Liskeard Library

Pre-Construction Information

Version: 27th October 2020

****

**CFD Architects**

**Introduction**

The Real Ideas Organisation has an excellent track record for breathing new life into old buildings and Liskeard Library will be yet another fine example.

The new arrangements will provide a series of flexible interconnecting spaces that can be used in a variety of ways in varying combinations and deliver a sustainable future.

The fit out of the spaces will continue to be shaped by RIO’s understanding of community needs and aspirations.

Through these refurbishments the library service and the building will be revitalised into a hub of reading, exploration, discovery and learning; an important part of the community which will actively contribute to the ongoing prosperity of the town.

**Additional Information**

This Pre-Construction Information is to read in conjunction with those from:

- CFD Architects drawings

* LLR-CFD-xx-xx-CDM-A-00001
* LLR-CFD-xx-00-CDM-A-00002
* LLR-CFD-xx-01-CDM-A-00003

- M&E consultants

- the Structural Engineer

**Project Brief**

The aim of the project is to create a contemporary Library for Liskeard; an engaging space, with longer opening hours and with broad appeal.

Cornwall Council’s 2020 vision for libraries is for a joined-up approach with increased accessibility and developed in line with local need. RIO has spoken to over 250 members of the local community, including library users, stakeholders and community groups, to understand what they want to see from their Library. These ideas and aspirations have influenced, and will continue to shape, RIO’s vision for Liskeard Library.

The Library will offer flexible spaces during the day and into the evening offering improved accessibility with increased opening hours appealing to a wider range of users. .

Basic Design Factors:

**•** Outcomes: Accessible multi-use, flexible spaces that encourage the integration of library services with other activities (e.g. café, young people, community, business meetings, offices, events) without alienating traditional service users. The project also needs to be sensitive to the heritage of the building and its place in the community.

• This project may need to be considered in two parts – the ground floor, with access to books, café, work spaces being the immediate priority, followed by the first floor with business and meeting spaces.

• The building/spaces need to reflect a mix of heritage and modern design.

Occupants:

• The building and spaces will be used by the general public and business users, but of most importance the project needs to be inclusive to all demographics and age groups.

• The key factors will be: accessibility, quiet spaces, work spaces, spaces to access technology, spaces to meet and eat/drink, spaces to have meetings and small conferences, space to have events.

• We would like to investigate the option of separate 24hour access to first floor

Features will include:

• A contemporary Library with book lending and ordering facilities

• Books, reading and activities for children and young people

• Co-working space with shared facilities for businesses

• Flexible meeting and events space for community use

• The ability to offer optional refreshments to Library users and clients

• Outside spaces to compliment internal uses

• Contemporary and fully accessible toilet facilities

• Sustainable credentials (BREEAM: Very Good)

**Location of the site/Adjacent land uses**

Liskeard Library, Barras Street, LISKEARD, PL14 6AB

Liskeard Library directly fronts the busy street. Adjoining to the south is the Grade II\* listed Stuart House, thought to be late medieval in origin. (Listing NGR: SX2512464499)
To the east is the private car park of Royal Mail sorting office. Adjoining to the north is a more modern shop unit with accommodation above.

Barras Street is a main shopping street in the town and there is a constant stream of pedestrians and vehicles passing by. The layby immediately outside the front doors is designated ‘loading only’.

The site lies within the Liskeard Conservation Area and the building is Grade II listed.

**Ownership**

Client to confirm ownership and lease

**History**

Commissioned by John Passmore Edwards in 1896 and built by Symons and Son of Blackwater. It was designed in the Flemish Renaissance style.

The property is listed: <https://www.heritagegateway.org.uk/Gateway/Results_Single.aspx?uid=1203146&resourceID=5>

To the rear the courtyard has undergone many alterations including the addition of flat roofs, metal fire escapes, and the construction and demolition of additional rooms. Internally it has been greatly altered losing most of its original features to modern partitions and ceiling systems. Much of this is a result of refurbishments during the latter half of the last century and the staircase is one of the few features that remains largely intact.

