

LLYFRGELL MAINDEE LIBRARY + PROJECT SCOPE PROPOSAL

**18.08.17 for presentation to Project Board
incorporating options appraisal for Phase I layouts**

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PROJECT SCOPE PROPOSAL

Following the online and library based questionnaires, engagement days and 'you be the architect' workshop, we have reviewed this feedback against the original planning application scheme and bid to develop a proposed project scope for review and sign-off by the Project Board.

We have split the project into the following categories:

1. Phase 1 Works

- 1a. Small Spaces - which enable the main space - WC, meeting space, kitchen & storage
- 1b. Building services - heating, electrics, fire alarm etc

2. Main Space

- 2a. Test Pieces - shelves, exhibition, children's area, mobile cafe servery/bar, reception desk, space division etc.
- 2b. Internal Fabric - walls, floor, internal doors etc

3. Building Envelope - windows, roof, external doors etc

4. Equipment - Computers, printers, software, projection equipment, tables & chairs

5. External space - seating, planting, signage, poster display, 'features' etc

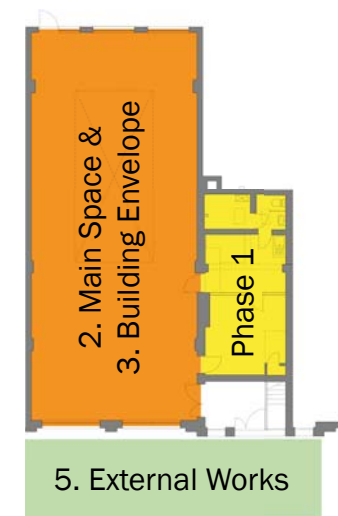
In reviewing the project and engagement findings, it has become clear that there are:

- a. Needed - definite priority items.
- b. Nice to have - things what would be appreciated but only included if there are funds remaining
- c. Not now - these are the items that people felt were lowest priority. This was either due to having less importance in how people want to improve the space and their use of it, or costs preclude these elements.

Some of these items have an inherent cost due to their fixed extent, eg installing an accessible WC, whilst others are variable as their extents vary, eg the number of new chairs included. Their extent will depend on judging the fixed budget and your needs, so they may go up and down through the project. In the following proposed scope, we have included approximate budgets to work with, as well as to illustrate participants' spending priorities. These are only working budgets, as we will only get a true reflection of the costs when we go out to tender / receive quotes from makers etc. As previously explained, we are not quantity surveyors so not qualified to give cost estimates. The budget figures given in this report refer to the original cost plan from the planning scheme, and rough assessments to aid design and decision making. The prices from the cost plan have not been multiplied up to allow for inflation since the cost plan was made but the more realistic contingency included of 15% is in part, to address this.

On the following page, we have illustrated the original scope into the three categories of:

- a. Needed (fixed and varying extents)**
- b. Nice to have**
- c. Not now**



PRIORITIES

| | NEEDED | NICE TO HAVE | NOT NOW | |
|-----------------------------|--|---|---|----------------------------------|
| | Fixed Extent | Variable Extent | | |
| 1. Phase 1 | <p>accessible wc <i>A high priority</i></p> <p>meeting room <i>Another high priority</i></p> <p>services <i>Services effected by works, wiring, fire alarm etc</i></p> <p>classroom sink</p> | <p>kitchen base <i>Basic kitchen - extent to be determined</i></p> <p>new openings <i>Views & light into these rooms - amount dependent on budget</i></p> | <p>heating <i>Whilst important, feedback suggested other enabling items are higher up the list</i></p> | <p>commercial kitchen</p> |
| 2. Main Space - Test Pieces | <p>mobile cafe <i>Mobile cafe servery to test long-term cafe feasibility</i></p> | <p>shelves / storage <i>Possible to reuse/hack the existing but (some) new units will enable new uses & activities</i></p> <p>display / exhibit <i>Required as part of the Arts Council funding, could be incorporated into shelves & divider</i></p> <p>children's area <i>Very popular with visitors to the library - extent dependent on budget</i></p> | <p>space divider <i>More cost effective & flexible if this was a curtain or a result of how the furniture/shelves are designed / arranged?</i></p> <p>reception desk <i>Would incorporate well into the other new furniture, however, if required hack existing</i></p> | |

