



CCTV Upgrades – Westminster Reference Library, 35 St. Martin's Street, London, WC2H 7HP

Heritage, Design & Access Statement
Westminster City Council

November 2023

Notice

This document and its contents have been prepared and are intended solely as information for Westminster City Council, for use in relation to the listed building consent application for works to upgrade the CCTV system at Westminster Reference Library, 35 St. Martin's Street, Wc2H 7HP.

AtkinsRéalis assumes no responsibility to any other party in respect of or arising out of or in connection with this document and/or its contents.

Document History

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1. Introduction

1.1. Purpose of this Statement

This Heritage, Design and Access Statement has been prepared to support a Listed Building Consent application for planned works to fully replace the CCTV system at the Grade II listed Westminster Reference Library, 35 St. Martin's Street, London, WC2H 7HP. This supporting statement should be read, and referenced, in conjunction with other submitted drawings and works details as part of the complete Listed Building Consent application pack.

This Statement provides an analysis of the significance of the fabric of Westminster Reference Library, including that affected by the works; a review of the potential heritage impacts of the proposed works to the premises' significance; and conclusions regarding the works' impact on this building's special architectural and historic interest.

Following the guidance within the latest iteration of the National Planning Policy Framework (September 2023), this document is not an exhaustive appraisal of the heritage significance of the entirety of Westminster Reference Library. It primarily focuses on the '*significance of any heritage assets affected*' by the proposed works, with the level of detail provided aiming to be '*proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance*'¹. This statement aims to provide sufficient information for the reasoned assessment of the proposed works by Westminster City Council Planners and Conservation Officers, Historic England, and any other amenity societies or advisory bodies consulted in relation to the proposed works.

A Heritage Impact Assessment (HIA) table has been prepared for inclusion with this statement. The purpose of this document is to:

- Identify and assess the impact of proposed works on the significance of the building
- Provide reasoned justification for said assessment
- Conclude whether each aspect of the works will result in any loss of significance for the building and, if so, to quantify this
- Identify mitigating measures to reduce or offset any loss of significance

1.2. Note on Sources

The principle legislative and planning information sources relied upon when compiling this statement have been:

- Historic England (formerly English Heritage) (2008) '*Conservation Principles, Policies and Guidance*'
- Planning (Listed Buildings and Conservation Areas) Act 1990 and subsequent associated legislation
- National Planning Policy Framework (NPPF) September 2023 edition
- Westminster City Council (2004) Leicester Square Conservation Area Mini Guide No.42

Further specific sources of information are listed in footnotes throughout the text.

¹ National Planning Policy Framework (2023), p56. Available from: <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

2. Building Details

2.1. List Entry Address

City Of Westminster,
Westminster Reference Library,
35 St. Martin's Street,
London,
WC2H 7HP

This is the same name and address as the building address.

2.2. List Entry Details & Grade

List Entry number: 1430775

List Entry Grade: II

Listing Date: 17th March 2016

2.3. Ownership

Owned by Westminster City Council.

2.4. Building Overview

Westminster Reference Library is a purpose-built Public Library, constructed between 1926-8, designed by A N Prentice for Westminster City Council. It underwent further works in the 1950s and again in the 1980s. It is a handsome example of the Edwardian Baroque style including exterior decorative stonework and interior decorative plaster finishes and tiled flooring.

The building is arranged over four above-ground storeys and a basement. The basement, not accessible to the public, contains apparent remnants of the former house on the site which was inhabited first by Sir Isaac Newton and later by the novelist Fanny Burney. The ground floor is home to the Main Library, Librarians' offices and WCs; with the first floor housing the Music Library. The second floor contains some reading rooms, and it is understood that the third floor is tenanted (also not accessible to the public).

The street-facing elevations to the South and West are finished in decorative stonework (probably cladding concealing brickwork), with Crittall-style windows. The 'hidden' elevations to the North and East are finished with a combination of yellow stock brick and white-glazed brickwork. The roof is of hipped design with numerous dormers, finished with slate and leadwork, partially obscured from ground level by a decorative stone balustrade concealing a parapet gutter.

The interior library rooms are double-height, including apparently original wooden balconies and shelving at first floor ceiling height, and decorative plasterwork to pilasters and central pillars. Otherwise walls are of painted plain plasterwork. Library flooring is of wooden parquet to the Main Library, carpet to the Music Library, and vinyl to other areas including staircases and vestibules. Some vestibules feature decorative arches and bosses to ceiling plasterwork, and the staircases include bronze rails with metalwork balustrades. Doors appear to be of original woodwork to most areas, and windows are of Crittall-style construction, single-glazed.



Westminster Reference Library – corner of St Martin's Street and Orange Street²



Westminster Reference Library – Long's Court façade³

² Author's Own Photograph (2023)

³ Author's Own Photograph (2022)

2.5. Architect

The List Entry states the architect as being A N Prentice. This is believed to be Andrew Noble Prentice (1866 – 1941), a prominent Scottish Architect.

Prentice undertook a wide variety of work, including designing the New Examination Hall for the Colleges of Surgeons and Physician in Bloomsbury, many Arts & Crafts style country houses in the Worcestershire and Gloucestershire, some London homes, and even *'interior decorations of numerous steamships for Australian and South American lines'*⁴.

2.6. Use

Public library on ground floor (Main Library) and first floor (Music Library). Reading rooms and office space on the second floor. Third floor understood to be residentially tenanted.

2.7. Building Location

35 St. Martin's Street is located in the City of Westminster, within inner London. It lies in the Leicester Square Conservation Area, on the corner of St Martin's Street and Orange Street. Leicester Square lies a short distance to the North, with a hotel located immediately North of the site, separated from the Westminster Reference Library building by Long's Court. The National Gallery lies to the South, with the National Portrait Gallery to the South-East. The plot lies within the heart of the West End, with numerous entertainment venues in close proximity.

The West façade, which includes the main entrance, fronts onto St. Martin's Street. There is a side entrance set within the North façade, fronting onto Long's Court.

The site lies within the Tier 1 Lundenwic and the Strand Archaeological Priority Area within the City of Westminster.



Aerial Photograph Showing the Location of Westminster Reference Library⁵

⁴ AHRNet (2023) Prentice, Andrew Noble (1866-1941). Available from:

<https://architecture.arthistoryresearch.net/architects/prentice-andrew-noble>

⁵ Google Maps (2023) Aerial Photograph. Available from: <https://www.google.com/maps/@51.5098842,-0.1299894,194m/data=!3m1!1e3?entry=ttu>

3. Building History & Context

3.1. Area & Site Development

The Leicester Square area of London takes its name from the eponymous square. Laid out in 1670 and then called Leicester Fields, it took its name from the nearby Leicester House to the North, which in turn had been named for Robert Sidney, the Second Earl of Leicester who acquired the land from Henry VIII. Originally the arrangement was more high-end residential in character, with houses fronting the tree-lined square – see below for an image from 1750, looking over Leicester Fields north to the House.

However, the area gradually transitioned to a more commercial usage with increasing prominence as an entertainment district. As the Conservation Area Guide notes – *“The original houses were converted or demolished to allow for this change. In Victorian times the Square was renowned for its turkish baths, oyster rooms and theatres, such as the Alhambra, the Empire, Dalys and later the Hippodrome”*⁶. Whilst the public gardens fell into disrepair, they were renewed in the late 1800s and the area has continued to thrive as a centre for entertainment, now primarily cinematic.



*Leicester Square in 1750 looking North to Leicester House*⁷

The current site of the Westminster Reference Library, whilst lying only a short distance to the South of the square, has its own distinctive history. Roque’s map of 1746 shows that during the Georgian era the site was already heavily developed. St Martin’s Street had first been built up c. 1692-3 by Hugh Marchant and others in an area known as the Blue Mews, just South of the Leicester Estate boundary⁸. By 1720, it was described as *“a handsome open Place, with very good Buildings for the Generality, and well inhabited”*⁹.

The isolated block currently containing the Westminster Reference Library, Newton Institute and Orange Street Congregational Church has remained bounded by St Martin Street to the West, Orange Street to the South, and Long’s Court (previously named Lang’s Court) to the

⁶ Westminster City Council (2023) Leicester Square – Conservation Area Mini Guide No.42

⁷ Wikipedia (2023) Leicester Square in 1750. Available from:

