



St Edward's Church, Community Hall Redevelopment
Design & Access Statement
October 2018

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The PCC of the Church of St Edward the Confessor,
Parish of Roath, Cardiff

1 INTRODUCTION

1.1 OVERVIEW AND PURPOSE OF THE REPORT

St Edward's Church is located in the Parish of Roath, in the city of Cardiff, part of the Anglican Church in Wales. The Parish consists of two churches, St Margaret's (the Parish Church) and St Edward's. The church is located in the Diocesan boundaries of Llandaff Diocese.

In summary, the proposals for change at St Edwards Church includes the demolition of part of the 1990's construction which provides the principal entrance to all visitors. Once removed, a new link building between the 1968 phase of the church and the 1990's School Room will be created which will extend to the north of the churchyard and connect to the north elevation of the School Room. The proposal will greatly support the activities that are held in the Church and School Room, creating a new Community Hall space, kitchen, storage and toilets. Above all, the access in and around the building will be significantly improved, allowing the regular disabled people visiting the church navigate more independently.

This Design & Access Statement (DAS) has been developed in conjunction with the proposed drawings which outline the proposals for change to St Edward's. The principal purpose of the Design & Access Statement is to outline, in words, the overall project proposals and the need for change. The DAS will be issued as a supporting document when issuing the various applications for approval, namely the applications submitted to the following organisations:

- Llandaff Diocese: Full Faculty
- Cardiff City Council Local Planning Authority: Full Planning & Demolition in a Conservation Area

This report can also be used as an introductory document for sharing the scheme with others who perhaps might be interested in supporting the scheme.

1.2 CONTENTS OF THE REPORT

The report contains five sections. After the first introductory section are the following chapters:

Site & Building Appraisal: which provides a review of the existing site conditions including a description of the building.

Project Objectives: which identifies the principal reasons for proposing the change at St Edwards embarking upon the project.

Constraints & Opportunities: identifying the constraints which the design proposal will need to consider and the opportunities to exploit through the proposed development. This section will also touch upon the statutory legislation that sits behind the development of design work.

The Proposals: which provides a statement of the proposed scheme, including descriptions on materials, detailing, engineering solutions and access in and around the building.

Next Steps & Programme: which outlines the key next steps for the project whilst also providing indicative time-scales.

1.3 AUTHORSHIP

This DAS has been prepared by Volute Architects, a company specialising in buildings within the historic environment. Specifically, it has been prepared by Amanda Needham BA (Hons), BArch, RIBA, MSc Conservation, AABC, EASA.

1.4 DESIGN TEAM

The design team includes several professionals who have all contributed to the proposed design works and development of details. The design team is also supported by a cost consultant who is providing specialist cost consultancy services and bringing together the cost plan.

The professional team include:

- Volute Architects, Architect & Principal Designer
- Synergy, Cost Consultants
- Mann Williams, Civil and Structural Engineers
- Holloway Partnership, Services Engineers

Additional services have also been procured from the following organisations:

- Soltys Brewster, Ecological Services
- I-Spy, Existing drainage inspections
- Ground Investigations Limited, Ground Investigations

1.5 CONSULTATION

Throughout the development of the project, continuous engagement with those who visit and use the building has been ongoing. In addition a preliminary application was submitted to the Diocese in March 2018 for comment and feedback. A positive response was received from the Diocesan Advisory Committee (DAC) expressing their encouragement to continue with the design works.



- 1 Existing south elevation of the School Hall with three fixed windows allowing natural light to enter into the Hall space.
- 2 Existing principal entrance to the Church and the School Hall.
- 3 East Elevation of the first phase of development at St Edwards Church (1921) showing the secondary entrance to the Vestry.





2 SITE & BUILDING DESCRIPTION

2.1 LOCATION AND SETTING

The location of St Edward's Church is within the Cardiff suburb of Roath, located two miles north-east from the city centre, neighboured by Cathays, Cyncoed, Penylan and Adamsdown. Roath is characterised by Visit Cardiff as a district thriving with community, creativity and culture.

The church of St Edward's is located on the intersection between Westville Road and Blenheim Road, featuring a corner plot which is bound by wrought iron railings. To all directions, there are residential properties, to the south of the church the Roath Brook Gardens provides a landscaped backdrop which extends across the road and continues eastwards to form Roath Mill Gardens.