*Opportunity to incorporate

PRIORITISES (cont.)

| | NEEDED | NICE TO HAVE | NOT NOW | |
|---------------------------------|--|--|---|---|
| | Fixed Extent | Variable Extent | | |
| 2. Main Space - Internal Fabric | <p>walls</p> <p><i>Painting & refreshing walls</i></p> <p>damp</p> <p><i>Incorporate into works to walls</i></p> | <p>blinds</p> <p><i>Existing need replacing but could be DIY repair/refresh</i></p> <p>feature lighting</p> <p><i>Cheaper alternative to replacing all lighting</i></p> <p>lighting</p> <p><i>Expensive to replace all lighting but could look at cleaning & updating</i></p> | <p>flooring</p> <p><i>Whilst desirable, could work with existing or just a small area</i></p> <p>ceiling</p> <p><i>Lower priority generally, but insulation & artwork suggested</i></p> | <p>new internal doors</p> |
| 3. Building Envelope | <p>window repairs</p> <p><i>Option: Repair & paint</i></p> | | <p>window upgrade</p> <p><i>Option: Increase thermal performance through new glazing, or if sufficient budget, new windows. Front priority over rear. To be investigated</i></p> | <p>new external doors</p> <p>new fire escape door</p> <p><i>Only if required</i></p> <p>rooflight</p> <p><i>Whilst desirable, feedback suggested other enabling items are higher up the list</i></p> <p>roof</p> <p><i>Only if required</i></p> |

PRIORITISES (cont.)

| | NEEDED | NICE TO HAVE | NOT NOW | |
|-------------------|---|---|---|---|
| | Fixed Extent | Variable Extent | | |
| 4. Equipment | <p>projector screen</p> <p><i>Could incorporate into main space wall or furniture design</i></p> | <p>computers</p> <p><i>Maindee Lib to determine. Number budget dependent</i></p> <p>new chairs</p> <p><i>Number dependent on budget - task, stackable & armchairs</i></p> <p>tables</p> <p><i>Number dependent on budget - quiet working, meeting & cafe</i></p> | | |
| 5. External Works | <p>poster display</p> <p>install sign</p> | <p>seating</p> <p><i>Amount dependent on budget, could be added to over time</i></p> <p>planting</p> <p><i>Amount dependent on budget, could be added to over time</i></p> | <p>front feature</p> <p><i>Structure / feature to front that highlights library's presence, increases uses of the external (play?) and perhaps creates solar shading</i></p> | <p>external lighting</p> <p>new paving</p> <p>drainage</p> |

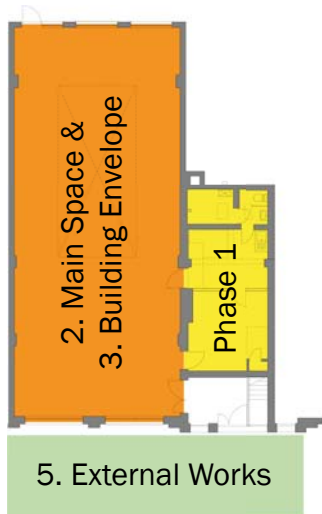
PROJECT TIMELINE

SEPT 17

OCT 17

NOV 17

DEC 17



Heating System Research

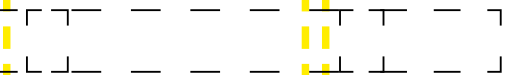


Heating System
(install / modify)



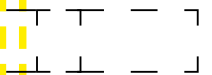
Phase 1: Small Spaces etc. DESIGN

Drawings & Spec. draft set for comment
mid-late October
for Sign-Off late Oct / early Nov