https://commons.wikimedia.org/wiki/File:Leicester_Square_en_1750.JPG

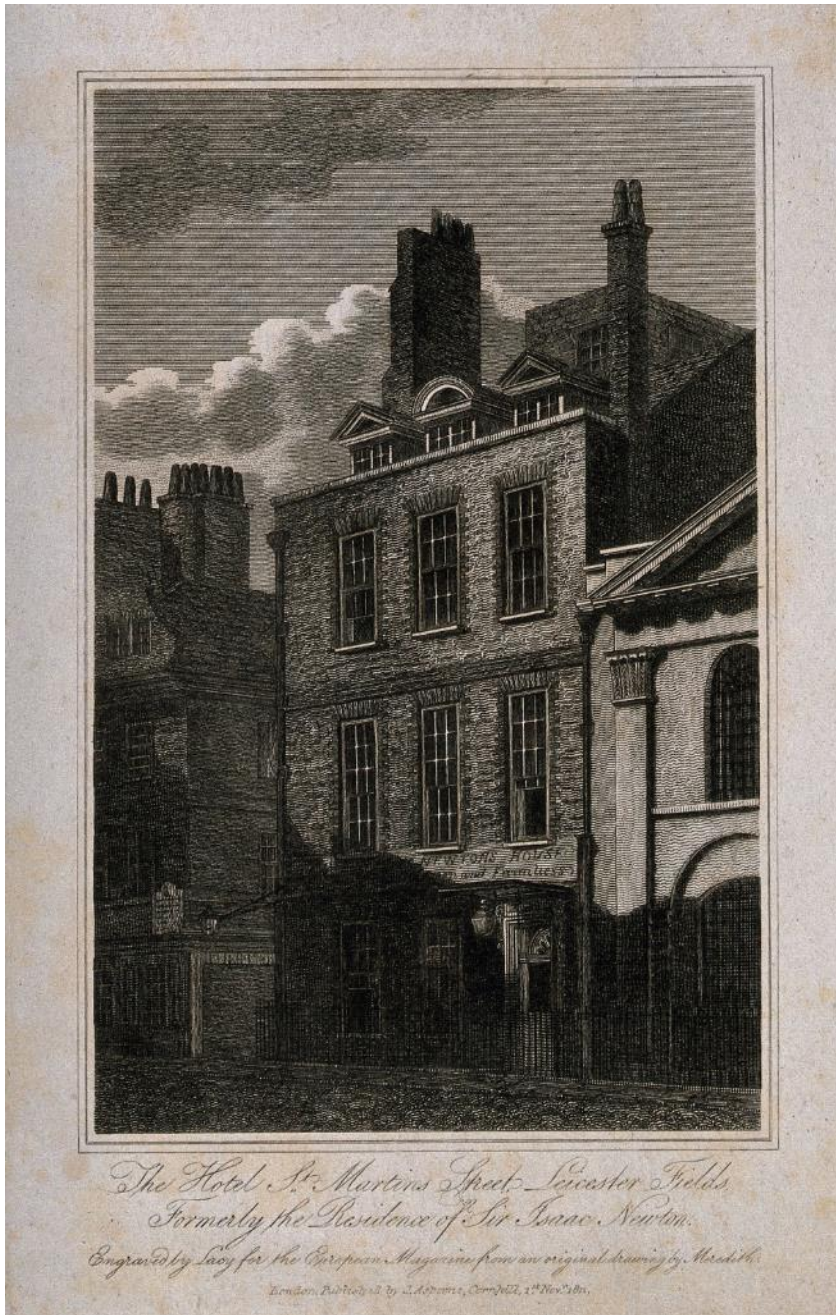
⁸ 'St. Martin's Street', in *Survey of London: Volume 20, St Martin-in-The-Fields, Pt III: Trafalgar Square and Neighbourhood*, ed. G H Gater and F R Hiorns (London, 1940), pp. 106-108. *British History Online*.

<http://www.british-history.ac.uk/survey-london/vol20/pt3/pp106-108>

⁹ Ibid.

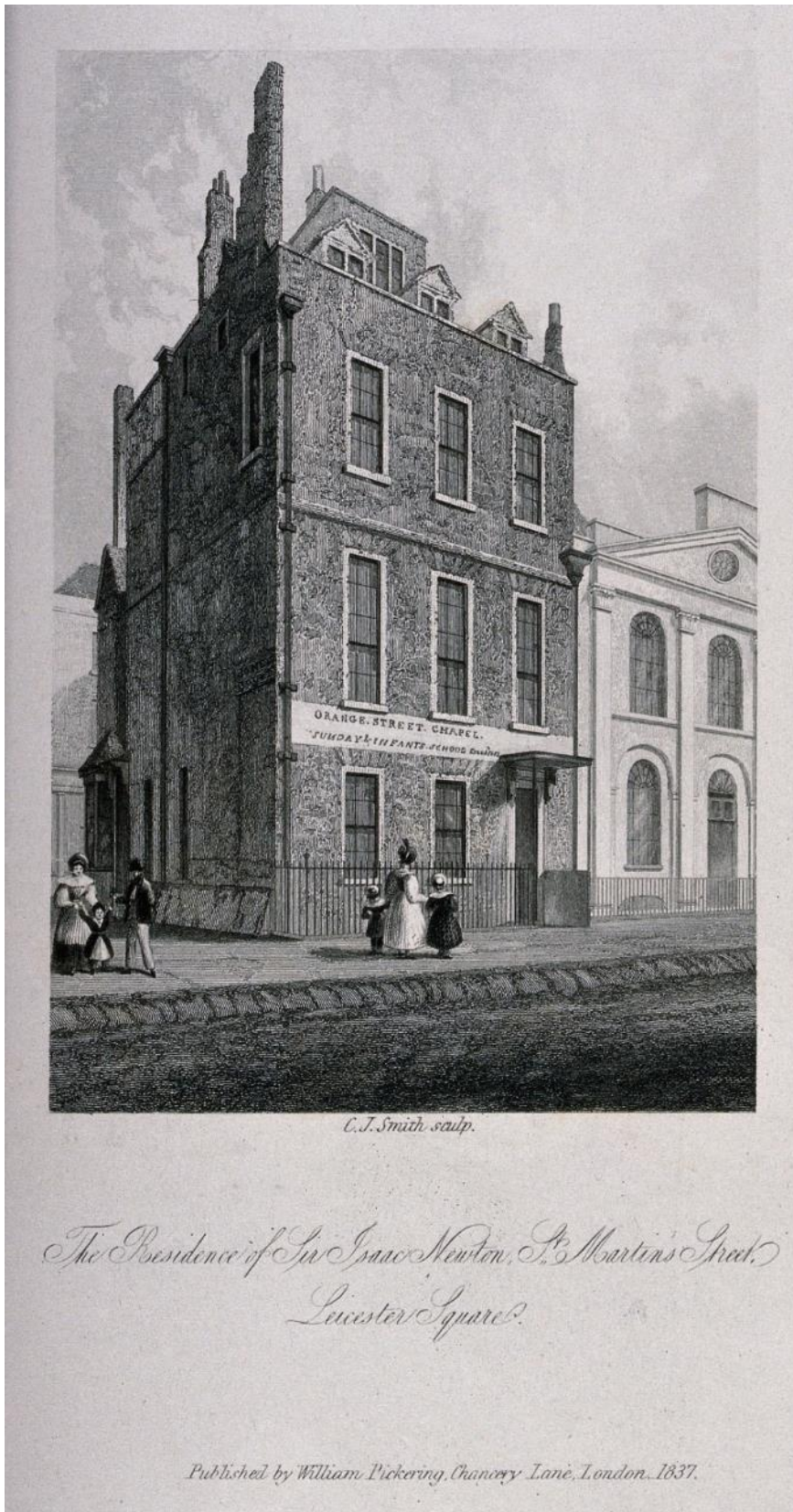
North and East since this time. By 1720 it contained only two buildings – Sir Isaac Newton’s House at no. 35 St Martin’s Street, and the French Church to the South.

Newton lived in the house from 1711 to 1727 and conducted some of his experiments here, also being visited by many notable personages of the era – further details of which can be found within the List Entry and a plaque within the Westminster Reference Library. An engraving of his house can be seen in the image below (and an alternate view on the following page) with the edge of the adjacent ‘French Church’ on the right of the image. The house was subsequently occupied by Dr Charles Burney and his novelist daughter Frances Burney – famous for her novels *Evelina* (1778) and *The Wanderer* (1814) besides other works.



Engraving of Sir Isaac Newton’s House from 1811 (then a Hotel) – appears to be the St Martin’s Street frontage, but the image is labelled as Orange Street frontage¹⁰

¹⁰ Wellcome Collection (2023) The residence of Sir Isaac Newton on the corner of Orange Street and St. Martin’s Street, London: the Orange Street frontage. Engraving by S. Lacy after Meredith, 1811. Public Domain Mark. Available from: <https://wellcomecollection.org/works/bap3s46k/items>



Alternate image of Newton's house looking South-East from St Martin Street, dated 1837. By this time the house had been taken over by the Orange Street Chapel for use by their Sunday School¹¹

¹¹ Wellcome Collection (2023) The residence of Sir Isaac Newton on the corner of Orange Street and St. Martin's Street, London. Engraving by C.J. Smith, 1837. Wellcome Collection. Public Domain Mark. Available from: <https://wellcomecollection.org/works/dehuvq2r/items>

The 'French Church' referenced in Roque's map below, and covering the Southern portion of the site, was the Leicester Fields chapel, built for the Huguenot community of London in 1693 (per the plaque within the library).



Extract from John Roque's Map of 1746¹²

This chapel was built for Huguenots fleeing persecution in their native France, who moved to worship there from another chapel at Glasshouse Street, Piccadilly. According to a plaque forming part of the current incarnation, the chapel passed into the care of the Church of England in 1776 (or as per the Survey of London they secured a part-possession of the building), and then onto Congregationalists in 1789¹³ due to dwindling Huguenot numbers and funds.

Whilst originally confined in area to a smaller portion of the plot, in 1790 the Chapel obtained the lease to a house on the corner of St. Martin's Street and Orange Street and expanded to occupy this area to the West. The same Chapel building (as seen in the image below) then occupied the site until demolished to make way for the new public library in 1925. It can be seen extending the full width of the block in the extract below, taken from the Ordnance Survey Map for London - Middlesex & Surrey VII.73 (surveyed 1871, published 1874).

¹² Wikipedia (2023) John Rocque's Map of London, Westminster, and Southwark, 1746. Available from: https://en.wikipedia.org/wiki/John_Rocque%27s_Map_of_London,_Westminster,_and_Southwark,_1746

¹³ London Remembers (2023) Orange Street Church. Available from: <https://www.londonremembers.com/memorials/orange-street-church> . Note that the Survey of London gives the date as 1787



The Orange Street Chapel in 1871 dominates the centre of the map extract¹⁴. Newton's House is the building directly to the North abutting Long's Court.



The Orange Street Chapel as it was in 1906¹⁵. Newton's House can be seen on the left of the Chapel building.

