

# Supplementary Agenda



## Special meeting of Cultural Committee

**Date:** Monday, 17 January 2022

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**Time:** 10:00

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**Format:** Video Conference

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**Contact:** Gabriella Gonda, Committee Officer  
Email: [gabriella.gonda@west-dunbarton.gov.uk](mailto:gabriella.gonda@west-dunbarton.gov.uk)

Dear Member

### ITEM TO FOLLOW

I refer to the agenda for the above meeting that was issued on 12 January 2022 and now enclose a copy of **Item 8 - Refurbishment of Town Hall** which was not available for issue at that time.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Note referred to:-

**8 CLYDEBANK TOWN HALL REDEVELOPMENT UPDATE 29 - 36**

Submit report by the Chief Officer – Citizen, Culture & Facilities providing an update on the redevelopment activity at Clydebank Town Hall in response to the motion agreed at the August 2021 Cultural Committee and seeking approval for the works required to conclude the project.

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Distribution:-

Bailie Denis Agnew (Chair)  
Provost William Hendrie  
Councillor Jonathan McColl (Vice Chair) Councillor John Millar  
Councillor Brian Walker

Chief Executive  
Chief Officer – Supply, Distribution and Property  
Chief Officer – Citizen, Culture and Facilities

Date of issue: 14January 2022



## WEST DUNBARTONSHIRE COUNCIL

### Report by Chief Officer – Citizen, Culture & Facilities

#### Special Meeting of the Cultural Committee: 17 January 2022

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**Subject:** Clydebank Town Hall Redevelopment Update

#### **1. Purpose**

- 1.1** The report provides an update on the redevelopment activity at Clydebank Town Hall in response to the motion agreed at the August 2021 Cultural Committee and seeks approval for the works required to conclude the project.

#### **2. Recommendations**

- 2.1** It is recommended that the Committee:

- note the updates provided within this report; and
- agree to progress the works outlined in 4.7, 4.10 and 4.12.

#### **3. Background**

- 3.1** Clydebank Town Hall was designed by James Millar and officially opened on 4 April, 1902. Its original layout comprised reception halls, municipal offices, council chambers, a library, a court room, and a police station.
- 3.2** In the intervening years Clydebank Town Hall has undergone a number of programmes of modernisation, the first of which commenced in 1935 with the transformation of the Grand Hall. In 1980 a series of inter-linked rooms within the Town Hall complex was dedicated to the addition of a museum space.
- 3.3** In 2011-2013 a £3.6m restoration and renovation project at Clydebank Town Hall was undertaken jointly by the Scottish Government, Scottish Enterprise and West Dunbartonshire Council. The project was managed by the Clydebank Rebuilt organisation and was based on a proposal to change the Town Hall into a commercially-focused venue for the Council and local area.
- 3.4** In March 2018 the Council agreed to create a £4m Cultural Capital Fund to invest in West Dunbartonshire's cultural and heritage infrastructure in order to unlock regeneration, increase tourism and raise the reputation of the area. The 2018/19 Budget Document pointed to the transformation of the waterfront at Clydebank and the perfect opportunity this created to undertake bold and exciting projects that revitalise Council assets and change the way people look at our area. Officers were asked to focus upon renewing the historic Town Hall making it a venue that residents can be proud of.

