

ELLERAY HALL SITE &  
NORTH LANE DEPOT, EAST CAR PARK  
TEDDINGTON

DESIGN AND ACCESS STATEMENT  
JULY 2021

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# 1.0

## INTRODUCTION

- 1.1 SUPPORTING DOCUMENTS
- 1.2 PROPOSAL DESCRIPTION
- 1.3 HISTORY & BRIEF

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This Design and Access Statement supports a full planning application submitted to The London Borough of Richmond upon Thames (LBRuT) by McBains (McB) and Clive Chapman Architects (CCA), on behalf of LBRuT for development proposals at the Ellera Hall site, Ellera Road, and North Lane Depot, East Car Park, Teddington.

This document should be read in conjunction with all other supporting documents and drawings which have been produced by other consultants as detailed in Section 1.1.

## 1.1 SUPPORTING DOCUMENTS

The following documents accompany this application:

Drawings (Existing):

26364a-1 Land Survey

26364a-2 Outline Elevations

26364a-3 Outline Elevations

26364a-4 Outline Elevations

Drawings (Proposed):

Proposed New Community Centre:

EHT-01 Location Plan

EHT-02 Masterplan – Proposed Site Layout and Roof Plans

EHT-03 Proposed Ground and First Floor Plans

EHT-04 Proposed Elevations and Section

EHT-05 Proposed Streetscape Elevations

EHT-06 Detail Elevation and Section

B21028.101 - Landscape Proposals - Ellera Community Centre

Proposed Housing:

ERH-01 Proposed Ground and First Floor Plans

ERH-02 Proposed Elevations and Section

ERH-05 Refuse, Recycling, Bicycle and External Stores

ERH-09 Proposed Landscaping Plan and Planting Schedule

ERH-10 Outline Existing Elevation J-J

Accompanying documents & Reports:

- Application form & CIL Forms
- Acoustic Assessment (proposed Community Hall)
- Affordable Housing Calculator
- Affordable Housing Statement (included within this document)
- Air Quality Assessment (both sites)
- Arboricultural Impact Statement & Method Statement (Ellera Hall site)
- Archaeological Assessment (both sites)
- Bat Survey (Ellera Hall site)
- BREEAM Pre-Assessment (proposed Community Hall)
- BREEAM Ecological Assessment (both sites)
- BREEAM Habitat Management Plan (both sites)
- Community Engagement Report (both sites)
- Condition Survey (Ellera Hall)
- Construction Management Statement (both sites)

- Daylight & Sunlight Report (both sites)
- Ecological Assessment
- Energy Report (proposed Community Centre)
- Energy Report (proposed Residential Development) incl. National Water Standards Statement and Sustainable Construction Checklist
- Fire Strategy (both sites)
- Flood Risk Assessment incl. London Sustainable Drainage Proforma & SUDS Statement (both sites)
- Foul Water and Utilities Statement (both sites, included within this document)
- Geotechnical and Contamination Report (both sites)
- Green / brown roof details (Proposed Residential Development - included within this document)
- Health Impact Assessment
- Heritage Statement
- Inclusive Access and Wheelchair Statement (included within this document)
- Landscaping scheme (see drawings B21028.101 and ERH-09)
- Marketing Report
- Planning Statement
- Play and Child Occupancy Assessment (included within this document)
- Public Open Space Assessment (included within this document)
- Playing Fields and Sports Facilities Assessment (included within this document)
- Residential Standards Statement (included within this document)
- Transport Assessment
- Travel Plan (both sites)
- Utilities Searches

## 1.2 PROPOSAL DESCRIPTION

The proposal is to initially deliver a new, sustainable, community centre (use class F2(b)) on the North Lane Depot, East Car Park site, together with parking and gardens. This then makes the existing Ellera Hall site available for a residential development of affordable housing (use class C3a).

Providing the new community centre on the car park site ensures the continuity of exiting services to the neighbourhood and wider user groups, whilst the new facility is being built. The housing scheme will then follow after the transfer of services to the new centre.

## 1.3 HISTORY & BRIEF

The Ellera Road site is occupied by the existing Ellera Hall managed by Ellera Community Association (ECA) on behalf of LBRuT. The neighbouring site comprises the North Lane Depot, East Car Park. Both sites are in residential roads, just off the high street of Teddington, situated in the London Borough of Richmond upon Thames (LBRuT). The immediate area, including the two roads where both sites are located, namely Ellera Road and North Lane, and the linking Middle Lane, comprise terraced houses built at the beginning of the 20th century. The sites are:

Ellera Hall, Ellera Road, Teddington, TW11 OHG.

North Lane Depot, East Car Park, North Lane, Teddington TW11 OHJ

In 2018, Richmond Council held a consultation on proposals for a possible new community hub in the area. The new Council administration confirmed that this original proposal would not go ahead due to the public response.

In February 2019, Clive Chapman Architects (CCA) was appointed by LBRuT to undertake a feasibility study, looking at various options to replace the existing Ellera Hall, including building a new centre on the existing Ellera Road site, or relocation to the nearby North Lane Car Park (East), and the provision of an enabling residential development. An initial pre-application consultation took place, comments were taken on board, and amendments made to the proposals, which formed the feasibility study, completed in July that year.

In February 2020, a Public Consultation was held at Richmond Housing Partnership (RHP)'s offices and Ellera Hall, which displayed the proposals arising from the feasibility study. Comments from attendees were discussed between CCA and the council after the events, and the results were incorporated into the design, such as an additional of disabled WC added to the first floor. Overall, the comments were positive.

In April 2020, CCA were appointed as Architects, by the new Project Managers, McBains, who are managing the project through to the next stages. A further (virtual) pre-application meeting was held in August 2020, following which, designs were developed to reflect feedback, then two online community engagement events were held on 10th and 20th March 2021.

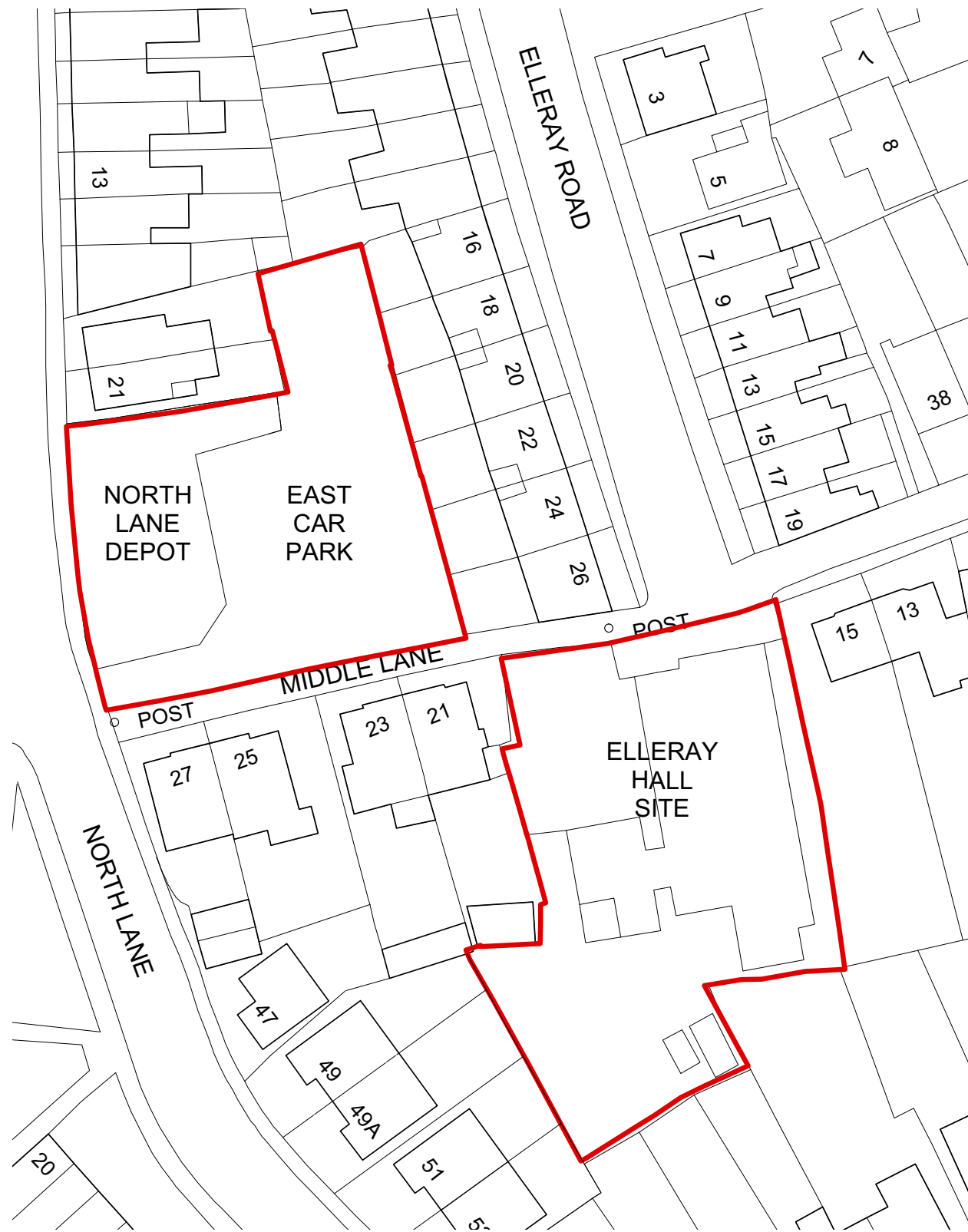
# 2.0

## THE SITES

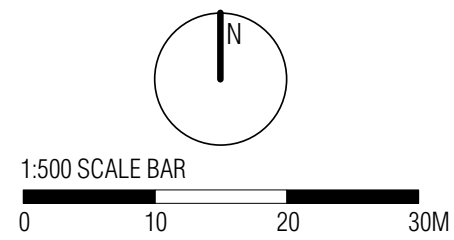
2.1	SITE LOCATION(S)
2.2	SITE 1 - NORTH LANE DEPOT, EAST CAR PARK
2.3	SITE 2 - ELLERAY HALL, ELLERAY ROAD
2.4	FOUL, SEWAGE AND UTILITIES STATEMENT

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## 2.1 SITE LOCATION(S)



SITE LOCATION PLAN FOR BOTH SITES



### KEY

— PLANNING APPLICATION BOUNDARY

## 2.2 SITE 1 - NORTH LANE DEPOT, EAST CAR PARK

### 2.2.1 DESCRIPTION

The site is currently in use as an overflow car park and a former depot site. The site area is 0.1ha. The North Lane Depot site is currently fenced off and not in use. The East Car Park site is being used as an overflow car park for the main North Lane Car Park (West) which is located adjacent to the site.

There are two storey houses along Ellery Road which back onto the East Car Park and there are a number of residential buildings of townscape merit (BTM) which overlook the site located along Middle Lane (no's 21-27).

The site has vehicular access from North Lane and pedestrian access via Middle Lane, connecting North Lane to Ellery Road.

The site has vehicular access from North Lane and pedestrian access via Middle Lane which connects north lane to Ellery Road. The site is in Flood Zone 1 and not in a Conservation or Article 4 Directive Area.

### 2.2.2 CHARACTER

Six no. two-storey houses along Ellery Road (No's 16-26) back onto the East Car Park with their gardens and rear boundaries, whilst there are four houses that are Buildings of Townscape Merit which overlook the site located along the pedestrian footpath of Middle Lane (No's 21-27).

To the north of the site are the two storey semi-detached and terraced housing, from the early 20th century.

The entrance to the car park and area currently hoarded off, overlook North Lane (West) Car Park (council-run pay and display) which serves a Tesco Metro. There properties to the south-west of the car park were likely to have been built in the latter half of the 20th century.



NORTH LANE DEPOT, EAST CAR PARK TOPOGRAPHICAL SURVEY

## 2.2.3 PHOTOGRAPHS



EAST CAR PARK SITE LOOKING NORTH



EAST CAR PARK SITE LOOKING EAST



HOUSES ALONG MIDDLE LANE



NORTH LANE DEPOT FROM NORTH LANE



EAST CAR PARK SITE LOOKING NORTH



VIEW FROM MIDDLE LANE LOOKING EAST



## 2.3 SITE 2 - ELLERAY HALL, ELLERAY ROAD

### 2.3.1 DESCRIPTION

The site currently accommodates a single storey property which is used to provide day care and activities to the elderly. The facility provides a valuable service which is well regarded by the community. The building is also occasionally used by other local groups during out of hours times (evenings and weekends).