¹⁴ National Library of Scotland (2023) London - Middlesex & Surrey VII.73. Surveyed 1871, Published 1874. Available from: <https://maps.nls.uk/view/229950206>

¹⁵ 'Plate 98: Orange Street Chapel', in Survey of London: Volume 20, St Martin-in-The-Fields, Pt III: Trafalgar Square and Neighbourhood, ed. G H Gater and F R Hiorns (London, 1940), p. 98. British History Online <http://www.british-history.ac.uk/survey-london/vol20/pt3/plate-98>

Meanwhile, Westminster City was formed in 1900 from a collection of Parishes – “*St Anne Soho, St Clement Danes, St George (Hanover Square), St James (Piccadilly), St Margaret (Westminster), St Martin-in-the-Fields, St Mary le Strand, St Paul (Covent Garden), the Precinct of the Savoy and the Liberty of the Rolls*”¹⁶. Previous parish council committees including for libraries (and baths and washhouses) continued under the new Westminster City Council.

Sadly Newton’s House was taken down in 1913 (whereabouts unknown), and only the vaulted cellars remain beneath the current Westminster Reference Library. The last service was held in the Orange Street Chapel on 25th March 1917. Per *The Londonist*, “*in June 1925, the City Council of Westminster bought the site [of Newton’s former home] from the Orange Street chapel in order to make way for the Westminster Arts Library*”¹⁷¹⁸. It is unclear how the site was used in the intervening years 1917-1925 but it is shown as a blank space on Ordnance Survey maps dating back to 1914 (see image below).



*Extract from Ordnance Survey Map London Sheet K – Revised 193-194, Published 1920. The site is shown as a blank white square to the right of St Martin’s Street*¹⁹.

The Westminster Reference Library was then designed by A N Prentice and constructed started in 1927 by Walden & Co. of Reading. It was opened on 8th October 1928 by The Dean of Westminster, the Very Rev W Foxley Norris and the Mayor of Westminster, Councillor Jacques Abady. A smaller Orange Street Chapel was constructed to the East of the site in 1929, which remains in-situ.

Per the List Entry, fixtures and fittings from the St Martin’s Lane Library, which had been taken over as offices by Westminster City Council, were re-used within the Westminster Reference Library. Originally called the St Martin’s Street Library, the building was later renamed the Westminster Reference Library, and in 1948 renamed again as the Central

¹⁶ Westminster City Council (2023) Westminster City Council. Available from:

<https://www.westminster.gov.uk/leisure-libraries-and-community/oldarchive/history-westminster-city-council/westminster-city-council>

¹⁷ The Londonist (2023) In Search of Isaac Newton’s Lost London Observatory. Available from:

<https://londonist.com/2016/07/in-search-of-newton-s-lost-observatory>

¹⁸ Ibid. Sadly, the whereabouts of Newton’s home remains unknown. As the Londonist continues: “*The fabric of the building was bought as an item by a certain Hugh Phillips Esq. who took measurements and had it dismantled carefully with the intention of reconstructing it elsewhere as a “long lasting national memorial to England’s greatest natural philosopher”. But he didn’t, and what he did with it, no one seems to know.*”

¹⁹ National Library of Scotland (2023) London Sheet K Ordnance Survey Map. Available from:

<https://maps.nls.uk/view/102345864>

Reference Library. The map extract below shows the library with its current form on the corner of St Martin's Street and Orange Street, which it has retained to the present.



Extract from Ordnance Survey map TQ2980NE – A. Surveyed 1951 and Published in 1952²⁰.

²⁰ National Library of Scotland (2023) Ordnance Survey Map TQ2980NE – A. Available from: <https://maps.nls.uk/view/102903208>

4. Current Access, Use, and Finishes

4.1. Building Access

The primary building access is located on St Martin's Street, through two sets of double door (the outer solid wood with lions-head door knockers, the inner wooden with glazed Georgian bars to the upper portions). There is no level access, with a short flight of stairs leading up to the Main Library entrance vestibule. Within the Main Library, there is access to the raised Pavlova gallery and shelving via a wooden staircase, and access to the Librarian's office is via a wooden door set behind the reception desk.

The Music Library on the first floor is accessed by a staircase hugging the perimeter of the front lightwell. The staircase extends further upwards, providing access to the second floor Book Store and third floor apartments, but these areas are closed to the public.

There is second entrance to the library building located on Long's Close, to the North of the building. This entrance features wooden double doors with glazed elements. These give on to a second staircase serving all floors of the library including the residential apartments. This staircase also provides access to a lift.

There are no changes proposed to building access. CCTV cameras already exist within the Main Library vestibule and these are to be replaced as part of the proposed works. Similarly a single CCTV camera affixed to the wall outside the North entrance on Long's Close will be upgraded.

4.2. Building Use

The building is currently in use as a Reference Library and Music Library run by Westminster City Council. The second floor is used by the library as a Book Store and occasional reading rooms. The residential apartments on the third floor are understood to be let by Westminster City Council.

The premises provides reading and study space for the public, bookable event spaces, a music practice space, reading rooms, and a staffed reception area. The residential provision is unknown.

The proposed works areas internally are primarily focussed on the publicly accessible areas on the ground and first floor of the library. The second and third floor of the library are proposed to have some cameras installed to provide security for the Book Store and residential access.

The proposed works will not change the existing use of the building in any way, but will improve security provisions within the library to protect members of the public, library staff, books, equipment, and personal belongings.

4.3. Existing Consents and Permissions

A search of Westminster City Council planning records indicates that whilst a number of planning applications have been made in relation to the building, none were for internal alterations, and the majority related to temporary permissions to continue using the third floor residential apartments as library space/offices (last renewed in February 2014).

There are no Listed Building Consent applications on-record in relation to the premises, likely because it was only listed in 2016. FHP note that the existing CCTV systems are over 10 years old, pre-dating the listing.

4.4. Existing Finishes

AtkinsRéalis were instructed in 2023 by Westminster City Council to prepare the Listed Building Consent application for the full upgrade of the CCTV system at the Central Reference Library to improve coverage of the public spaces.

Following an initial inspection on site in October 2023, it was evident that the existing CCTV system was composed of a mixture of cameras of various models and ages. Furthermore, these only provide partial coverage of the library areas and reading rooms. Subsequent discussions with FHP, consulting engineers, indicated that all of the cameras were too old to provide sufficient resolution for identification.

Throughout the library there are numerous cables and trunking which have been added over time to provide power and data, including to the existing CCTV system, various lighting arrangements, and alarms amongst other systems. There are a variety of modern lighting installations including hanging lights to the main library spaces, and spotlights mounted on the tops of shelving units in the Main Library.

Ground Floor

Entrance Hall



Polished wooden doors with glazed panels. Modern vinyl flooring. Painted and plastered walls.

Ground Floor Vestibule

Arched plaster ceiling to vestibule with decorative bosses, plastered walls and vinyl-covered floor. Set of automatic wooden double doors lead into the Main Library space. Apparent Crittal-style window with obscured glass panes.



Main Library

Plaster ceiling with suspended modern ceiling lights throughout. Wooden parquet flooring. Plastered walls. Plaster-finished columns with maroon decorative motifs. Original polished wooden balconies and stairs, wooden balustrades, supported on polished wood columns. Crittal-style single-glazed windows. Four square columns with maroon Greek motifs.



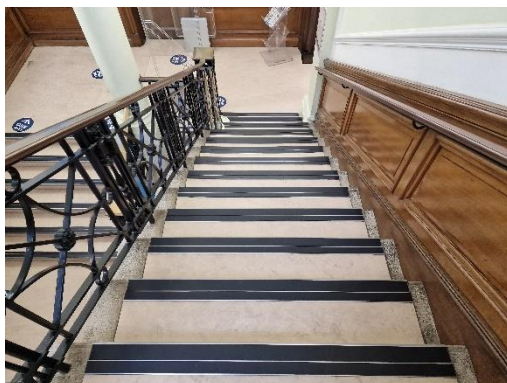
Music Library

Modern carpeted flooring to ground floor. Wooden parquet to balconies. Polished wooden balcony runs along one edge of the room. Supported on turned polished wood ionic columns – presumed original. Painted plaster walls and ceilings. Four square columns with maroon Greek motifs dominate the centre of the room.



Main Staircase

Painted plaster ceilings and walls. Arches to landings supported by Ionic columns. Modern vinyl flooring. Polished brass rail to staircase with patterned metal balustrade. Wainscoting to rail height along staircase from ground to first floors. Likely original solid wood doors.



Librarian's Office (Ground Floor)

Painted plaster ceilings and walls. Carpet to floors. Apparently original polished wood doors and architraves. Numerous cables and junction boxes of various ages and styles affixed to walls, running through to rear staircase.



Third Floor Corridors

Modern carpet to floor. Plastered and painted walls and ceilings. Apparently original wooden doors with glazed panels. Modern light fixtures. Various cabling affixed to walls.



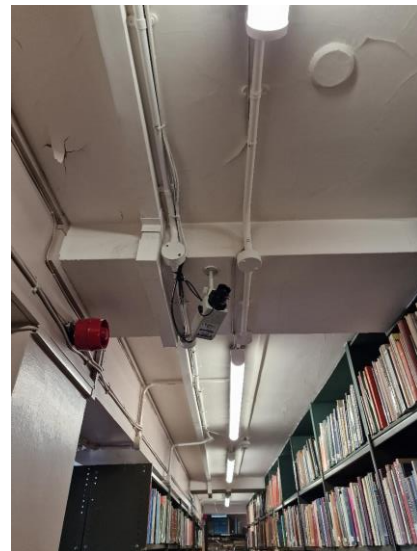
Third Floor Reading Room

Modern carpet to floors. Painted and plastered walls and ceilings. Strip lights to ceilings. Substantial metal filing cabinets to centre of room. Walls largely obscured by wooden shelving of modern construction.



Book Store

Carpeted floors. Plastered and painted walls and ceilings. Numerous fixtures and fittings, including cablework, alarms and CCTV cameras to walls and ceilings. Metallic shelving units occupy a majority of the floorplate.