Across from the church on Westville Road, there is a small brook which runs west to east and features large mature trees and planted gardens. The gardens surrounding the brook are enclosed by wrought iron railings.

2.2 HISTORIC DESCRIPTION

The origins of a church occupying the site exist from 1915, where a tin tabernacle was constructed. The tabernacle ran the length of the churchyard, with the chancel unconventionally facing west. It is understood that the tin tabernacle was the victim of a fire and was burnt to the ground in 1919.

The red brick church present on the site today was developed over two phases. The first phase commenced in 1919 in memory of those who gave their lives during World War I. It is reported that the intention was to complete the whole church at this stage, however funds were low and the Nave was built as a temporary structure. In 1968, the Nave was reconstructed and represents the built fabric present on the site today.

In 1992 a small brick extension was added to the west gable of the Nave, which provides a small vestibule, a wash-room and a schoolroom. The vestibule awkwardly abuts the window within the Nave, which at the time looks as if the stone transom and masonry structure was added to form the opening.

2.3 CHURCHYARD DESCRIPTION

The churchyard skirts the perimeter of the church and schoolroom to almost all four sides.

The south elevation, the elevation which faces Westville Road, has a close relationship with the road where the vestry elevation faces directly on to the street, forming part of the boundary. Either side of the vestry are grassed areas with planted themes, both of which are enclosed by simple black wrought iron railings.

The churchyard wrapping around the church to the east

features lawns with shrubs/trees. There is a gated entrance from Westville Road with hard landscaped path which leads up to the Vestry door. From the east, the gardens continue around the north of the Church and the Schoolroom. The north section of churchyard features large trees, which are known to be causing issues to the adjacent below ground drainage. The north boundary adjoins to a narrow access road, which is a characteristic of the area whereby rear access to garages/gardens is afforded to the neighbouring terrace houses.

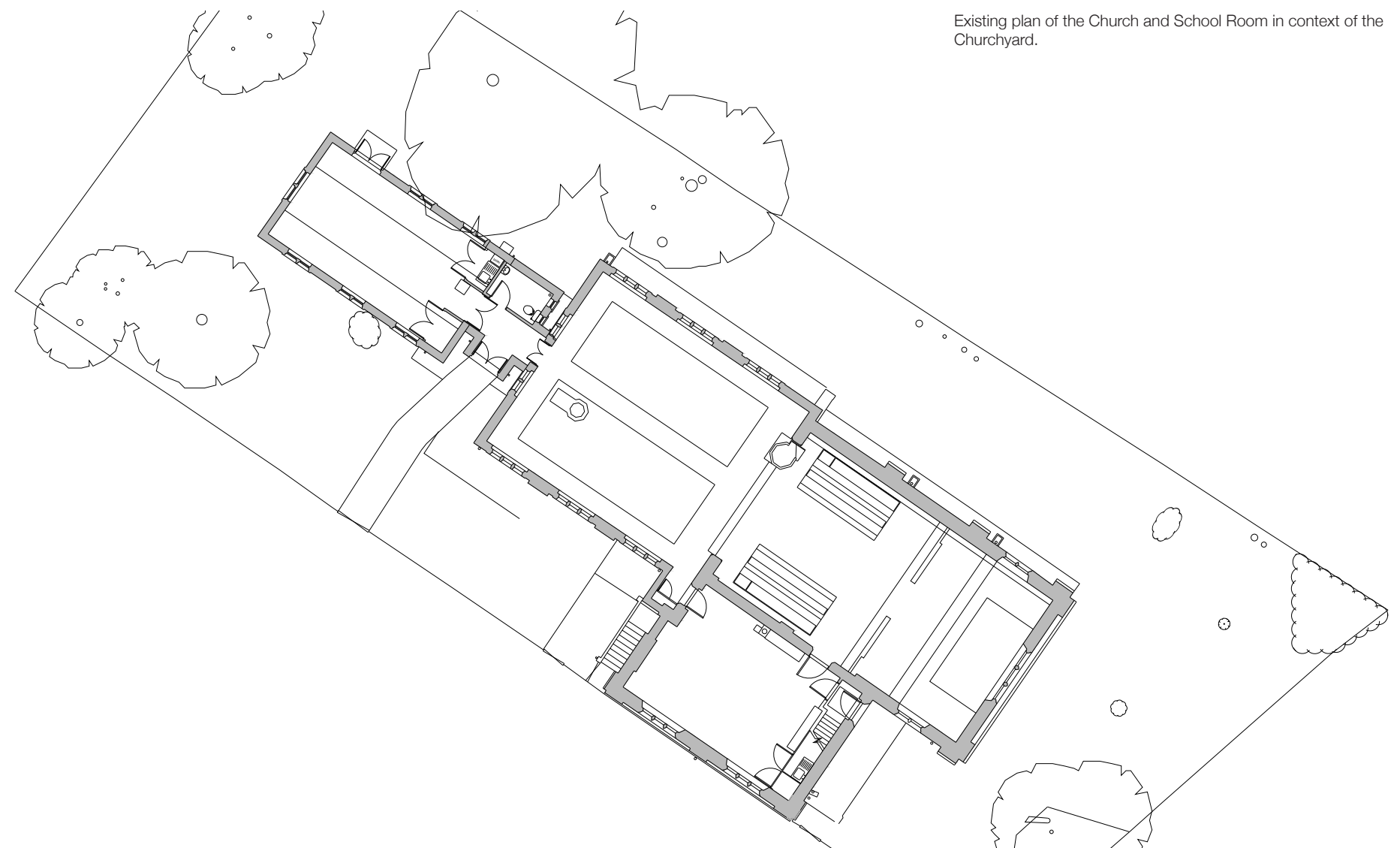
To the west of the schoolroom there is a further section of churchyard which also features lawn, shrubs and self-seeded trees. The west boundary is shared with a neighbouring property.

