Sudbury Neighbourhood Centre Refurbishment

Mid Stage 2 Presentation
Feasibility Study and Concept Proposal
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1.0 Introduction

This Mid-Stage 2 document sets out the Feasibility Study and Concept Proposal prepared for the refurbishment of Sudbury Neighbourhood Centre near Wembley, in the London Borough of Brent.

The Centre
The site is set just to the south of the Harrow Road, behind Sudbury Methodist Church, accessed via a private road. The site is fully owned by the Church, from whom Sudbury Neighbourhood Centre leases the building, with approximately 17 years remaining on the lease.

The building is single storey, with a mix of flat and pitched roofs. The Hall is the focus of the building, as a light, airy, tall space, connected to the kitchen, offices and other ancillary spaces.

An extension to the building was created in 2007 to provide further space for clients, comprising the lounge and sanitary facilities. To the South and East, the Hall and Lounge respectively face onto the garden, a well-established, green asset of the site.
2.0 Serving the Local Community

**Existing Services**
The centre is a registered charity and has provided Adult Dare Care services since its beginnings in 1979. Services are provided to assist with Dementia, learning difficulties, limited mobility and loneliness.

The centre provides lunch, sanitation, care and advice, exercise and creative activities in a comfortable environment. The two main spaces of the centre are the Lounge and the Hall.

**Key Areas**
The Hall is able to be hired for community group activities and birthdays, with access to the garden and kitchen facilities. This is made difficult with no current separation between the Hall and the directly adjacent Lounge.

The Lounge is the focus of the 2007 extension and suffers from a number of problems which make the space often dark, incoherent, unsociable, unnavigable and inflexible.

With some simple but vital adjustments, both of these spaces have the potential to revolutionise the feel and life of the centre and its future prospects. Other areas of focus include office and staff areas, ICT suite, new entrance and reception, and garden improvements.
3.0 Ensuring a sustainable Future

This refurbishment project aims to reconfigure the existing layout to improve spatial efficiency, flexibility and quality. The approach maximises the potential of the site on its existing footprint, with small built extensions where required, to enable the centre to reach its full potential, both in providing a healthy and secure environment for the day care patients and in serving the wider community.

The future for the centre needs to be sustainable and viable. The project would be funded through charity fundraising efforts, and therefore aims to make the wisest investment for the centre over the remainder of the lease.

The brief for reconfiguration has been agreed as follows:

- New reception area for the general public leading to the main hall
- Partitioning off the lounge and the main hall to create separate spaces for day care clients and general public, and attention to coffee shop area
- Developing the lounge area in the day care part of the premises, levelling floor, reception, creating separate activity space and lounge area, creating more light (electric and natural daylight)
- Treatment of main hall to provide dining area, lounge, activity space (ie Music Therapy, Movement to Music, and Tai Chi, as well as watching films etc).
- WC facilities for public use
- Converting existing offices into at least one large activity space, accessible from the lounge and the hall, that can be a multi-use area for computer training, art classes, group work with clients, etc.
- Converting the clinic room, hair dressing salon and staff room into office space
- A clinic room/hairdressing salon retained on the premises somewhere.
- Creating a sensory garden and allotments at the rear of the premises by the sheds
- New treatment of the patio area/garden – including a pathway for wheelchair users/ramps
4.0 Site Constraints and Opportunities

**Access**
Access to the site is from Harrow Road to the north, passing Sudbury Methodist Church. Sudbury high street is within close walking distance.

Parking is available on the site for cars and two minibuses directly adjacent to the entrance.

**Landscape**
The northern forecourt is tarmac, shared between vehicles and pedestrian movement.

There is no planting adjacent to the building itself, presenting quite a hard appearance on this frontage.

The south facing garden is set on 3 levels, the lowest of which is lawned with mature shrubs and a lush green aesthetic. The upper levels provide paved patio areas to the Lounge (lower) and Hall (upper).

These level changes make the garden difficult to access for some.

**Orientation**
The Hall maximises the southerly aspect with long windows and high ceiling. Further daylight is gained from north-facing clerestorey glazing.

The Lounge has small windows and internal level changes, which restricts daylight, views and movement internally.
5.0 The Vision - A Home from Home, for All

The vision for the centre, ‘A Home from Home, For All’, will be the driving factor in delivering the building’s much needed refurbishment. The positive spatial experience that the building creates is key to its success and longevity as a community resource, providing a healthy and welcoming place to spend time.

The vision is focused around the three user groups:
- The day care patients, many of whom suffer with dementia
- The local community
- Staff

These users will each benefit from a well-designed, legible and flexible approach to the centre and its facilities, and should be able to coexist naturally and peacefully through the arrangement of the building.

