**Stapleford Town Deal**

**Enterprise Hub**

**Design Project Brief**

**BP1011 (DN658786)**

**27 February 2023**

**Synopsis of Task**

Design of a new three story 3,481m2 small enterprise hub (Hub) in Stapleford, Nottinghamshire. Suitably qualified architects with experience of similar projects are invited to tender for this appointment to take a concept design through RIBA stages 0 to 4, with the possibility of novation through to Stages 5, 6 and 7.

The Design Team (Architect/Consultant) will provide all required services as stated in the ‘Scope of Services’ document, sub-contracting out where necessary.

**Client & Funding**

The Government through the Department of Levelling Up, Housing and Communities (DLUHC) approved an application from Broxtowe Borough Council (the Council) to access Town Deal monies for Stapleford Town, one of four key towns in Broxtowe Borough. The Council is the accountable body, but the project is one of six projects being overseen by a public-private executive board. Town’s Deals exist to intervene where some of the fundamental building blocks of a strong local economy need to be put in place and for some towns to take on additional purpose as a key part of the efforts to recover and rebound from the Covid-19 crisis.

**The budget for the build of the Hub is a maximum of £4.6m and completion date is 31st December 2025)**

**1.0 Overview**

The Enterprise Hub is a key element of the regeneration and economic development of the town of Stapleford in Broxtowe, Nottinghamshire. Resources have been offered by DLUHC to Stapleford Town Deal (STD) Executive Board, working with Broxtowe Borough Council (the Accountable Body), as part of the flagship Town Deal support to bring towns back into use following Covid-19’s devastating effect on footfall through local towns.

The Hub is one of six projects focussed on improving wellbeing and life chances for local people by offering local economic change through additional office space, flexible creative space, evening and night time economy additions, and will include EV charging and disabled blue badge car parking facilities.

A business case is in place supporting the economic need for the Hub with concept design showing one possible model of the Hub. The business case is included in the tender pack. It is a useful starting point and STD Executive Board is keen to see the Hub fit within the town centre while being seen as a catalyst to further improvements. It is expected that the design will offer flexibility of use with ease of change on each floor.

The Hub is expected to assist in the arrest of the decline in the retail sector within Stapleford and promote the revitalisation of the town centre, focusing in on Derby Road (Stapleford's high street) through the introduction of a modern building to the town.

The Hub building will offer flexible town centre offices, the potential for mixed and very different uses on the ground floor; requiring studio areas that have room for display and sales, larger areas that could be hired as a gallery, or similar, for the tenants and any other uses, including Wellbeing activities, ie flexible space that can be adjusted easily with new tenants. The town centre will benefit from the visual aspect and improved public realm. Food stands and a covered market were included in the original concept design and it is anticipated that the Hub will still connect with and integrate to the market in nearby Walter Parker VC Memorial Square. Similarly, a creative car parking solution may be required to maintain some spaces on site whilst maximising development potential.

The mixed-use solution offering both retail and flexible workspace to the upper floors will go some way to realise the potential of Stapleford as an “opportunity town” – building on its unique character and heritage to create a unique offer in terms of retail and night-time economy and create a destination that is attractive to local residents and those from further afield. This supports the Towns Fund objective of driving growth as additional economic activity and employment within the area will be supported.

The ground floor will be flexible and the Council and STD Executive Board are keen to explore a design which creates uses as makers spaces including retail of made items, as a gallery, as wellbeing space, etc so must be capable of being easily transformed to the needs of the next tenant. Many examples of this exist around the country and the Arts Council’s “Creative Highstreets January 2022” is recommended as one of your reference documents.

With the once per week town market, located next to the proposed Hub, is intended to become a vibrant leisure destination with a rich variety of market stalls, cultural events and performances in an inviting and attractive setting. The improvement in the town centre from this, the public realm and street scene improvements, will create interest, and the market will significantly improve the experience of shoppers from the surrounding areas. It is hoped over time that this will provide the basis for an improved retail offering in the surrounding retail spaces through the connection with an enlivened central market space.

The ‘20-minute Neighbourhood Strategy’ urban model allows residents to meet most of their daily needs within a short walk or bike ride of their home. The aim is for Stapleford to develop further into this model with the provision of new enterprise start up space alongside more robust and resilient businesses, improvement to the town business community will be positive and increase the town center’s retail offering, attracting footfall and encouraging active travel to the town centre via better footpaths

and cycle connectivity.

Providing a flexible accessible work space close to local residents who want to work closer to home but have the opportunity to separate home and work life without excess travel is a key theme for the Hub.

**2.0 Hub Goals and objectives**

The Enterprise Hub will be designed to:

* be an exemplar of its kind in a town that is a “20 minute neighbourhood”,
* have safe, flexible space on each floor,
* have working space capable of being rented to small business and individuals, as well as being divisible by occupier
* space adaptable to needs small and larger businesses who may wish to relocate a department or offer hot-desking facilities for those who may wish to use near home space, reducing carbon footprints,
* an improvement to the evening and night time economy, preferably not competing with current local business, (first & third floor)
* offer flexible creative space that can be used by jewellers, potters, artists, etc., as “makers space” studios and sales areas, and when those studios are not rented as potential gallery or other useful display/sales areas,
* reduce carbon use, internally and externally, eg recycle where realistic, like rainwater capture, use insulating and low carbon low maintenance materials, provide opportunity for GSHP use, provide cycle racks with electric charging facilities, offer EV car charging and parking spaces, encourage walking, etc.
* appropriate DDA compliance, including for sensory impairment, and
* parking spaces for those with a disability will be needed,
* have crime designed out,
* will be a low carbon, low maintenance building.