2.4 BUILDING DESCRIPTION

The main body of the Church of St Edward principally comprises a Sanctuary, Chancel, Nave, West Porch and School Room. A Vestry with Organ Loft over extend south from the Chancel with a small Boiler Room located below.

The church is of a brick construction, with a dressed Bath stone string course and coping's. Door and window openings similarly have Bath stone surrounds. There are pitched, slate roofs to the Chancel, Nave, and Organ Loft. The School Room, is linked to the West end of the Nave by the West porch. This has a flat, bitumen roof covering. Also of a brick construction, the School

Room features reconstituted stone windows and coping's and a pitched slate roof.



Existing plan of the Church and School Room in context of the Churchyard.

3 PROJECT AIMS & OBJECTIVES

The project objectives are focused upon the redevelopment of the Existing School Room in the view to create a more accessible community environment for several types of user groups. An assessment of the existing School Room has been carried out, which has identified where the current configuration creates functionality challenges. In addition to the functionality constraints, other building performance parameters have been reviewed and have been incorporated into the wider aims and objectives of the project.

3.1 ASSESSMENT OF EXISTING FABRIC

3.1.1 Existing School Room

The existing school room, built in 1992 has become a popular space for a variety of user groups. The space was originally built as a School Room where Sunday School was practiced. The space has now inherited other community uses and has very quickly become a space which is not fit for purpose.

The principal constraint of the existing School Room is that it is attempting to accommodate several activities, including a kitchen, storage of table and chairs, and a space to carryout the activities. This created an unworkable space creating congestion, especially when the user groups require other equipment to facilitate their movement i.e. visitors with large wheelchairs.

The identified need for the School Room is to create ancillary

space in which to move the 'supporting' activities out of the School Room. This will free-up the floor area within the School Room creating a unobstructed footprint for the activities to take place.

3.1.2 Natural Ventilation to the School Room

When the School Room was constructed in 1992, it was done so with fixed windows to the north, west and south elevations. The windows allow a large amount of natural light in to the interior, which works fantastically for activities during daylight hours. However, during periods of mild-warm weather the existing School Room is an environment which struggles to cope with the usage demands in relation to circulation of air. In addition, when there is inclement weather the existing School Room is uncomfortable. An example of this can be demonstrated on a wet day when the School Room is being used for a group of say 15 people. When the room becomes to uncomfortable, the doors connection to the entrance lobby and the entrance doors are required to be left open in the attempt to allow air to circulate. This creates many issues for the activity groups, including filtration of noise and safeguarding of vulnerable groups.

