

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Town Hall, Assets & Services Committee Meeting		
MEETING DATE AND TIME	1st February 2024	LOCATION	Congleton Town Hall
REPORT FROM	Town Hall Manager – Mark Worthington		
AGENDA ITEM REPORT TITLE	Item 8: Town Hall Decarbonisation Updates		
Background	Following the completion of the decarbonisation report carried out by Tomson Consulting in 2022, Officers have been investigating options to implement recommendations within the report to reduce the Town Hall carbon footprint.		
Update	<p>The CTC application to Salix for grant funding via Phase 3c of the Public Sector Decarbonisation Scheme has moved to the next stage. Representatives from Salix have reviewed the initial application and requested Officers, along with Cheshire East and Pearson Services, provide further information relating to specific technical areas of the application. These areas include carbon cost calculations, gas and electricity consumptions, detailed plans of the building and existing heating sources and previous examples of CTC projects. While Cheshire East and Pearson Services have provided carbon cost calculations, CTC Officers have provided details of existing heating plans and previous CTC projects. Using the initial purchase of the Town Hall from Congleton Borough Council in 2008 as an example, and also the refurbishment of the Cenotaph in 2019, CTC Officers have demonstrated the business cases for these projects and the organised and structured approach required for successful project management. Contact between Salix representatives and CTC Officers is ongoing as each stage of the application is processed and as of 24/01/24 Salix have informed Officers the application has passed the technical assessment stage of the grant application.</p> <p>Public Sector Decarbonisation Scheme funding is not yet confirmed but a meeting between Salix representatives and Officers is arranged for early February to discuss any risks and concerns associated with the proposed project prior to awarding a Grant Offer Letter (GOL). Areas of discussion for this meeting include:</p> <ol style="list-style-type: none">1. Confirmation of predicted milestone dates, planning and contingency.		

2. Confirmation of payment values concerning predicted milestones and their expected claim dates.
3. Awareness of delivery risks and ensure that these risks have been communicated to their wider governance team in advance of the call.
4. Project governance structures and project approvals.
5. For multiyear projects, confirmation of predicted grant spend per year.

Committee members will be updated throughout the application.

Ageing fluorescent lighting units and lamps in the Grand Hall, balcony and bar area have recently been replaced with LED units and lamps. The Grand Hall is now completely illuminated using LED lighting and work continues to replaced fluorescent lighting around the remainder of the building.

Electricians were on site at the Town Hall during January to install additional cabling required as part of the zoning of the heating system. Cables were installed between the 6 x fan convectors located in the Grand Hall and the heating control panel in the boiler room. A separate space thermostat has also been installed in the main office to assist with the zoning of the heating system. Heating engineers were on site during January to assess additional pipework which will be required to zone specific areas of the building.

Officers have met with Cheshire East Conservation Officers to discuss other projects within the Tomson report and how these projects would need to sit within the Grade II* listing of the Town Hall. These projects included secondary glazing to the first-floor offices and meeting room and the installation of solar panels to the Museum roof. Conservation Officers have advised the installation of secondary glazing would require Listed Building Consent and a Statement of Significance/Heritage Statement. The installation of solar panels on the Museum roof would require Planning Permission and a Statement of Significance/Heritage Statement. Applications for Listed Building Consent and Planning Permission would be made to Cheshire East Council. Conservation Officers have advised the Statement of

	Significance/Heritage Statement should include cross sectional drawings of all planned work, dimensions, fastenings, and style. The application would require a statement of Public Benefit relating to the proposed works. The Conservation Officer has recommended that the Statement of Significance/Heritage Statement be undertaken by a Heritage Architect. Officers are in the process of finding a Heritage Architect to assist with these statements.
Financial	To be in accordance with allocated budgets and financial regulations.
Environmental	To assess via the procurement process environmental impact and benefits.
Equality	Where applicable in the procurement of services this is taken into consideration.
Decision Request	To receive the report relating to the decarbonisation of the Town Hall.