Head of Property Services)

Attendees from RMJM will be: Adrian Boot, Philip White, Philip Gray and Iain McNab

Suggested issues for discussion are:

- 1. Relationship going forward
- 2. Representation
- 3. Strategic reference group
- 4. Expert reference group

Please let me have any amendments/additional agenda items if you have any.

Best wishes

Sarah Crabtree  
PA to Bill McCarthy

\*\*\*\*\*

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**JAGO, Maddy**

---

**From:** JAGO, Maddy  
**Sent:** 08 August 2008 12:25  
**To:** JAGO, Maddy  
**Subject:** FW: Cllr Vassie

Print off for chat with Neil Hindaugh

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

**Tel:** 01904 601993  
**Fax:** 01904 601997  
**Mobile:** 07766 992608

-----Original Message-----

**From:** BARNETT, Helen  
**Sent:** 06 August 2008 11:17  
**To:** JAGO, Maddy; FISHER, Alison  
**Cc:** REDFERN, Neil; DOUGLAS, Lindsay; WALL, Christine  
**Subject:** RE: Cllr Vassie

Dear Maddy,

I would suggest you should make contact with Cllr Vassie to clarify and answer the concerns raised in the Yorkshire Press article.

Yorkshire post

In this article he accuses us of changing our mind on the proposed building design and asks for an explanation. The implication is that we were originally supportive of the council's proposals and by opposing the application we have been inconsistent and therefore wasted the council time and money.

I think it is important that you explain our involvement in pre-application discussions and that our advice and final decision have been consistent. If we don't do this there is a big risk that he will continue to criticise us to his members and contacts and possibly via the press once more.

I'm in the office today and tomorrow if you'd like to discuss this further.

Helen

-----Original Message-----

**From:** JAGO, Maddy  
**Sent:** 04 August 2008 11:15  
**To:** BARNETT, Helen; FISHER, Alison  
**Cc:** REDFERN, Neil  
**Subject:** RE: Cllr Vassie

Annex E

Helen and Alison for info

I spoke with Heather Rice on Friday (Director of People and Improvement at York CC) who has just taken over the brief to develop the new building for the Council. The Council's formal position remains as per their position statement and members have been briefed. Cllr Vassie was not responding to any brief from the Council, and I have agreed with Heather that I will not contact him to speak to him about his concerns at this stage. I confirmed that EH do not wish to have a debate with YCC through the media and Heather very much supported this. I expect to be invited to meet with the CE and leader of the Council soon to help take the next steps on this project. They intend to set up a strategic reference group chaired by the leader of the Council: Andrew Waller. Also Heather said one of the board directors of the architects firm they have been using will be leading on the project from now on.

I confirmed our wish to understand the whole picture of how the YCC sees the future of its offices and the important buildings it either owns /occupies within the city centre. The Council aims to carry out a scrutiny review of the process leading up to the withdrawal of its planning application, but deferred until the Autumn. We may be invited to participate in that process, which, as I understand it is an internal one.

Do let me know if anything is unclear.

M

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

Tel: 01904 601993  
Fax: 01904 601997  
Mobile: 07766 992608

-----Original Message-----

**From:** BARNETT, Helen  
**Sent:** 31 July 2008 12:31  
**To:** Edmundson, Jennifer; JAGO, Maddy  
**Cc:** TRACY, Rhiannon  
**Subject:** RE: Cllr Vassie

Dear Maddy,

I think it would be helpful if someone could contact Cllr Vassie to offer this explanation. It will be important to reassure him that we were consistent in our advice to the Council, offering full pre-application discussions but that we are unable to comment formally until we had seen plans but that our decision was consistent with our pre-application advice and not a U-turn.

I think this would be better than getting into a debate in the press and will hopefully open up channels of communication so he can be dissuaded from commenting further in the press.

Might it also be useful to speak to one of your contacts at the Council leading on the application to check what briefing they are doing for their members? It would be helpful to check that they are putting out a consistent message?

Helen

Annex E

Helen Barnett  
Corporate Communications Manager

Tel: 020 7973 3251

-----Original Message-----

**From:** Edmundson, Jennifer

**Sent:** 31 July 2008 12:13

**To:** JAGO, Maddy; BARNETT, Helen

**Subject:** Cllr Vassie

Dear Maddy and Helen,

A biography of Cllr Vassie is attached; he was quoted in the York Press asking for an explanation of why we objected to the new CoFYC building.

The council is currently led by the Liberal Democrats.

Thanks,  
Jenny

Jenny Edmundson  
PA to Planning and Development Regional Director, Maddy Jago  
Yorkshire and Humber Region  
37 Tanner Row, York, YO1 6WP  
**Tel:** 01904 601993  
**Fax:** 01904 601997

## Councillor Christian Vassie



Title: Energy Efficiency Champion  
Party: Liberal Democrats  
Ward: Wheldrake Ward

### **Responsibilities**

- Executive Member for Leisure, Culture & Social Inclusion

### **Committee appointments**

- Bishopthorpe & Wheldrake Ward Committee
- Council Meeting
- Executive
- Executive (Calling In)
- Executive Member For Leisure, Culture & Social Inclusion and Advisory Panel (Executive Member)
- Planning Committee
- Social Inclusion Working Group (Chair)
- Strategic Policy Panel (Substitute)
- Young People's Working Group

### **Appointments to outside bodies**

- Active York
- Inclusive York Forum
- Local Government Association - Rural Commission
- Local Government Information Unit (Substitute)
- North Yorkshire Culture
- Selby Coalfield Joint Consultative Committee
- Swimming Pool Steering Group (University of York City Partnership)
- Valuing People Partnership Board

- York Compact Group
- York CVS Board of Trustees
- York@Large
- Yorkshire Rural Community Council

When to be considered.