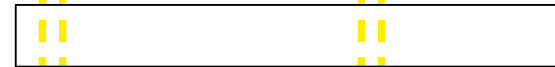


TENDER

c.4 weeks



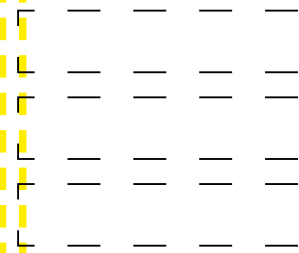
**EVALUATION
& APPOINTMENT**



Mobile Cafe

Test Piece 1:

University of the West of England, Bristol
(UWE) Student Live Project
inc '+Soup' event



**Flexible Furniture:
Test Piece 2,
Internal Fabric &
Building Envelope:**

JAN 18

FEB 18

MARCH 18

APRIL 18

MAY 18

JUNE 18

JULY 18



Phase 1: CONSTRUCTION

Start date subject to contractor lead-in mobilisation time
Estimate approx. 2 months on site



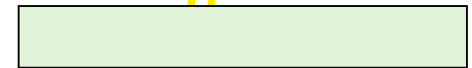
**Children's Area
Test Piece 3**

A potential third party commission



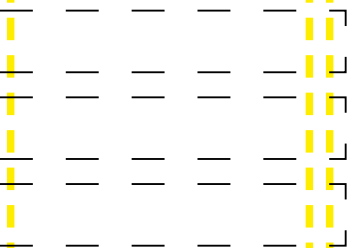
**Test Piece 2, Internal Fabric
& Building Envelope:
CONSTRUCTION**

inc. removal of existing heating system if replaced



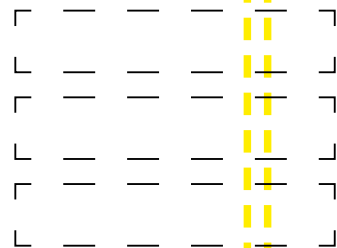
**External Works
Test Piece 4**

A potential third party commission



Partition / Exhibition

DESIGN



**Test Piece 2,
Internal Fabric
& Building Envelope:
TENDER**

SUMMARY

In summary:

1. Phase 1: Small Spaces & Building Services

The phase 1 works are seen as a priority and include the majority of the items from the original scheme, including the accessible WC and meeting room.

However, the current budget is insufficient to cover a kitchen of the scale proposed so a base kitchen is included that would allow the more basic level of catering desired at this time. A mobile cafe servery is proposed as one of the 'test pieces' to the main space.

Whilst tackling the heating is important, feedback suggested other items are higher up the list for impact. It is proposed to investigate the potential of improving the current situation with a timer, and getting further quotes/ advice for an overhaul.

2. Main Space:

2a. Test Pieces

The proposed furniture and fittings to the main space could be crucial in enabling the desired new and continued activities at Maindee Library - as test pieces, they could allow the trialling of ideas such as a cafe, soup club, boxshop, making and crafts workshop, workspace or study space etc. They could be designed to be multi-use, for example, incorporating book shelves, storage, display and space dividers. Whilst, the shelves and reception desk exist and could be reused, there are more opportunities created by replacing / supplementing.

2b. Internal Fabric

It is proposed redecorating the walls, and refurbishing or replacing the blinds is important to the refreshing of the library, and of course, dealing with any damp. Whilst it could be desirable to replace the existing lighting to new fittings and more efficient LEDs, this may be too expensive so the existing could be refreshed (cleaned/ fixed) and lighting supplemented with feature lighting such as lamps and pendants.

Replacing the flooring and ceiling would improve the appearance of the library but are lower down the list of priorities so may be left or only renewed in certain areas. The internal doors will remain, unless they need to change due to works to the side spaces.

3. Building Envelope

There are the common external fabric issues to Maindee Library that a building of this age would expect as it has not been invested in for a long period. It is proposed that the windows are a priority - either simply repairing the existing, or if there are funds, replacing with new, more thermally efficient windows that would also increase the views into & out of the library. It was suggested that the rooflight could be cleaned and potentially, insulation added to the ceiling void beneath the area of flat roof.

4. Equipment

More computers and a new printer are a priority, and Maindee Library need to investigate what is required. Along with the majority of items in the project, the extent of new computers and furniture will depend on the budget so it will be useful for the library to determine the minimum and desired level required.