While the existing building is well used it is in need of modernisation, the age and construction of the structure mean that it is inefficient to run. The existing layout is unsuitable for the changing programme that is required for both the existing users and the demand for a community space from other local groups.

The surrounding properties are all residential and around 2-2.5 storeys. The site is also bookended by the two-storey BTM houses along Middle Lane.

The site area is 0.13ha accommodating the existing building which is approximately 510.5m<sup>2</sup>. A hardstanding car park, which provides spaces for 6no. cars, has provision for a minibus pick up and drop off. There is also an established garden space which is well used by the Ellera Hall members.

### 2.3.2 CHARACTER

The neighbouring properties on Ellera Road are all residential and around 2-2.5 storeys, built during the late 19th - early 20th century, some of which, at the very top of the road, are in Conservation Area (84), leading onto Broad Street in the centre of Teddington.



ELLERAY HALL, ELLERAY ROAD, TOPOGRAPHICAL SURVEY

## 2.3.3 PHOTOGRAPHS



ELLERAY HALL EXISTING FRONT ELEVATION



ELLERAY HALL CAR PARK



VIEW OF ELLERAY ROAD LOOKING NORTH



ELLERAY HALL GARDEN



VIEW OF CAR PARK AND MIDDLE LANE



NEIGHBOURING HOUSE FLANK WALL, VIEW FROM CAR PARK



VIEW OF MIDDLE LANE LOOKING WEST



VIEW OF MIDDLE LANE LOOKING EAST



VIEW OF 26 ELLERAY ROAD LOOKING WEST



VIEW OF 13-19 ELLERAY ROAD LOOKING EAST

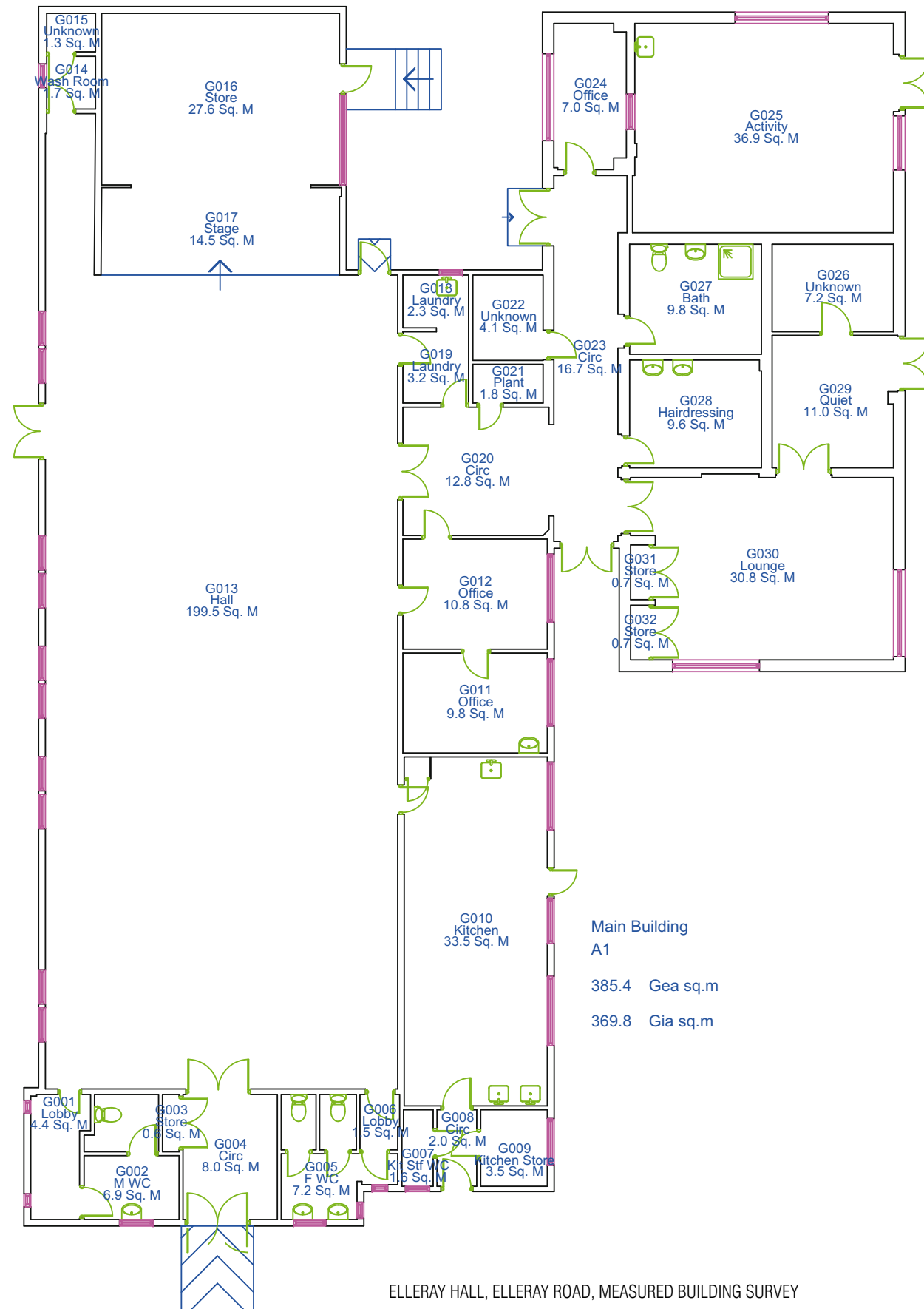


VIEW OF CAR PARK LOOKING SOUTH



VIEW OF 15 MIDDLE LANE, EAST OF ELLERAY HALL

## 2.3.4 MEASURED BUILDING SURVEY



ELLERAY HALL, ELLERAY ROAD, MEASURED BUILDING SURVEY

## 2.3.5 CONDITION SURVEY

LBRuT Policy LP28 states:

*“The loss of social or community infrastructure will be resisted, and proposals involving the loss of such infrastructure will need to demonstrate clearly*

- that there is no longer an identified community need for the facilities or they no longer meet the needs of users and cannot be adapted”*

Prior to these proposals for a new community centre, LBRuT commissioned a Condition Survey to assess the current situation of the fabric, state of repair, and condition of services of the existing Elleray Day Centre. This was necessary to understand whether the building could be redecorated, repaired or if replacement was necessary.

An extract from the executive summary concluded:

*“Internally the property was found to be in generally fair condition although general maintenance appears to have been neglected over recent years with numerous elements now requiring redecoration or remedial works. A small number of cracks were found to the extension block and appear to be historic, these should be monitored in future years and made good as part of the next redecoration cycle.*

*Externally the property is in poor condition and external elements are widely deteriorated with replacement of flat roofs and windows (Main Hall) required urgently and extensive repair and redecoration of elements required.*

*Overall the building is reaching the end of its effective lifespan and will need a large investment over the 10-year period to replace larger elements which are reaching the end of its effective lifespan, replacement of cladding, flat roofs and windows are required in the immediate future.*

*The garden areas and hardstanding are generally in fair condition although isolated areas of repair are required within the first year to rectify defects to areas of fencing and hard landscaping. Replacement of garage structures is anticipated to be required within 10-year period owing to widespread corrosion to precast panels. We note that the boundary wall to the adjacent home on Middle Lane is out of plumb and should be monitored to ensure this*

*Mechanical installations throughout are in a degraded condition and reaching the end of their effective lifespan, parts suppliers have been unable to be located and replacement of the boilers is required urgently to prevent any loss of heating. Records of installation testing was not held on sight and is not understood to have been undertaken, this should be urgently undertaken to determine the condition and to rectify any defects present.*

*Urgent installation of ventilation to gas cupboard within the kitchen and installation of a gas solenoid valve is recommended to be undertaken.”*

Based on this, the Council concluded that the facility needed to be replaced.

## 2.4 FOUL, SEWAGE AND UTILITIES STATEMENT

A Utility Site Report and a number of utility searches have been carried out. These have been submitted as part of the application. In summary:

### Gas

There are gas connections to both sites. However, the developments will not be using gas.

### Electricity

There are electricity connections to both sites. They are located within the UK Power Network document, reference Utilities Electricity UKPN 19876390. UK Power Network has been contacted regarding future capacity and the team are awaiting the result.

### Water

There are water and sewer services available for both sites. They are located within the Thames Water document, reference Asset Location Search. Thames Water has been contacted, and they have confirmed future capacity. This is listed within the Flood Risk Assessment.

### Telecoms

There are telecom services available for both sites. Openreach and Virgin searches are provided.

# 3.0

## DESIGN ANALYSIS

3.1	CONSTRAINTS AND OPPORTUNITIES
3.2	FEASIBILITY STUDIES
3.3	PROGRAMME ANALYSIS
3.4	STAKEHOLDER (ECA) CONSULTATION
3.5	PLANNING CONSULTATION
3.6	VIABILITY REPORT SUMMARY

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# 3.1 CONSTRAINTS AND OPPORTUNITIES



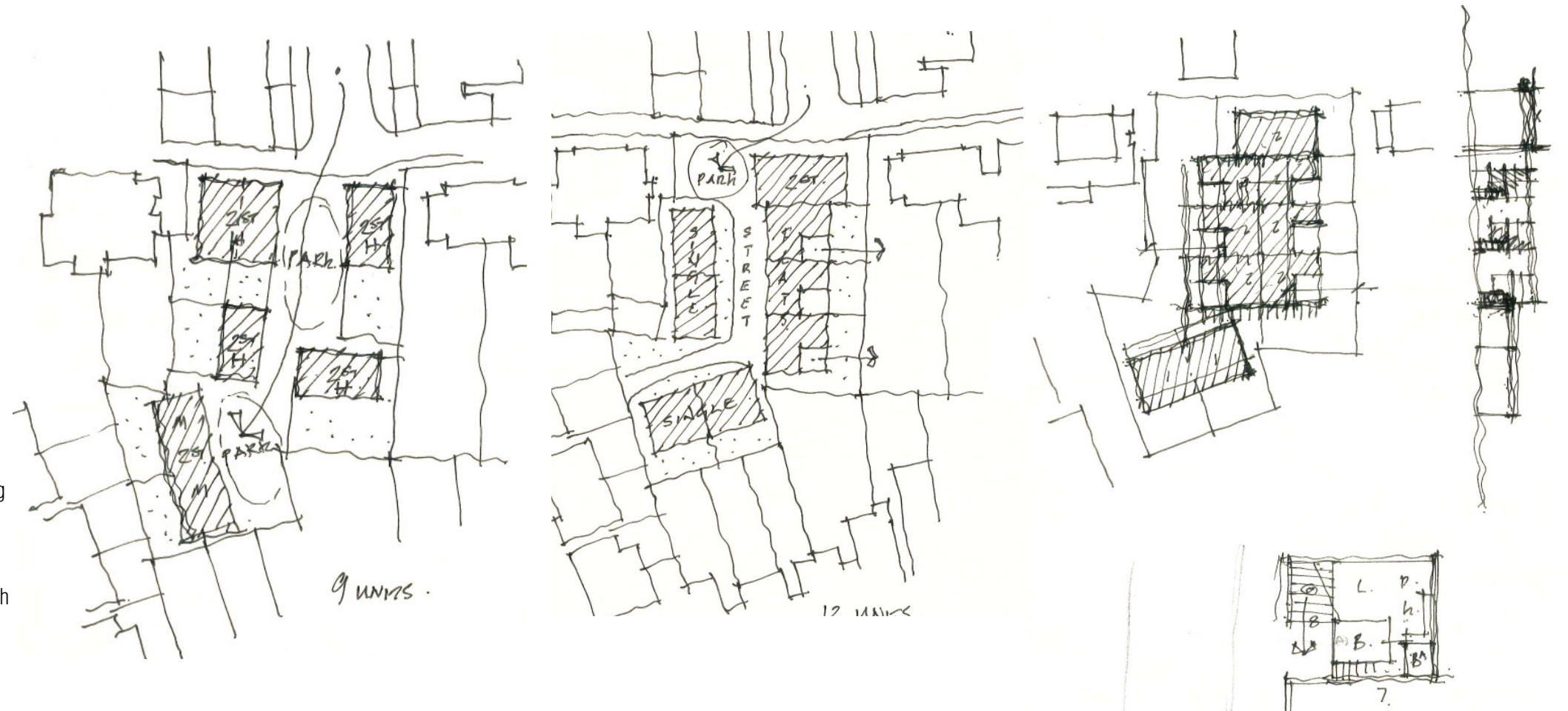
## 3.2 FEASIBILITY STUDIES

The sketches, both hand and CAD, are part of the research and design process looking at the footprints and layouts for both the residential and community centre developments. They are not an exact timeline, as the design process often crossed over between sites, whether the housing should be on the Elleray Hall site or the North Lane site, which formed part of the options presented in the viability study.

