

The below information is related to the submission of part D of condition 10, this related to work to all panelled rooms – detail of the repairs to the panels and any alterations required are detailed for each category of room and relevant individual rooms of special heritage interest.

C.1 Panelled Rooms

A number of the rooms contain existing timber panelling, a detailed method statement of the repairs has been submitted. Prior to this submission, on site reviews of polished and repair samples have been undertaken and review of existing panels, the attached method statement has been prepared in conjunction with the specialist undertaking the work.

C.1.1 Hotel Rooms

Several hotel rooms are within rooms which contain existing panelling and/or joinery from the Town Halls previous and designed use as a public building and civic offices. A consistent design approach has been carried out across several civic offices now proposed to be hotel rooms, with hotel furniture integrated into the original joinery and panelling restored. The design proposals are covered for each room as well as an example detailed proposal for one room joinery as a baseline for the treatment of the existing joinery that will be carried out across the rooms. Upon approval of detailed strategy, the remaining rooms details will follow the same strategy and detail drawings submitted for approval as required.

The civic office rooms with existing panelling and joinery are as follow:

Borough Treasurer's Office – G.8

Engineer's Drawing Office – G.19b

Borough Engineer's Office – G.15

Interview Room – G.25

Deputy Town Clerks Office – F.6

Town Clerk's Office F.9

Voters Room F.15

Medical Officer's Office F.21

Director of Education's Office S.6

C.1.1.1 Joinery Items

Rooms G.19b G.25, F.6 and F.15 contain only joinery pieces which are original from the buildings first use. Pictures of the existing joinery in place prior to the start of development of the site have been submitted [A3775 Rev 00](#).

The remaining rooms contain both joinery and existing panelling. Pictures of the existing joinery and panelling prior to development have been submitted; [A3770 Rev 00](#), [A3771 Rev 00](#), [A3772 Rev 00](#), [A3773 Rev 00](#), [A774 Rev 00](#),

As noted, the initial design approach for these units is to integrate them as joinery items which are relevant to their use as a hotel room. Repurposing the existing built-in partially glazed display and storage cabinets with solid door panels to create joinery that achieves a historic aesthetic to the rooms while providing suitable provisions for the room's new uses.

The current configuration is insufficiently deep, and a key requirement entails the extension of the internal carcass to a nominal depth of 600mm which will entail the disposal of existing

shelving and separation cheeks/side panels. New side panels and separation cheeks are to be created to match the aesthetic of the existing joinery.

Where feasible, the design objective is the re-use of the existing front partially glazed door panels and blank door panels. Where this can be done, any broken or cracked glass units are to be replaced in existing joinery items and re-bed of any glass panels which are loose to the touch.

Where required, fabrication of new blanking panels for non-opening cupboards and custom fabricated scribing panels are to be used to detail/tidy voids created by uneven interface with the primary fabric.

Each unit is a bespoke design with new fittings such as hanging rails, kitchenettes, and suitable hotel storage. Each bespoke architectural design is shown in the following drawings; [A5401 Rev 00](#), [A5402 Rev 00](#), [A5403 Rev 00](#) & [A5404 Rev 00](#), [A5405 Rev 00](#), [A5406 Rev 00](#), [A5407 Rev 00](#) [A5408 Rev 00](#) & [A5410 Rev 00](#).

Further development has been undertaken on one joinery item, F.21 (A5404). Review of the proposal to produce bi-folding requires the existing doors to be extended horizontally, the bi-fold arrangement integral to the proposed new joinery's use as a kitchenette. The proposed extensions are to match the existing timber and to be added to the end of each door as the internal hinges of the bifold, this is to allow the hinges to be installed and the doors to be supported at this point without affecting the integrity of the existing door. Additionally, the unit is currently made of top and bottom doors – these are to be stuck together to create one door – reducing the height of the existing unit. The remaining middle panels are adjusted to match the new unit height, with the top panel heights remained unchanged. Architects drawing show the developed elevation of the room with the new unit showing the final impact to panels that require alterations alongside the joinery detail. [748-PAD-ZZ-DR-003 Rev C1](#), [42-5440 Rev C2](#)

Samples of the proposed new timber to create the joinery have been submitted, these have been chosen to closely reflect the existing timber. [Sample Photo – New Joinery Panel](#)

C.1.1.2 Panelling

For the hotel rooms with existing panelling, elevations of existing and proposed have been submitted. Highlighting the panels that are to be retained or refurbished as part of the proposed changes from the rooms from civic offices to new hotel rooms. The refurbishment of existing panels is the proprietary method statement, as above, further alterations to the height of the panels will be required for units with joinery doors stuck together. [A3780 Rev 00](#), [A3781 Rev 00](#), [A3782 Rev 00](#), [A3783 Rev 00](#), [A3784 Rev 00](#), [A3785 Rev 00](#), [A3786 Rev 00](#), [A3787 Rev 00](#), [A3788 Rev 00](#) & [A3789 Rev 00](#)

C.1.2 Assembly Hall

The Assembly Hall was a principal space within the building, with panelled veneered walnut set out in a geometric pattern. There are timber panelled hatches through to the servery and timber louvered vents for the heating system which are framed by timber architraves. As noted within the original historic report large sections of the assembly hall panelling to the north suffered from severe water damage.