5. External Space

People responded positively to the proposal of investing in the external space to the front of the library (second only to the WC). This includes a poster display, seating, planting and installing the sign. The extent of these works could seed further enhancements, and potentially could include a feature / structure to the street frontage that highlights library's presence, increases the uses of the external (e.g. for play), support planting and provide solar shading.

Phase I Options Appraisal: Small Spaces

A range of options have been explored. Here we outline the strategies and issues tested and conclude with the two principle suggestions we are putting forward. Each is subject to permissions and refinement & we are open to critique & proposed tweaks!

Discounted strategies:

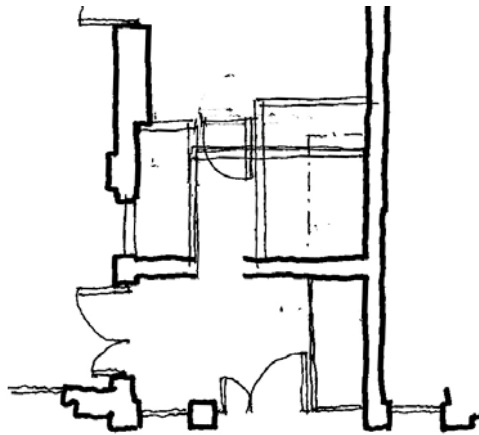
Toilet(s) near the entrance

Pros

+ Many public buildings have toilets off their entrance halls

Cons

- Complicated by restricted space under staircase
- Missed opportunity to get natural light / view / physical connection to meeting / staff / kitchen spaces

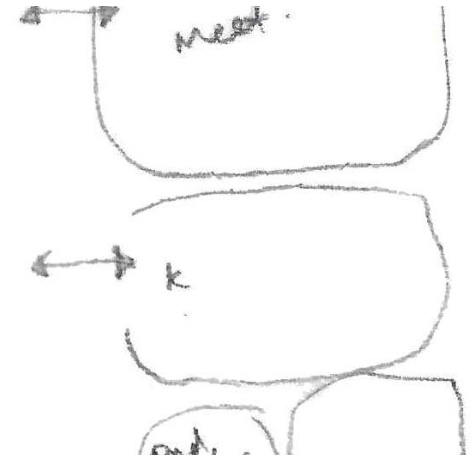


Kitchen hatch /
servery to main space

~ This is a potential feature of Option A (& Option B with a future new structural opening)

Cons

- New structural openings have been avoided due to their expense & complications (permissions, unknowns of building fabric etc.)



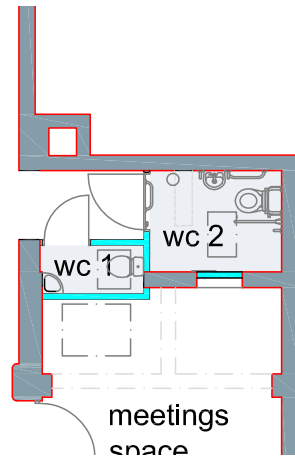
Toilet(s) where they are now
(as in 2016 scheme)

Pros

+ Plumbing already in place

Cons

- New structural door opening required to main space
- Missed opportunity to get natural light / view / physical connection to meeting / staff / kitchen spaces
- Even if just one WC, there's almost insufficient width for two rooms across the plan (a compromise of Option B - see below)