Annex E  
Maddy's notes.

York City Council meeting re Hungate, YCC building, 19<sup>th</sup> August 08

Meeting between Maddy Jago, Andrew Waller (leader) and Bill McCarthy, (Chief Executive.)

Cllr. Waller opened the discussion by strongly expressing his concerns about the cost and timescale constraints YCC were working under, and a need for him to understand why EH seemed to have changed its position. He mentioned he was daily being quizzed by the press. The budget for the new building was diminishing all the time, and the Council could not afford further delays. The EH letter of objection had come as a surprise to the Council. In meetings prior to the planning application being lodged he said Alison Fisher had made very supportive comments about the proposals ( the exhibition was mentioned) He queried how AF represented EH views.

MJ said she had looked at the file and talked to AF and felt that EH had made its position clear throughout the process, and the final letter was a good summary. Both parties acknowledged later in the conversation that some meetings did not have papers, so it was not possible to be clear about the effectiveness of communication particularly in the latter stages.

MJ asked the Council what their next steps were

– AW replied that they might have to take a completely different approach with either one building on a different site, or a smaller building on this site – ie splitting the function. He wanted to understand how EH could provide the certainty that YCC needed in order to reach a decision on whether to completely scrap the project, or whether there was realistic scope to reach agreement on what was possible at this site. What could be done to improve the communication?. There was an impression that AF's views may have been different to the wider EH ones?

MJ clarified that AF represented EH position, but that she obviously took soundings from colleagues. Yes, the discussions had all been at the Regional level. YCC wondered if they might have a discussion with the wider team. (MJ did not commit) MJ would consider whether any additional staff resource would be helpful at a review meeting. She did not think it desirable for anyone but Alison to front the case as she was highly experienced and knowledgeable about the site. Neil Redfern (or Another?) might attend with Alison, she would discuss this when AF returned from holiday. MJ however, agreed that she would directly oversee EH involvement, probably in conjunction with NR. AW thanked MJ for the clarification and noted he would be telling the press that all parties were increasing the resources to be put in. MJ stressed that she wanted it to be clear that EH acknowledged the need to assist YCC in meeting its timescales etc, and had agreed to increase the level of resourcing accordingly. She was not happy with any further blame being attached to EH about YCC's predicament. She had made it quite clear that EH would not be drawn into a media argument with YCC.

There was considerable discussion about YCC trying to understand how significant were EH's concerns. Could EH explain what they wanted? MJ said that EH could not design the building for the Council, and they could only respond formally against a clear and formal proposition – (formal pre-app). YCC wanted EH to unpick its letter so that

Massing - overall lumps - detail  
Scale - Civic Annex E

they could be clear about the concerns. MJ commented that in her view EH had been comfortable with the direction of travel but perhaps YCC team had not made it clear how much scope there was to make adjustments (ref to the brief). YCC felt MJ's analysis did not address EH's comments about scale, because the scale of the building had not changed significantly from the original design. MJ did not comment on this but said again that EH had felt that the proposals were moving in the right direction and merited further consideration. She felt that YCC had done the right thing in withdrawing the planning application - but this did not preclude YCC making changes and resubmitting an amended proposal. (ie suggested "not throwing out the baby with the bathwater")

Agreed next steps - a review group meeting to scope as per the recommendations in our letter namely:

Focus on  
with  
context.

- ① a) design review to reconsider height, mass and materials of the main building
- b) design review of materials footprint and massing of the bio tower
- c) design of the area immediately outwith the red line of the application site.

Scope to  
Make change

MJ would ask AF to clarify any particular information requirements in order to maximise the usefulness of the meeting.

YCC agreed that the public realm and highway improvement proposals could be considered as part of this process, and that Bill Woolley would cover these issues. Advice from this group would be used to inform whether a revised application would be submitted - or whether a new proposal was needed - (ie rationalising into two buildings or moving to another site.)

- ② AW clarified that expert review group to include YCC, EH, CABE, and probably Civic trust. He wanted these meetings to be minuted - with the minutes agreed between all parties and posted on the website.

Action:

MJ to brief AF and NR

MJ to send letter to AW in reply to his letter of 13/8/08 plus picking up any other points from the meeting - e.g emphasising media issues

AF to consider what is needed for effective scoping meeting and feedback to Michelle?

MJ and NR to agree project management

Draft position statement

The Brief.

What do we need at a  
Meeting per our letter.

Discuss context.

Height of the front.

Materials - Civic

Public Realm - gateway.

scale alongside BS a street.  
Overall public realm.  
Materials.

Annex E

York City Council meeting re Hungate, YCC building, 19<sup>th</sup> August 08.

Meeting between Maddy Jago, Andrew Waller (leader) and Bill McCarthy, (Chief Executive.)