The first three sketches to the right explore housing, maisonette or flats across the Elleray Hall site. The results would be buildings positioned close to the neighbouring boundaries.

The sketch options below formed part of the viability study and included the residential use on the North Lane site, with a new community centre on the existing hall site.

The last image, shows the beginning of the curved mews development, initially with a mix of flats and houses, being two storeys and with pitched roofs.





# 3.3 PROGRAMME ANALYSIS

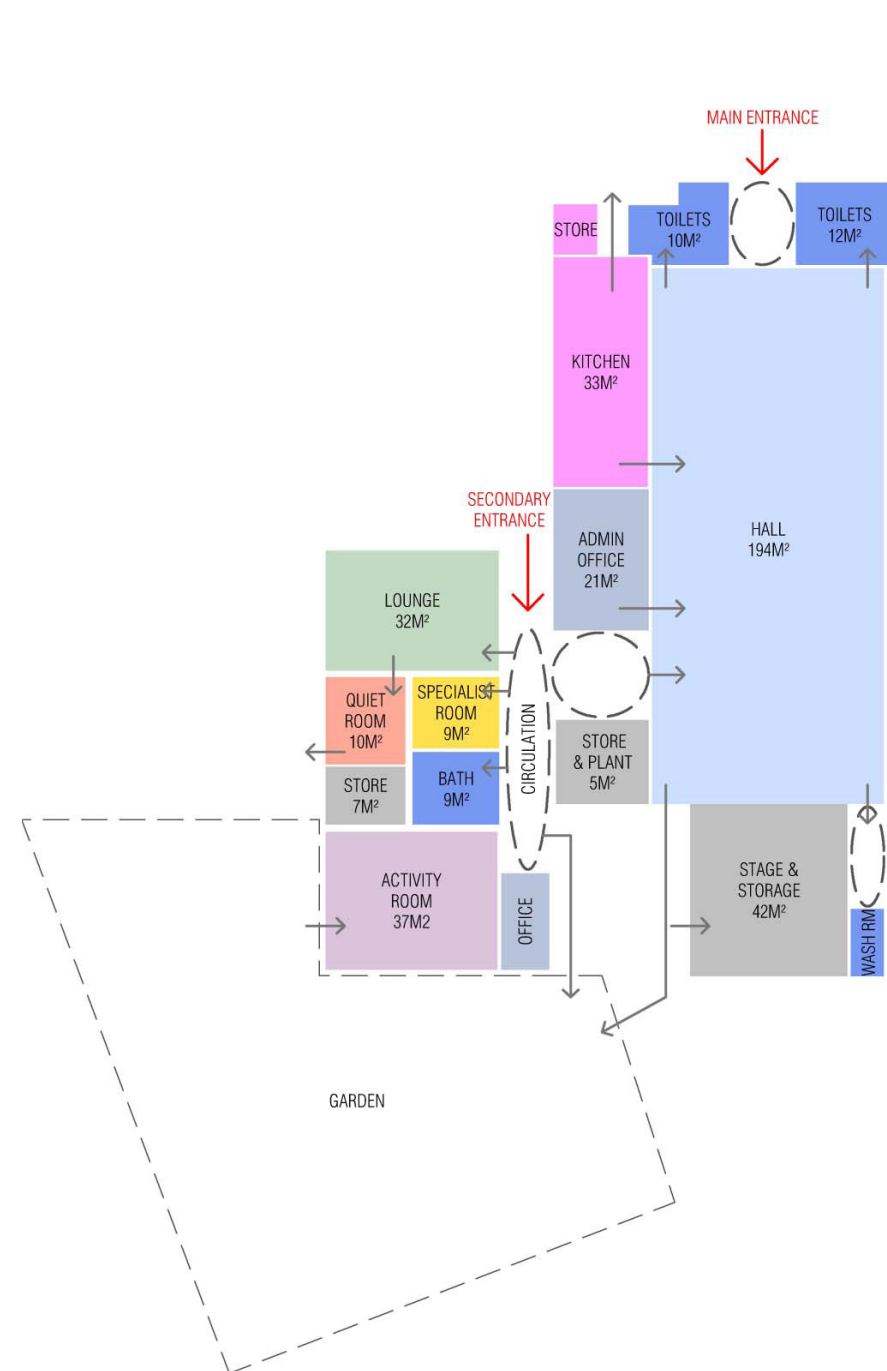
A key part of the brief was to review the existing facility, reprovide a similar proportion of usable area and room functions, whilst addressing the current issues of the poor or outdated program of the current building. This formed an analysis and part of the viability presentation to the user group. It then informed the arrangement of spaces for the new design and a benchmark of room sizes to deliver for the project.

Below are the 'Program Analysis' diagrams. The first is the existing building, the second is a version for a new facility at the current Elleray Hall site, and the last is the final option that has informed the plan arrangement at the North Lane site.

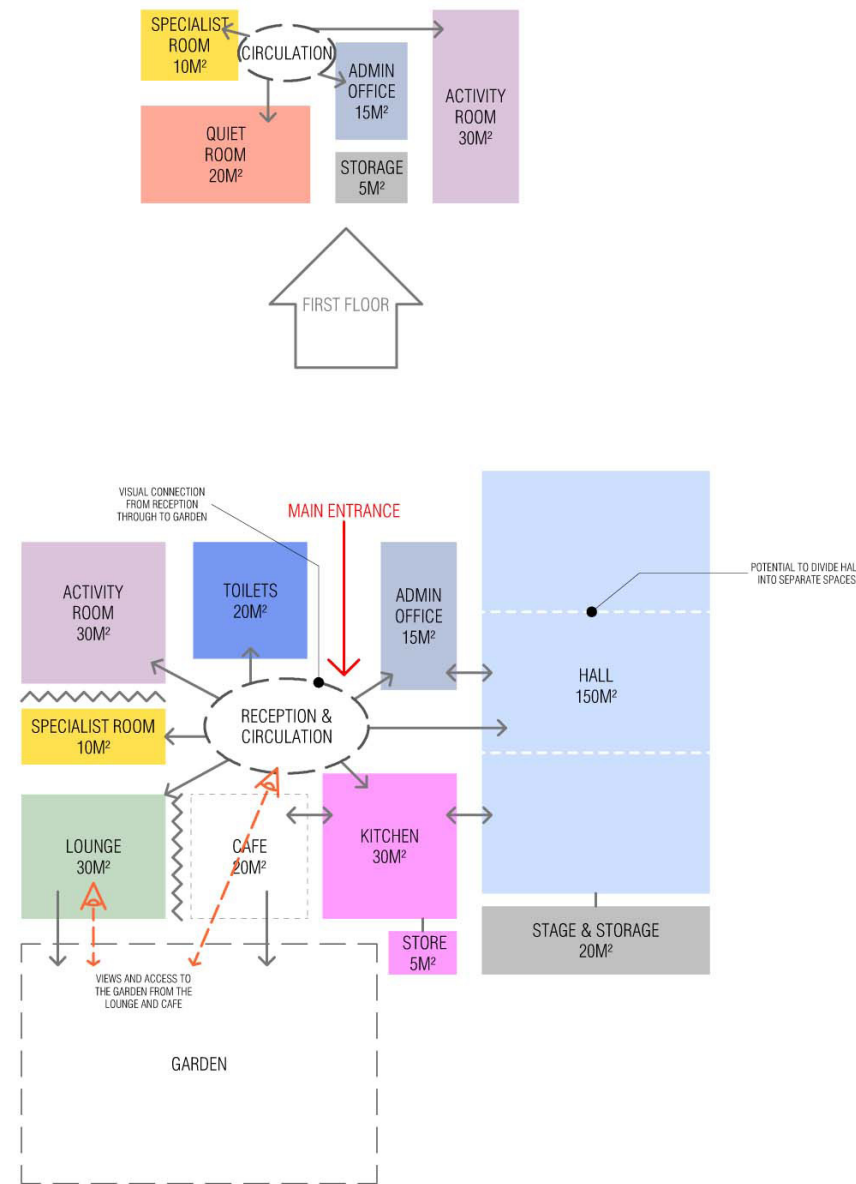
Additional enhancements are views and interaction with the garden, especially from the cafe and lounge areas, and in the final design, the hall itself.

Important principles include the better arrangement of access and reception, linking of various uses with built-in flexibility of opening up spaces for larger group functions or closing off for multiple group activities.

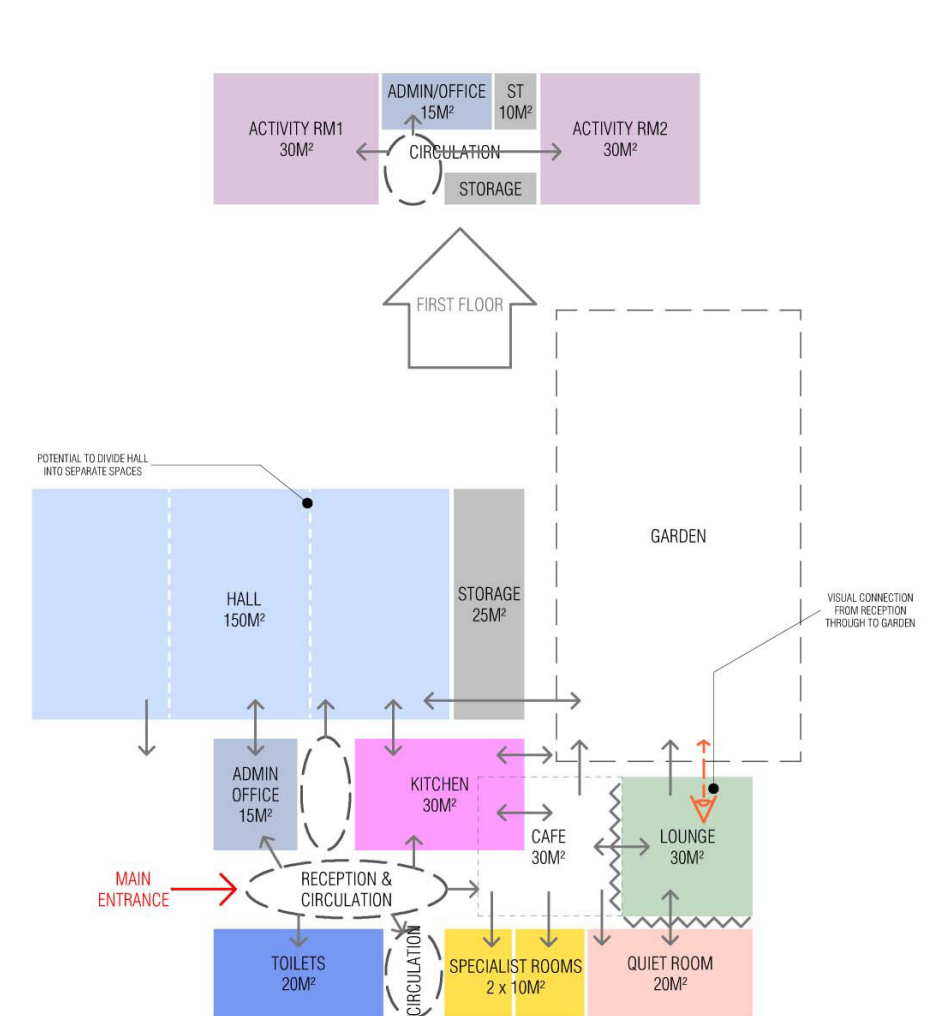
EXISTING PROGRAM



OPTION 1 PROGRAM - ELLERAY HALL SITE



OPTION 2 PROGRAM - NORTH LANE SITE



## 3.4 STAKEHOLDER CONSULTATION

On 1st April 2019, CCA met with representatives from Ellera Hall to visit the existing building, and discuss the spatial, access, technical and organisational requirements of the Ellera Community Association (ECA).