Option A

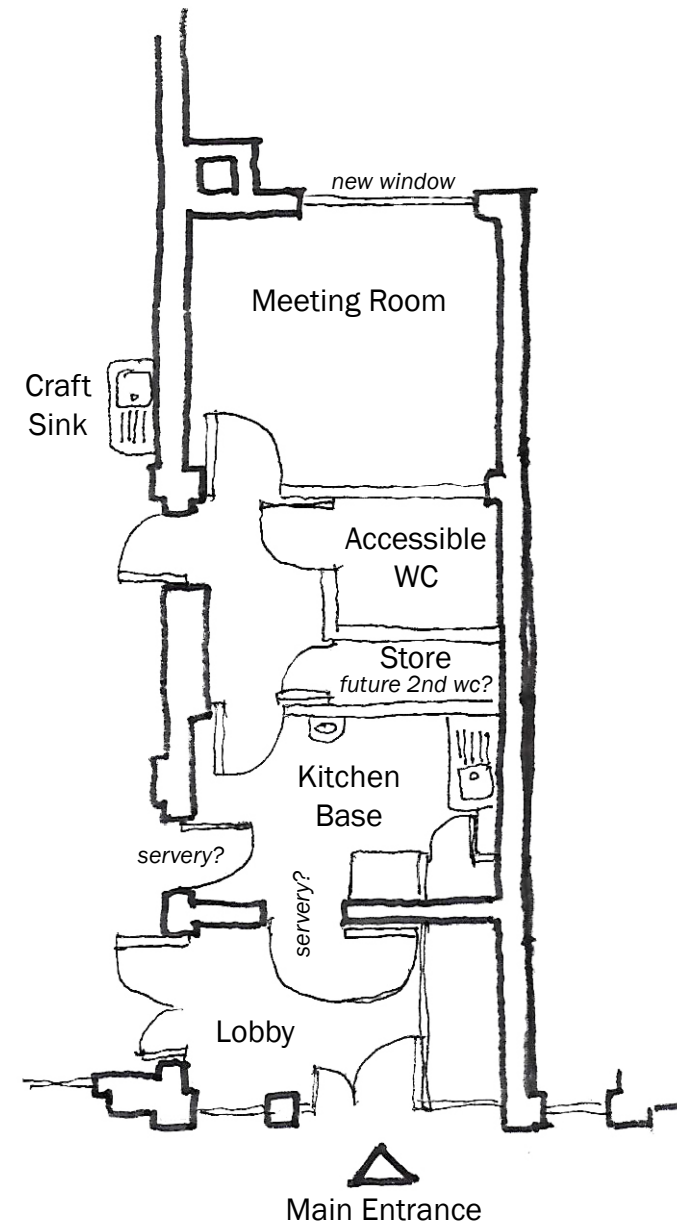
This is our preferred proposal

Pros

- + Generous meeting room with new window in north wall
- + Accessible WC with baby change
- + Store cupboard (could open onto kitchen if preferred though would then be more work to convert to future WC)
- + Option to convert store cupboard to 2nd WC subject to future demand / funds (drainage run will pass through between WC & kitchen base)
- + Generous kitchen base area (area sufficient for storage of a Mobile Cafe Unit - suggested future 'test piece')
- + Kitchen door openings directly to both main space and entrance lobby (reopening partitioned existing structural opening). It is suggested that at least one of these could be a stable door to create a servery when the lower leaf is closed creating easy service to street, especially in summer months when main entrance can be kept open
- + Opening from lobby to kitchen to be glazed to give borrowed natural light & visual connection
- + Kitchen layout enables a future partition (running N-S) if it becomes necessary to separate it from a circulation route
- + Layout enables these 'Small Spaces' to be rented out independent of the main library space, without compromising security of PCs, art work, book collection etc.
- + Craft sink to main space

~ If existing heating system is retained the impact would be a reduced meeting space due to the boxing out of the current boiler / pipe runs but this is not insurmountable

Sketch plan extract approx. 1:100



Option B

This option is characterised by the addition of a small staff / store room & a smaller meeting room in location of current one (Could be more generous if store / second WC omitted).

Pros

- + Meeting room door (glazed) opening directly to entrance lobby + Borrowed natural light & visual connection
- + Layout enables these 'Small Spaces' to be rented out independent of the main library space, without compromising security of PCs, art work, book collection etc.
- + Accessible WC with baby change
- + Addition of staff / storage room (if long & thin) + with possibility of natural light & view from new window
- + Kitchen with possibility of natural light & view from new window

Cons

- Difficult for kitchen to serve street
- Kitchen servery to main space would require new structural opening
- Meeting room, kitchen & staff / storage room are all limited in size

~ If existing heating system is retained (boxing out of the current boiler / pipe runs) the impact would significantly compromise this option suggesting the storage & kitchen be combined into one larger room to the rear.

Sketch plan extract approx. 1:100