The identified need for the School Room is to provide a means of ventilation, which is preferable to be natural.

3.1.3 Principal Entrance & Lobby

The existing entrance located between the Nave and the

School Room creates a significant barrier to those who require additional space to manoeuvre. Manoeuvrability is constraint by the reduced space within the lobby and the size of the existing openings that allow entrance into the Church and School Room. This not only impacts those who are looking to move around independently, but also funeral services where a coffin is brought into the building via the entrance.

The space is also very dark and unwelcoming and is something that is looking to be addressed in the proposals.

The connection between the Lobby and the west gable window is awkward creating a detail which is not sympathetic to the church building. Ideally the connection detail between the new lobby and church gable would be better considered and would potentially connect the church to the lobby in a more coherent manner.

The identified need for the Principal Entrance and Lobby is that the space creates an accessible entrance that is user-friendly, welcoming and makes the best use of natural light, whilst also reducing the impact to the church fabric when re-connecting the lobby to the church.

3.1.4 Toilet Provision

The existing toilet provision accessible to those visiting the church is accessed from the principal entrance lobby. The toilet provision provided is within a space large enough to be

a disabled toilet, however the current suite does not meet the requirements for a disabled visitor.

The amount of visitor toilets provided in the current configuration does not meet the requirement for the Church and the School Room. For example, the church regularly hosts musical events which can seat up to 100 people. As these services normally have intermissions, there is usually a queue to use the facilities.

There is also no current baby-changing facility.

The identified need for the toilet provision is to:

- Create a new disabled toilet that meets current regulations and is close to the principal entrance
- Create additional unisex toilets to support the demand
- Provide a baby change facility

All facilities will need to be accessible by groups visiting the Church or the new community facility, without causing disruption to the user groups.

3.1.5 Kitchen Provision

The current provision to support kitchen facilities is operated from a cupboard and a couple of tables located within the School Hall. The provision currently occupies approx 1/10th of the School Hall floor area, but overall can take up 1/5th of the



1 The existing School Room
2 Sink unit within a cupboard
3 Extended storage for the kitchen within the School Room

space when people are making drinks.

The current configuration is not fit for purpose and creates challenges with the coordination of facilities. For example, when the School Hall is used by a group the kitchen is not accessible to anybody else using the wider facility. In addition, the facility is too small, doesn't meet the current and future demand and does not support those who are less able.

The proposal is to create a new kitchen which will be enclosed within a separate room, accessible from the new Community Hall. The kitchen will also serve the Church, with the Community Room acting as a break-out space after services.

3.1.6 Storage Provision

The current storage provision is located within the School Hall and occupies approx 1/5th of the School Hall floor area. In addition, there is a lockable cupboard within the School Room which accommodates boxes from various regular groups who use the School hall i.e. Brownies. The items that are stored in the School Room include stackable chairs, folding tables, small objects which are stored in stackable boxes.

The proposal is to create a separate internal storage area for storing the items currently located within the School Hall. This will allow the School Hall floor area to be clutter-free allowing a wider audience to use the space, in addition to creating space for those who require a larger area to manoeuvre i.e. wheelchair

users.

An external storage area is also required. The external storage will provide a space to store gardening equipment and other associated items i.e. external seating.

The Neighbourhood Policing Team police use the Church as a base to hold their "Cuppa with a Copper" in the evenings and often store their bikes at the Hall. The external storage area will provide a safe area for storing the police bikes.

3.1.7 Landscape & Gardens

The church offer activities to the local community which include a 'forget-me-knot' group. The church have recently received funding to provide gardening tools to enable vulnerable user groups to take part in gardening as a part of their therapy and well-being.

The proposal would like to include a gardening area for this user group, and others in the community. The garden would need to include raised beds so that all visitors would be able to take part within this activity.

In addition to providing garden facilities, improvements to garden paths are proposed which will enable improved movement around the gardens and better use of the available external space.