Rear Staircase

Plasterwork, painted, to walls and ceiling. Apparently original wooden doors and architraves. Extensive cabling to walls, some in conduits. Flooring appears to be of early composite-type, with basic patterning.



WCs & Residential Accommodation

Not accessed, and finishes not recorded, no proposed changes as part of these works.

5. Proposed Works

The proposed works areas consist of the publicly accessible areas of the ground and first floors, Book Store and reading rooms on the second floor, and North staircase on the third floor.

Summary of Works

- Survey and validate the existing power supplies, data points, wiring and containment systems associated with the new CCTV System.
- Preparation of working drawings for approval.
- Strip out of any redundant services including all old CCTV cameras
- Design, provision, and installation of the new required containment.
- Design, provision, and installation of all new required cabling.
- Design, provision, and installation of 29no. new CCTV cameras
- Design, provision, and installation of small power supply as required.
- Design, provision, and installation of new Digital Video Recorder equipment.
- Selection, provision, and installation of a new security enclosure to accommodate the new digital video recorder equipment.
- Provision and installation of CCTV signage.
- Testing and commissioning
- Provision of record drawings
- Provision of O&M manuals

Further details are provided below. Camera locations are as per Appendix C – FHP General Arrangement Drawings, camera specifications are as per Appendix D - Performance specification produced by FHP. Camera data sheets for proposed models can be found in Appendix E.

Note that as the existing CCTV camera system is over 10 years old and no longer fit for purpose, the works first involve removing this system in its entirety, including all cameras and old cabling. Old cameras and cabling will be carefully removed to avoid damage to historic fabric. New cameras will be installed to replace a number of existing cameras in the same locations. Where an old/existing camera is not being replaced, any fixing holes for the mount will be made good on a like-for-like basis with respect to materials and finishes, following the provisions in Section 5.7 below.

New cameras are to be installed in the locations listed below, and as shown on the Appendix C drawings. Note, all new cameras are proposed to be Hikvision – details of makes and models as listed below.

5.1. Ground Floor

RLG-07 Stairs – Ground Floor

NOTE: 2no cameras shall be installed in this room that shall be as indicated below.

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the stairs
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe

RLG-12 Main Library – Ground Floor

NOTE: 9no cameras shall be installed in this room that shall be as indicated below of 8MP.

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the Main Library
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe



Sample image of a Hikivision 8MP ColorVu Strobe Light model as specified for all second floor cameras

RLG-12 Main Library – Ground Floor

- Camera: Hikivision 12MP DeepinView Fisheye Network Camera or equal and approved
- Camera Location: Ceiling mounted at high level within the Main Library. Note that due to numerous lighting hanging wires, FHP have suggested that the camera may need to be pendant mounted to ensure sufficient coverage. The appointed contractor will confirm on completion of their scoping survey.
- Camera Coverage: 180° area
- Coverage Purpose: Monitor & Observe



Sample image of a Hikivision 12MP DeepinView Fisheye Network Camera as specified for the Main Library ceiling centre.

5.2. First Floor

RL01-06 Stairs – First Floor

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the stairs
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe

RL01-07 Music Library – First Floor

NOTE: 7no cameras shall be installed in this room as indicated within FHP ESS tender drawings.

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the Music Library
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe



Sample image of a Hikivision 8MP ColorVu Strobe Light model as specified for all second floor cameras

RL01-07 Music Library – First Floor

NOTE: 1no camera shall be installed at high level as shown on the tender drawings

- o Camera: Hikivision 12MP DeepinView Fisheye Network Camera or equal and approved
- o Camera Location: Ceiling mounted at high level within the Music Library. Note that due to numerous lighting hanging wires, FHP have suggested that the camera may need to be pendant mounted to ensure sufficient coverage. The appointed contractor will confirm on completion of their scoping survey.
- o Camera Coverage: 180° area
- o Coverage Purpose: Monitor & Observe



Sample image of a Hikivision 12MP DeepinView Fisheye Network Camera as specified for the Music Library ceiling centre.

5.3. Second Floor

RL03-08 Stairs – Third Floor

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the stairs
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe

RL02-11 Stairs – Second Floor

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the stairs
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe

RL02-12 Circulation – Second Floor

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the Circulation area
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe

RL02-14 Library work area – Second Floor

NOTE: 2no cameras shall be installed in this room that shall be as indicated below.

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the Library work area
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe

RL02-02 Book Storage – Second Floor

NOTE: 2no cameras shall be installed in this room that shall be as indicated below.

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved
- Camera Location: Wall mounted at high level within the Book Storage
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe



Sample image of a Hikivision 8MP ColorVu Strobe Light model as specified for all second floor cameras

5.4. Third Floor

RL03-08 Stairs

- Camera: Hikivision 8MP ColorVu Strobe Light model or equal and approved.
- Camera Location: Wall mounted at high level within the stairs
- Camera Coverage: 88° area
- Coverage Purpose: Monitor & Observe
- Cabling: To follow existing cabling routes as shown in Appendix B



Sample image of a Hikivision 8MP ColorVu Strobe Light model as specified for the third floor camera

5.5. External

External camera on the ground floor of the building adjacent to the North entrance on Long's Court. To be positioned to match the existing camera location.

- Camera Model: 4MP AcuSense Motorized Varifocal Bullet Network Camera or equal and approved
- Camera Location: Wall mounted (location aligned with FHP Drawings)
- Camera Coverage: 108° area
- Coverage Purpose: Monitor & Observe
- IP Rated: IP67
- Camera Colour: White, to match existing camera and blend with glazed brickwork



Sample image of a 4MP AcuSense Motorized Varifocal Bullet Network Camera model as specified for the single external camera to replace existing.



Long's Court entrance showing the existing camera in the upper-right of the image adjacent to the door moulding.

5.6. Digital Video Recorder and Enclosure

A new Digital Video Recorder / Network Video Recorder shall be installed within the Librarian's Office on the ground floor, replacing the existing DVR in the same location (see Appendix B for an image of the existing installation in context). A security cage measuring c. 0.5m² is proposed to be installed around the new recorder to prevent tampering and theft. The approved contractor is to confirm the specification of this security cage as part of their works scoping.

This device is free-standing, it is only the security cage that is understood to require fixing to the immediate surrounds.

See Appendix E data sheet for an image of the new DVR device.

5.7. General

Per the FHP performance specification for the CCTV works, the appointed contractor is required to note that: *"It shall be considered that the building is a listed building – grade 2, therefore all the works shall be carried out with the intent of respecting and protecting the building characteristics"*.

Making Good

Where existing CCTV cameras are to be removed, the contractor will make good any damage caused by their removal using matching materials and finishes.

In the case of wall-mounted cameras this will consist of using plaster to match existing and to redecorate in a paint to match the existing colour scheme.

In the case of cameras affixed to balconies and other wooden fittings, this will consist of plugging any holes with wooden plugs of the same species, stained and polished to match the existing wooden finishes.

Camera Fixing

Cameras shall be wall mounted using Camera Mounting Adapters as provided by Hikvision , to fix the cameras on the walls at the locations as shown on the drawings. Further details of adapters including designs can be found on the camera data sheets within Appendix E.

The exact adapter to be used for a given installation will depend on the requirement for camera field of view and mounting position, amongst other factors, to be confirmed following the appointed contractor's scoping survey.

Data Cabling & Containment

All cabling will be contained within existing trunking (where present) or will follow existing cable routes wherever possible. Any new cable runs will be positioned discreetly along the tops of shelving or at wall/wall or wall/ceiling junctions.

All cabling will be installed within containment – specifically new 50mm x 50mm white PVC trunking. This shall be installed wall mounted to avoid any penetration of the building fabric. The containment shall be painted to colour-match existing surfaces, as has been completed for other similar installations at the library site.

Once the appointed contractor has completed their scoping and layouts, they shall seek feedback from the client's appointed heritage consultant prior to commencing any installation works.

All data cabling installed shall be CAT5e cabling which will link back to the new Digital Video Recorder to be installed in the Librarian's Office off the Main Library. CAT5e cabling shall be Low Smoke Zero Halogen (CAT5-LSZH) within the building, and not exceed a length of 100m

per camera. CAT 5 cabling shall further be as provided by Beldon, or equal and approved. Per FHP, all cabling and wiring shall be installed in a neat and unobtrusive manner, with all wiring being concealed within wall mounted containment.

CCTV Signage

10no. CCTV signs will be installed at the main entrance and across the building as to ensure compliance with the Data Protection Act. The signs shall state that 'CCTV recording is in operation on this site'. The contractor shall install 1no. sign, of which shall be installed on the main entrance at the front of the building. The contractor shall ensure the sign is fixed completely rigidly as to ensure no accidental or vandals' removal is possible.

Exact locations of signage to be agreed on-site with Client and their heritage consultant prior to install – these can be adjusted to minimize any impacts to historic fabric and to avoid any impacts to the building exterior.

6. Significance Assessment

6.1. Defining Significance

The NPPF (2021) defines significance as:

“The value of a heritage asset to this and future generations because of its heritage interest. The interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset’s physical presence, but also from its setting”²¹

Meanwhile, principle 3.2 of English Heritage’s *Conservation Principles* (2008) states that:

“The significance of a place embraces all the diverse cultural and natural heritage values that people associate with it, or which prompt them to respond to it. These values tend to grow in strength and complexity over time, as understanding deepens and people’s perceptions of a place evolve”²²

Following the above, in essence, significance is an understanding of what makes a place special.

Understanding the significance of the Westminster Reference Library, and the various values that contribute to said significance, is crucial when considering change and how best to manage that change. Per Clark (2001), *“significance lies at the heart of every conservation action...unless we understand why a place is worthy of conservation, the whole business of conservation makes very little sense”²³*.