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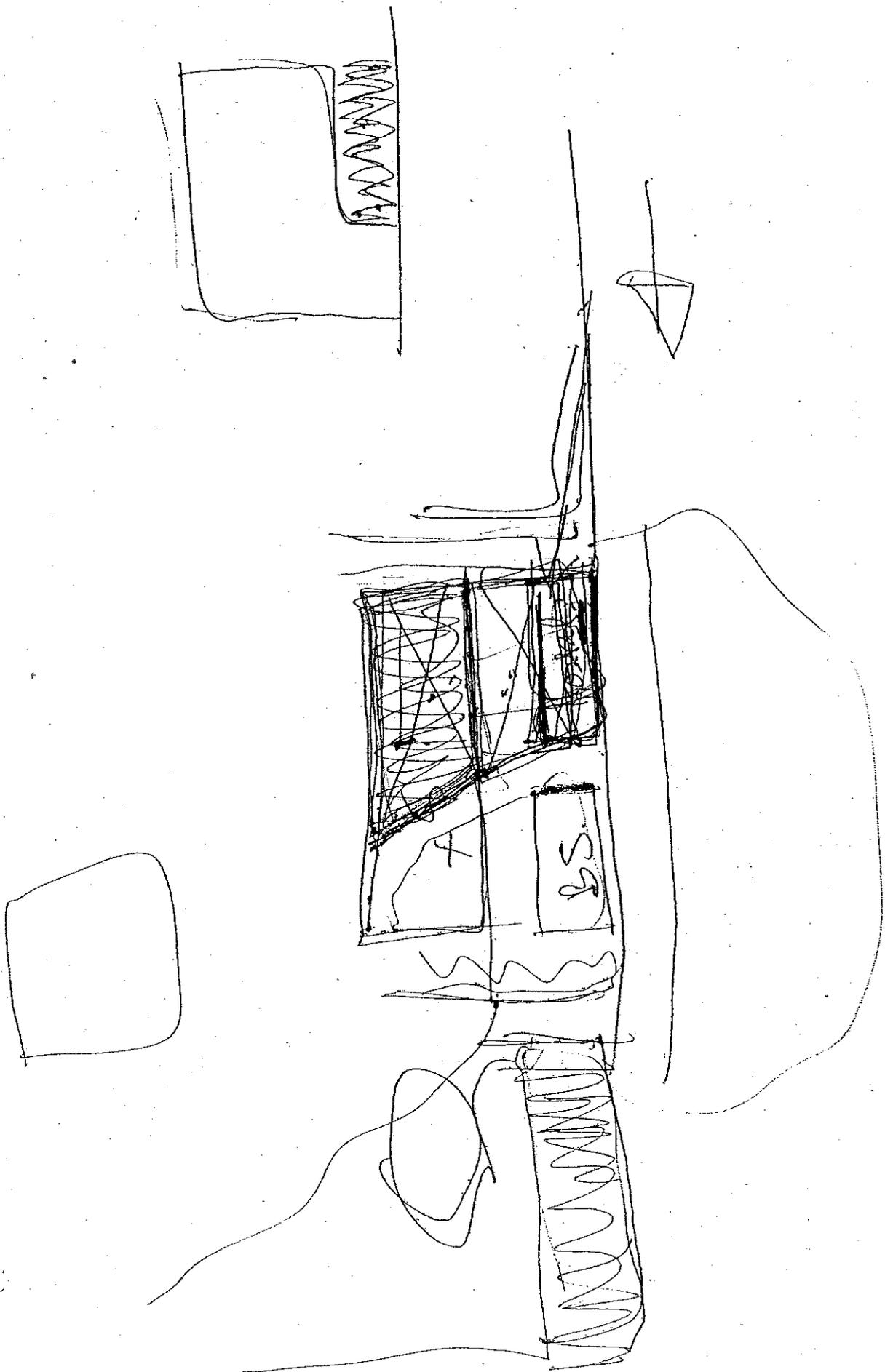
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Annex F.

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Action:

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AF to consider what is needed for effective scoping meeting and feedback to Michelle?

MJ and NR to agree project management

Draft position statement

**FISHER, Alison**

---

**From:** JAGO, Maddy  
**Sent:** 20 August 2008 15:37  
**To:** TRACY, Rhiannon; BARNETT, Helen  
**Cc:** Richard Darn; FISHER, Alison; REDFERN, Neil; WELFARE, Humphrey; Edmundson, Jennifer  
**Subject:** RE: Hungate YCC offices press coverage  
**Importance:** High

To keep you up to date – the York press article today has a quote from YCC Neil Hindhaugh blaming EH for 'changing its mind'. I've spoken to the Chief Executive expressing my concern that this has happened partic. following yesterday's meeting when I met with the CE and leader of the Council. He has told me that the coverage has picked up on interviewing done some days ago. I have reiterated that I do not intend to get into a media debate about this, but that I am not happy with YCC using EH as some kind of scapegoat – it is not in the interests of the partnership working needed between the two bodies.

He did not seem to have any plans to do a position statement following our meeting yesterday, but I told him I would consider EH doing a joint statement with YCC, if the Council decided to put something out. He also clarified that as far as member engagement with the media is concerned, the controls are exerted by the relevant party group, – in effect they are not speaking formally for the Council but for themselves – so it is possible that the Leader will say something to the press following my meeting with him - we'll keep our eyes open..

Maddy

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

**Tel:** 01904 601993  
**Fax:** 01904 601997  
**Mobile:** 07766 992608

-----Original Message-----

**From:** TRACY, Rhiannon  
**Sent:** 19 August 2008 17:53  
**To:** JAGO, Maddy  
**Cc:** BARNETT, Helen  
**Subject:** Hungate statement

Hi Maddy,

I have drafted a statement and have shown it to Lindsay Douglas who is happy with it. So, providing that you are OK with it, I will email it to Planning Magazine. Is the content OK? I think we agreed it would be best to keep it as straightforward as possible.

With regards to sharing press releases with the council, Lindsay advised that if you feel this would strengthen your relationship then by all means do. However, there is obviously no need to. The decision is at your discretion.

I look forward to hearing back from you.

Hope the vet went well.

Thanks

Rhiannon

Rhiannon Tracy  
Corporate Communications  
English Heritage  
020 7973 3251  
[rhiannon.tracy@english-heritage.org.uk](mailto:rhiannon.tracy@english-heritage.org.uk)

RE Agenda Document for Hungate Ad Hoc Scrutiny Committee 10122008  
From: HARLOW, Michael  
Sent: 05 December 2008 09:40  
To: BARNETT, Helen  
Cc: MACPHERSON, Lucinda; JAGO, Maddy  
Subject: RE: Agenda Document for Hungate Ad Hoc Scrutiny Committee,  
10/12/2008

Apologies for the delay. That response looks fine to me.