As set out with precedents and principles (right), the new Sudbury Neighbourhood Centre aims to be a welcoming, healthy and friendly environment, full of opportunities for social engagement, creative activity, health and exercise, and care and respite.
6.0 Existing Building Arrangement

The uses of the current centre are presented in this diagram. See overleaf for assessment of existing spaces and areas.

1. Foyer
2. Reception Area
3. Sanitary Facilities
4. Lounge Area
5. Cafe Area
6. Hall Area
7. ICT Space
8. Kitchen Spaces
9. Storage Spaces
10. Laundry
11. Office 1
12. Office 2
13. Office 3
14. Back lobby and corridor
15. Clinic
16. Hairdressing Salon
17. Staff Changing Room
18. WC
7.0 Proposed Building Arrangement

The proposed adjustments to the building layout is presented as shown. See overleaf for suggested adjustments to spaces and areas.

1. New Visitor Entrance
2. Reception
3. New WCs
4. Hall Area
5. Kitchen and Stores
6. Storage
7. Laundry
8. ICT / Meeting Space 1
9. Meeting Space 2 / Clinic
10. Day Care Entrance
11. The Lounge
12. Activity Space
13. New Coffee Shop
14. Sanitary Facilities
15. Bathing Room and Hairdressing
16. Open Plan Office
17. Staff Changing Room
8.0 Indicative Walk through of Main Spaces

The new entrance, with projecting planted canopy as a welcoming marker on arrival

The hall subdivided to provide a welcoming cafe for the public, and the restaurant beyond

Existing disused entrance

Existing hall canteen
The lounge, light, healthy and accessible, with varied activity zones and garden connections

Improved patio with seating at two levels, linked by ramp and steps between planters
9.0 Schematic Sections

Section AA
- Waiting area and cafe in hall
- Coffee shop
- Improved lounge areas
- Activity room
- Sensory garden

Section BB
- Canopy
- ICT & meeting room
- Community cafe
- Restaurant area
- Activity area
- Store
11.0 3D Axonometric
12.0 Phasing Suggestion

**Phase 1**
- Removal of Clinic,
- Temporary removal of Staff Room and Hairdressing Salon
- Clear back corridor
- Relocation of contents of Kitchen Stores
- Create new office space
- Lower sills & widen and replace skylight(s)
- Reinstall staff room
- Knock through former store to create WCs
- Create new reception
- Create new planted arrival canopy

**Phase 2**
- Create temporary acoustic division of Lounge and Cafe/Hall
- Knock through offices, widen & close doorways
- Gut cafe space (require interim kitchen solution for day care)
- Reveal parquet & lay new timber cafe floor
- Creation of new ICT suite, storage and meeting rooms
- Fit out new Coffee Shop
- Fit divider curtains, lighting etc and finish hall for new flexible activities

**Phase 3**
- Temporary relocation of day care provision into new hall spaces with use of new Coffee Shop, WCs etc
- Remove shed(s) and use temporary storage
- Open side alley for rear construction access
- Carry out works to Lounge internals, roof and extension
- Create hair salon in former bathroom
- Insert division between Hall and Lounge
- Full finishes, furnishings and fittings etc

**Phase 4**
- Removal of patio
- Levelling works to garden for upper and lower patios and ramp
- Build sensory garden beds and pergola
- Build new shed(s)
- Plant up new patio areas, raised beds and sensory garden
13. A Natural Palette

- Planting and timber slats adjacent to building wall
- Light drapes to subdivide space & create backdrop within hall
- Flowing, acoustic curtains
- Cosy study character
- Light palette
- Hanging lamps, drapes and timber reveals
- Flush timber cladding
- Brick, timber and greenery
- Planted canopy
- Natural timber shelving as space divider
- Large skylights and natural tones
- Tapered sylight
- Home accessories and natural tones
- Light tones & pendulum lamps

Warm feel with colourful books and natural palette

lydiajohnson.co.uk
14. Finishes and Furnishings

The colour palette for the refurbishment will be driven by the use of natural materials as far as possible. This is initiated with the existing brick and parquet flooring, and continued with timber framed elements, garden structures and interior plywood joinery.

Free-flowing curtain dividers bring a lightness to the palette, and long pendulum lamps hang in the main spaces. A number of the existing furnishings will need to be incorporated, particularly the red and blue lounge chairs and the blue hall chairs. These colours will need to be kept minimal so as to not dominate and confuse the spaces, but can act as accent colours just with the existing furniture, allocated to particular spaces.