3.1.8 Disabled Parking

Currently the church has no provision for off-street parking. The area around the church is principally residential housing with very few houses having the capacity for off-street parking. This along with the parents picking-up and dropping-off their children at the local school can create a significant issue for those who are less able to move around. In addition, to the external influences that cannot be controlled by the church, the connection between the road and the paths adjacent to the church have a camber (with no close-by dropped kerbs) which contributes to the challenges of accessibility.

Due to the amount of people who use the church who are considered to be in the category of disabled and vulnerable users, it is proposed that the a small section of the churchyard is allocated to 1 off street parking space which will be designated as a disabled parking space.

4 CONSTRAINTS & OPPORTUNITIES

This section considers the principal constraints and opportunities of the project. In putting forward any design proposals for changes to a heritage building within a conservation area, it is fundamental that the constraints and opportunities are carefully assessed and considered. Through carrying out the assessment the factors identified have helped shape the proposals and enabled a level of assessment and design review to achieve the most appropriate form of change.

4.1 CONSTRAINTS

Availability of Space

Although the church has available churchyard space to four sides of the building(s), there is limited capacity to incorporate a new development which accommodates the proposed objectives without compromising the existing building, principally the church.

The Church is considered to be the principal heritage asset on the site. Any development on the site would need to be sympathetic to the architecture of the church building whilst also positioned so that it had a relationship with the Church and the School Room.

The location of such a development would need to be located to the west of the site in order to ensure a good connection between all facilities.

Conservation Area

St Edward's Church is located within a Conservation Area. The Conservation Area is called Roath Mill Gardens Conservation Area, with the boundary of the area confirmed in 2008. St Edward's Church is listed as a Landmark Building and is designated as a building which has significant social and/or historical links with the development of the area, is a focal point within the street scene and contributes positively to the character of the area.

New development and extensions within the Conservation Area will be required to preserve or enhance the character and appearance of the Conservation Area, and should do this by:

- Respecting the distinctive quality of place, which will involve the continuity of the existing urban grain and existing vertical and horizontal rhythms in the built form
- Retaining important views and vistas in and out of the Conservation Area
- Respecting existing land uses
- Reinforcing the existing hierarchies of public and private space
- Using materials and architectural details which are as high in quality as those used in existing buildings.

Whilst the above requirements create constraints, the proposed development is looking to improve the appearance and functional operation of previous 1990's developments.

Therefore, it is considered that this perceived constraint can be seen as an opportunity.

Existing West Window

The 1990's development of the existing entrance porch connects with the Church and the School Room. The abutment to the Church is directly connected to the existing west window of the Nave.

Whilst the 1990's connection has attempted to be sympathetic to the West window, the detailing and choice of material creates a solid and heavy detail. There is no doubt that the connection between the entrance and the Church can be improved. However, there are limitations/constraints on what can be achieved without compromising the existing fabric. The proposals will need to carefully review this area of connection to ensure minimal disruption.

Existing School Room

The existing School Room was developed in 1991, and is therefore only 27 years old. The School Room is in good condition, but is currently being asked to accommodate other facilities, which in turn is resulting in the room not being fit for purpose and constrains those who use the building and result in other groups not using the building at all.

The proposals would look to retain the existing School Room, and to develop an extension which would accommodate the

supporting facilities to the Church and the School Room.

4.2 OPPORTUNITIES

Community Outreach

The development has a fantastic opportunity to support the vulnerable groups located within the local community, as well as providing updated facilities to serve the wider community.

Whilst the Church is currently offering fantastic activities within the Church and School Room, there is the ability to do so much more.

Supporting the Music and Art's Centre

The Music and Art's Centre activities primarily takes place in the Church due to the excellent acoustic qualities. However, on occasion the School Room is used if available and required. The Centre do of course require access to supporting facilities such as toilets and refreshment area.

Accessible Building

The current configuration of entrance and facilities do not create an accessible building that can be positively used by all visitors. The development offers the opportunity to create an accessible principal entrance to the Church and School Room whilst also providing an accessible toilet, baby change facility and kitchen.

Church Services

Whilst also providing an accessible entrance for visitors is a significant opportunity within the project brief. The improved access will also provide a more dignified funeral service. Currently, when coffins approach the Porch entrance and the entrance to the Church, the coffin and the casket bearers face challenges to enter the service with dignity.