Regards

Mike

---

Mike Harlow - Legal Director  
020 7973 3360 (w) 07770 230683 (M)  
1 Waterhouse Square 138-142 Holborn London EC1N 2ST www.english-heritage.org.uk

This e-mail and attachments constitute legal advice. They must not be forwarded or copied for any purpose, including disclosure under the Freedom of Information Act, without prior consultation with the English Heritage Legal Department

English Heritage

-----Original Message-----

From: BARNETT, Helen  
Sent: 03 December 2008 16:53  
To: HARLOW, Michael  
Cc: MACPHERSON, Lucinda; JAGO, Maddy  
Subject: FW: Agenda Document for Hungate Ad Hoc Scrutiny Committee, 10/12/2008  
Importance: High

Dear Mike,

Please see below a draft press statement for re-active use on the Hungate Development in York. Please could you or someone from your team let me know if it looks ok?

This failed planning application has been the subject of York CC's scrutiny committee and there has been a lot of recent press coverage. Maddy Jago has answered questions from the scrutiny committee and the Scrutiny officer will also be making a FOI request to see our notes of internal application review meetings.

Maddy can provide further background if you require it.

Please let me know if this looks ok?

Many thanks

Helen Barnett  
Corporate Communications Manager

-----Original Message-----

From: JAGO, Maddy  
Sent: 03 December 2008 10:06  
To: MACPHERSON, Lucinda; BARNETT, Helen  
Cc: REDFERN, Neil; FISHER, Alison; DANIELS, Susan; RAYNER, Rebecca  
Subject: RE: Agenda Document for Hungate Ad Hoc Scrutiny Committee, 10/12/2008  
Importance: High

Dear Helen, this is the position statement that Neil and I have approved this morning.

Draft Statement

"As we have said previously English Heritage strongly support the Council's

**REDFERN, Neil**

**From:** JAGO, Maddy  
**Sent:** 22 August 2008 11:47  
**To:** REDFERN, Neil; FISHER, Alison; Edmundson, Jennifer  
**Subject:** FW: Hungate development  
**Importance:** High

We need to meet to agree our next steps following my meeting with the leader and CH (see attached) and also to draft a position statement for this case which both clarifies what has happened to date and perhaps the degree of our concern and what we will be doing in the future. This latter is important to pave the way for our future response. Tuesday would be good as I need to reply to the Leader's letter.

M

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

**Tel:** 01904 601993  
**Fax:** 01904 601997  
**Mobile:** 07766 992608

-----Original Message-----

**From:** TRACY, Rhiannon  
**Sent:** 20 August 2008 11:40  
**To:** JAGO, Maddy  
**Cc:** BARNETT, Helen  
**Subject:** Hungate development statement

Hi Maddy,

I have sent the position statement to Domenic at Planning Magazine.

I spoke to Beth McHattie, Head of Media about a statement for the local press and she suggested that you draft something for the local press and then we can approve it with a bit more in-depth information that they would seek.

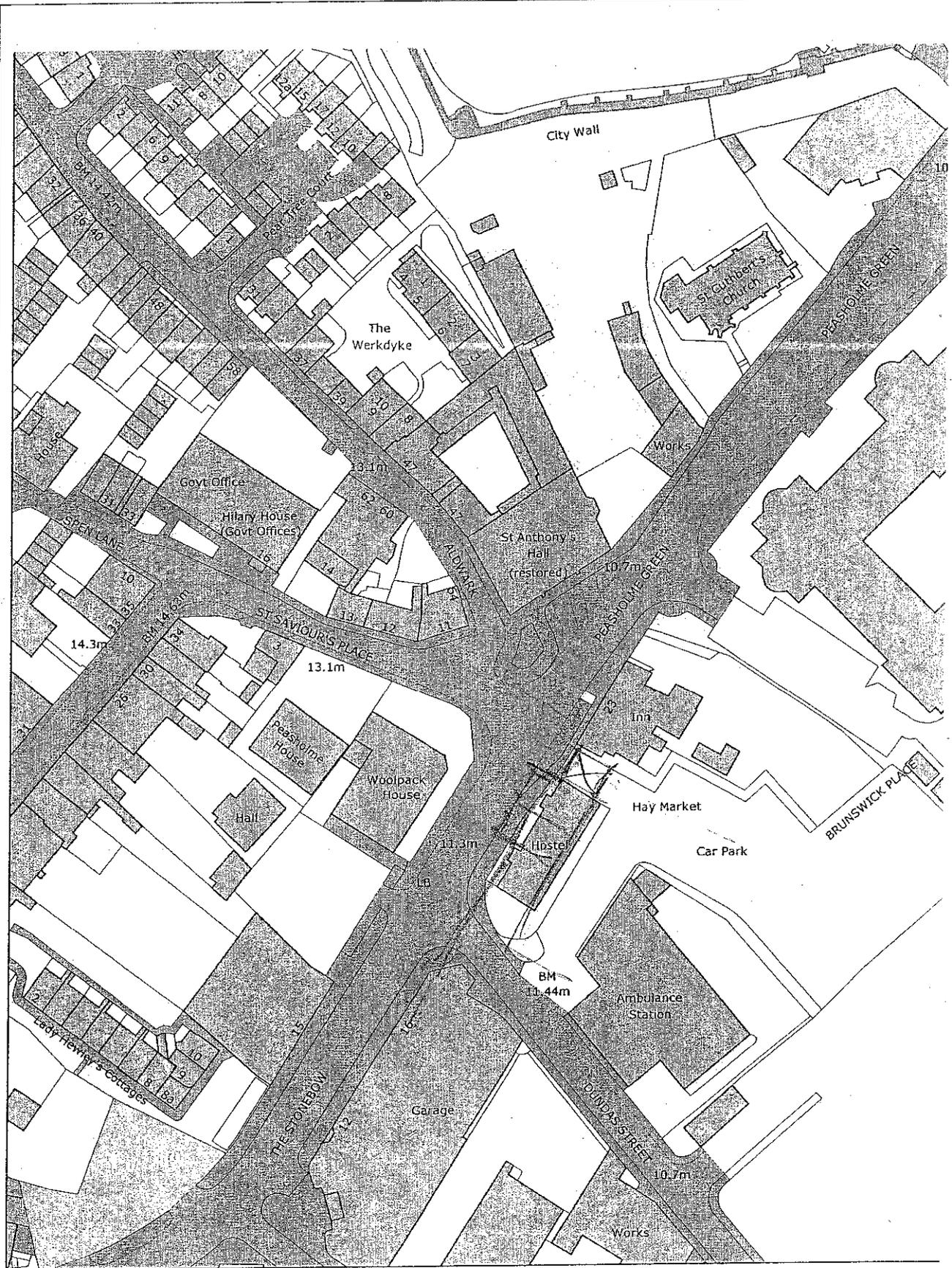
Also, as discussed, I am not here next week as I am on holiday and then as I have been job sharing with Helen on a temporary basis I am sady leaving English Heritage.