Details can be found within the following documents prepared by others:

 Heritage Statement & Impact Assessment
 Version 4: 3rd October 2018
 Author: Silverlake Design Ltd (Dr Caroline Yates (MA Architectural Conservation)

Historic Building Recording
Report No. 190122
Version: Finalised 4th February 2019
Author: SouthWest Archaeology (SWARCH) (E Wapshott and N Boyd)

**Nature of the project**

As none of the 20th century additions have any architectural or visual merit and are not adaptable to the proposed uses, they will be removed. The remaining building still needs to be adapted to its new function, especially the rear annexe which is cellular with tortuous circulation and has several changes in level. The courtyard too is cramped and it is considered that the ancillary buildings above the boiler room, though of a similar age but extensively modified, do not contribute to the value of the library as a whole and should be removed together with the steel fire escape to make way for an improved courtyard space that can be used and enjoyed.

The smaller ancillary building in the courtyard will lend itself to the new scheme and is to be retained.

The rear annexe is to be brought into the main facility and floor levels rationalised by building a new first floor above the existing lower level in line with the higher level. The masonry wall separating the annexe from the library will be retained on the whole with a new opening to give access to the facilities.

The entrance lobby will be removed to give greater useable space and improved internal circulation. Secure access and thermal loss will be addressed through architectural design features such as air curtain and controlled doors.

A lift will still be required to provide access for all and this will be relocated to the centre of the building where it can also serve the intermediate level of the annexe.

A new kitchen will allow for the provision of optional refreshments for library users and tenants as well as events held in the space.

Gender neutral toilet facilities will make more efficient use of valuable space.

The flat roof above the kitchen will double as an escape route from the first floor.

The new flexible library spaces will be furnished with movable shelving, chairs and tables to allow flexibility in the space, so it may be used for casual reading, exhibitions, meetings, children’s activities etc.

Existing suspended ceilings will be removed and a new ceiling introduced, to enable new services to be run and acoustics to be controlled.

The existing side entrance off Barras Street will be retained as a final escape route from the courtyard and as a keyholder access for the office space.

A new fire escape route will be required for the first floor in the event that the main stairs cannot be used. Rather than adapting the existing window opening a new doorway is to be formed in the north wall. An accessible toilet for the first floor level will reduce the distance needed to travel to the ground floor toilets.

The new fire escape from the first floor to the courtyard will be in steel linked to the annexe. The elevations to the kitchen are of horizontal timber boarding allowed to weather naturally to a silvery grey. These materials will not compete with the original stone and brick and are lightweight so as not to dominate the existing building.

New access doors to the courtyard will be powder coated aluminium doors and timber boards framing the opening to conceal the cut edges and lintel above. This will contrast with the stone wall in a simple elegant manner and not compete as a masonry solution would.

Where repairs to the general fabric are considered necessary these will be carried out using similar materials and techniques. Any structural repairs will be assessed on a case by case basis. Decorations to existing backgrounds will be carried out using breathable paints.

**Timescale for completion of the construction work**

To be confirmed

**Project Directory/Duties/Team**

The Project Directory for all contacts is held by and updated by the Bailey Partnership.
File ref: LLR-BPC-xx-xx-DB-Q-0001-ProjectTeamDirectory-S2-P02

**Existing Records**

In addition to the historical records and research listed above a Condition Report was prepared by others in July 2017. Since then the building has not received any maintenance and during the months of being unoccupied the fabric has continued to deteriorate.

Inspection of Premises
Version: Dated 20th July 2017
Author: Stratton Creber Commercial (Matthew Williams MRICS BSc (Hons) IMaPS

Dry rot was found to be prevalent in the ground floor Accessible WC in June 2020. The first floor overflow was leaking into the courtyard for months from mid-2019 in to 2020 and causing damp and mould growth on the solid walls.

**Planning for and managing the construction work**

The site is vacant and will remain so throughout the construction phase. Management of that phase will be the responsibility of the Principal Contractor.

**Welfare**

There is no space on site for portable toilet facilities. An allowance will need to be made to bring the outhouse toilet and wash basin into use early on in the project. Further welfare space within the building is to be allocated by the contractor fitting in with their programme and schedule of works.

**Site hoarding requirements**

Clients to advise

**Fire precautions**

As with all internal work care needs to be taken.

