

Building Development Group (BDG) Recommendation to the PCC - August 2010

Introduction

At the May 2010 PCC the BDG was tasked to recommend to the PCC, within three months, a plan of action for the development of the buildings, taking account of the PCC Recommendations - October 2009. The BDG used the following process to arrive at the recommendation.

Overall Approach

- 1 Agree complete range of options
- 2 Select the options to recommend to the PCC
- 3 Phase the selected options as:
 - a. Improvements which can be started shortly and completed using available funds
 - b. Improvements which can be completed with additional fundraising
 - c. Future improvements.

Initial options for building development

An initial list of 30 options was drawn up from the PCC requirements and examination of the previous project requirement specification. The output of a small group which had followed the KAIROS Handbook: "Buildings Process" during the autumn of 2009 was also taken into account. This initial list was discussed, each option considered and documented with additional details added. Some were split into additional options resulting in 54 options for consideration and refinement.

Scoring and short listing of Options

The options list was then marked by BDG members using a scoring scheme against the following categories:

- Achieves project objective,
- Benefits worship experience,
- Benefits the community,
- Visually aesthetic,
- Low initial cost,
- Low through life cost and Low environmental impact.

The resultant scores were assessed and low scoring items were marked as "not for further consideration".

Sorting of Options into Implementation Order

Because this list still included overlapping or duplicate solutions for some requirements, BDG members were then asked to select from the list and score them in order of implementation. Some members used their own rough order of magnitude estimates of cost to assist with this ranking exercise. At this point one additional option was added taking the total to 55

Options chosen and Agreement of Recommendation

The group reviewed each requirement in turn and using all the available information, decided the recommended option. An important discussion, which covered the location of the toilets and possible entrances, was needed ahead of making any selection and recommendation

References

Notes from KAIROS Meetings dated 4th September 2009.
Recommendations Approved by PCC – October 2009

BDG Terms of Reference
Minutes of meetings of BDG
Initial List of Options
Options marked by Benefit and Cost of Implementation and Maintenance
Options sorted into Implementation order by BDG members
Recommended Option List

Members of BDG:

Rev. Andy Wilson, Ismay Doughty, Sylvia Fisher, Nigel Wheatley, Pauline Metcalfe, Richard Hutchins, Graham Olway (secretary), Andy Minchin (chairman).

Sources of Information:

Jim Molloy, Southern Water, Eon, a local building surveyor.

Note. No discussions have been held with the nominated church architect and no cost has been incurred.

Meetings:

The BDG met 6 times and held a number of discussions outside formal meetings

The Recommendation

Summary

1. The BDG recommend to the PCC that recognising the provision of toilets is a high priority, consideration is given to building a toilet facility outside the current footprint of the church, attached to the North West corner;
2. To enable the provision of a toilet and tea/coffee making facilities, a new water and sewerage system will need to be installed as the existing services do not meet current regulations; The BDG recommend these works be undertaken using existing funds in order to be ready for the construction of toilets and to allow provision of a interim solution for tea and coffee making facilities (the complete solution would follow later in the plan).
3. Fund raising for the cost of the toilet works will need to be authorised by the PCC and this will allow various other small and low cost improvements e.g. provisional enhancements to the current tea and coffee preparation area and flower preparation facilities to be provided during the fund raising period.
4. Other improvements listed in the detailed recommendation below to follow the implementation of the toilet, subject to funding availability.
5. Establish a communications approach for the building development works to keep the congregation up to date with activity. This should include monthly updates via the magazine and notice boards, with maybe a different person doing the update each month to ensure different perspectives, together with regular open sessions with progress update and an opportunity for questions and answers. As part of this approach the BDG recommends publication of this paper to the congregation.

Detail of Recommendation

1. Implementation of improvements during the fund raising period:

Option No	Requirement	Options
T1	T. Improve Infrastructure i.e. mechanical & electrical services/ICT	Review of all M&E services to ensure appropriate capacities and 'future proofing'
B1	B. Provide Church with temporary Tea and Coffee preparation area	Locate on footprint where coffee is currently served in the south west corner of the church
C5	C. Provide Flexible Worship Space in Church	Create separate space for prayer ministry
C1	C. Provide Flexible Worship Space in Church	Remove existing furniture from Chancel (choir stalls)
E1	E. Improve Church Entrance	Refurbish and clean up the existing entrance porch.
G1	G. Upgrade Church Audio and Visual Systems	Provide large retractable projector screen at front of Nave
G4	G. Upgrade Church Audio and Visual Systems	Improve lectern microphone
Q1	Q. Storage	Review storage requirements
R1	R. Furnishings	Consistent theme i.e.'Tidy Up'
U1	U. Facilities for flower preparation	Storage of flower preparation materials
U2	U. Facilities for flower preparation	Temporary facilities for flower preparation