6.2. Assessing Significance

AtkinsRéalis assesses significance using the ‘values-based’ approach that underpins English Heritage’s 2008 *Conservation Principles*. Four primary categories of heritage value are defined in the *Conservation Principles*. These are as follows:

EVIDENTIAL VALUE	The potential of a place to yield significant evidence - usually from physical remains about past human activity
HISTORICAL VALUE	The way in which the present can be connected by a place to people, events and aspects of life in the past
AESTHETIC VALUE	The ability of a place to provide sensory and intellectual stimulation
COMMUNAL VALUE	The meanings of a place for people who relate to it – a collective experience or memory. A shared cultural frame of reference.

We will use aforementioned heritage values as guides to evaluate Westminster Reference Library, considering what about the building is of special interest and significance both as a whole and in terms of the constituent elements.

²¹ National Planning Policy Framework (2021), Annexe 2. Accessed: 26.03.2019 Available from: <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

²² English Heritage (2008) *Conservation Principles*. Accessed: 26.03.2019. Available from: <https://historicengland.org.uk/images-books/publications/conservation-principles-sustainable-management-historic-environment/>

²³ Clark, K. (2001) *Informed Conservation*.

This will allow a fuller understanding of the potential impact the proposed works may have on the significance of the building; and serve to inform any decisions regarding said works. This potential impact is analysed in Section 7 of this HIA – Heritage Impact Assessment.

The significance of the Westminster Reference Library has been assessed using a scale of significance ratings ranging from neutral to very high. The definitions of these ratings are provided here:

VERY HIGH SIGNIFICANCE	This represents the most valuable themes, features, fabric or characteristics of Westminster Reference Library. These elements are considered to be essential to the understanding and appreciation of the building, and as being key contributors to its overall character as well as its local, regional, and national importance.
HIGH SIGNIFICANCE	This can be attributed to a theme, feature, built fabric or characteristic which has a high cultural value and forms an essential part of understanding the historic value of Westminster Reference Library, while greatly contributing towards its character and appearance.
MEDIUM SIGNIFICANCE	This can be attributed to a theme, feature, built fabric or characteristic which has some cultural importance and helps to define the historic value, character and appearance. These elements are often important for only a few values, for example it may be either the survival of physical built fabric or association with an historic use, but not both.
LOW SIGNIFICANCE	This can be attributed to a theme, feature, built fabric or characteristic which has minor cultural value and which may, even to a small degree, contribute towards the character and appearance of Westminster Reference Library and the structure's constituent parts.
NEUTRAL SIGNIFICANCE	Elements of neutral significance typically do not possess any heritage values which are important to Westminster Reference Library and its constituent parts. As such, they neither contribute to, nor detract from, its overall character and understanding of this.
INTRUSIVE	Elements that are Intrusive to heritage value have characteristics which detract from the overall significance and character of Westminster Reference Library and its constituent parts.

6.2.1. Evidential Value

Evidential value is normally associated with older heritage assets, although all buildings encapsulate unique information about their historical development. It is associated with the potential to yield evidence about past human activity, which can include archaeological remains, geology and landscape. Westminster Reference Library can be said to have a high evidentiary value.

The Greater London Archaeological Advisory Service (GLAAS) identify Archaeological Priority Areas (APAs) based on evidence held in the Greater London Historic Environment Record (GLHER). Each APA is assigned to a tier reflecting their archaeological significance: Tier 1 is a defined area of highest archaeological sensitivity, Tier 2 is a local area with evidence of the presence or likely presence of heritage assets of archaeological interest, Tier 3 is a landscape scale zone which holds the potential for heritage assets of archaeological interest and Tier 4 is any location that does not merit inclusion within an Archaeological Priority Area. Westminster Reference Library is located in a Tier 1 Archaeological Priority Area, as defined by GLAAS, and therefore has the potential for significant archaeological interest.

In the particular case of the library, this archaeological interest takes the form of the remaining vaults from Sir Isaac Newton's House formerly at no. 35 St Martin's Street, now contained within the library basement and extending out under the street itself. The vaults were partially flooded at the time of the listing inspection by Historic England, and no public access is possible.

The library interiors hold some evidentiary value of their own in that the retained fitted wooden shelving, balconies, and doors are likely to be original, providing information on past library designs, materials and construction. The decorative plasterwork to the internal pillars and pilasters is likely to have been renewed, but the simple Greek motifs together with the arched vaulting and Ionic columns to the library vestibules provide an indication of past designs and aesthetic preferences.

The current CCTV cameras and cabling are all obvious modern additions. The new CCTV camera system will replace these and provide additional coverage, which will involve some minor fixing into the existing plasterwork walls. Fixing into wooden balconies and plasterwork will take place where existing cameras fixing are removed, where applicable.

Overall, it may be concluded that the evidentiary value of Westminster Reference Library as a whole has a **HIGH SIGNIFICANCE**, but that the CCTV system has **NO SIGNIFICANCE** and the internal spaces to which it will be affixed have a **LOW SIGNIFICANCE**.

6.2.2. Historical Value

"well known as long as our island retains any trace of civilisation"²⁴

Historical value relates to ways in which past people, events and aspects of life can be connected through a place to the present. It can be illustrative or associative. Westminster Reference Library can be said to have a high historical value.

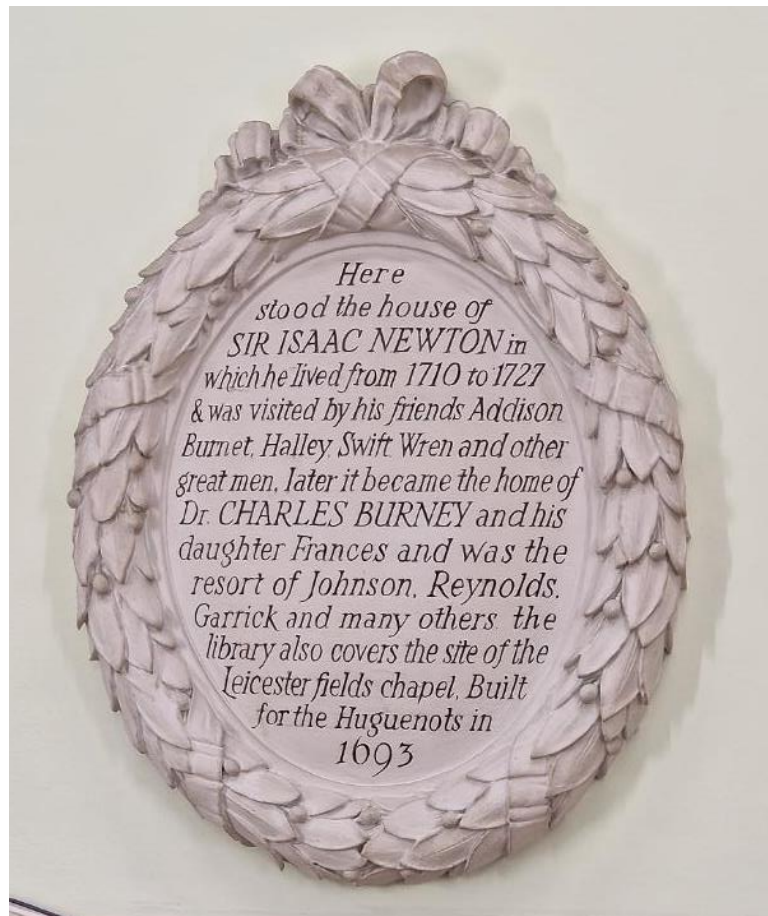
Westminster Reference Library is unusual in that whilst the site of the building is replete with historical significance and connections, the building itself has relatively lower historical value due to its lack of association with famous figures or events.

Illustrative historical value is derived from the visibility of a historic asset and the way in which it aids interpretation of the past. Constructed between 1927 and 1928, Westminster Reference Library retains a substantial amount of its original layout and many of the interior finishes and architectural detail, including wooden fixtures and decorative plasterwork. The

²⁴ British History Online (2023) The Survey of London. Available from: <https://www.british-history.ac.uk/survey-london/vol20/pt3/pp106-108>

Main Library and Music Library both contain handsome polished wood balconies with parquet flooring running along the edge of the room, with wooden columns supporting and fitted shelving below.

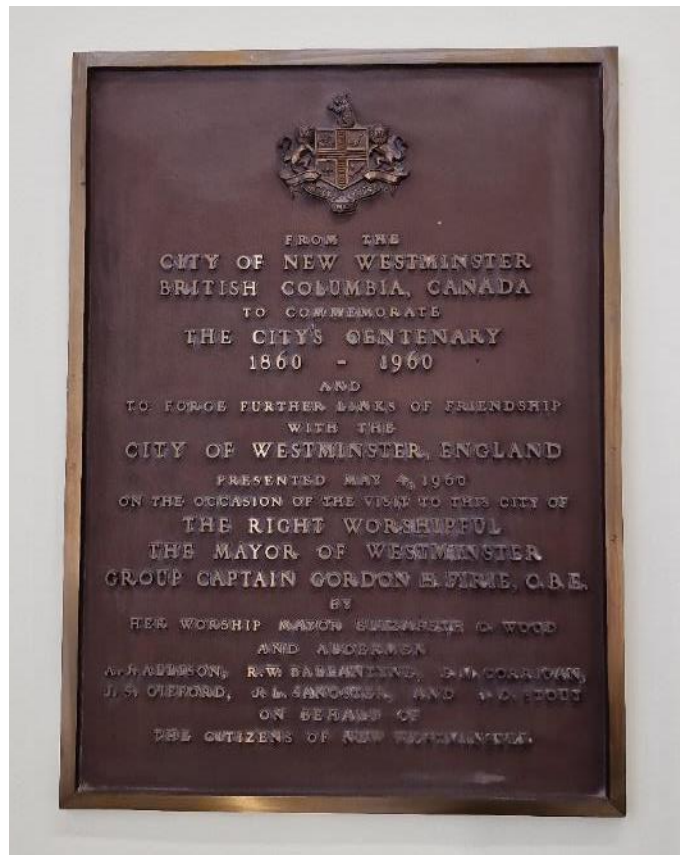
Associative value relates to the relationship a place has to a notable person, event or movement. The site of the Westminster Reference Library is heavily associated with Sir Isaac Newton, who lived in no. 35 on the site for a number of years, performed experiments there (including within his personal rooftop observatory), worked on his magnum opus of *The Principia* at the residence, and surely hosted other notable figures of the age. Lord Macaulay even predicted that Newton's home would be "*well known as long as our island retains any trace of civilisation*", though unfortunately this has not been borne out by the passage of time. The house was later inhabited by a famous novelist of the time, and hosted other literary figures as noted in the plaque below, further contributing to the site's historical associations.