A detailed report previously submitted via email and resubmitted as part of this application has been submitted detailing the extent of the damage and surveying the requirements for the repair or replacement of each panel. The survey was undertaken by a variety of visual examinations, borescope examination, probing and tap testing. Each panel applied a condition category with works required, these works have been carried out as the proprietary method statement. [TRADA Report](#)

For panels with a damage category of B or better as noted on the report, a sample of the repair to the veneer of the panel has been review on site with positive feedback to the finish. (Panel 01 – between grid line M-N and grid line 08-09, date 15/09/20). For panels receiving a damage category of A, new replica sample panels were also presented on site, with positive feedback to the quality of finish.

A photo survey of the existing panels has been submitted – with tags on the panelling matching their reference to the TRADA report [C.2 Assembly Hall Existing Panels Photo Survey](#)

C.1.3 Committee Room

The Committee Room is panelled with walnut veneer, with decorative geometric banding and large dividing doors in matching Walnut. Internal elevations have been submitted showing the extent of the panelling (ALT-559) [42-3520 Rev C1](#). The existing panelling is in good condition with only light repairs required with no panels identified as requiring further work then light repolishing. A survey of the panelling prior to works has been submitted. [Committee Room – Panel Survey](#)

A sample of the panelling has been presented and positive feedback to the quality of the work dated 15/09/20. The method as the proprietary method statement. As noted, and agreed on site, the approved sample was done to a lighter polish, to allow the panels to keep the aged quality of the panelling. The sample is shown in relation to the room within the panel survey images.

C.1.4 Council Chamber

The Council Chamber is panelled half height in walnut veneer matching that of the Assembly Hall. Internal elevations have been submitted showing the extent of the panelling (ALT-559) [42-3535 Rev C1](#). The existing panelling is in good condition with only light repairs required with no panels identified as requiring further work then light repolishing.

A sample of the panelling has been presented and received positive feedback to the quality of the work 15/09/20. The method as the proprietary method statement. As noted, and agreed on site, the sample was done to a lighter polish, to allow the panels to keep the aged quality of the panelling. A survey of the existing panelling has been submitted for reference, [Council Chamber – Panel Survey](#)

C.1.5 Members Room

The Member's Room is panelled full height with walnut laid out with decorative cross-bands, with built in glazed cupboards with matching walnut veneer. The future proposed use of this room is a co-working meeting area, with the existing panelling and wardrobe maintained. All panelling has been refurbished via repolishing as the proprietary method statement and to the samples shown within other panelled rooms.

A survey of the original condition of the panelling has been submitted, [Member's Room – Panel Survey](#).

The existing room contains brass ventilation grilles to three high level panels. To achieve the modern ventilation requirements four larger ventilation grilles are required, while larger these are proposed to match the existing brass ventilation grilles with same brass mesh and flat banding. A fifth grille has been added to the far end of the room to maintain the symmetry of the grill setting out as the original design, the panel already containing an existing smaller grille and not viable for use of ventilation due to an escape stair on the other side of the wall not allowing the ventilation equipment to fit.

Due to the new grills the clock has been relocated to the opposite wall and will be inset into the panel as within its existing position. Existing modern radiators are proposed to be removed with new panelling to match the room prior to the installation of the radiators. Elevations showing the retained and refurbished panels, new panels and existing panels refurbished with new openings for the services have been submitted. [42-5449 Rev C1](#)

C.1.5 Lady's Members Room

The Lady Member's Room is panelled full height with walnut laid out with decorative cross-bands, with built in glazed cupboards with matching walnut veneer. The future proposed use of this room is a co-working office, with the existing panelling and wardrobe maintained. All panelling has been refurbished via repolishing as the proprietary method statement and to the samples shown within other panelled rooms. No further work is proposed to the panelling with small powers in floor boxed. The existing room contains brass ventilation grilles and an original clock that are to be retained.

A survey of the original condition of the panelling has been submitted, [Lady Member's Room - Panel Survey](#). And architectural Elevations [42-5451 Rev C1](#)

C.1.6 Mayors Parlour

The Mayor's Parlour is panelled full height with walnut laid out with decorative cross-bands, with built in glazed cupboards with matching walnut veneer. All panelling has been refurbished via repolishing as the proprietary method statement and to the samples shown within other panelled rooms. Similarly to C.1.4 Members Room – heating is provided via fan core units with new ventilation grilles – these ventilation grilles are to match the existing finish, mesh and trim of the grille within the existing space.

A survey of the original condition of the panelling has been submitted, [Mayors Parlour - Panel Survey](#). And architectural Elevations [42-5450 Rev C1](#)