2. Implementation of the toilet work when funds allow includes

A4	A. Provide Church with Toilet Facilities	Locate toilets outside current building but attached to the north west corner
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3. Work following implementation of the toilet when funds allow includes

C3	C. Provide Flexible Worship Space in Church	Remove first few pews and provide dais for table near chancel step
K3	K. Improve Approach to Church. Because 'Church is unseen and too distant from road'.	Improve signage
G3	G. Upgrade Church Audio and Visual Systems	Provide upgraded sound system to integrate speech and music amplification
J5	J. Provide Accessible Church to Church Hall Link	Provide steps and path at north west corner of church into church hall via graveyard
C4	C. Provide Flexible Worship Space in Church	Level the main floor. NB: Sub options may concern floor types.
G5	G. Upgrade Church Audio and Visual Systems	Provide audio link from church to church hall
B2	B. Provide Church with permanent Tea and Coffee preparation area	Re-locate tea and coffee making facilities to final position in north west corner of church.
U3	U. Facilities for flower preparation	Permanent facilities for flower preparation
R2	R. Furnishings	Consistent theme and maintenance friendly i.e. New
L1	L. Church Accessibility	Provide Bike Racks

C2	C. Provide Flexible Worship Space in Church	Remove pews, provide replacement chairs on existing floors
K2	K. Improve Approach to Church. Because 'Church is unseen and too distant from road'.	Reduce impact of trees
K1	K. Improve Approach to Church. Because 'Church is unseen and too distant from road'.	Upgrade paths on approach (Resurface South Drive & Entrance) and make accessible for wheelchairs. Provide lighting on north west and south west pathways from road to church door

4. Future work includes

D1	D. Improve Church Heating	Thermal Solution i.e. Ground Source Heat Pump
D2	D. Improve Church Heating	Carbon fuel, oil, gas, biomass or electric
D3	D. Improve Church Heating	Solar Panels
F1	F. Improve Internal Church Lighting	Complete upgrade of all internal lighting
G2	G. Upgrade Church Audio and Visual Systems	Provide supplementary viewing for side aisles
H3	H. Improve External Church Security	Provision of alarms
E6	E. Improve Church Entrance	Open up existing entrance to provide visibility of church from entrance

P1	P. Church Hall - Visual Approach	Provide new façade to front which gives welcoming appearance
M1	M. Church Hall - Rear Hall	Replace rear hall
N1	N. Church Hall - Rear Car Park	Resurface rear hall car park
S1	S. Church Office	Consider use of Church Hall facilities

5. List of Items considered but not recommended for implementation

C6	C. Provide Flexible Worship Space in Church	Angle the existing pews
A3	A. Provide Church with Toilet Facilities	Locate toilets in north west or south east corner of church i.e. Children's Corner/West End.
J1	J. Provide Accessible Church to Church Hall Link	Open pathway
H2	H. Improve External Church Security	Dummy CCTV installation
A1	A. Provide Church with Toilet Facilities	Locate toilets in porch
E4	E. Improve Church Entrance	New entrance at NW corner. See St Jude's example.
J2	J. Provide Accessible Church to Church Hall Link	Covered pathway - open at sides
F2	F. Improve Internal Church Lighting	Provide supplementary lighting at top of Nave, side aisles and Chancel
E5	E. Improve Church Entrance	Create new church entrance in another elevation of the church
F4	F. Improve Internal Church Lighting	Improve natural lighting in church
B3	B. Provide Church with Tea and Coffee preparation area	Locate in Vestry Office
B4	B. Provide Church with Tea and Coffee preparation area	Locate in Church Porch

H1	H. Improve External Church Security	External CCTV with recording facility. Cameras located to provide 360 degree external coverage
J3	J. Provide Accessible Church to Church Hall Link	Enclosed pathway
A2	A. Provide Church with Toilet Facilities	Locate toilets in vestry.
A5	A. Provide Church with Toilet Facilities	Locate toilets outside current building but detached
E2	E. Improve Church Entrance	Replace all existing internal porch doors with glass ones
E3	E. Improve Church Entrance	Replace all existing external porch doors with glass ones
F3	F. Improve Internal Church Lighting	Modify existing light fixtures
J4	J. Provide Accessible Church to Church Hall Link	Motorway bridge and lift at front of hall

Note that all changes to the church fabric will require approval from the Diocesan Advisory Committee for the Care of Churches.

Signed:



Andy Minchin
on behalf of the BDG
Date: 17th August 2010