Initial designs of the new community centre were then produced to take into account the key considerations as discussed at both meetings.

Summary notes are as follows:

- Ideally Ellera Hall would stay on its current site, or the new hall be completed before demolition of the existing
- Ability to sub divide the hall would be beneficial for other local groups to use out of hours
- Provide appropriate spaces on the ground floor with access suitable for more vulnerable users is important
- The garden space is very important for the members
- Provision for a Minibus parking space is essential
- Ideally the scheme would provide up to 6no. car parking spaces however they would accept a minimum of 3
- Adequate storage area and ancillary spaces for washing/drying would be required within the building
- Independent access to the hall is a good idea and having separate access to the office and other rooms allows for the spaces to be used by different groups simultaneously

Other considerations:

The community centre should be designed to accommodate the existing Ellera Hall user group as well as being a flexible building which can accommodate changing needs for an elderly day centre. The spatial arrangement needs to focus on providing areas that meet the area requirements and day to day needs of the existing user groups while also being mindful of changing demographics and requirements. The options need to consider the ability for spaces to accommodate other community groups both during the day and evening without disrupting the core programme.

In order to use the site most efficiently it was proposed that the building would

need to be over at least two storeys. Any accommodation proposed on the first floor would need to be fully accessible for all users.

# 3.5 PLANNING CONSULTATION

An initial request for pre-application 'concept' advice was made to LBRuT in April 2019, following which a meeting took place at the council's offices on 26th April 2019, and written advice was provided. The formal comments from the planning department steered the team towards providing the new community facility on the North Lane Depot, East Car Park site, with the new housing to be located on the current Elleray Hall site.

The comments received are listed below, and the relevant options are to the right:

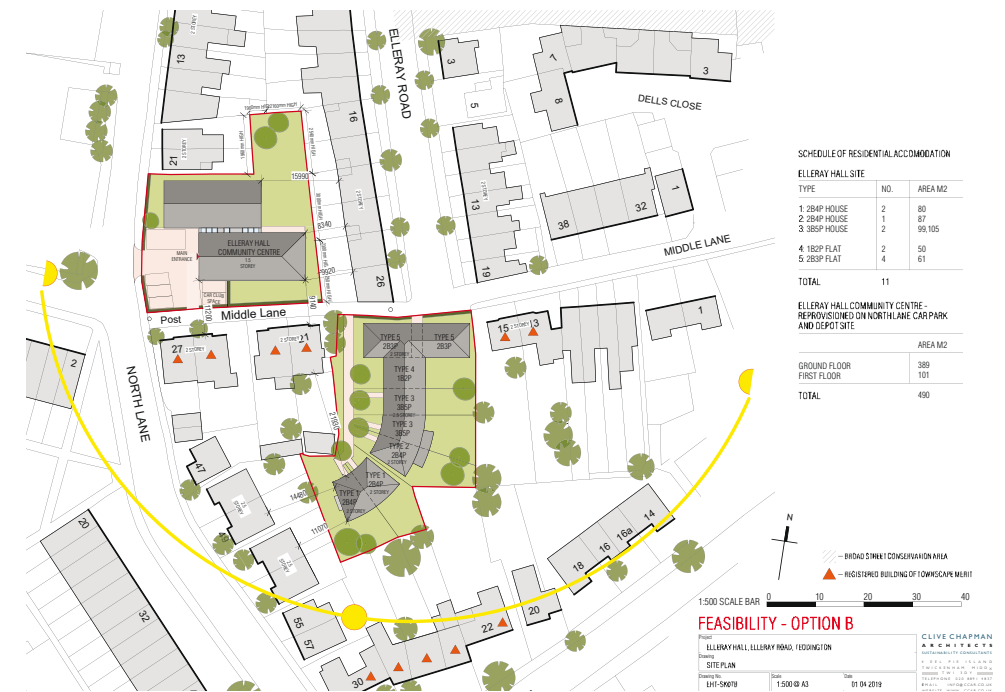
## LAND USE - SOCIAL INFRASTRUCTURE

### Option A

- Demonstrate the existing hall is no longer meeting the needs of the users / cannot be adapted.
- Confirm existing and proposed floor areas.
- The provision of two houses on the Elleray Road site involves the loss of some 'community use' land, which has not been subject to a marketing exercise, therefore a departure.
  - Confirm (through the existing users) that the new hall is sufficient and meet the existing user's needs.
  - Demonstrate these units are 'enabling' development to allow the delivery of the new community hall.
- Outline the phasing of the scheme and proposed temporary accommodation for the existing users, who will need to be decamped whilst construction takes place.
- Refer to housing and transport sections regarding loss of car parking and affordable housing and mix.

### Option B

- Demonstrate the existing hall is no longer meeting the needs of the users / cannot be adapted
- Confirm (through the existing users) that the re-provision of the facilities on North Lane are sufficient and meet their needs.
- It will be necessary to ensure the Elleray Hall on North Lane is constructed and delivered for occupation prior to the commencement of development (including demolition) on the Elleray Hall site. (The LPA cannot enter into a legal agreement with itself for any obligation, including phasing, and therefore will need a commitment from applicants).



Option A - Viability Drawings  
 New community centre on the existing hall site, and housing at the car park site.

Option B - Viability Drawings  
 New community centre on the car park site, and housing at the Elleray Hall site.

- Given no marketing of the existing Elleray Hall site, it is essentially a departure. It is recommended that the housing development is essentially enabling development to allow the community facilities of 'Elleray Hall Community Centre' continue. This must be demonstrated. (It will need to be part of a linked site strategy).
- Refer to housing and transport sections regarding loss of car parking and affordable housing and mix.

#### LAND USE - AFFORDABLE HOUSING

- Both schemes propose in excess of 10 units, and therefore onsite affordable housing will be required. Any shortfall of this requirement will need to be demonstrated through a viability assessment, which must be independently assessed (funded by the applicant).
- No details of tenure / mix for the affordable element have been outlined. The affordable housing mix must reflect the need for larger rented family units. Any submission should be accompanied with evidence of discussions between the RP and the Council's Housing Development Team to ensure the mix reflects the local needs. There may be opportunities to increase the affordable housing provision through use of grants, which should also be explored with the above.
- Further details of rents, nominations etc are required.

#### LAND USE - HOUSING MIX, TENURE AND STANDARDS

- Need to demonstrate the scheme meets the Nationally Described Space Standards
- Units should not exceed the internal housing standards to ensure efficiency of the site and affordability.
- Demonstrate the scheme meets the external amenity standards – any shortfalls need to be robustly justified.
- Whilst the site is not located within a town centre, given the proximity to facilities amenities, transport interchange, it is recommended the amount of small units is increased to the majority (currently 31% for Option A and 18% for Option B). This will improve the efficiency of the site and affordability of accommodation on offer.

#### Option A

- 4 \* 1bed 2 person
- 5 \* 2bed 3 person
- 1 \* 2bed 4 person
- 3 \* 3bed 5 person
- Total – 13 units
- 31% small units
- 69% family accommodation

#### Option B

- 2 \* 1bed 2 person
- 4 \* 2bed 3 person
- 3 \* 2bed 4 person
- 2 \* 3bed 5 person
- Total – 11 units
- 18% small units
- 82% family accommodation

- Necessary to demonstrate the flats that will meet the 10% wheelchair accessible units (M4) (3) and M4(2).

#### SITING AND DESIGN

##### Generic comments:

- There is no objection to the loss of the existing buildings, which do not positively contribute to the local area.
- No elevations provided, and therefore comments restricted to footprint, siting and height. Any scheme will need to demonstrate compliance with the above.
- No's 13-27 Middle Lane are designated Buildings of Townscape Merit. Any development will need to demonstrate how the scheme preserves their significance.

#### Option A

##### Elleray Hall site

- No objections to layout, given existing footprint and the height of the replacement hall restricted to 1.5 storeys
- No objection to the footprint of the type 6 accommodation – responding to front and rear building lines of the adjacent properties.

##### North Lane

- Seems constrained / overdevelopment
- Whilst 2 storey acceptable for frontage, height towards the rear unacceptable. The type 3 units should be no more than two storey – these essentially represent a backland development (where units should be more modest in scale). Further, the immediate context is two storey, which should be respected.
- Given the limited distance between the rear of Elleray Road properties and the east flank wall of the type 2 property adjacent to the boundary, this unit should be no more than single storey, or removed in their entirety.
- Type 1 property should be no more than single storey.

#### Option B

##### Elleray Hall

- Type 5 accommodation allows for a strong frontage along Elleray Hall / Middle Lane and responds to front and rear building line of adjacent properties.
- Curved mews development responds to shape of site. However, the type 3 accommodation should be replaced with type 2 accommodation. Refer to SPD – needs to be more modest in scale than road frontage properties.
- Most southerly unit (type 1) needs to be reduced in scale / relocated off the west boundary, as this falls short of the 13.5m required distances between the rear of properties and flank of new units.
- To prevent overlooking to adjacent gardens, it will be necessary to be 'creative' in the siting / direction of fenestration.

##### North Lane

- More superior / acceptable layout compared to Option A
- Allows for a greater distance between the east elevation and the rear elevation of Elleray Road properties
- Subject to ground levels being comparable between site and neighbouring lane the storey heights may be acceptable.
- Given the length of the north elevation, adjacent to No. 21, it must be demonstrated that this will not appear overbearing. Officers usually advice no more than 2.2m when the flank wall is located on the boundary.

#### TRANSPORT/CYCLING/PARKING

##### Transport Assessment and Travel Plan

- Given the nature and scale of the development, a full transport assessment and travel with plan will be necessary.
- As part of this document, the applicant must conduct a trip generation analysis using TRICS, the nationally recognised trip generation database,

##### Car parking:

- Loss of North Lane (East) car park: This currently provides 27 car parking spaces, and operates Monday to Saturday, 8am-6.30pm. The scheme will result in the loss of such facility. Any submission will need to undertake a parking survey of existing car park to ascertain usage; whether other existing car parking in the locality (namely North Lane West) can cater for any loss; and the implications of such loss to ensure this does not harm the vitality and viability of Teddington Centre.
- Proposed parking:
  - North Lane is not located within a CPZ. Elleray Road is designated Z1 CPZ, which operations Monday to Sunday, including Bank Holidays between 8:30am to 10pm
  - Any scheme will require a legal agreement to remove residential CPZ permits (for

existing and future CPZs)

#### Option A

##### Elleray Hall site

- The scheme proposes 467m<sup>2</sup>, however, does not detail person / seat occupancy.
- The housing generates the need for 2 spaces
- Scheme provides 4 spaces and mini bus space.
- No in principle objection. However:
- Need to demonstrate this meets the needs of the use (based on existing)
- Need to demonstrate manoeuvrability – concerned over the feasibility of using spaces

##### North Lane

- Generates need for up to 12 onsite spaces.
- 1 car club provision.
- Need to undertake parking surveys. Subject to their results, no in principal objection to lesser provision, given car club and CPZ restriction. However, may want to consider reducing number of 3beds (reduces car parking requirements)
- Need to demonstrate manoeuvrability – concerned over the feasibility of using spaces

#### Option B

##### Elleray Hall site

- Generates need for up to 12 onsite spaces.
- No on site spaces provided, however, 1 car club bay on North Lane site.
- Need to undertake parking surveys. Subject to their results, no in principal objection to lesser provision, given car club and CPZ restriction. However, may want to consider reducing number of 3beds (reduces car parking requirements)

##### North Lane

- The scheme proposes 490m<sup>2</sup>, however, does not detail person / seat occupancy.
- Scheme provides 3 spaces and mini bus space.
- No in principle objection. However:
- Need to demonstrate this meets the needs of the use (base on existing)
- Need to demonstrate manoeuvrability – concerned over the feasibility of using spaces

## 3.6 VIABILITY REPORT SUMMARY

The following page contains details of the design options developed in response to brief. These options have been amended following discussions with the council members, the user group and a planning concept meeting with Lucy Thatcher, Strategic Applications Manager LBRuT.

The options are summarised below:

#### OPTION A

The re-provision of Elleray Hall on its existing site with the addition of 2no residential properties and the provision of 11 no. residential properties on the North Lane Car Park Site.