Speak soon.

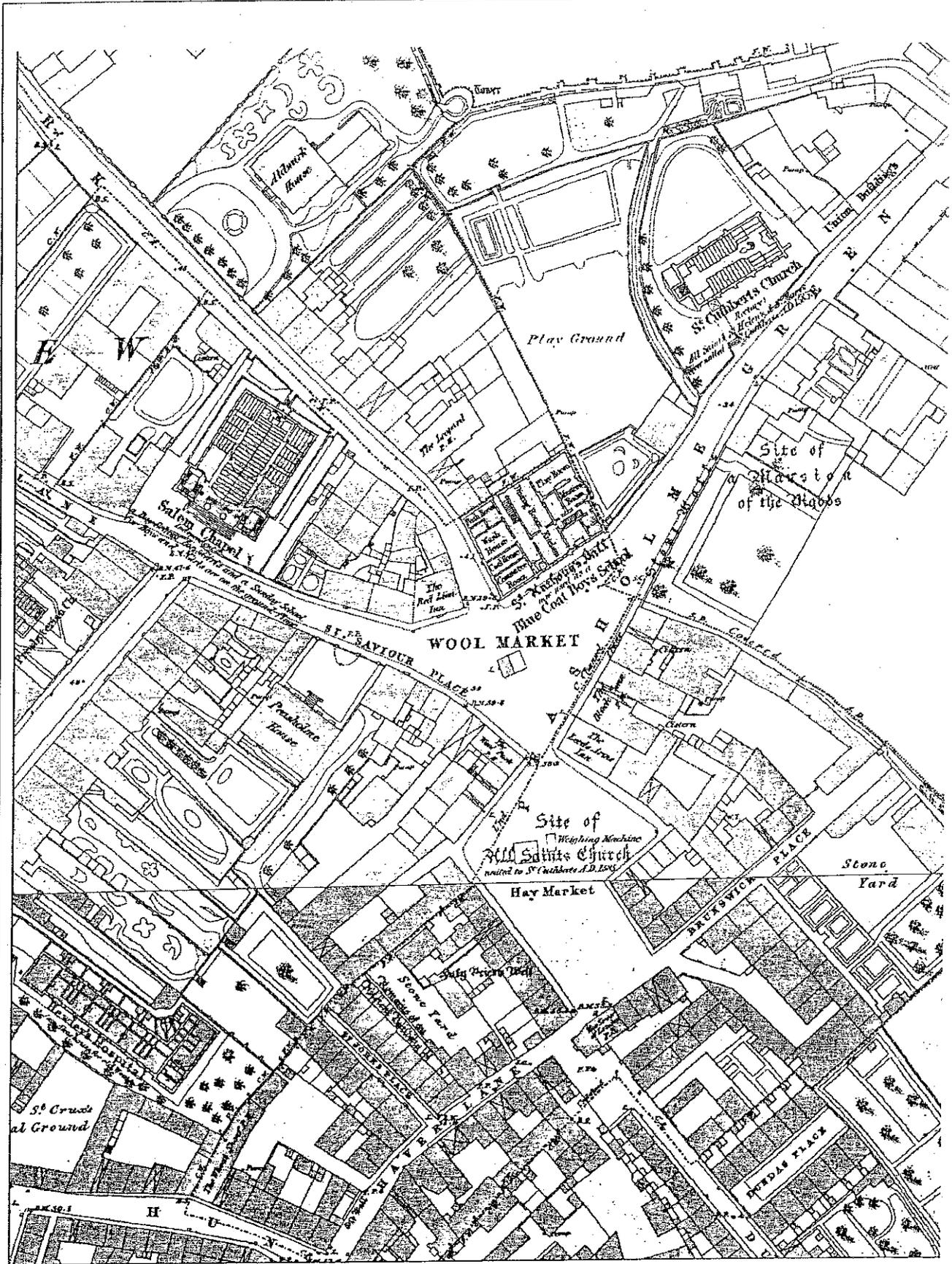
Best wishes,

Rhiannon

Rhiannon Tracy  
Corporate Communications  
English Heritage  
020 7973 3251  
rhiannon.tracy@english-heritage.org.uk



Map Scale: 1:1153



Map Scale: 1:1153

Dear

21 October 2008

Naburn Turret Clock

Firstly, my apologies for taking rather longer to reply than I had wished.