- 3.5** In November 2019 Cultural Committee approved a report outlining a number of significant physical changes to the Town Hall. Changes proposed included:
- Removing the coffee shop, booth seats and all existing gallery walls to create a large open plan gallery space suitable for large touring exhibitions of national prominence;
  - Removing the replica ship models in the main atrium to create a café area;
  - Landscaping the garden area to the rear, turfing over the Elected Member car park and installing a large canopy structure to provide shelter;
  - Removing the existing reception desk and replacing it with a desk that faced visitors as they entered the building;
  - Installing a permanent bar into former police cells adjacent to the Main Hall to provide a better service and reduce set-up time;
  - Expanding the Clyde Room and relocating the Room of Remembrance to the new Museum being built in the basement of Clydebank Library; and
  - Re-installing a canopy on the Hall Street side of the building.
- 3.6** Elected Members also gave permission to officers to engage a design consultancy to investigate the feasibility of the expanded open-plan gallery space at the Town Hall. This exercise subsequently indicated that there would be higher costs than originally anticipated in realising the vision for the gallery space, and flagged potential planning restrictions. The outcome of this exercise prompted a review of the aspirations for the gallery space.
- 3.7** During the intervening period between November 2019 and September 2020 the Town Hall Working Group – made up of Elected Members and Officers – continued to meet to discuss the improvement plans. Feedback from the Group indicated a new view of certain elements of the plan previously approved. This included a desire to see the building operate as more of a Civic centre, sympathetic to its varied uses, and with less emphasis on weddings and events.
- 3.8** Consequently, in February 2021 the Cultural Committee approved a report outlining a revised programme of improvement works to be undertaken within Clydebank Town Hall. These aimed to create an enhanced and sustainable civic building and comprised:
- Removing the coffee shop from its existing location while retaining the existing gallery layout; making modifications within this existing layout to improve accessibility and sightlines between the four inter-connected gallery rooms; incorporating the coffee shop space into the overall gallery function as preparatory workshop space, storage and additional hanging space;
  - Replacing the area currently used for booth seating with a new, long gallery where the Council's notable Scottish Colourists collection will be displayed along with other works from the Council's fine art collection;
  - Installing appropriate climate control equipment in all galleries to ensure collections care and preservation standards are met for the works on display;

- Retaining the existing reception area, with a minor adaptation involving a glass screen being inserted in the side wall to allow visitors to see Council employees as they enter and vice-versa;
- Retaining the replica ship models in their current position and turning the area around them into a maritime display, bringing focus to Clydebank's proud shipbuilding heritage;
- Locating a self-service food and drink kiosk in the Garden Gallery along with seating;
- Landscaping the garden area and Elected Member car park, but no longer including a permanent canopy structure in the overarching landscape design. Bifold doors were to be installed in the Garden Gallery to allow for improved access to this garden area for the public;
- Expanding the Clyde Room and relocating the Room of Remembrance to the new Museum being built in the basement of Clydebank Library; and
- Installing improved exterior lighting of the building to better highlight the prominence of the structure at night.

This works programme was approved along with a revised budget for the refurbishment of £950,000.

- 3.9** Following further Town Hall Working Group discussions, at the August 2021 Cultural Committee a further report came forward that recommended some additional elements be included in the refurbishment at a total cost of £204,636, to be funded from the Cultural Capital Fund. These additional works included:
- Replacing the Main Hall stage curtains and blacks;
  - Improving the secondary entrance to the Town Hall on Dumbarton Road and the corridor linking through to the Garden Gallery.
  - An expanded landscaping of the Town Hall garden; and
  - Proposals around furniture and artwork for the planned Garden Gallery café area.
- 3.10** Cultural Committee did not agree the recommendations and instead agreed a motion that stated:
- 1) *To note the update at 2.1 (bullet point 1) of the report;*
  - 2) *Not to approve the additional £204,636 from the Cultural Capital Fund at present;*
  - 3) *That a report to come to a future Cultural Committee meeting examining options to move away from a commercially focussed venue;*
  - 4) *Not to accept the concept design for the new gallery café area as is currently proposed, but to proceed with an amended design of the existing coffee shop booth area which will form a gallery space to house the Scottish Colourists display;*
  - 5) *To the retention of the existing café counter area to facilitate self-service provision; and*
  - 6) *To retain the existing garden area subject to refurbishment.*
- 3.11** A report was submitted by the Chief Officer, Citizen, Culture & Facilities to the Committee in October 2021 providing an update on the Clydebank Town Hall

Redevelopment scope of works and seeking an uplift in the budget allocation to enable delivery against this expanded scope.