Location

The location of St Edward's Church is within the middle of a vibrant residential area. The Church has good connections with the local school and members of the local community. The proposed development will help strengthen these links and will benefit those who need access to the activities most.

Ventilation

The existing School Room has no provision to ventilate the space. It is understood that when the building was developed in the 1990's restrictions were put in place by the local authority preventing opening windows to be incorporated into the design. This has created operational challenges in terms of comfort of using the space during periods of warm weather. The proposed development enables the opportunity to address this issue and look to enable a natural ventilation strategy.

4.3 NATIONAL AND LOCAL PLANNING POLICIES

Planning Policy Wales (PPW)

Planning Policy Wales, (published January 2016) is the overarching planning policy document for Wales and provides guidance about how to implement the legislation which covers the historic environment. Section 6 of PPW - Conserving the Historic Environment - contains the Welsh Government's policies for the protection of heritage.

The policies advise a holistic approach to planning and development, where all significant elements that make up the historic environment are termed historic assets. These consist of designated assets, such as listed buildings or conservation areas and non-designated assets, such as locally listed buildings, or those features which are of heritage value. The PPW outlines a series of policies regarding the management of the historic environment.

Local Development Plan 2006 - 2026

The Local Development Plan (LDP) for Cardiff City Council (adopted 2006), is the Council's overarching planning document, setting out priorities for the future planning and development of the City and surrounding areas. It outlines how much and what types of development there should be, where it should be focused, when it is likely to take place, and how it will be delivered. It identifies the enabling infrastructure, developments and necessary safeguards to implement national and regional planning policy guidance at the local level.

The LDP aims to respond to the social needs of the people, including to ensure that necessary community and cultural facilities are provided, of

which all are accessible to all factions of the community.

The following policies are potentially pertinent to the proposed development are:

- KP5: Good Quality and Sustainable Design
- KP13: Responding to Evidenced Social Needs
- KP17: Built Heritage

2.6 GUIDANCE DOCUMENTATION

Cadw, the historic environment division of the Welsh Assembly Government produces guidance documents that give advice about managing the historic environment. This report takes reference in particular from the following documents:

Conservation Principles for the Sustainable Management of the Historic Environment in Wales, (2011). This document sets out key guiding principles for the management of the historic environment in Wales. Drawing on work by Historic England (formerly English Heritage), the document was set out by Cadw to provide a logical approach to making decisions regarding the historic environment based on significance.

Managing Change to Listed Buildings in Wales (2017). The focus on this guidance document is on change to the physical fabric of a heritage asset and on understanding significance of the fabric. The document aims to set out general principles to consider when making changes to a heritage asset. The guidance within this document supplements Planning Policy Wales and

Technical Advice Note 24: The Historic Environment.

Although the church is not listed, the guidance is informative for any development near to a heritage asset.

Technical Advice Note 24: The Historic Environment (2017). The purpose of this TAN is to provide guidance on how the planning system considers the historic environment during development plan preparation and decision making on planning and Listed Building (LBC) applications.

5 THE PROPOSALS

This section outlines the proposals for the new Community Hall extension, along with the proposed changes to the churchyard and the existing buildings. An attempt to clearly describe the project has been set out below, however it is recommended that this section is read in conjunction with the existing and proposed drawings.

5.1 PROPOSED WORKS TO THE CHURCHYARD

Gardening as Therapy

Gardening is widely recognised as a medium that can transform lives, improving physical and mental health, reviving communication and thinking skills, and the ability to mix socially and make friends. With the availability of the church grounds, the existing “Forget Me Not” members, are particularly relevant as the group organisers extend that membership to include the lonely, the bereaved and so on.

The proposals for development of the churchyard are focused to the west of the churchyard where the project will provide the means to store equipment externally, with raised beds and paved surfaces to enable access to all members.

The raised bed configuration is outlined on drawing 17-1020-202 which shows stone filled gabion cages enclosing raised beds. The raised beds have been designed to enable good movement around the landscaping and has also incorporated areas of external seating to the top face of the cage. Imagery of

the proposed stone filled gabion cage can be found on drawing 17-1020-701.