A Fire Risk Assessment has been prepared and the Cornwall Council Fire & Rescue Service have sent some advice as part of the response from Building Control.

 Fire Strategy/Preliminary Fire Risk Assessment
 Report Unique Identifier: 0937
 Author: FireMaster (Mark Evans (GIFireE, CFPA Eu. Dip)

**Emergency procedures and means of escape**

During construction the two routes of escape need to be kept clear of all obstructions.

**Boundaries and access, including temporary access / No go areas or other authorisation requirements**

The boundaries are fixed by stone walls. Access to neighbouring properties has not been arranged.

There are only two entrance doors to the entire site, the main double door entrance and the single door side entrance to the north of the main entrance.

**Smoking and parking restrictions**

There is no parking on site.

Smoking is prohibited on the site.

**Significant Design And Construction Hazards / Health or Safety Hazards**

Residual Risk Assessments have been prepared by CFD Architects:

LLR-CFD-xx--xx-CDM-A-00001
LLR-CFD-xx--00-CDM-A-00002
LLR-CFD-xx--01-CDM-A-00003

The main risk in the renovation works is:

Structural alterations:
Ensure all beams etc. to be inserted over new openings have been designed by a structural engineer and a method statement is in place. Check temporary supports and shoring are adequate.

**Restrictions on deliveries, waste collection or storage**

Deliveries to be schedule to specific time slots where possible with 0730-0830 being the preferred time. All deliveries are to be received by four team members to ensure that members of the public approaching from either north of south are either diverted around the vehicle. Or the delivery is paused whilst they cross.

**Location of existing services and drains particularly those that are concealed**

A drain survey has been carried out by Drain Care.

CCTV Survey Report for Liskeard Library
Ref DC271118/AB/PP
4th December 2018
Author: Andy Brewer

A Mechanical Site Survey was carried out by Hoare Lea as part of the design phase.

Liskeard Library – Mechanical Site Survey
5th October 2018
Author: Hoare Lea

**Ground conditions, underground structures**

There is a basement level boiler room accessed from the rear courtyard. Other ground conditions are unknown.

**Information about existing structures**

See Structural Engineer Pre-Construction Information (PCI) issue.

**Previous structural modifications**

As described in the following reports:

 Heritage Statement & Impact Assessment
 Version 4: 3rd October 2018
 Author: Silverlake Design Ltd (Dr Caroline Yates (MA Architectural Conservation)

Historic Building Recording
Report No. 190122
Version: Finalised 4th February 2019
Author: SouthWest Archaeology (SWARCH) (E Wapshott and N Boyd)

**Asbestos/Lead, including results of surveys**

Although the building was constructed in 1896 there have been many alterations since so it will be reasonable to expect the presence of ACBs. An Asbestos Renovations survey should be carried out by qualified personnel before any works commence.

There is known to be lead at roof level for flashings. Water pipe materials are unknown.

**Suggested Work Methods, Sequences or Control Measures**

See Preliminaries

**Arrangements for Co-ordination of Ongoing Design Work and Handling Design Changes**

The Bailey Partnership will be Project Managing the project and will be responsible for all instructions.

**Materials Requiring Particular Precautions**

From a safety aspect the proposed materials are generally standard and manufacturers recommendations must be adhered to.

From a heritage aspect there are many materials and finishes to be protected and retained as per the schedules and drawings.

**Construction Phase Plan**

To be supplied by others

**Competence**

Contractors and sub-contractors competence is to be proved to the Project Manager.

**The Health And Safety File
Health And Safety Of Client End Users And Employees**

The Contractor is to maintain a Health and Safety File throughout and provide digital and paper copies on completion of the project. The Health and Safety File should contain:

* A brief description of the work carried out.
* Any hazards that have not been eliminated through the design and construction processes, and how they have been addressed.
* Key structural principles.
* Hazardous materials used (e.g., lead paints and special coatings).
* Information regarding the removal or dismantling of installed plant and equipment.
* Health and safety information about equipment provided for cleaning or maintaining the structure.
* The nature, location and markings of significant services, including underground cables; gas supply equipment; fire-fighting services, etc.
* Information and as-built drawings of the building, its plant and equipment).