#### OPTION B

The re-provision of Elleray Hall on the North Lane Car Park Site and the provision of 11no. residential properties on the Elleray Hall site.

#### KEY DESIGN PRINCIPLES

##### COMMUNITY CENTRE

- A large hall with potential divide the space into three separate areas suitable for independent use by other local groups as well as the existing user group.
- Separate access to the hall.
- Kitchen area located with ability to serve both the hall and cafe area.
- Admin office split across two floors with the ground floor accessible from both the reception area and the hall.
- Parking space for minibus plus 3 car parking spaces.
- Activity room and cafe opening out onto garden.
- Ability for activity rooms to be flexible with movable walls suitable for a number of different activities.
- Open reception area with views and access to the garden.
- Massing and building height in keeping with neighbouring buildings.
- A range of activity room sizes.
- Lift access to all floors.
- Additional activity rooms located on the first floor with potential for these to be utilised during the day by other local groups with minimal disruption to the existing Elleray Hall programme.
- Parking for a minimum of 3no. cars and 1 no. Minibus.

##### RESIDENTIAL UNITS

- Mix of unit types and sizes appropriate for the location.
- Street frontage tying into existing urban grain.
- Massing and building heights respectful of neighbouring residential properties and registered Buildings of Townscape Merit (BTM).
- 1 Shared car club space provided.
- Private amenity space for houses and shared amenity space for proposed flats.

##### PARKING SURVEY

A parking survey has been undertaken by Paul Mew Associates. The study has assessed the parking impact resulting from the loss of parking at the North Lane Car Park site.

The report concludes that the “parking stress levels will remain below the 85% threshold prescribed by Richmond Borough Council, following the redevelopment of the North Lane car park. In addition, it is evident that North Lane West car park is able to absorb spill-over parking during the peak weekend periods.”

##### CONCLUSION

The parking survey has shown that parking stress levels will remain below the 85% threshold following the development of the North Lane Car Park.

The spatial and planning analysis together with the financial viability appraisal illustrate that there is potential for a viable scheme for both options A and B.

Option A shows a greater surplus, but no financial allowance has been made for a temporary hall to be built on the North Lane car Park or allowance for logistical arrangements in using Linden Hall or other facilities.

The community centre for option B is 23m<sup>2</sup> larger than for option A.

Whilst option B shows a lower surplus it is the planners preferred option and completing a new community centre first may be the most efficient and beneficial to the community.

# 4.0

## COMMUNITY ENGAGEMENT

- 4.1 FIRST STAGE CONSULTATION
  - 4.2 SECOND STAGE CONSULTATION
  - 4.3 DESIGN DEVELOPMENT
-

# 4.1 FIRST STAGE CONSULTATION

In February 2020, a Public Consultation was held at Richmond Housing Partnership (RHP)'s offices and Ellerry Hall, which displayed the proposals arising from the feasibility study. Comments from attendees were discussed between CCA and the council after the events, and the results were incorporated into the design, such as an additional of disabled WC added to the first floor. Overall, the comments were positive.

Presentation Boards:

### Introduction / Timeline

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

For the past 45 years, Ellerry Hall has been a place where local people can take part in a range of activities run by Ellerry Community Association. The services remain an integral part of the community support for older people. However, the building in which they are based is increasingly difficult and expensive to maintain.

In 2016, Richmond Council held a consultation on proposals for a possible new community hub in the area. Residents and local groups were clear that the proposal was not viable. However, the new Council administration confirmed that the proposal would not go ahead.

There were several options to consider. It was decided that the best option was to redevelop the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

Being nothing is not our preferred option. Ideally, redeveloping the current site would allow us to continue to provide a range of services for older people in the current location. The Ellerry Community Association has requested that Council consider a redeveloped site.

Over the last 12 months we have engaged with Ellerry Hall residents and carried out a feasibility study on the options available.

**2016 - 2018** Initial engagement  
**2019** Feasibility study  
**2020** Public consultation  
**2021** Planning application  
**2022** Construction start

### Feasibility Study continued

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

**Parking in the local area**  
A feasibility study has been carried out which included an assessment of the impact resulting from the loss of parking for the car park. The study concluded that the loss of parking would be a significant issue for the local area. The study also identified that the loss of parking would be a significant issue for the local area.

**Existing buildings**  
The Council is currently exploring the possibility of redeveloping the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

**What could the inside look like?**  
The Council is currently exploring the possibility of redeveloping the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

### What could the inside look like?

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

The floor plan shows a large open-plan area with a kitchen, dining area, and lounge. There are also several bedrooms and bathrooms. The plan is designed to be flexible and adaptable to the needs of the community.

### What is Ellerry Hall?

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

**SMART HOME IN READY TO GO!**  
As part of the current proposal we have considered the view that residents (including members of Ellerry Hall) give us as part of the 2016 consultation and over the past twelve months. We have taken a new perspective.

**On fully accessible for residents of all abilities**  
The new centre will be fully accessible for residents of all abilities, including those with mobility aids, hearing aids, or other physical disabilities. It will also be accessible for those with mental health issues.

**Have suitable and sufficient parking for members of the community**  
The new centre will have suitable and sufficient parking for members of the community, including those with mobility aids, hearing aids, or other physical disabilities. It will also be accessible for those with mental health issues.

**Have adequate storage**  
The new centre will have adequate storage for members of the community, including those with mobility aids, hearing aids, or other physical disabilities. It will also be accessible for those with mental health issues.

**Be energy efficient**  
The new centre will be energy efficient, using sustainable materials and energy-saving technologies. It will also be accessible for those with mental health issues.

### Our proposal

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

**PROPOSAL SUMMARY**  
The Council is currently exploring the possibility of redeveloping the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

**Old graphic of the proposed new development on the former depot and North Lane (road) car park site**  
The Council is currently exploring the possibility of redeveloping the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

### Site plan for the proposed new centre

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

The site plan shows the location of the proposed new centre on the former depot and North Lane car park site. It also shows the location of the existing buildings and the surrounding area.

### The Feasibility Study

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

In June 2016, the Council started to explore options for the re-provision of Ellerry Hall to meet local needs and requirements. The Council's Feasibility Study was completed in March 2017. The study identified that the current site was no longer viable and that a new centre was needed.

**The feasibility study aimed to:**  
- Identify the needs of the community  
- Explore the options for re-provision  
- Assess the viability of the options  
- Identify the key issues for the new centre

**Summary of Findings**  
The Council is currently exploring the possibility of redeveloping the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

### Elevations for the proposed new centre

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

The elevations show the proposed new centre from different angles. They include the front elevation, side elevation, and rear elevation. The design is modern and functional, with a focus on accessibility and sustainability.

### FAQs

www.richmond.gov.uk/Ellerry\_Hall\_Reprovision

**Why has the former depot and North Lane (road) car park site been selected over other alternatives?**  
The Council has selected this site because it is the most viable option for the new centre. It is also the most accessible and sustainable option.

**What services would a new centre provide?**  
The new centre would provide a range of services for the community, including a lounge, dining area, and bedrooms. It would also be accessible for those with mental health issues.

**Who will the centre be for?**  
The centre will be for the community as a whole, including those with mental health issues. It will also be accessible for those with physical disabilities.

**When will the centre be built?**  
The Council is currently exploring the possibility of redeveloping the current site in the current location of local services. This would allow the current site to be used to meet the need for affordable housing.

# 4.2 SECOND STAGE CONSULTATION

Two online community engagement events were held on 10th and 20th March 2021 which were hosted and moderated by LBRuT. Councillor Gareth Roberts (Liberal Democrats) introduced the event and speakers which included CCA (Architects) and a representative from the Ellera Community Association. Local residents were able to ask questions and raise concerns, and were also invited to complete an online questionnaire, available on the LBRuT website. The council also ensured that paper copies were distributed to those who were unable to access this online.


A Community Engagement Report has been submitted as part of this application, which covers the feedback from the local community.

Presentation Boards:

### Introduction / Timeline

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

Ellera Hall is a community centre in the heart of Teddington that offers a range of activities, programmes for older people, run by the Ellera Community Association. However, the building needs to be replaced as it is no longer fit for purpose for the centre and its activities. The Council has been assessing the options for the new community centre for a number of years. The Council has been assessing the options for the new community centre for a number of years. The Council has been assessing the options for the new community centre for a number of years. The Council has been assessing the options for the new community centre for a number of years.



**Indicative Timeline**

1. 15th April 2021: Consultation on the new community centre.
2. 15th May 2021: Consultation on the new community centre.
3. 15th June 2021: Consultation on the new community centre.
4. 15th July 2021: Consultation on the new community centre.
5. 15th August 2021: Consultation on the new community centre.
6. 15th September 2021: Consultation on the new community centre.
7. 15th October 2021: Consultation on the new community centre.
8. 15th November 2021: Consultation on the new community centre.

**ELLERAY HALL**  
A NEW SOCIAL CENTRE AND HOUSING SCHEME FOR TEDDINGTON

### New community centre - design

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

The Council has heard from consultation responses that it is important to ensure that the new community centre is accessible to all. The Council has heard from consultation responses that it is important to ensure that the new community centre is accessible to all. The Council has heard from consultation responses that it is important to ensure that the new community centre is accessible to all. The Council has heard from consultation responses that it is important to ensure that the new community centre is accessible to all.




**ELLERAY HALL**  
A NEW SOCIAL CENTRE AND HOUSING SCHEME FOR TEDDINGTON

### New housing - design

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

It is a priority for Richmond Council to deliver much needed affordable housing in the borough, and a Council owned site offers a real opportunity to deliver affordable housing in the current climate. It is a priority for Richmond Council to deliver much needed affordable housing in the borough, and a Council owned site offers a real opportunity to deliver affordable housing in the current climate. It is a priority for Richmond Council to deliver much needed affordable housing in the borough, and a Council owned site offers a real opportunity to deliver affordable housing in the current climate.




**ELLERAY HALL**  
A NEW SOCIAL CENTRE AND HOUSING SCHEME FOR TEDDINGTON

### FAQs

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

**Will the Council make a profit from the sale of the Ellera Hall site?**

**Will the Council mitigate the parking lost at North Lane Car Park?**

**Will the housing scheme put additional stress on parking in the area?**

**What services would a new centre provide?**

**Tell us your views**

The Council is seeking views from members of the Ellera Hall and the local community on the design for the new Community Centre prior to submitting a planning application. Further statutory engagement will be carried out as part of the planning process.

Please have your say online: [www.richmond.gov.uk/Ellera\\_Hall](http://www.richmond.gov.uk/Ellera_Hall)

**Deadline for feedback: 7th April 2021**

### New community centre - design

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

This master plan shows the new Community Centre and residential development. The Community Centre will be accessed from North Lane and is located directly opposite the North Lane (A10) car park. The housing development will be accessed from Middle Lane (A1040).



**ELLERAY HALL**  
A NEW SOCIAL CENTRE AND HOUSING SCHEME FOR TEDDINGTON

### New community centre - site plan

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

**Ground floor**

- Large, double height hall designed with integral storage and lockable storage, so the space can be used for a wide range of activities.
- Commercial area to serve the hall, cafe and garden area.
- Terrace and reception area.
- Access to the garden.
- Access to the car park.

**First floor (southern wing)**

- New modular activity spaces.
- Access to the garden.
- Access to the car park.

**External**

- Landscaped garden and covered storage space.
- Access to the garden.
- Access to the car park.



**ELLERAY HALL**  
A NEW SOCIAL CENTRE AND HOUSING SCHEME FOR TEDDINGTON

### New housing - site plan

[www.richmond.gov.uk/Ellera\\_Hall\\_Reprovision](http://www.richmond.gov.uk/Ellera_Hall_Reprovision)

**Ground and first floor plans**



**ELLERAY HALL**  
A NEW SOCIAL CENTRE AND HOUSING SCHEME FOR TEDDINGTON



## 4.3 DESIGN DEVELOPMENT

Following the public engagement events, a number of concerns were raised. They related to proposed window aspect from the residential proposal and possible overlooking to neighbours. In particular, the existing residents along North Lane and Park Lane, and the proximity of proposed windows to their rear elevation, first floor windows, as well as privacy to gardens.