Your letter of 18 September which enclosed some leaflets about the work of GJF Newey made for very interesting reading. I hadn't appreciated how prolific his work was not only in York but around the region generally and I hope to be more observant in future!

As for its re-use in the Council Civic Offices (wherever they may be eventually located) we did not take a particular view when the Hungate site was discussed. We were made aware of a growing interest in the use of this site for the clock but it was never formally part of the architectural masterplan for the site. We currently remain neutral on whether the clock is used as part of any proposals at Hungate and as you are probably aware, our role and remit are quite strictly limited by legislation. Therefore it is not for us to promote this actively as you suggest.

I am sorry that this may not be as positive a response as you may have wished. We await the Council's proposals with interest nevertheless.

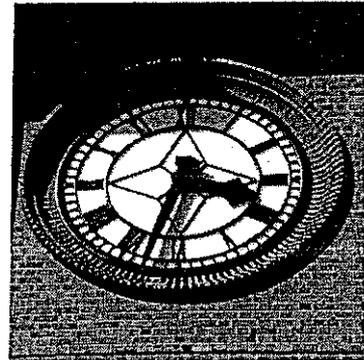
Yours sincerely,



Alison Fisher  
Historic Areas Adviser  
Planning and Development

Alison Fisher  
English Heritage  
Toft Green  
York

18 September 2008



## Naburn Turret Clock

Dear Ms Fisher

Our group has followed with much interest the saga surrounding the designs for the proposed civic building in York, and in particular your own comments reported in the press about the unsuitability of the now discredited plans for the Hungate site.

Right at the beginning of the process we offered to give the Naburn clock to the city to be incorporated as an eye-catching feature of the new building. After some initial interest by various members of the city council, including the then Lord Mayor, our offer was vigorously opposed by the modernist planners and all hope for a such a scheme seemed lost.

Now, with the plans rejected and all to play for, we write to enlist your support in reviving the idea. To that end I enclose a short leaflet about the Naburn Clock together with a magazine article on the clockmaker G.J.F. Newey and a provisional list of the turret clocks he made in his Petergate workshop.

We would be very pleased to show you the Naburn clock which is ticking away in Acaster Malbis.

---

MEETING	HUNGATE AD HOC SCRUTINY COMMITTEE
DATE	18 NOVEMBER 2008
PRESENT	COUNCILLORS ASPDEN (CHAIR), BROOKS, GUNNELL, HOLVEY, PIERCE AND TAYLOR (NON-VOTING CO-OPTED MEMBER)

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**APOLOGIES**

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**1. DECLARATIONS OF INTEREST**

At this point members were invited to declare any personal or prejudicial interests they might have in the business of the agenda. No interests were declared.

**2. PUBLIC PARTICIPATION**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

**3. HUNGATE DEVELOPMENT AD-HOC SCRUTINY REVIEW SCOPING REPORT**

Members considered a Scoping Report, which presented suggestions on how they might proceed with the scrutiny review of the Hungate Development. The report set out a proposed timetable and method for progressing the review and asked members to identify who they would like to invite to the consultation session and to agree a list of questions to be asked.

In response to a request from the Chair, Cllr Brooks, who had proposed the topic for scrutiny, outlined the main reasons why the matter had been registered for scrutiny and referred to information provided in the Scrutiny Topic Registration Form.

Members then raised a number of issues and questions for the scrutiny committee to discuss, including requests for more information. These included questions about:

- The ownership of the project, decision-making, risk management issues, the architects plans.
- The Hungate site, early decisions with regard to the site, council land ownership at the site, and the size of the site.
- The consultation process, including early public soundings and who was consulted.

- The withdrawal decision with regard to Hungate.
- The budget for the project and when it had changed.
- The lessons that could be learned.

The Scrutiny Officer circulated a sheet that listed the various bodies that had been consulted in the process.

The Chair asked Members if they had seen the documents from English Heritage. As Members had not, the Chair asked that the two letters from English Heritage be circulated.<sup>4</sup>

The photocopied quality of certain confidential background papers in the information pack, which had been circulated to Members when the scrutiny committee had been formed, made it difficult for them to be read. It was agreed that these sheets would be recopied and circulated to members before the next meeting.<sup>3</sup>

**Members confirmed that they would like to invite the following to the half-day consultation event:**

- Accommodation Project Officers
- Planning Officer
- The Council's Conservation Officer
- Risk Management Officer
- A Finance Office
- English Heritage
- Commission for Architecture and the Built Environment (CABE)

It was noted that the scheduled half-day informal consultation event included on the timetable was not a public meeting. It was also confirmed that the findings from the event would be presented in a publicly available report at the next formal meeting of the Committee on 10 December 2008. The Chair asked for clarification from Human Resources and the Legal Department with regard to the question of Officers speaking freely on this scrutiny matter.<sup>2</sup>

#### **RESOLVED**

- i. That the content of the scrutiny report and the information pack, previously circulated to Members, be noted.
- ii. That the consultation process and the timetable for the scrutiny review as outlined in the timetable in paragraph 8 of the agenda be agreed.
- iii. That questions and points for clarification during the scrutiny procedure be agreed as noted above.
- iv. That Officers and representatives from outside organisations, as detailed above, be invited to attend the informal half-day

consultation event on the 26 November, and possibly also be invited to attend the meeting on 10 December if required. <sup>1</sup>

**REASON**

To progress this review in line with the timeframe agreed for the review and to ensure compliance with scrutiny procedures, protocols and work plans.

Action Required

1. Scrutiny Officer to contact the various officers and outside bodies and request their attendance at the informal half-day consultation event on 26 November 2008. GR
2. Scrutiny Officer to clarify with HR and Legal Services with regard to Officers being able to speak freely on this scrutiny matter. GR
3. Scrutiny Officer to arrange for the re-photocopying of the few report pages which were unclear and circulate these to Members. GR
4. Scrutiny Officer to circulate the two English Heritage letters pertaining to this matter to Members for the next meeting. GR

Councillor Aspden, Chair

[The meeting started at 5.00 pm and finished at 6.05 pm].