Alongside a clean white backdrop for ceilings and most walls, a subtle coloured tone could aim to bring the palette together. This could be used on particular feature walls as a backdrop, any carpeted surfaces, and in reupholstering any remaining furniture.

As an aid, the choice of colour palette should also consider the garden, as the focus of the Centre. The colours and seasons of the mature garden aim to be drawn through to the internal spaces with the adjacency of planted canopies and raised beds.
15. Estimated Fees and Programme

The programme and fee estimations set out below are purely indicative to provide a general perspective in order to move forwards.

For this purpose, these fees are based on an initial assumption of £250,000 construction cost, as provided by the client in email dated 14/06/16.

**Indicative Architectural Fee Assumption - 9%**

For a project of this size, a fee of 9% of full RIBA stages 1-6 could be assumed, but this is subject to variation between project type, size, architectural practice etc.

Depending on the contract procurement route, the fee weighting may change between RIBA stages. Assuming a Design and Build approach, the fee may be proportioned as set out right.

**Procurement Route**

Traditional method assumes that the contractor is responsible for the works, with the consultants appointed for design, cost control and contract administration. The contractor has no design obligations, and the design and quality is therefore controlled by the client through consultants.

If assuming a Design and Build approach, the contractor will take over the project as soon as possible, and therefore is responsible to a greater or lesser extent for design, as well as for carrying out the work and may appoint its own consultants.

In the case of Sudbury Neighbourhood Centre, this latter route would be preferable, to enable the Design Team to prepare Design Intent information towards planning and ‘lock in’ a few key design elements which will be taken into account in the tendering process. The responsibility for the detailed design is then carried by the contractor, with the production of their own construction information, and balance of time, cost and quality. A risk with this approach is that quality is no longer the priority, therefore it is an option for the Designer to act as an advisor on the side of the client.

**Consultant Fees**

These fee estimates are based on conjecture ahead of any real quotes having been provided at this point. The figures are by not fixed and each consultant should provide their own fee quote linked to their own terms.

Any percentage fee assumes the cost estimate will be updated in line with the cost plan at each RIBA work stage, against which the fee will be calculated.

The list of consultants and other services is not exhaustive and is just indicative at this stage.

The requirement for planning approval will be advised through the preapplication process. Clarification is outstanding around obtaining landlord consent and the requirements for this within the building lease.

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**Construction Cost**

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Sources:


https://www.architecture.com/Files/RIBAProfessionalServices/Regions/NorthWest/Education/Part%203/Study Packs2013/ March2013LectureNotes/Fee Calculation, Negotiation and Management- Adrian Dobson.pdf

http://www.designingbuildings.co.uk/wiki/Architect’s_fees

http://www.designingbuildings.co.uk/wiki/Building_design_and_construction_fees
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16. Conclusion

This document has set out the Stage 1 and Mid-Stage 2 Work for the reconfiguration and refurbishment of Sudbury Neighbourhood Centre.

In setting out the Feasibility Study and Concept Proposal, the aim is to bring comfort and delight to the users of this building in the time that they spend there, with the most efficient use of space and funding resources available. This study starts to develop the proposal for how this can be achieved, and the areas that can be enhanced and reappropriated in order to do so. Within its general existing footprint, the building has potential enough to be able to deliver this vision, if some key moves are followed through.

1. Light and Air - bringing daylight, fresh air and outside connections to spaces that need it will immediately enliven the spaces, enhance the living conditions, health and aspect of all users, and appeal to future users.

2. Reappropriation of Space - Make convenient and efficient use of floor space, with defined zones for activities and environments, and minimising unnecessary movement routes.

3. Flexibility of Space - improving entrances and better connections between spaces allows the centre to be used by multiple groups for different purposes and provide income. Spaces themselves should be flexible, with enough storage to allow for a variety of uses, and the ability to create openness, privacy or cosiness, for example.

4. Reducing Clutter and Encouraging Calm - through good use of space and intelligent furniture choices, clutter can be reduced, creating defined locations for frames, books and larger equipment. This will assist with legibility around the centre and encourage calm and wellbeing. The aspiration is A Home From Home, For All.

Following this document, we look forward to the opportunity to develop the Concept Proposal further and make headway towards realising this vision.

- This study has been carried out to the best of the designer’s knowledge, with the use of information currently available.
- The designer and author of this document does not take on responsibility for Principle Designer, and has made clear notification to the client of their duties as set out in CDM Regulations 2015.
- No liability can be accepted for any errors or additional costs linked to the information contained within this document.
- All information is design intent only.
- Drawings should not be scaled or built from.
- All measurements to be checked on site.