Off-Street Disabled Parking

The proposed location of the off-street disabled parking is to the south-west corner of the site, as shown on drawing 17-1020-202. It is proposed that a section of the pavement to Westville Road will be dropped and a drop-kerb installed to enable a vehicle to enter the churchyard. In addition, an approximate length of 3m of existing wrought-iron railing will need to be removed to accommodate this requirement.

It is proposed that the surface material of the new disabled parking facility will be made up of porous plastic grass paver's with a suitable substrate to support vehicular parking. The porous plastic grass paver's is a free draining permeable pavement surface that is Sustainable Urban Drainage Systems (SUDS) source control compliant. This system not only provides and eco-friendly, sustainable paving solution, it also enables the proposed disabled parking facility to blend in with the existing churchyard to the front of the School Hall. This will minimise the visual impact within the Conservation Area, whilst also providing a much needed off street disabled parking facility.

Imagery of the proposed porous plastic grass paver's can be found on drawing 17-1020-701.

5.2 PROPOSED WORKS TO THE EXTERIOR OF THE CHURCH & SCHOOL ROOM

Demolition

Drawing 17-1020-101, 102 and 103 outline the proposed demolition works. The area of significant change which requires demolition is the removal of the existing 1990's entrance vestibule/porch. The porch is located in-between the west gable of the Nave and the east gable of the School Room. The porch was added in 1991, along with the School Room and provides access to both the School Room and the Church. In addition to providing the entrance, this part of the building also provides a toilet facility. Temporary provisions are proposed to be put in place whilst the proposed works are underway, enabling visitors to access the church building. The School Room will not be accessible during most of the works.

Coping Stone Renewal - Church

The coping stones to the raked gable of the Nave are known to require repair. The current coping stones do not have a drip to the underside of the bottom face to help shed water away, in addition the lead flashing is also in a poor condition. It is proposed that whilst the works are being carried out to incorporate the proposed works, that new coping stones are laid to the raked gable and new lead flashings installed. The new coping stones will be in materials to match the existing.

Modifications to West Window- Church

The entrance to the Church is via the West Gable of the Nave. The entrance is currently provided via a set of narrow double doors set within a masonry structure below the large leaded light west window. The proposals look to create a wider opening to the west gable by removing the solid masonry element either side of the current entrance door. This will involve some modifications to the existing leaded lights and stonework, with the addition of new stone and steelwork being incorporated. The proposal will make the entrance connection more visually pleasing, but more importantly more user-friendly and accessible to all.

Please refer to drawing 17-1020-301 for the proposed works to the west window.

Modifications to South Windows - School Room

When the School Room was constructed in 1992, it was done so with fixed windows to the north, west and south elevations. The windows allow a large amount of natural light in to the interior, which works fantastically for activities during day-light hours. However, during periods of mild-warm weather the existing School Room is an environment which struggles to cope with the usage demands in relation to circulation of air. In addition, when there is inclement weather the existing School Room is uncomfortable. An example of this can be demonstrated on a wet day when the School Room is being used for a group of say 15 people. When the room becomes

to uncomfortable, the doors connection to the entrance lobby and the entrance doors are required to be left open in the attempt to allow air to circulate. This creates many issues for the activity groups, including filtration of noise and safeguarding of vulnerable groups.

The proposals look to incorporate new timber windows to the existing opening located on the south elevation of the existing School Room. The windows are proposed to be opening casement windows to each of the window elements, details of which can be found on drawing 17-1020-302.

Removal of North Windows/Wall - School Room

Drawing 17-1020-102 outlines the proposed removal of the north wall and windows to the School Hall. The removal of the existing building elements will provide the connection to the new facility enabling access to the new kitchen, store rooms and to the external space, as can be seen on drawing 17-1020-202. The proposed removal of the wall is taken up to a height just above the existing window openings, leaving a section of wall above for the new flat roof abutment. The section of wall will be supported by steel beams which can be seen on drawing 17-1020-303.

5.3 NEW WORKS

The current use of the existing School Room requires the room to provide several functions, including a multi-use space, kitchen, tea point, storage, space for piano and various other objects. Given that the room is required to cover many functions, the space is not used to its full potential.