FW Urgent response required...Please forward to Maddie Jago  
From: Edmundson, Jennifer  
Sent: 20 November 2008 13:27  
To: JAGO, Maddy  
Subject: FW: Urgent response required...Please forward to Maddie Jago

-----Original Message-----

From: BARRY, Joanne On Behalf Of Yorkshire  
Sent: 20 November 2008 13:14  
To: Edmundson, Jennifer  
Subject: FW: Urgent response required...Please forward to Maddie Jago

Hi Jenny

This was received in the Yorkshire Inbox for Maddy.

Joanne

Joanne Barry  
Receptionist / Office Services Assistant

English Heritage  
37 Tanner Row  
York YO1 6WP

t: 01904 601901  
f: 01904 601999  
e: joanne.barry@english-heritage.org.uk

P. please don't print this e-mail unless you really need to

-----Original Message-----

From: Oxley, Amanda [mailto:amanda.oxley@york.gov.uk]  
Sent: 20 November 2008 12:21  
To: Yorkshire  
Subject: Urgent response required...Please forward to Maddie Jago

For the attention of Maddie Jago

Hungate Scrutiny Review  
Informal Consultation Event  
Wednesday 26 November

The Council is currently carrying out a scrutiny review of its Hungate Development Project and an ad-hoc scrutiny Committee has been formed to carry out the review based on the following remit:

'to clarify whether the correct strategy for the accommodation project was set and adhered to, in order to ensure any future council projects are delivered on time and on budget'

As part of the review the committee are holding an informal consultation session on Wednesday 26th November to which all the statutory stakeholders are being invited at individual time slots.

With this in mind, you are cordially invited to attend the session at 2.45pm and I would be pleased if you could confirm your attendance as soon as possible.

Amanda Oxley (on behalf of Melanie Carr - Scrutiny Officer) Senior Member  
Support Officer ' 01904 552054

Amanda Oxley  
Senior Member Support Officer  
' 01904 552054

Annex E

**From:** Edmundson, Jennifer  
**Sent:** 21 November 2008 12:18  
**To:** JAGO, Maddy  
**Subject:** FW: Hungate Scrutiny Review

-----Original Message-----

**From:** Oxley, Amanda [mailto:amanda.oxley@york.gov.uk]  
**Sent:** 21 November 2008 12:07  
**To:** Edmundson, Jennifer  
**Subject:** RE: Hungate Scrutiny Review

Hello Jenny

Thank you for responding and for trying to find someone at short notice. The reason for the short-notice is partly due to a colleague being on sick and being unable to get the invitations out, which is where I have stepped in.

As far as I am aware, this is purely an information gathering exercise very low key/ informal and there will be no press or public present. Half an hour has been allocated to each of those who have been asked to attend so it shouldn't take too long. As far as what is to be discussed I really have no idea, the Scrutiny Panel are meeting briefly earlier that afternoon to go through the some of the key areas they want to focus on.

Not sure this helps but please don't hesitate to contact me if you need anything further and I will do my best.

I look forward to hearing from you soon with details of who will be coming along.

Many thanks

Amanda

-----Original Message-----

**From:** Edmundson, Jennifer [mailto:Jennifer.Edmundson@english-heritage.org.uk]  
**Sent:** 21 November 2008 11:33  
**To:** Oxley, Amanda  
**Cc:** JAGO, Maddy  
**Subject:** Hungate Scrutiny Review

Dear Amanda,

Maddy Jago has asked me to let you know that we are trying to arrange for a representative to come to this meeting.

While we are of course happy to help with this process the very short notice given makes it difficult to arrange for someone to attend. I would be grateful if you could clarify how long the meeting will last and any specific areas to be discussed.

I will confirm who will be attending as soon as I can.

Regards,  
Jenny

Jenny Edmundson  
PA to Planning and Development Regional Director, Maddy Jago  
Yorkshire and Humber Region  
37 Tanner Row, York, YO1 6WP  
Tel: 01904 601993  
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RE Agenda Document for Hungate Ad Hoc Scrutiny Committee 10122008  
 decision to re-think proposals for their new headquarters in Hungate. They were aware that the development of the site would need to be sympathetic in scale and materials to a number of important historic buildings in the area. Once English Heritage knew of the final details of the development, we expressed concern that its height and massing (shape) would have a detrimental impact on the historic built environment of Peasholme Green. We also pointed out that more information was needed in the planning submission to clarify the impact of the development on important views across the site, to and from the Minster.

"We were pleased to participate in the Council's own Ad Hoc scrutiny review to enable Members of the Council to seek further clarification from us about the process, however, we do not accept that our objection came as a complete surprise. We would also point out that other statutory consultees objected to the scheme.

"We are now working with the Council's officers to ensure that the next stages in securing the Council's required office spaces proceed with improved levels of communication between the two organisations. We will be encouraging the Council to seek a formal pre-application view from us (if our advice is needed), in good time, before submitting a planning application. This will ensure that they will be in no doubt about our position prior to the planning application being submitted. The emphasis now needs to be on moving forward on one of the most important architectural developments in York in recent years"

Ends

I am also attaching the report published by the YCC scrutiny committee yesterday, as any press queries will come from this. That report resulted from an informal meeting which I attended to answer questions (for an hour!). The next meeting on 10th December will be in public and the agenda and all papers have been published on the website yesterday and information sent to the press.