Planning Permission will need to be sought as quickly as can be resolved as the funds for the design and building of the Hub must be spent by the end of the 2025/26 Financial year (31st March 2026). Early discussion with planning will be part of the inception. It may be that an outline application should be made covering all the car park area. This will highlight any issues that haven’t already been considered.

The winning design team will, of course, co-operate fully (or more likely novate if required by the Council) with the successful build contractor to ensure timely construction of the building to meet the above deadline for the spend requirements.

**3.0 Constraints and assumptions**

There are six projects in the Town Deal, only one of which may directly impact the construction of the building; Traffic Management and Street Scene through the Town Centre.

In summary the projects are:

* **Traffic Management and Street Scene**: improvements to the length of Derby Road to manage car speed and encourage use of the shops.

This will impact the Hub during construction of both as plant machinery and wagons arrive and depart for the Hub, and the work on traffic calming eg road tables and other improvements, may be impacted by the Hub traffic. This will need careful planning.

**Direct Impact**

* **Stapleford Town Covid Recovery Fund**: grants to businesses in the town to improve their shops, frontages and public areas aiming to help these businesses get back on their feet after Covid.

**Indirect impact.**

* **Additional Learning Facility**: addition of training rooms to the local library to allow upskilling and learning to bring those out of work back to the labour market and those in work improve old and gain new skills.

**No direct impact.**

* **Cycle Super Highway:** reduce carbon emissions and increase health and wellbeing of local people by encouraging the use of cycles to get around town for leisure and work purposes.

**No direct impact.**

* **Community Hub and Pavilion, Hickings Lane:** renewal of the pavilion and youth centre, alongside the construction of a new clubhouse with installation of a 3G pitch with the addition of some match funding from the FA. Enabling this work will require the building of a new cricket square at Pit Lane or elsewhere.

**No direct impact.**

The design team will need to be aware of the neighbouring building, Poundstretcher, which has its fire exit on the car park side of the building intended for the Enterprise Hub, so some consideration of this will need to be given within the design.

The enabling work to allow start on site for the Hub is the completion of a new car park on the former Tiles UK site (131-133 Derby Road, Stapleford). Demolition of this site is complete and the construction of the car park should be underway when this contract is started.

The Council requires the most appropriate design option for the Hub for this town. Planning consent will be required and Poundstretcher may object to the disabled car parking at the front of the site abutting Derby Road, being included in the outlined area. These bays are leased by Poundstretcher from the Council on a long leasehold which will far exceed the lifespan of both buildings. No negotiation has been possible with the owners of Poundstretcher at this time and the design proposals should also allow for these spaces to remain with Poundstretcher.

**4.0 Project Scope -** **outline of deliverables**

The successful bidder will design to the RIBA Plan of Work stages 0 to 4 for the Hub and surrounding land within the outline as indicated in the land registry drawings (included).

The design consultancy will design a three storey Hub as an exemplar of its kind in Stapleford town centre. Each floor offering flexible space that could be themed eg, ground floor makers space, first floor business office space, top floor open air community café/ garden/ apiary. These are suggestions and not requirements.

The town has local historic significance from the Napoleonic wars, as well as previously, so a nod to history while looking forward could form part of the design.

This contract is being let in two phases with the design element being required prior to contracting with a construction contractor. The procurement process will identify the building contractor and provide the final design to them with a requirement to novate the designers to ensure the correct building is constructed to the final design, if the Council requires this.

Planning permission will be sought by the winning design team with expected full approval as soon into 2023, as is practically possible.

Reference will need to be made to the Business Case which was submitted to DLUHC to successfully source funding and although there is a concept design in the Business Case this does not preclude other, potentially more appropriate, designs being approved.

**5.0 Success Criteria of Final Building**

5.1 DLUHC have granted monies to STD Executive Board and the Council as the accountable body. DLUHC requires tangible outputs form the proposed projects (identified below in Table 1) supported by this fund and additional outputs have been identified by the STD Executive Board. Therefore, the success parameters of this project as a whole are:

* encourage land value uplift to both residential and commercial properties
* improve start up GVA with an additional 4 start-ups each year
* increase numbers of local jobs, including apprenticeships
* improve local spend in the local economy
* improve the public realm by a minimum of 1500m2
* improve footfall in the town
* increase enterprise space by a minimum of 1025m2
* increase non-financial support to 30 enterprises.
* increase office space by at least 500m2
* increase amount of new retail, leisure or food & beverage space by 535m2
* improve wellbeing of local people
* betterment of the local environment
* improve digital connectivity for businesses to 30mbps

**Table 1 DLUHC requirements from the Hub**

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| **Indicator** | **Theme** | **Target amount** | **Unit of measurement** |
| £ spent directly on project delivery (either local authority or implementation partners) | N/A | £4.5M | % |
| number of temporary FT jobs supported during project implementation | N/A | 55 | No. |
| Amount of public realm improved | Urban Regeneration | 1500 | m2 |
| Amount of new 'other' enterprise space (not captured by the other categories) | Skills and Enterprise Infrastructure | 1025 | m2 |
| Amount of new office space | Skills and Enterprise Infrastructure | 500 | m2 |
| number of enterprises receiving non-financial support | Skills and Enterprise Infrastructure | 30 | no. |
| Amount of new retail, leisure or food & beverage space | Skills and Enterprise Infrastructure | 535 | m2 |
| number of additional enterprises with broadband access of at least 30mbps | Digital Connectivity | 30 | mbps |

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