Given the potential of the existing School Room, the proposal sets out to retain the existing School Room, as this is a valued asset and provides a good level of accommodation and floor space. The proposal aims to extend the School Room to the north, making use of the piece of land to the rear of the existing hall.

The connection between the proposed new building to the existing School Room has been guided by the location of the north windows, with the proposal to remove the windows and sections of wall in-between, creating a large open span within the north wall which would be supported by a section of steel. The opening would project into a new space that would be sheltered by a part glazed roof, this roof would wrap around the north and east elevations of the existing school room and connect with the new entrance to the south elevation. The space created to the north of the existing School Room is seen as an extension to the current facility, maximising the floor space of the community room. The space will provide access to the ancillary facilities and also a link to the outside space. The

glazed roof will allow for natural light to be flooded into this area and into the community room. Drawing 17-1020-202 outlines the existing entrance into the community room remodelled with a glazed screen, and the door entry to the community room further north of its current location.

New Toilets

The church has one toilet on the ground floor that provides a basic level of facility for those who are able bodied. The toilet is not considered a wheelchair friendly toilet. The proposals aim to address this.

The proposal outlines three toilets, one disabled, one unisex, and one which provides a baby-change facility within the toilet enclosure. The toilets are accessible from a corridor link that connects with the lobby between the church and the proposed community room. The toilets have been cited in this location for several reasons, the first being that the existing drainage is in this location resulting in less changes to the drainage system. Secondly, the toilets need to serve the church and the community room, possibly when both spaces are in use. In addition, should the community room not be in use, the visitors to the church will need to gain access to the facilities.

Kitchen

The existing facilities provided within the school room are inadequate and do not provide a provision for the developing needs of the community. The proposal aims to address this.

The kitchen is located within the new pitched roof building, and accessible from the community room. The kitchen is a domestic style kitchen, providing basic refreshments for the users of the building. Windows have been designed into the west gable to allow views from the kitchen into the new community garden.

Storage

Storage is not prevalent in the current building, with the school room doubling up as storage space for chairs/tables etc. There are existing storage units within the east of the school room, these could be retained if it was seen as useful.

The proposal aims to provide a new store room for the community room, with a link directly accessed from the space. An external store has also been included within the proposal. The external store is located to the rear of the building, with direct access to the adjacent garden areas.

Materials

The reduced palette of materials have been selected for the proposed works and combine elements that match the style of the existing Church building and introduces modern elements such as glass links, the details of proposed materials can be found on drawings 17-1020-701 and 702.



6 NEXT STEPS

The design works for the proposed development have been developed to RIBA Stage 3 Developed Design level. The next key stage for the project is to submit the full faculty application to Diocesan office and planning and conservation area application to the Local Authority Planning Department.

Full Faculty

It is a requirement for a full faculty application to be submitted for review by the Diocese Advisory Committee (DAC), who will then submit to the Registrar and Chancellor for determination. In advance of the application, discussions with the DAC Secretary have been held regarding the level of information required for the full faculty submission. This confirmation was required due to the nature of the project i.e. new build and the restrictions in resources to develop the design works. It was agreed that most of the information would be developed to an RIBA Stage 3 level (developed design) and some information will be taken a step further to RIBA Stage 4 level (technical design). It is anticipated that should the scheme be generally accepted that a requirement to provide Stage 4 information (technical design) will be required to be presented at a later date.

Planning and Conservation Area Consent

Following the initial feedback from the DAC, the proposals will be submitted to the planning department at the Local Authority for planning and conservation area consent.

Funding Generation

Generation of funds to resource the development of the project has commenced and will continue to progress. A cost plan developed by a professional quantity surveyor has been completed for the RIBA Stage 3

design works which provides a good indicator of the level of budget required to complete the works. It is anticipated that the funding generation will become the principal focus for the project, with the design works put on hold until such funds have been generated. The determination of full faculty and planning application submissions will greatly benefit the determination of the various funding applications.

RIBA Stage 4 - Technical Design

The technical design stage is proposed to be commenced once there is a greater certainty regarding the project funds. The technical design will include the development of architectural, structural, and building services information, including specialist subcontractor design and specification. This stage will also include any planning condition requirements in the view to discharge planning conditions prior to commencement of any site works.

The technical design stage will also see the submission of a building regulations application submission.