I agreed with Lucinda it would be a good idea to run this all by legal, partic. since the Scrutiny officer will also be making a FOI request to see our notes of internal application review meetings. (Jessica Trevitt is aware) - hence I am giving you this summary plus the relevant papers from YCC.

The following items are included in the Agenda Document for Hungate Ad Hoc Scrutiny Committee, 10/12/2008

- 1 Declarations of Interest
  - 2 Public Participation
  - 3 Minutes
  - 4 Hungate Review - Interim Report
  - 5 Any other business which the Chair considers urgent under the Local Government Act 1972
- needs to yesterday Yesterday the agenda for the next meeting of the YCC scrutiny committee

Finally, I do want to try and get some closure on this - we have co-operated at short notice in attending the scrutiny meeting- I don't intend to participate any further. Also I don't intend for us speak to the press.

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 Yorkshire and the Humber  
 English Heritage  
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Annex E

**FISHER, Alison**

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**From:** JAGO, Maddy  
**Sent:** 24 November 2008 09:44  
**To:** FISHER, Alison; REDFERN, Neil  
**Subject:** FW: York Press article  
**Importance:** High

Dear Both,

If I don't see you today can you agree the key points that I can use on Wednesday when I attend the scrutiny panel. The article suggests that we will be asked things like when did we decide the building was too large for the site, why did we make positive comments at the meetings (x) – based on the minutes etc. We probably have much of this on file but we need to agree what we want to get across... e.g what was wrong with the process adopted – why were we not able to make them properly aware of our concerns early on - If I don't catch up with you this afternoon please make sure I have a note and the file in my room for tomorrow late morning. Many thanks

M

Maddy Jago  
Planning and Development Regional Director  
Yorkshire and the Humber  
English Heritage  
37 Tanner Row  
York  
YO1 6WP

**Tel:** 01904 601993  
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-----Original Message-----

**From:** Edmundson, Jennifer  
**Sent:** 20 November 2008 13:42  
**To:** JAGO, Maddy  
**Subject:** York Press article

Hi Maddy,

This is the article we were talking about.

[http://www.thepress.co.uk/news/3859478.York\\_planners\\_might\\_have\\_vetoed\\_council\\_HQ](http://www.thepress.co.uk/news/3859478.York_planners_might_have_vetoed_council_HQ)

Thanks,  
Jenny

Jenny Edmundson  
PA to Planning and Development Regional Director, Maddy Jago  
Yorkshire and Humber Region  
37 Tanner Row, York, YO1 6WP  
**Tel:** 01904 601993

**FISHER, Alison**

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**From:** FISHER, Alison  
**Sent:** 25 November 2008 11:54  
**To:** JAGO, Maddy  
**Cc:** REDFERN, Neil  
**Subject:** CofY offices

Maddy

Some bullet points for the review meeting:

- 1 much of the development in terms of height and massing reflects the approved Masterplan for Hungate
- 2 We endorsed the Masterplan albeit that the homeless hostel on Peashome Green was not within the Masterplan red line. The Masterplan set the scene for the footprint and general heights for the office site.
- 3 We did not have any engagement with the brief for the offices but we came to suspect that, as the office scheme was developing, the demands of the site for accommodation were changing and the likelihood is that the Brief changed accordingly.
- 4 Regardless of recent events, we continue to endorse the Hungate site for the council's offices.
- 5 That said we still stand by our final letter of 8 July 08. We remain comfortable with the scale of the building but felt that its massing should be reviewed. The scale suggested is civic and has the scope to offer gravitas which we consider is essential for this use. Our reservations have always related to the massing – the bulk and form of the structure.
- 6 We remain surprised that the council withdrew the scheme so quickly without offering any of the consultees (Civic Trust, CABE, EH) the opportunity to continue any engagement.
- 7 We continue to consider that some modified scheme for this site could be made to work.
- 8 Returning to our letter of July 08. This letter was a distillation of views which we had come to over a period of months. We had given general endorsement to the new design which was presented in December 07 as a replacement for the much disliked first scheme. The new footprint and massing were much more civic in form and we encouraged this to be worked up further over the early months of 2008. Our IAR in January 08 gave this design EH support and we confirmed our observations to the following meeting.
- 9 However we had continuing concerns about its impact on the Black Swan by the time of the Exhibition (and discussed these at the subsequent meeting). With hindsight it would have been advisable for the council to seek a semi formal pre-application response at this time which would have given all parties the opportunity to reflect and distill their views.
- 10 Two particular issues remained constant unknowns throughout the months of the schemes evolution. One was the management of Peasholme Green and the other was the use of the Black Swan PH car park as part of the site or not. Both were red line issues which gave a degree of uncertainty. We spent a considerable amount of time discussing how Peasholme Green could be enhanced (which we considered to be vital to the setting of listed buildings and the sense of place for the new civic HQ) but in the end, it was not within the red line of the application. This was disappointing. The use of the pub's car park was more positive and eventually it was formally included in the scheme which enabled the office block to be set further away from the Black Swan thereby giving us a degree of comfort about improving the setting of the II\*.
- 11 Looking behind the scheme itself and to the Brief, I think that during the spring, the design details (materials, fenestration form etc) were being fine tuned whilst the matters of massing, footprint etc had, by this time, been taken as a given. The space planning requirements were being reviewed in depth by spring and were being incorporated into the structure. So by spring

the concerns about massing as expressed by EH and others had to some extent been parked whilst the clients space needs were resolved. This appears to have been a lengthy process which was taking the proposals very close to the timing deadlines for submitting for planning permission. With hindsight the scheme under discussion became a scheme submitted for approval without a breathing space to give a semi formal response prior to the full formality of the planning consultation.

Happy to discuss further. Neil has also written to Bill W setting out our thoughts on the newly emerging options for the site and his letter contains references to our views on the earlier scheme.  
Alison