Plaque located in the ground floor vestibule outside the Main Library

Meanwhile, the site also has strong links with the former Orange Street Chapel and through this to the Huguenots, who's flight from persecution in France and settlement in England contributed greatly to the economy via their silk weaving and the development of areas of London including Spitalfields.

In addition to the historical resonances of the site, the current Westminster Reference Library is also linked directly to the famous architect A N Prentice, who was a Fellow of the RIBA and designed many notable buildings, some others of which are also listed. It is also linked through the opening ceremony to the then Dean of Westminster and Mayor of Westminster. There are additional links to the city of New Westminster, British Columbia, as evidence by the plaque commemorating the visit of a delegation on the city's founding centenary (see image below, also located within the entrance vestibule).



Plaque within the ground floor entrance vestibule commemorating the city of New Westminster (British Columbia) founding centenary in 1960.

Overall, it may be concluded that the historical value of Westminster Reference Library site as a whole has a **HIGH SIGNIFICANCE**. However, the internal spaces affected by the CCTV upgrade are considered to have a **MEDIUM SIGNIFICANCE** as it is the site itself which embodies much of the historic associative value, rather than the library building.

6.2.3. Aesthetic Value

Aesthetic value is inherently subjective and difficult to measure. It traditionally encompasses elements of design quality and artistic appreciation. Aesthetic value derives from the way people draw sensory and intellectual stimulation from a place. It can be the conscious design of a place and artistic endeavour or involvement of a known architect, the quality of design and execution.

In and of itself, Westminster Reference Library has embodied architectural interest due to its pleasing Edwardian Baroque façade externally, featuring decorative stonework details such as pediments above each main window, rusticated lower portions to the ground floor stonework, and a pleasingly ordered arrangement of window openings and dormers. The double-height ground and first floors feature exceptionally large windows, enhancing the exterior whilst allowing light into the library rooms. Small details, such as the bronze lion's head door knockers to the main double doors, add character to the building.



The rear of the library, being a mixture of glazed white brick and yellow stock brick, is less aesthetically inspiring, although it still features some attractive detailing, including the carved stone architrave around the North exit onto Long's Court.

Inside the library building the visitor is greeted by an impressive staircase circling the main lightwell. Small decorative touches are again in evidence, as with the springers to the ceiling plasterwork arches and the capitals to the supporting columns.

The interiors of the Main Library and Music Library are the most well-appointed rooms within the building. The double-height spaces are emphasized by their substantial Crittal-style windows, and four square columns decorated with Greek motifs support the central area of each ceiling. Polished wooden interior fixtures and fittings are in evidence, including architraves and wooden columns supporting the first floor balconies that allow public access to additional shelving. These are impressively large and open spaces. The balconies are artistically pleasing in their own right due to their use of high-quality materials and craftsmanship – as evidenced by the finely turned balustrades - but also as they allow an elevated view down to the main floor area. Wooden parquet flooring throughout the Main Library, including on the balconies, adds further character to the premises.

It is understood that the wooden balconies, columns, and most of the doors and architraves are original. The windows to the library rooms also appear to be original. The decorative scheme to the walls, ceilings, and columns appears relatively fresh, and it is unclear if this replicates the original colours or patterning. The third floor Book Store, Reading Room and associated corridors have a plain and utilitarian character and are dominated by storage shelving and the use of modern finishes. These areas can be considered of neutral aesthetic value.

Overall, it is considered that the building is of high aesthetic value, with this aesthetic value being of **HIGH SIGNIFICANCE**. The internal spaces which will be affected by the installation of the new CCTV system are partially of **HIGH SIGNIFICANCE** – these being the main staircase, Main Library and Music Library. However, other areas to the third floor and rear staircase are considered to be of **NO / LOW SIGNIFICANCE**.

6.2.4. Communal Value

Communal value derives from a building's interaction with, and impact on, the people who use it, observe it, have been involved with its history or are associated with it in some other capacity. In order to identify the communal value attributed to a building, it is important to identify the various stakeholders. The range of these can be extremely broad and a building may be important to different groups in different ways.

The library was originally constructed in the late 1920s as a replacement for the St Martin’s Lane library. It has remained in use as a library since then, with a history stretching back nearly 100 years. It is currently owned by Westminster City Council and open to the public for borrowing of books, but also as a space to study, read, and even perform – in the Music Library. At the time of the site visit on a Monday afternoon the library was busy, with most chairs occupied by a wide variety of users, implying it plays an important role for local people within the area. The library further acts as a community hub of sorts, hosting events in the Music Library and displaying various events notices.

Westminster Reference Library also derives communal value from the site upon which it sits, which links it back to both Sir Isaac Newton and the Orange Street Chapel. Whilst it is doubtful many visitors today come for the historic associations, there is a wealth of information online about these former uses, demonstrating the depth of connection people feel with the famous man of science on the one hand, and the close-knit religious community on the other (who still occupy the adjacent premises).

Finally, the building is clearly also valued by the state, and local government, for its heritage value, hence its protection as Grade II listed by Historic England, and its inclusion in the Leicester Square Conservation Area by Westminster City Council.

In light of the above, it is concluded that the building embodies a significant depth of communal value, with this communal value being assessed as of **HIGH SIGNIFICANCE**. The proposed CCTV system replacement will improve safety and security for all users, and so is likely to enhance, rather than detract from, the library’s communal value.

6.3. Heritage Impact Assessment

The proposed works affect the ground, first floors, second, and third floors of the building, so have been broken down accordingly to analyse their impact. The levels of significance that are referred to are the same as those detailed within this report above. Four levels of potential works impact on the building’s significance are identified, with the naming self-explanatory. These impact levels are outlined in the table below:

HIGH IMPACT
MEDIUM IMPACT
LOW IMPACT
NO IMPACT

Possible mitigation measures have been noted where appropriate, as have suggestions for further research and investigations to either better understand the relevant historic fabric or to devise alternative design proposals for review. These suggestions are indicated in the CoBRA (Conservation-Based Research and Analysis) column, based on the work of Clark (2001).

Proposed Works Location & Description	Significance of Fabric Affected	Potential Works Impact	CoBRA Information	Mitigative Measures
Throughout – remove all old CCTV cameras and redundant cabling				
Throughout the premises – remove all old CCTV cameras and cabling	HIGH SIGNIFICANCE – overall building has a high significance due to a plethora of original features,	LOW IMPACT – Removal of old CCTV equipment and cabling	Full photographic schedule to be completed of old CCTV system	Old CCTV cameras to be carefully and sensitively removed to minimize

	strong communal and historic connections	will enhance the building's significance in some ways as these redundant modern elements detract from its appeal. Some minor damage to existing finishes and camera fixing points.	before removal of cameras and wiring.	impacts on historic fabric. Any redundant fixing holes to be made good using matching materials. Old cable runs to be gently detached from the substrate, new cable runs to follow paths of existing.
External CCTV Camera – Long's Court Entrance				
External North Entrance onto Long's Court - replace camera	MEDIUM SIGNIFICANCE – glazed brick work wall is likely original. Location is adjacent to decorative carved stone architrave – original building feature.	NO IMPACT – Camera will replace existing camera in the same location. The installation of the camera with built-in flash will improve security of this space and reduce current unauthorised entry.	Full photographic schedule to be completed.	Camera install not to damage surrounding fabric. Same fixing holes and cable runs as for existing camera to be utilised.
Ground Floor – new CCTV Cameras				
Ground Floor Lobby NE Corner Camera (RLG 07) – replace camera	HIGH SIGNIFICANCE – the Ground Floor Lobby retains original decorative features, such as plasterwork detailing.	LOW IMPACT – The location of the camera is to a flat section of painted plaster wall where there is already an existing camera and associated trunking installed. No change anticipated to finished appearance besides camera design.	Full photographic schedule of Ground Floor Lobby to be completed prior to install.	The location for the camera has been chosen to avoid damage to the original decorative features. The cabling will use existing surface mounted conduit.
Ground Floor Lobby SE	HIGH SIGNIFICANCE –	LOW IMPACT –	Full photographic	The location for the camera