After discussion and having heard the Chief Officer, Citizen, Culture & Facilities in further explanation of the report, the Committee agreed:-

- to note the update at 2.1 (bullet point 1) of the report;
- not to approve the additional £204,636 from the Cultural Capital Fund at present;
- that a report will come to a future Cultural Committee meeting examining options to move away from a commercially focussed venue;
- not to accept the concept design for the new gallery café area as is currently proposed, but to proceed with an amended design of the booth area which will form a gallery space to house the Scottish Colourists display; Page 6
- to the retention of the existing café counter area to facilitate self-service provision;
- to retain the existing garden area subject to refurbishment; and
- additionally to undertake necessary fire safety works.

**3.12** This report updates on plans to accommodate these changes and also includes several new elements that have come into consideration through discussions at the Clydebanks Town Hall Working Group and internal service area discussions.

#### **4. Main Issues**

##### **Garden Gallery**

**4.1** As agreed at the October 2021 meeting of the Cultural Committee officers have progressed a specification to improve the gallery display conditions within the Garden Gallery area of the Town Hall. This specification will ensure the safe display of artworks from the Council's own fine art collection, and/or accommodate temporary exhibitions to showcase the work of professional artists.

**4.2** Officers have sought to address a number of issues to ensure safe display of artwork, addressing in particular:

- High light/UV levels due to the fully glazed east facing wall.
- Improvements to artificial lighting
- Improvements to security
- Improvements to environmental monitoring

**4.3** High light levels and associated UV levels can damage artworks. To mitigate this, it is recommended that a UV film be applied to the glass within the gallery space, and motorised blinds linked to a daylight sensor installed.

- 4.4.** A previous proposal was to replace the existing fixed glazed screens in this space with a bi-fold door arrangement to improve the relationship between the building and the garden. This proposal proved difficult to achieve due to complex structural interventions on such a large opening and so an alternative proposal of a sliding door was offered following discussions from the working group – option 2. This door would be inserted into the centre of the existing glazed wall match the surrounding finishes and replace the existing fire escape door. The new door would be linked to the existing intruder and fire alarm systems.
- 4.4** The existing artificial lighting in the Garden Gallery is linked to the central Town Hall lighting system and cannot be controlled separate to this. A suitable replacement system is recommended, comprising an adjustable track with energy efficient warm LED fittings. The lighting would also require to be locally controlled within the space, be directional and capable of dimming to at least 50LUX.
- 4.5** To support improved security within the gallery space an additional CCTV camera is required. In addition, a review will be undertaken of existing door locks to ensure compliance with the WDC fine art insurance policy already in place.
- 4.6** To ensure appropriate collections care, environmental monitoring equipment is recommended within the space to enable officers to track any fluctuations in temperature and/or humidity, etc. and undertake any necessary mitigations. To enable this, the installation of wireless data loggers is recommended, which can be monitored remotely. Given the nature of the space and its intended use officers are not recommending any further interventions to control either temperature or humidity.
- 4.7** Previous referenced climate control was required for the garden gallery but the recommendation is that this is not required and this will be monitored with data loggers. The costs for items which have not previously explicitly been approved by Committee are as follows:

• Replacement LED lights on existing track with local controls	£5,000
• UV HP protective film & Motorised Blinds	£7,250
• New sliding door	£5,250
• Wireless Data Loggers	£2,500
• CCTV	£3,500

### **Long Gallery**

- 4.8** Where the new gallery space has been formed, which has been constructed specifically to house the Council’s colourist collection, in the existing coffee shop area of the Town Hall, and to enable the safe display of the Council’s

notable collection of works by the Scottish Colourists, a number of additional interventions are recommended. This would include covering over the existing roof lights to better manage natural light; replacing the existing fluorescent lights with locally controlled, led track lighting that is directional and dimmable to at least 50LUX; addressing the heating/ventilation of this space to ensure visitor comfort and safe display of artwork; introducing a free standing environmental monitoring and control solution within the space similar to that already employed in the four inter-connected galleries, with a view to ensuring collections care, preservation standards, and an appropriate display environment for works on paper; and enacting any small power interventions required to support this.

**4.9** In line with recommendations made for the Garden Gallery, CCTV coverage within the gallery space would be required to ensure appropriate levels of security and parity with the existing gallery spaces.