LBRuT planning policy guidance from the Supplementary Planning Document 'Small and Medium Housing Sites' outlines that:

*In defining a layout it is important that new development does not infringe on privacy, daylight and sunlight of adjacent properties nor that of the intended occupiers. Privacy, daylight and sunlight are standards should be used to ensure that a layout is acceptable but should not necessarily dictate the layout. To make sure that the privacy of occupiers is respected the windows of main facing habitable rooms (reception rooms, dining-kitchen and bedrooms) should preferably be no less than 20 metres apart. Where principal windows face a wall that contains no windows or those that are occluded (bathrooms for example) separating distances can be reduced to 13.5m. In terms of daylight, new buildings sited close to the main windows of existing properties should not cause obstruction or overshadowing.*

*Despite standard separating distances, some of the Boroughs more historic places are characterized by intimate pedestrian lanes and courtyards of less than 20 or indeed 13.5m between frontages. Development would not necessarily be precluded here and would need to be considered on a site by site basis. The staggering of facing windows to prevent direct views as well as considered placing of bathroom or cloakroom windows in the most appropriate elevation could mitigate some privacy concerns.*

The following Window Aspect Diagram was created to assess the direction and distance from first floor windows around the site. The red arcs are set at 20m and demonstrate that no habitable room windows infringe the SPD guidance. That the crossover of window aspects converge over existing outbuilding roofs or the site itself.

The end window to the housing scheme, ringed in red and marked A, was re-orientated away from the closest neighbours (49-49A North Lane) to make sure overlooking was avoided.

Beyond the angling of the proposed windows, they will also be recessed into the

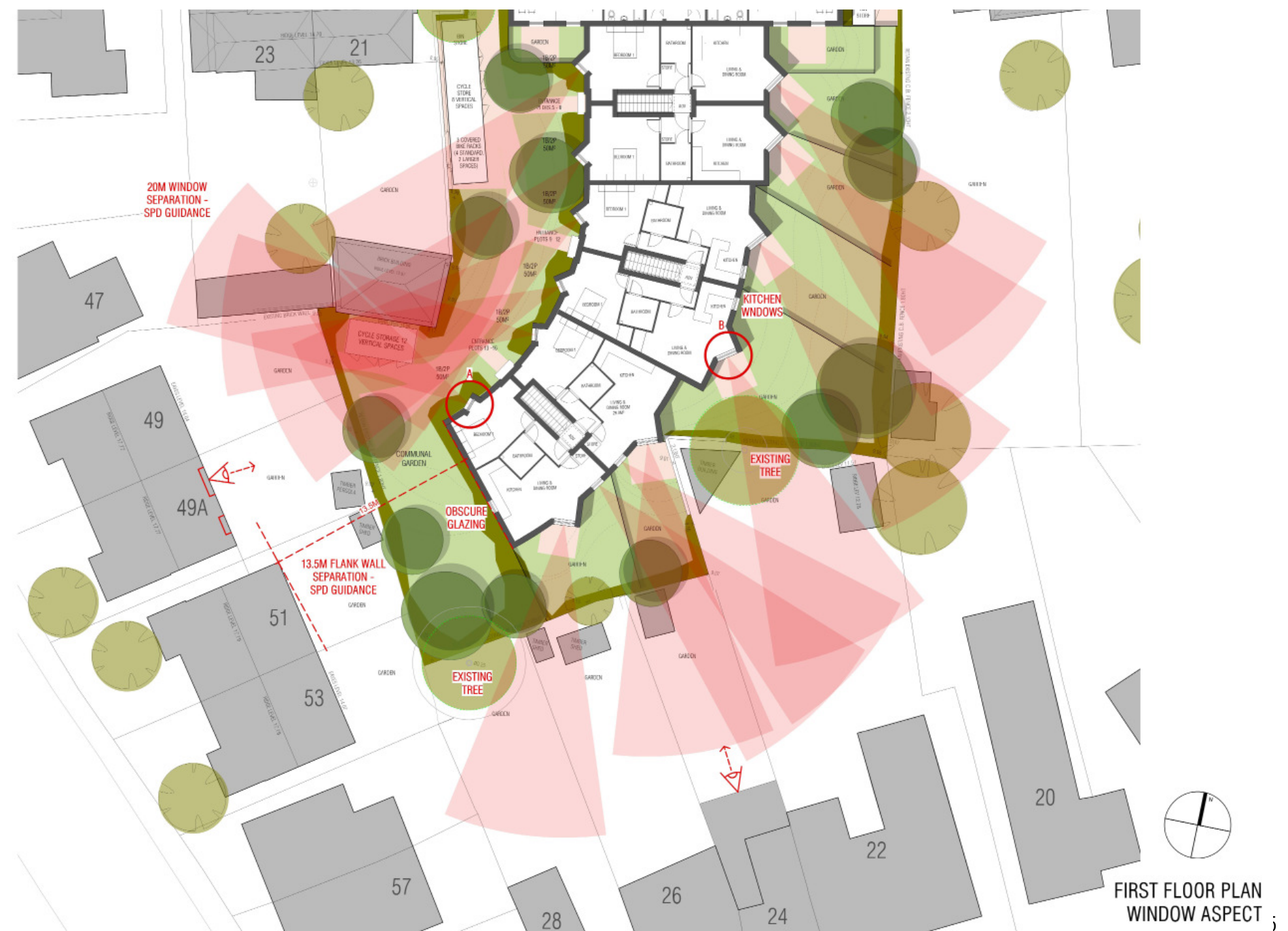
bays restricting views further, whilst new trees are being proposed at key locations as a natural screen, and to protect neighbours garden amenity.

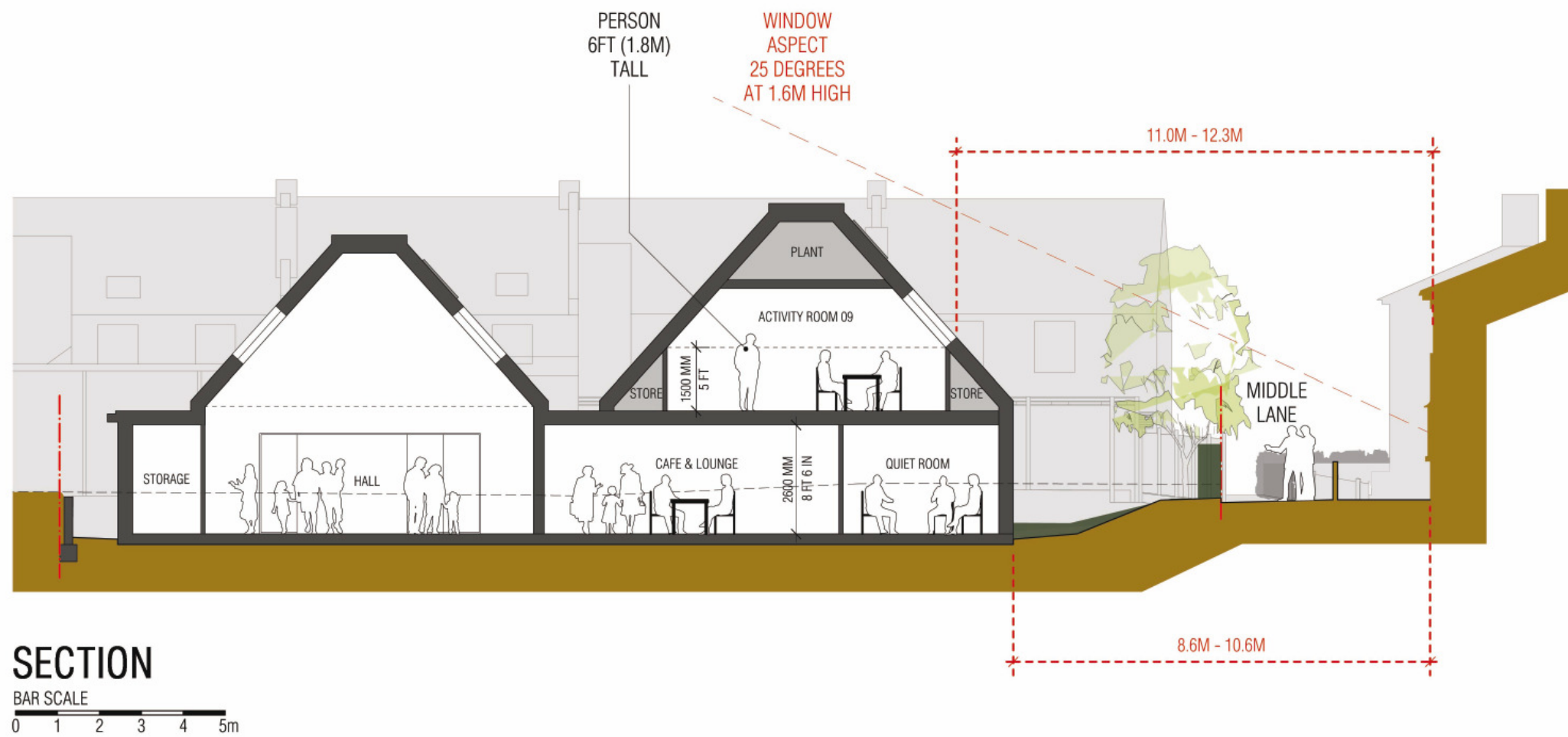
A number of photomontage images were issued by neighbours, and these were tested in the 3D massing model. The corresponding results are also shown with this document.

Another neighbour comment related to the proposed community centre, and whether the rooflights would be normal windows. A section has been provided showing the angled rooflights and indicating their height within the activity rooms.

As part of the planning application submission, a Daylight & Sunlight (Neighbouring) Report has been carried out, and concludes:

The results demonstrate that the proposed development will have a relatively low impact on the light receivable by its neighbouring properties. Non-compliance with the BRE recommendations is limited to the daylight or sunlight tests in respect of windows 8 & 10 at 21 North Lane and window 81 at 26 Ellera Road. In our opinion, taking into account the overall high level of compliance with the BRE recommendations, and the mitigating factors set out in section 4, the proposed development is acceptable in terms of daylight and sunlight.

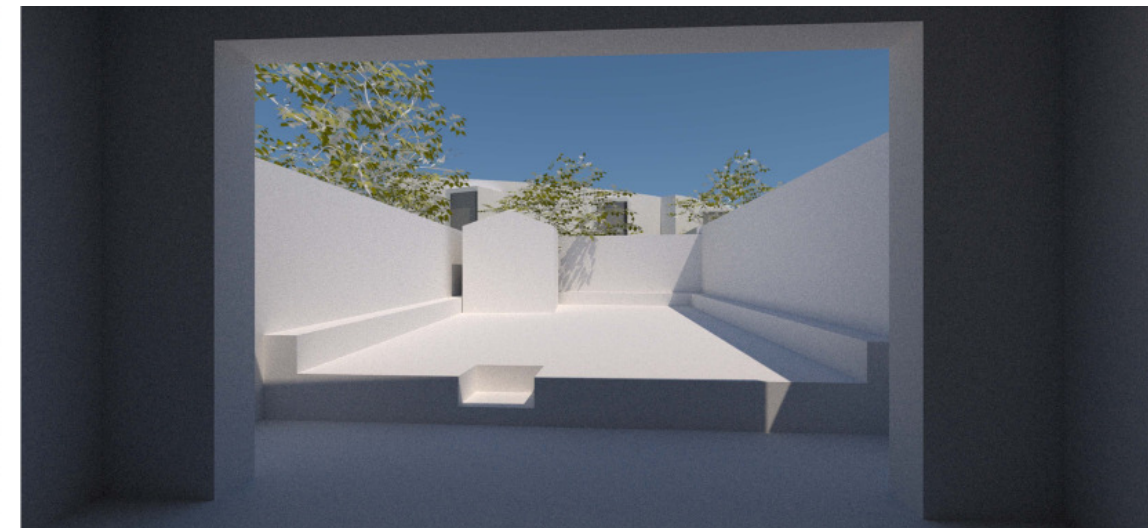




Section showing proposed community centre first floor rooflights aspect in respect of Middle Lane



3D Model View of proposed residential development from existing property on North Lane in response to residents' own 3D views



3D Model View of proposed residential development from existing property on Park Lane in response to residents' own 3D views