<p>Corner Camera (RLG-07) – replace camera</p>	<p>the Ground Floor Lobby retains original decorative features, such as plasterwork detailing.</p>	<p>The location of the camera is to a flat section of painted plaster wall where there is already an existing camera and associated cabling. No change anticipated to finished appearance besides camera design.</p>	<p>schedule of Ground Floor Lobby to be completed prior to installation.</p>	<p>has been chosen so as to cause minimum impact to architecturally significant fabric. The cabling will use existing surface-mounted cable routes that serve the current camera.</p>
<p>Main Library Facing Double Doors (RLG-12) – new CCTV Camera</p>	<p>HIGH SIGNIFICANCE – the Main Library retains original architectural detailing, such as the polished wooden balcony, parquet flooring and other decorative features. The balcony is believed to be original.</p>	<p>MEDIUM IMPACT – Location is new, and will impact original fabric, However, this is necessary for security coverage. There is already an existing power supply to the vicinity serving exit signage. Cabling can be routed up and along balcony-soffit junction minimising visual impact.</p>	<p>Full photographic schedule of Main Library to be completed prior to works.</p>	<p>The location and cable route has been chosen to cause minimum impact on the significance of the Main Library, whilst still providing the coverage required. The cabling can follow existing surface mounted routes and the majority of the cable run hidden.</p>
<p>Main Library Camera over Desk – replace existing</p>	<p>HIGH SIGNIFICANCE – the Main Library retains original architectural detailing including polished wooden features.</p>	<p>LOW IMPACT–The location of this camera is on a polished wood balcony section but in the same location as the existing camera. The existing surface-mounted cabling route</p>	<p>Full photographic schedule of Main Library to be completed prior to works.</p>	<p>The location for the camera has been chosen so as to cause minimum impact to architecturally significant fabric by replacing an existing camera in the same location. The cabling can use</p>

		can be re-used.		existing cable routes.
Main Library – Camera to NE Balcony Corner – replace existing	HIGH SIGNIFICANCE – The Main Library retains many original architectural features including the wooden balconies and railings.	LOW IMPACT – New camera is to be installed in same location as the existing camera and can benefit from using the same cable routes and fixing points.	Full photographic schedule of Main Library to be completed prior to works.	The location for the installation of the camera has been chosen to minimise disruption to architecturally significant fabric. The cabling will use existing cable routes. New camera mount to be carefully selected to use extant fixing holes if possible, otherwise to minimize impact on historic balcony fabric.
Camera to East Balcony Underside (Main Library) – replace existing	HIGH SIGNIFICANCE – Main Library contains a number of aesthetically appealing and significant features including the polished wooden balconies and balustrades.	LOW IMPACT –the new camera will be located on a flat balcony soffit surface in the same location as the existing. This will allow it to utilise the same fixing points and for the cabling to follow the same route.	Full photographic schedule of Main Library to be completed prior to works.	The location of the camera has been carefully considered so as to cause minimum disruption to significant features. The cabling will use the same cable route as the current camera – being hidden at the joint where the balcony underside meets the soffit..
South-East Corner of Main Library – new CCTV camera	HIGH SIGNIFICANCE – The Main Library contains many significant architectural features that are original, including the wooden	LOW IMPACT – camera will be newly installed but in an unobtrusive area of flat wall plaster in the top corner	Full photographic schedule of Main Library prior to works commencing.	The location for the camera has been chosen so as to reduce the harm architectural features. The cabling will use the

	balconies and balustrades.	of the room. Historic fabric being disturbed is not of particular note. Cable run can largely follow existing serving fan within window.		existing cable route up the side of the adjacent window to minimize visual intrusion..
South Wall of Main Library – new CCTV camera	HIGH SIGNIFICANCE – The Main Library contains many significant architectural features that are original, including the wooden balconies and balustrades.	MEDIUM IMPACT – new camera will require new fixing holes to plastered wall pilaster adjacent to shelving. However, lighting cable run can be used for CCTV cabling.	Full photographic schedule of Main Library required prior to works.	Location chosen to be visually unobtrusive at same height as shelf-heads and racks of new lamps. Lamp cable run can also serve CCTV camera location. Fixing to be with Hikvision mount to minimize intrusion into historic fabric.
South-West Main Library Corner – new CCTV Camera	HIGH SIGNIFICANCE – The Main Library contains many significant architectural features that are original, including the wooden balconies and balustrades.	MEDIUM IMPACT – new camera will require new fixing holes to plastered wall pilaster above shelving. Camera will be somewhat visually intrusive as above shelf-head height.	Full photographic schedule of Main Library required prior to works.	Camera location chosen to balance intrusiveness (low down on pilaster) with need to position for security coverage. Cable run can follow route of that for lights below. Use of Hikvision mount will minimize historic fabric intrusion.
North-West Main Library Wall – new CCTV camera	HIGH SIGNIFICANCE – The Main Library contains many significant architectural features that are original, including the wooden	MEDIUM IMPACT – new camera will require new fixing holes to plastered wall pilaster adjacent	Full photographic schedule of Main Library required prior to works.	Camera location chosen to balance intrusiveness (low down on pilaster) with need to position for

	balconies and balustrades.	shelving. Camera will be somewhat visually intrusive but located at same height as lighting wiring.		security coverage. Cable run can follow route of that for lights where this crosses the pilaster. Use of Hikvision mount will minimize historic fabric intrusion.
North-West Main Library Balcony Corner – new CCTV camera	HIGH SIGNIFICANCE – The Main Library contains many significant architectural features that are original, including the wooden balconies and balustrades.	LOW IMPACT – camera will be newly installed but in an unobtrusive area of flat wall plaster in the top corner of the room. Historic fabric being disturbed is not of particular note. Cable run can largely follow existing conduit already running full height.	Full photographic schedule of Main Library required prior to works.	Camera location chosen to reduce impact on historic fabric by fixing to plasterwork rather than wooden balcony. Cable run can follow inside existing wall trunking, reducing visual impacts.
Centre of Ceiling – Main Library – new CCTV camera	HIGH SIGNIFICANCE – The Main Library contains many significant architectural features that are original, including the wooden balconies and balustrades.	LOW IMPACT – new camera location. However, historic plasterwork not of great interest, ceiling already cluttered with numerous fixings for hanging lamps.	Full photographic schedule of Main Library required prior to works.	Camera may need utilise a pendant mount to hang down from the ceiling to achieve full 360 degree views. Camera will not be obtrusive, blending in with ceiling lamp wires. Cable run can link to closest alarm – in centre of ceiling.
New Network Video Recorder & Security	HIGH SIGNIFICANCE – The Main Library contains many	LOW IMPACT – network video recorder	Full photographic schedule of Main Library	Unobtrusive location outside of public areas

Cage in Librarian's Office – Main Library	significant architectural features that are original, including the wooden balconies and balustrades.	appears to be located in shelving unit of more modern construction. Network video recorded itself is no fixed to the shelving. Cage will be fixed, but limited impact on historic fabric.	required prior to works.	limits visual impact. Network video recorder is not affixed to anything. Security cage is necessary, and can be fixed into localised wooden shelving with no impact on the most architecturally significant room features such as the balconies.
First Floor – new CCTV camera installations				
Main Stairwell North-East Corner – new camera	HIGH SIGNIFICANCE – original fabric to walls and ceilings of main stairwell including some decorative plasterwork.	MEDIUM IMPACT – new camera is not replacing existing, so will require fresh fixings into historic fabric. No existing cable runs to follow – cable will be isolated running down wall.	Full photographic schedule of First Floor Lobby required prior to works.	New camera here is essential to monitor foot traffic in the first floor lobby. Camera location chosen to avoid decorative plasterwork above. Cable run will need to be unobtrusive, taken straight down corner junction. Trunking should be painted to blend with wall colours.
North-West Corner Pilaster – Music Library – new CCTV camera	HIGH SIGNIFICANCE – original fabric to Music Library including some decorative plasterwork, wooden balcony and balustrades.	LOW IMPACT – camera location is new but unobtrusive, hidden in corner behind library desk at mid-rail height on wall. Historic fabric is corner pilaster,	Full photographic schedule of Music Library required prior to works.	Cables to be run at mid-rail height using existing cable run/trunking. Location will impact likely historic plasterwork, but use of Hikvision mount can limit intrusion into fabric.

		appears recently repainted.		
West Elevation Pilaster – Music Library – replace existing camera	HIGH SIGNIFICANCE – original fabric to Music Library including some decorative plasterwork, wooden balcony and balustrades.	LOW IMPACT – Camera will replace existing CCTV camera in the same location. Fixing holes and cable runs can be re-used.	Full photographic schedule of Music Library required prior to works.	Camera can utilise the same fixing holes as the existing, minimizing historic fabric disturbance. Cable run to mimic existing, running across pilaster. Cable trunking can be painted to match wall, reduce visual impact.
South-West Corner Pilaster – Music Library – new camera	HIGH SIGNIFICANCE – original fabric to Music Library including some decorative plasterwork, wooden balcony and balustrades.	MEDIUM IMPACT – new camera location prominent at full height in corner, visually intrusive. Historic plasterwork affected though cornice should be avoided.	Full photographic schedule of Music Library required prior to works.	New camera cable run to utilise existing cable trunking running in close proximity up pilaster and along below ceiling cornicing. Speciality Hikvision mount for securing to wall should reduce fabric damage.
South-Central Pilaster – Music Library – new CCTV camera	HIGH SIGNIFICANCE – original fabric to Music Library including some decorative plasterwork, wooden balcony and balustrades.	MEDIUM IMPACT – no existing camera in this location, camera will be prominent in centre of pilaster, Fixing will have to intrude on historic fabric.	Full photographic schedule of Music Library required prior to works.	Camera positioned at same height as shelf-heads, reducing obtrusiveness. No local cable runs, but cabling could be run along shelf-tops to be hidden from view until it can join existing trunking.
South-East Corner Music Library– full height – new	HIGH SIGNIFICANCE – original fabric to Music Library	MEDIUM IMPACT – historic plasterwork	Full photographic schedule of Music Library	Cabling can be run short distance down wall to join