**4.10** The costs for items which have not previously explicitly been approved by Committee are as follows:

- |  |        |
|--|--------|
| • Cover existing roof lights with a new plasterboard ceiling                       | £5,000 |
| • New dimmable LED lighting on track with local control                            | £4,500 |
| • Environmental control and monitoring with small power, as per existing galleries | £3,945 |

### **Existing Galleries**

**4.11** In a bid to improve accessibility in the existing galleries beyond current technical standards there is a requirement to remove an existing stepped threshold between galleries 2 & 3 and widen the existing narrow opening

**4.12** The costs for items which have not previously explicitly been approved by Committee are as follows:

- |  |        |
|--|--------|
| • Builders work & materials to install new lintel      | £6,500 |
| • Remove step (assume not services) and relay flooring | £1,000 |

### **War Memorial**

**4.13** In a bid to improve the condition and appearance of the current war memorial it is recommended that works will be undertaken to clean and repair.

**4.14** The costs for carrying out cleaning and repair of the war memorial has not previously explicitly been approved by Committee but this is envisaged would be included within the allocation of £252,000 for external roof and stonework.

## **5. People Implications**

**5.1** There are no people implications arising from this report.

## **6. Financial and Procurement Implications**

**6.1** Should Committee agree to proceed with the recommendations contained in this report which total £44,445 then officers would work within the existing £950,000 and £252,000 previously approved by Committee.

**6.2** Full details of the current allocation of spend has been narrated in report by Chief Officer to this Committee on 7 October 2021.

**6.3** There are no procurement implications of this report as it is anticipated work would be carried out internally by Building Services.

## **7. Risk Analysis**

**7.1** New issues with the historic building may be uncovered, although this has been mitigated as far as possible through a number of building surveys which have been carried out. Officers have also allocated a contingency for this project to deal with unexpected costs.

**7.2** The combined impact of Brexit and the Covid 19 pandemic may continue to impact on materials costs/availability of labour. This will be mitigated by the updating the budget if all recommendations are agreed to include a significant contingency, or working within the £950,000 if not; and further mitigated by close working with colleagues in the Corporate Procurement Unit to ensure timeous procurement processes.

**7.3** Should the decision be made not to take forward recommendations by officers that ensure good collections care and a stable display environment there is a risk of irreversible damage to artworks on display.

## **8. Equalities Impact Assessment (EIA)**

**8.1** A previous Equality Impact Screening did not indicate any further action required in relation to any recommendations.

## **9. Consultation**

**9.1** This proposal to undertake improvement works at Clydebanks Town Hall has been assessed by officers from Arts and Heritage, Asset Management, Legal Services, Finance, Corporate Communications and the Town Hall.

## **10. Strategic Assessment**

The proposals within this report support the following strategic priorities:

- Efficient and effective frontline services that improve the everyday lives of residents.

Amanda Graham  
Chief Officer Citizen, Culture & Facilities  
Date: 12 January 2022

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**Person to Contact:** Amanda Graham Chief Officer Citizen, Culture & Facilities  
[amanda.graham@west-dunbarton.gov.uk](mailto:amanda.graham@west-dunbarton.gov.uk)

Michelle Lynn, Assets Co-ordinator, Corporate Asset Management  
[michelle.lynn@west-dunbarton.gov.uk](mailto:michelle.lynn@west-dunbarton.gov.uk)

**Appendices:** None

**Background Papers:** Clydebank Town Hall Redevelopment Update. Report by Chief Officer CCF, October 2021  
Clydebank Town Hall Redevelopment Update. Report by Chief Officer CCF, August 2021;  
Clydebank Town Hall Revised Improvement Works. Report by Chief Officer CCF, January 2021;  
Redesign of Clydebank Town Hall Exhibition Galleries. Report by Chief Officer CCF, November 2020;  
Business Case for Clydebank Town Hall Improvement Works;  
Report by Chief Officer CCF, November 2019;  
Business Case for Clydebank Town Hall Improvement Works. Report by Chief Officer CCF, April 2019;  
Administration Budget 2018-19 to Council on 5 March 2018.

**Wards Affected:** All