# 5.0

## ADDITIONAL CONSULTATION

- 5.1 PLANNING
  - 5.2 STAKEHOLDER
  - 5.3 SECURED BY DESIGN
  - 5.4 DESIGN REVIEW PANEL
-

## 5.1 PLANNING

Following a second formal submission for pre-application advice, a meeting took place on 19th August 2020. The following comments were received from the Strategic Applications Manager (Richmond):

### *Elleray Hall Site*

*The site is sandwiched between BTMs. Whilst there is no objection to the loss of the existing building, which does not positively contribute to the local area, any development must be a high standard of design that preserves the setting and significance of the adjacent BTMs.*

*The scheme is a flatted development; however, it has been designed to appear as two houses on the street frontage, which is successful, and responds to the adjacent properties in terms of building line and low gradient pitched roof. The success of any design depends on detail, and therefore it is recommended an analysis of the adjacent properties are undertaken to establish reveal depths, detailing, floor and windows proportions, to ensure these are all compatible and enable maximum integration into the streetscene.*

*The site already accommodates a large building and therefore there is no objection in principle to the provision of a rear wing, responding to the shape of the site. Also, it is welcomed that the height is lower than the frontage. Given the varied design of the adjacent buildings and the design of the existing building, there is scope for a more modern approach. Details of the materiality are required. The green roof is welcomed.*

### *North Lane Site*

*North Lane supports a varied character of buildings, with the Tesco building and open car park to the west, the two storey cottages to the east side of the road, recently constructed 2-3 storey properties and 1960/1970 properties to the south.*

*Any community building is going to be of a different character to the surrounding context, by virtue of its function. However, any submission should demonstrate why this is of an exceptional design and responds and respects to local character. No design and access statement have been provided showing considerations and impact on heritage assets, and therefore comments are very brief and informal:*

- *Whilst the height may respect the adjacent properties, the roof gradient is*

*awkward, too steep and results in a top-heavy appearance.*

- *The front elevation lacks interest with only one window in each wing.*
- *Lack of identity*
- *No details on materiality*
- *Concern regarding over development of the site – refer to residential amenity section.*

Following this correspondence, additional design changes were carried on a number of occasions related to the community centre massing and siting, refer to following design development images.

In summary, changes requested by the planning department have been the moving of the roofs away from neighbouring properties, so the hall storage is a single storey element, as well as part of the lounge and quiet room. The proposed building has been lowered by 400mm from the North Lane street level. The north wing has a single storey element positioned 1.2m from the northern boundary to No. 21 North Lane, which is below the existing fence height, so not visible; its pitched roof is pushed back away from the closest boundary to 3.0m. The roof then rakes away to the ridge to a distance of 7.5m from the flank of the neighbouring building.

The south wing clears both the 25 degree/1.6m and 2.0m lines, whilst the north wing marginally crosses the 25 degree/1.6m zone.

Based on the design changes of the schemes, the planning department responded with the following correspondence in September 2020:

### *North Lane*

*On balance, given the gap between the buildings, the single storey flat roof element remaining lower than the boundary fence line, and the hipped roof sloping away from the boundary, this may be acceptable.*

### *Elleray Road properties – South Wing*

*The single storey element at the rear could potentially be larger, provided this does not exceed the height of the rear boundary.*

### *Elleray Road properties*

*Whilst the development still encroaches within this 13.5m zone, on balance, given*

*the lowering of the ground level changes, the hipped roof sloping away from the east boundary and now further back into the site, this relationship may be acceptable.*

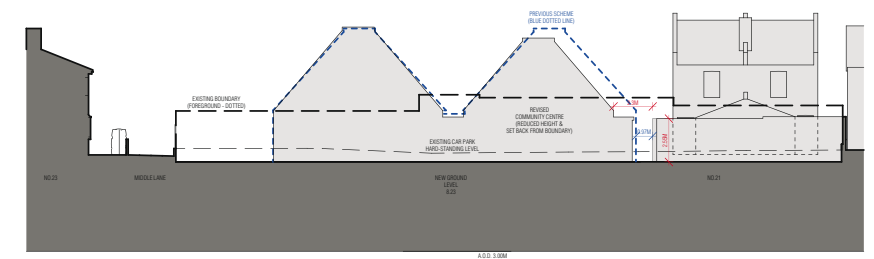
### *Other outstanding matters*

*Whilst I am fully aware the reduction in ground level is to mitigate against the height of the development, it is still necessary to ensure this is acceptable in design / elevational treatment within the streetscene. Full BRE assessment is required, to determine daylight, sunlight and overshadowing implications.*

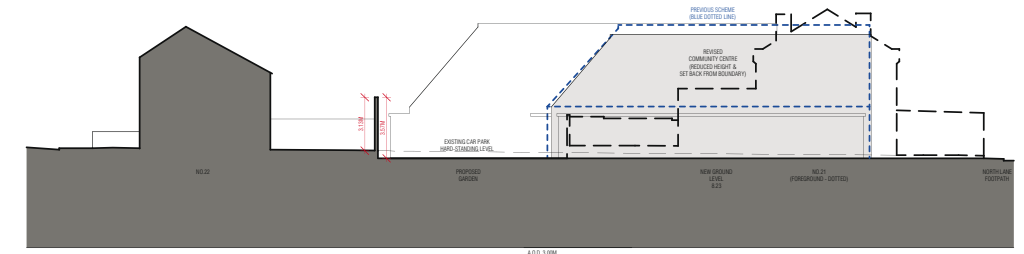
SITE LAYOUT (1:200)  
(BLUE DOTTED - PREVIOUS SCHEME)



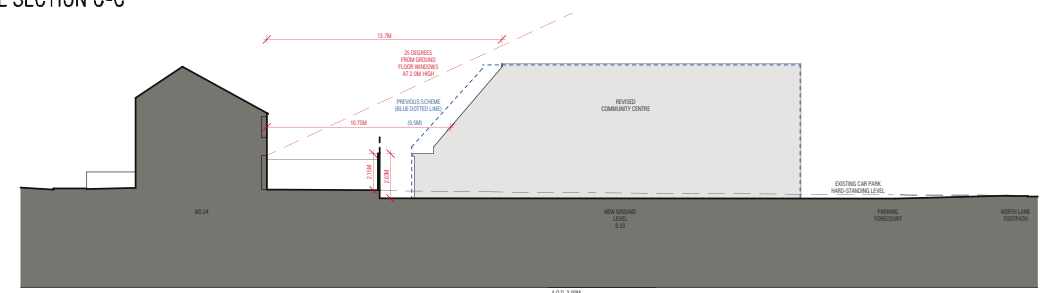
SITE SECTION A-A  
(1:200)



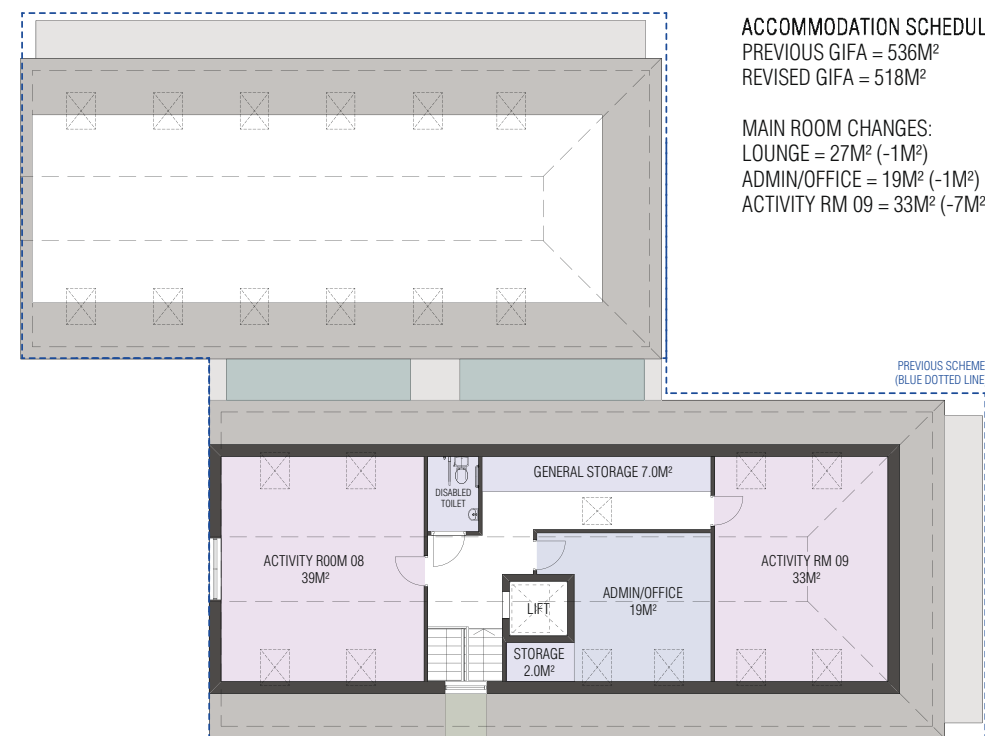
SITE SECTION B-B



SITE SECTION C-C



SCALE BAR 1:100  
GROUND FLOOR (1:100)  
(BLUE DOTTED - PREVIOUS SCHEME)



FIRST FLOOR (1:100)

ACCOMMODATION SCHEDULE:  
PREVIOUS GIFA = 536M²  
REVISED GIFA = 518M²  
  
MAIN ROOM CHANGES:  
LOUNGE = 27M² (-1M²)  
ADMIN/OFFICE = 19M² (-1M²)  
ACTIVITY RM 09 = 33M² (-7M²)

IMAGE 1  
No 21 NORTH LANE - FIRST FLOOR WINDOW VIEW



AERIAL VIEW



IMAGE 3  
VIEW LOOKING WEST



IMAGE 2  
VIEW FROM NORTH LANE

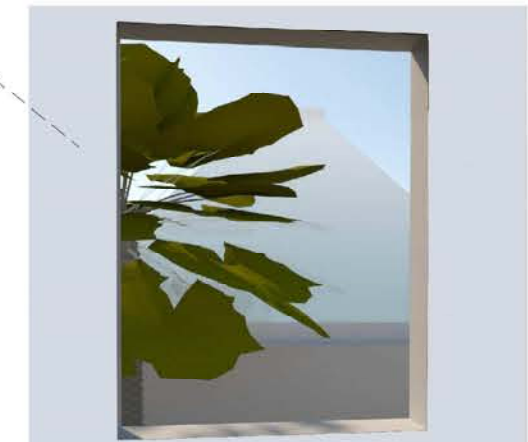


IMAGE 4  
No 24 ELLERAY ROAD - FIRST FLOOR WINDOW VIEW

NOTES

**A** - PROPOSED PITCHED ROOF PUSHED BACK FROM BOUNDARY AND NEIGHBOUR AT No 21 NORTH LANE, WITH A SINGLE STOREY FLAT ROOF INSERTED. PITCHED ROOF LOWERED WITH THE REDUCTION OF WIDTH.

REDUCES IMPACT TO VIEW FROM THE FIRST FLOOR WINDOW OF No 21, SEE IMAGE 1.

**B** - PROPOSED PITCHED ROOF PUSHED BACK FROM BOUNDARY AND NEIGHBOUR AT No 24 ELLERAY ROAD, WITH A SINGLE STOREY FLAT ROOF INSERTED.

REDUCES IMPACT TO VIEW FROM THE FIRST FLOOR WINDOW OF No 24, SEE IMAGE 4.