CCTV Camera	including some decorative plasterwork, wooden balcony and balustrades.	impact as no existing fixing holes. No local cable runs, so cabling may be intrusive visually.	required prior to works.	with existing trunking near the window. Cabling to be run within corner to reduce visual impact. Camera to be affixed to plasterwork rather than original woodwork.
Central Location Under Balcony Edge – Music Library – new CCTV camera	HIGH SIGNIFICANCE - original fabric to Music Library including some decorative plasterwork, wooden balcony and balustrades.	LOW IMPACT – camera will replace existing but in new location, with new fixing required. However, location has same visual impact as current camera.	Full photographic schedule of Music Library required prior to works.	Cable run can be hidden by running up and behind balcony soffit, as with existing camera. Therefore cables not readily visible. Camera location relatively unobtrusive.
Corner Location – Music Library – new CCTV camera	HIGH SIGNIFICANCE - original fabric to Music Library including some decorative plasterwork, wooden balcony and balustrades.	LOW IMPACT – unobtrusive camera location with little visual impact on the room. Existing cable runs will allow cabling to be run without further adverse impacts.	Full photographic schedule of Music Library required prior to works.	Cable runs adjacent can be used to accommodate CCTV camera cabling. Corner underside of balcony visually hidden.
Centre of Ceiling – Music Library – new CCTV camera	HIGH SIGNIFICANCE – The Music Library contains many significant architectural features that are original, including the wooden balconies and balustrades.	LOW IMPACT – new camera location. However, historic plasterwork not of great interest, ceiling already cluttered with numerous fixings for hanging lamps and a central alarm.	Full photographic schedule of Main Library required prior to works.	Camera may need utilise a pendant mount to hang down from the ceiling to achieve full 360 degree views. Camera will not be obtrusive, blending in with ceiling lamp hangers. Cable run can link to closest

				alarm – in centre of ceiling.
Second Floor – new CCTV cameras				
Main Stairwell – North-East Corner – new CCTV camera	LOW SIGNIFICANCE – painted plasterwork wall but with no special decorative features or other particular interest	LOW IMPACT – camera in new location. But secured to a plain plasterwork painted wall, no apparent special interest.	Full photographic schedule of Second Floor required prior to works.	Cable run for camera can follow existing cabling tacked at wall/ceiling joint – cable trunking can be painted to blend with existing finishes.
Circulation Exit – from Reading Room - new CCTV camera	LOW SIGNIFICANCE – painted plasterwork wall but with no special decorative features or other particular interest. Corner already damaged due to pipework run.	LOW IMPACT – camera in new location. But secured to a plain plasterwork painted wall, no apparent special interest.	Full photographic schedule of Second Floor required prior to works.	Cable run for camera will have to run down corner of wall until it can meet cabling tacked around door architrave. Cable trunking can be painted to blend with existing finishes.
Library Work Area North Wall – replace existing camera	LOW SIGNIFICANCE – painted plasterwork wall but with no special decorative features or other particular interest. Corner already damaged due to pipework run.	NO IMPACT – local building fabric does not appear historic, no obvious special interest. Camera replacing existing, all fixing & cabling can follow same routes.	Full photographic schedule of Second Floor required prior to works.	Existing camera to be replaced – if same fixing holes, cable run used then no appreciable difference to the premises.
Library Work Area – camera to South-East corner – new camera	LOW SIGNIFICANCE – painted plasterwork wall but with no special decorative features or other particular interest.	LOW IMPACT – no obvious special interest to local building fabric. Cabling can follow route of nearby cable over architrave.	Full photographic schedule of Second Floor required prior to works.	Cable run for camera will have to run down corner of wall until it can meet cabling tacked around door architrave. Cable trunking can be painted to blend with existing finishes.

Book Storage – South Wall – new CCTV camera	LOW SIGNIFICANCE – painted plasterwork wall but with no special decorative features or other notable interest. Heavily impacted by cabling and fixtures.	LOW IMPACT - no obvious special interest to local building fabric, appears relatively modern. Cabling can follow routes of nearby cabling under ceiling beam.	Full photographic schedule of Second Floor required prior to works.	Cable run for camera can meet nearby trunking under ceiling beam. Minimal visual impact. Cable trunking can be painted to blend with existing finishes.
Book Storage – North East Corner – new CCTV camera	LOW SIGNIFICANCE - painted plasterwork wall but with no special decorative features or other notable interest. Heavily impacted by cabling and fixtures.	LOW IMPACT - no obvious special interest to local building fabric, appears relatively modern. Cabling can follow routes of nearby cabling along side of ceiling beam.	Full photographic schedule of Second Floor required prior to works.	Cable run for camera can meet several nearby cable runs, so limited visual disturbance due to cabling. Cable trunking can be painted to blend with existing finishes.
Third Floor – new CCTV camera				
Stairwell to third floor – new CCTV camera	LOW SIGNIFICANCE – painted plasterwork wall with no special features or other notable interest	LOW IMPACT – camera will require fresh fixing holes into wall. However, historic fabric here not deemed to contribute substantially to the building's special interest	Full photographic schedule of Second Floor required prior to works.	Camera will be minimally visually intrusive given corner of wall crowded with service runs and a junction box. Camera cabling can feed into nearby trunking, could be painted to match wall.

6.4. Setting Impacts

The proposed upgrade of the CCTV system includes the replacement of one external camera to the North façade fronting onto Long’s Court. All other camera works are internal. The single new camera externally will be located in the same position as the existing camera. Furthermore, it is only visible from a narrow field of view when looking down Long’s Court.

On this basis it is not considered that the camera replacement will have any adverse impact on the setting of the Westminster Reference Library.

6.5. Archaeological Impacts

The site lies within a Tier 1 Archaeological Priority Area and derives historical significance from the vaulted cellar remains within the basement. However, the proposed CCTV upgrade works are all located inside the building above ground and will therefore have no archaeological impacts.

7. Justification for Proposed Works

The current CCTV system is composed of at least two phases of installation. Older cameras (as found in the Book Store and Main Library) appear to be decades out of date, whilst more-recent dome cameras (such as those covering the Music Room double doors) are not fit for current usage, with insufficient image resolution to identify faces with reasonable accuracy according to FHP engineers.

Furthermore, the current installation does not provide adequate coverage of the library and several blind spots have been highlighted by library staff and confirmed by FHP engineers. This has the potential to lead to theft of books or personal property, and personal safety issues.

Specific concerns have been reported with the inability to identify perpetrators due to low-quality imagery, lack of deterrence due to incomplete coverage, and issues with the North façade side-door onto Long's Court being propped open to allow the public covert access to the library building/stairwell.

The Main Library provides an important service to the community in lending books, offering learning experiences, and providing a place to go to study and research, which contributes to the historical and communal significance of Westminster Reference Library. The Music Library provides additional specialist services including the use of two pianos with headphone for practice. The Book Store meanwhile houses some rarer items and requires adequate security coverage to keep these safe.

It is vitally important that both the staff and public feel safe when using the library, and that the safety and security of its important collection is maintained. It is for these reasons that the client would like to upgrade the CCTV system.

7.1. Advantages of Proposed CCTV Works

The complete renewal of the existing CCTV system and infilling of blind spots are therefore proposed and have the following advantages:

Deters theft of books and belongings: Providing full CCTV coverage of the publicly accessible areas of the library, with no blind spots, will deter thefts of library owned books, equipment and personal property of members of the public.

Improves safety for staff and public: Full CCTV coverage will also help to deter any anti-social behaviour towards the staff and public.

Detection and Prosecution of Crime: Greater resolution, and remote operation capability, of some new camera models will improve library staff's ability to detect ongoing crimes. Enhanced resolution will improve ability to potentially identify perpetrators and to issue supporting evidence to the authorities in relation to any crimes.

Consolidates system: The proposed works will remove redundant/unnecessary cameras, wiring and conduits where identified. This will improve the aesthetic appearance of the inside of the library by ensuring cameras and security equipment are only placed where necessary.

8. Conclusions

Faithful+Gould are of the opinion that the proposed works will have a **low impact** on the overall significance of Westminster Reference Library, and will not adversely “*affect its character as a building of special architectural or historic interest*”²⁵.

The works are nearly all internal, with the exception of the replacement in the same location of one camera adjacent to the North exit onto Long’s Court. It is therefore considered that the works will not affect the external appearance of the property visible from the public realm in any adverse manner, nor will they have an impact on the property’s setting or the Leicester Square Conservation Area.

Westminster Reference Library has a near 100-year history of serving the local community as a public library and continues to fulfil this function today. The building is deemed to have high aesthetic and communal significance due to its architectural merits and continued use by the local community. and every attempt should be made to preserve these aspects. Furthermore, due to the site’s strong evidentiary links to the past and the building’s historic connections, it is determined that Westminster Reference Library also possesses high evidentiary and historic significance.

The proposed removal of old CCTV cameras and the installation of a new CCTV system will ensure that the library can continue to operate in a safe and secure manner, protecting both staff and the public. These security enhancements will further help to safeguard its historic collections. By allowing the library to continue to operate as a community focal point, these CCTV works will, in fact, contribute to preserving the building’s special interest.

The removal of redundant cameras and cabling will impact on the fabric of the building, but this work will be sensitively undertaken and any damage to historic finishes made good in a like-for-like fashion. The addition of new cameras and cabling will also have an impact on the architectural significance of the library, however, the locations for the cameras have been carefully considered to minimize negative impacts – as they are often replacing the old cameras and using the same fixing locations and cable runs. Cameras in new locations will naturally have a more substantial impact, but these additional units are essential to protect the library and its users.

In summary, it is clear that not only will the proposed CCTV camera works have a **low impact** on the building’s significance, but the works can be considered of overall benefit. Careful design development has allowed a solution to be found to current security issues that will not adversely affect the special architectural and historical interest of the building.

²⁵ Planning (Listed Buildings and Conservation Areas) Act 1990. Chapter II, Section 7 (I). Available from: <https://www.legislation.gov.uk/ukpga/1990/9/section/7>

9. Appendices

Appendix A List Entry

Appendix B Photo Schedule of Existing and Proposed Camera Locations

Appendix C FHP General Arrangement Plans

Appendix D FHP Camera Specification

Appendix E – Camera Data Sheets

Appendix A

List Entry



Appendix B

Photo Schedule of Existing and Proposed Camera Locations



Appendix C

FHP General Arrangement Plans



Appendix D

FHP Camera Specification



Appendix E

Camera Data Sheets





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