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THE NATIONAL ARCHIVES – Bessant Drive, Kew, Richmond, TW9 4DU

APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE IN RESPECT OF REPLACING PERIMETER WINDOWS AND GLAZING TO ALL 4 ELEVATIONS OF Q.1 BUILDING AT 2nd, 3rd and 4th Floors only

1. INTRODUCTION

- 1.1 The overall National Archives site is some 4.8HA in extent, and comprises 2 linked buildings, “Q1”, and “Q2”, together with extensive landscaping and large purpose built ponds, which as well as providing a distinctive setting for the buildings and attractive amenity features, also have a role in flood mitigation.

“Q1” was the first building purpose designed Archives building constructed on the site, and was opened in 1977. It is a large, 5 floor, (plus basement) square shaped building with splayed corners. The building is raised up on a plinth as part of the flood defence strategy. The 3 top floors are document repositories, and have continuous horizontal “slit” windows.

In the 1990’s, to accommodate the additional space requirements for National Archive document repositories, offices and conservation laboratories, “Q2” was designed and built on a similarly grand scale as “Q1” had been, and was linked to “Q1” with a glazed atrium.

- 1.2 The National Archives is a government department, and also an executive agency of the Ministry of Culture. The National Archives brings together the Public Record Office, Historical Manuscripts Commission, the Office of Public Sector Information and Her Majesty’s Stationery Office.

The National Archives is at the heart of information policy – setting standards and supporting innovation in information and records management across the UK, and providing a practical framework of best practice for opening up and encouraging the re-use of public sector information. This work helps inform today’s decisions and ensures that they become tomorrow’s permanent record.

The National Archives is also the UK government’s official archive, containing 900 years of history from Domesday Book to the present, with records ranging from parchment and paper scrolls through to recently created digital files and archived websites.

Approximately 400 members of the public visit The National Archives daily to use the Reading rooms or museum. Visitors come by train to Kew Gardens or Kew Bridge stations, by car, by foot and by bicycle.

2. REPOSITORY WINDOWS IN Q1 BUILDING

- 2.1 The existing 1970’s metal windows on the 2nd, 3rd and 4th floors are ‘ribbon’ windows, formed of inward opening window units joined together with a coupling mullion detail. They are deeply recessed within the precast concrete cladding panels and are fixed canted outwards at an angle.

Although originally installed as opening windows, the windows have long since been screwed shut to reduce the air and water leakage.

2.2 The infiltration of air and water into the repository floors is unacceptable, and the windows need to be urgently replaced. This will also provide sustainability benefits in that the new glazing will be to current Building Regulations' standards, providing thermal and solar control improvements.

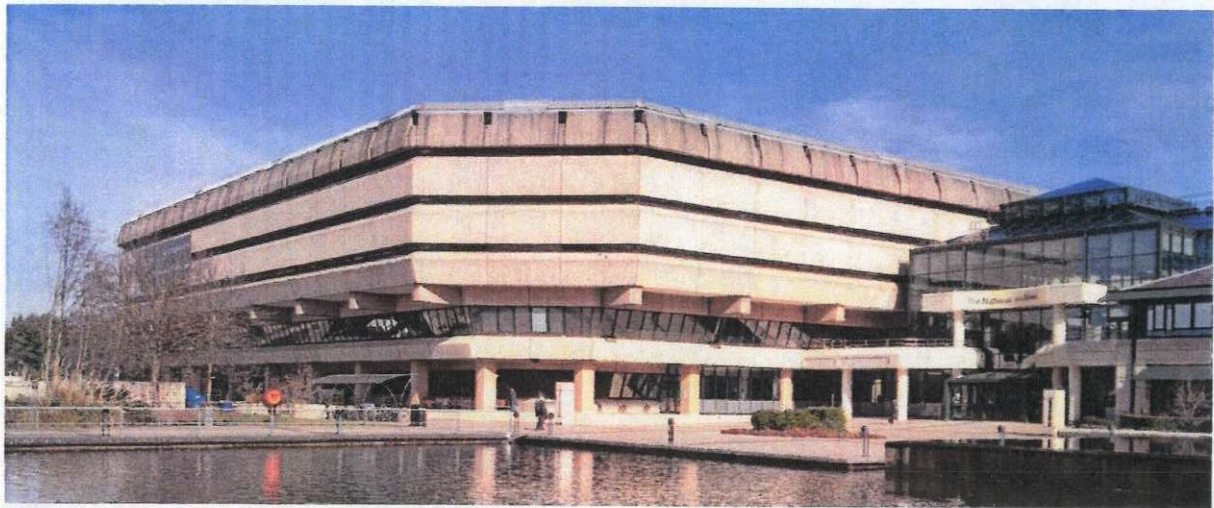
2.3 The proposal is to remove the existing windows and subframes, and replace with powder-coated or anodised aluminium fixed lights with double glazing to meet or exceed current Building Regulations' requirements. The new windows will be in the same position as now, and will follow the current 'module' spacing of the overall units. The colour of the existing windows has faded somewhat, over time, but a dark brown colour (M4K 0021 8080) has been selected as best match overall to existing.

3. INSTALLATION

3.1 The removal of existing windows and replacement with new can only be carried out following Client approval of the Contractor's Risk Assessments and Method Statements. All temporary works will be approved by specialist Temporary works designers and supervisors.

3.2 Noisy works will be restricted to 8am to 6pm Monday to Friday, 8am to 1pm Saturday and no noisy works on Sundays and Bank Holidays.

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