IMAGE 6  
VIEW LOOKING NORTH ACROSS MIDDLE LANE



IMAGE 5  
VIEW LOOKING DOWN TO REAR GARDENS OF No 26 - 20 ELLERAY ROAD

Revisions:

## 5.2 STAKEHOLDER

A further stakeholder event with the ECA was carried out on 25th September 2020; it outlined the team aspirations and provided feedback on the current pre-planning process. Key discussions were on room uses for the proposed community centre, including:

- Hall size reduced to 141m<sup>2</sup> from previous proposals. Aim to achieve 150m<sup>2</sup> with next design iteration, where possible.
- Dividing partition doors omitted on plan during pre-app process. To be reinstated.
- The partitions need to provide suitable acoustic dampening qualities. Possible solutions could be solid bi-fold doors and/or acoustic curtains.
- Structural strategy to avoid beams across hall space, to allow flexibility in use
- Provide sketch layout of possible table arrangement with circulation zones for seven tables seating eight diners, as provided by the current hall.
- Current hall has three members of staff. Occupancy might be increased. Office size to be reviewed.
- Facility for storing coats / bags, and/or cloakroom to be reviewed. Does this need to be a room, coat hooks or furniture. Separate coat space for staff and/or facility users.
- Avoid creating circulation 'pinch point'.
- Kitchen has reduced in size from 30m<sup>2</sup> to 28m<sup>2</sup>. This might be too small for meal cooking to the hall whilst serving the café. Aim to increase where possible during next iteration. Provide sketch kitchen layout for further discussions on practical usage.
- No partitions to café/lounge, rather a floor covering change to denote division of room usage, as a possibility.
- Quiet room could be closed off from surrounding spaces (no partitions), as a retreat. Size to be reviewed on having capacity for six armchairs with multiple coffee tables.
- Provide sketch options of room layouts and furniture capacity. If room can be made smaller then additional space provided to lounge / café space, as an 'L' shape.
- Specialist rooms to be used for hairdressing / chiropody. Change title to therapy room. Sinks will be required in at least one room.
- First floor admin/office could be a permanent ECA staffroom. Add a staff WC possibly in the location storage space.
- The minibus turning space and crossover zone is to be reviewed by CCA

together with Transport Consultants.

- Garden, assess the height of any external storage / workshop to avoid impact to neighbour gardens along North Lane. Consider vegetable plots and potting shed.
- A fire strategy needs to establish safe egress from the building, especially for elderly / disabled / wheelchair users, and in particular from the first floor. Specialist systems may be required and the possible input from an independent consultant.

Beyond the ECA consultation process, a Heads of Department consultation event was held in September 2020, bringing the LBRuT council team up to date on the progress of the design of both the new community centre together with the proposed residential development.

## 5.3 SECURED BY DESIGN

As part of the consultation process, the local Design Out Crime Officers (DOCOs) were contacted and an online meeting was held on 2nd March 2021 to run through the proposals, and gain their views on the possible developments with regards to Secured By Design principles. The goal was to make sure the scheme was suitably compliant; to implement any suggested changes; to aim to achieve a Silver Award for the community centre.

Key areas that were discussed and incorporated into the design included secure access gates to the residential scheme, suitable bin and bikes store locations, and boundary treatments.

Following is the agreed minutes from the meeting and assessment. The result was support for the proposals, and that the scheme would be re-consulted upon during any formal planning application.

Attendees	Ray Charles Goodlett (Design Out Crime Officer) Anthony Walters (Design Out Crime Officer) Andrew Gilbert (Associate Architect)	Metropolitan Police Service CPIC Metropolitan Police Service CPIC Clive Chapman Architects	RG AW AG (CCA)
<b>ACTION</b>			
<b>1.0</b>	<b>INTRODUCTIONS</b>		
<b>2.0</b>	<b>PROJECT OVERVIEW</b>		
2.1	Brief: Development is for a new community centre and residential scheme across two neighbouring sites, replacing an outdated community building and underutilised car park. The applicant is London Borough of Richmond upon Thames (LBRuT), and the project will form a 'major' planning application.		
2.2	Status: Project has gone through a pre-application process with the Planning Department. An online public consultation will be proceeding on 10 <sup>th</sup> and 20 <sup>th</sup> March.		
2.3	Requirements: The community centre will aspire to BREEAM New Construction 'Excellent', whilst the residential development will follow a Zero Carbon requirement, in-line with planning policy.		
<b>3.0</b>	<b>SECURED BY DESIGN OVERVIEW</b>		
3.1	Overview of Secured By Design (SBD) awards and process provided by RG:  <b>Gold Award</b> From inception of projects (RIBA Stages 1 & 2), full design consultation. <b>Silver Award</b> Building envelope & environment assessment (boundary, doors, windows & lighting specifications). <b>Bronze Award</b> Enhancements to heritage projects.		
3.2	Proposed community centre to apply for Silver Award.		
<b>4.0</b>	<b>RESIDENTIAL SBD CONSIDERATIONS</b>		
4.1	Boundary Treatments  Frontage to Middle Lane, limited requirement for boundary enclosure due to small area of frontage to front doors and windows. Hedging and possible low wall or railings, suitable. No gates specifically required.  Middle Lane pedestrian access to rear mews, requires suitable railings and gate, together with hedging. Could follow similar frontage boundary as neighbouring houses. Fob access system to gate recommended, with release button deeper into the site to restrict unwanted access.  Existing boundary treatments to neighbours suitable, with enhancement of hedges within landscaped areas of site.  Close boarded fence 2.0m high to western side, behind disabled parking space. Possible lockable gate to rear private garden access.		
4.2	Bin & Bike Storage  Brick enclosures with roof and lockable doors would be suitable.  First store within the private mews frontage, set back out of view from Middle Lane, and is overlooked by living space of flats 2 and 4. Second store is located around the corner, in the communal garden. It is overlooked by the end units.		
4.3	Lighting  Way-finding low level bollard lighting to mews pedestrian path towards front doors. Bike stores to have PIR downlighters.		
4.4	Meters  Dwellings to have air source heat pumps, so only electricity and water smart meters required. No gas.		
4.5	Dwelling Entrances  With only a limited number of dwellings accessing from front doors, video entry systems recommended but not a necessity. Noted that residential scheme to be developed by a third party, likely a Registered Provider, so subject to unknown Employers Requirements.		

<b>5.0</b>	<b>COMMUNITY CENTRE DESIGN CONSIDERATIONS</b>	
5.1	Boundary Treatments  Existing boundary conditions vary, though mainly high due to exposure to current car park. Any changes will require negotiation with neighbours. Hedging proposed around perimeter as an enhancement.  Boundary to frontage and Middle Lane preferred to be hedging with possible low level railings (estate railings).  RG raised concern over community centre exposure from Middle Lane. Whether taller railings might be suitable.  Railings and gates to be added between community centre and boundary to the south east corner, to restrict access round to rear of building. Further railings and gates shown to north west corner.	
5.2	Bike Storage  RG raised main concern over hidden yet exposed bike stands to north west corner, behind minibus parking bay. Request to have these stands relocated, possibly underneath canopy by reception area, and/or to a dedicated area maybe behind parking spaces to south.	
5.3	Lighting  Lighting to be reviewed whilst considering ecology requirements and impact to bats. AG to issue Preliminary Ecological Appraisal. Lighting to possibly be dusk to dawn/PIR downlighters.	
5.4	Doors & Windows  RG noted that main entrance doors open inwards rather than outwards. Could possibly be automatic opening.  Further detail to follow on window design as scheme progresses.	
<b>6.0</b>	<b>NEXT STEPS</b>	
6.1	AG to issue meeting notes. RG and AW to review content and provide any additional points, prior to formal confirmation. Notes can be added to Design & Access Statement as a record of SBD consultation.	AG/RG/AW
6.2	CCA to submit Commercial and Residential award application forms to cover both community and residential uses.	CCA
6.3	DOCOs will be consulted as part of the planning application process.	
6.4	Post planning, arrange a further meeting to review community centre specification.	
6.5	Following completion of the works for the community centre, DOCO site visit to confirm compliance. Accreditation can then be issued.	
<b>7.0</b>	<b>ANY OTHER BUSINESS</b>	
	There was no other business.	
<b>8.0</b>	<b>DATE OF NEXT MEETING</b>	
	To be confirmed.	
Copies to:	RG AW CCA	Metropolitan Police Service CPIC Metropolitan Police Service CPIC Clive Chapman Architects



## 5.4 DESIGN REVIEW PANEL

On the 4th May 2021, the schemes were presented to the Richmond Design Review Panel at an online event. The results were mixed, and below are a number of key points raised, forming a written response:

### *Concept*

*The Panel is overall supportive of the location of the uses on site. Relocating the community centre to the more prominent site to the north (Site 1), allows for the new building to be more visible and easily accessible.*

*As for Site 2, the Panel supports the case for redeveloping this site for residential use. We note that the existing Elleray Hall is not a listed or locally listed building, but it does represent a structure that is uncommon and dates from the early 20th century. The Panel therefore urges the team to undertake a Heritage and Townscape Impact Assessment in order to gain a thorough understanding of the existing building and assess its historic merit. We think this would help inform the design process and assist officers and members of the community in understanding the proposal. Based on the findings of the Heritage and Townscape Impact Assessment, we also encourage the Council to consider measures to record the building prior to any demolition, where justified.*

*While the Panel is supportive of the general principles of the scheme, we think the presentation could have benefited from a clearer site and context analysis and that the design concept could have been better illustrated, explaining how the team arrived at the form for this site from concept to current design. Overall, whilst we acknowledge these are two separate sites, they are close together and linked in terms of the development programme. The work on the community centre seems better resolved, however we feel the design for the residential site needs much more work to convince us that it will achieve a high quality. For both sites we feel the team needs to push harder to achieve the highest sustainability in line with the Council's ambitions.*

### *SITE 1 – New Community Centre, North Lane / Middle Lane*

*The Panel understands the reasoning behind selecting this site for the proposed community centre as it is important that the local residents have access to the facility when Elleray Hall closes. The site is also closer to the town centre, which will benefit elderly residents.*

### *LAYOUT*

- The Panel raises some concern over the layout of the building. We note the existing strong streetscape with the terrace to the north of the site, and further down along North Lane. Yet, the proposed building is set back, leaning away at the south western corner and lacks the ability to hold the corner in the streetscape. Instead the space is given away to the few car parking spaces, while externally the focus of the southern corner is the toilets for the centre's visitors.*
- We therefore question the location of the car park on the corner of the site and encourage the team to consider whether the building form could hold the space better in the streetscape.*
- We suggest considering precedents such as the Newport Street Gallery by Caruso St John Architects as an example for how a civic building can address the streetscape in a terrace form, should that be the approach you wish to take.*
- We are concerned about the potentially high costs involved in lowering of the ground level, and question if this is the best solution.*

### *ARCHITECTURE*

- The Panel supports a contemporary approach to the design of the community centre; however, we question the 'barn' typology which is redolent of more rural locations. More analysis and a stronger narrative to justify this typological approach would be helpful. We questioned why the space in between the two gables is not being utilised and find this wasteful.*
- In terms of the articulation of the front façade, we are not convinced about the relationship between the inside and outside of the building. Could perhaps the main entrance be more central?*
- Overall, we feel the community building has become a collection of forms through the wrestling with different challenges and contextual relationships, and maybe the team needs to step back and simplify the design. We suggest finding a form that resolves all the issues in one clean move and generate a clearer and more elegant design. We suggest taking clues on simplification of form and clear morphologies by works of Tham and Videgaard Architects for example.*
- In terms of materiality, we are not entirely convinced about using pre-weathered metal on the roof and we suggest the team explore the options for the materiality of the roof further.*
- We feel there should be a stronger narrative around sustainability and strive for net-zero carbon as a Council-led scheme needs to be an exemplar in this regard.*

*The photo-voltaic panels appear very visible and these should form part of an integrated solution.*

### *LANDSCAPE*

- The Panel feels that the landscape treatment is rather unimaginative, and we encourage a more verdant edge to soften the proposal.*
- The car parking is too dominant and should be reviewed in order to make it a more friendly environment.*

### *SITE 2 – Residential Component on Middle Lane*

#### *Layout*

- Overall, the Panel supports the mews concept for this site, but we are uncomfortable with the relationship between the front two houses and the units to the rear. There seems to be a lost opportunity to celebrate the relationship between the two parts.*
- We question the curved layout of the building form, which is in our view inefficient and creates awkward spaces internally. A granular / stepped layout could perhaps be explored.*
- We think the entrance to the mews is understated and not well resolved. It comes across as an alley rather than an entrance to a mews and suggest introducing generous piers or metal gates to celebrate it more. We suggest looking at precedents for mews typologies where site constraints are tight.*
- Have you considered two storey houses rather than flats for the mews as this typology may be more appropriate?*
- The angled windows on to the gardens appear contrived and we would encourage the team to explore further options so that glazed windows are evident as people enter the mews.*

#### *Architecture*

- The Panel questions the typology and feels more consideration of context and morphology is required as the combination of the two-storey paired frontage and curved form to the rear is rather 'mixed-up'.*
- We question why the roof form has not been raised to create more space, although appreciate this may impact on neighbour amenity.*
- The Panel feels that the flat roof to the mews houses looks like an afterthought and is too apologetic.*