



2313 Pembroke College – Old Quad Project

**Design & Access Statement**

Walters & Cohen Architects

15 March 2024

**WALTERS  
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ARCHITECTS**

## 0.0 Project particulars

### Project team

Project Manager	Metis Projects
Architect	Walters & Cohen Architects
M&E Engineer / Sustainability	Max Fordham
Acoustic Consultant	Max Fordham
Structural Engineer	Price & Myers
Quantity Surveyor	Gleeds
Heritage Consultant	Oliver Architecture
Planning Consultant	Bidwells
CDM Principal Designer	Bureau Veritas
Approved Inspector	Cook Brown

### Applicant

Pembroke College, Oxford

### Site Address

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Oxford  
OX1 1DW

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## 1.0 Introduction

### General introduction / executive summary

This Design & Access Statement has been prepared by Walters & Cohen Architects on behalf of Pembroke College, Oxford. It supports an application for planning and listed building consent for various works to the Old Quad, including Staircase 8, as well as air source heat pump enclosures in North Quad and on the roof of the McGowin Library.

Old Quad (including Staircase 8) is Grade I listed. Various buildings surrounding the air source heat pump (ASHP) enclosures are Grade II and II\* listed. Around the North Quad ASHP enclosure, Staircases 16 and 17 are Grade II listed, while Staircase 18 is Grade II\*. The Almshouses building to the east of the McGowin Library is also Grade II\* listed.

The project has three key objectives:

- Planned preventative maintenance
- Internal refurbishment
- Decarbonisation (more specifically – reduction of the operational carbon footprint of the College's buildings).

The proposals improve sustainability and improve the internal environment for teaching and research, at the same time as carrying out the essential repairs needed to preserve the heritage buildings for the future.

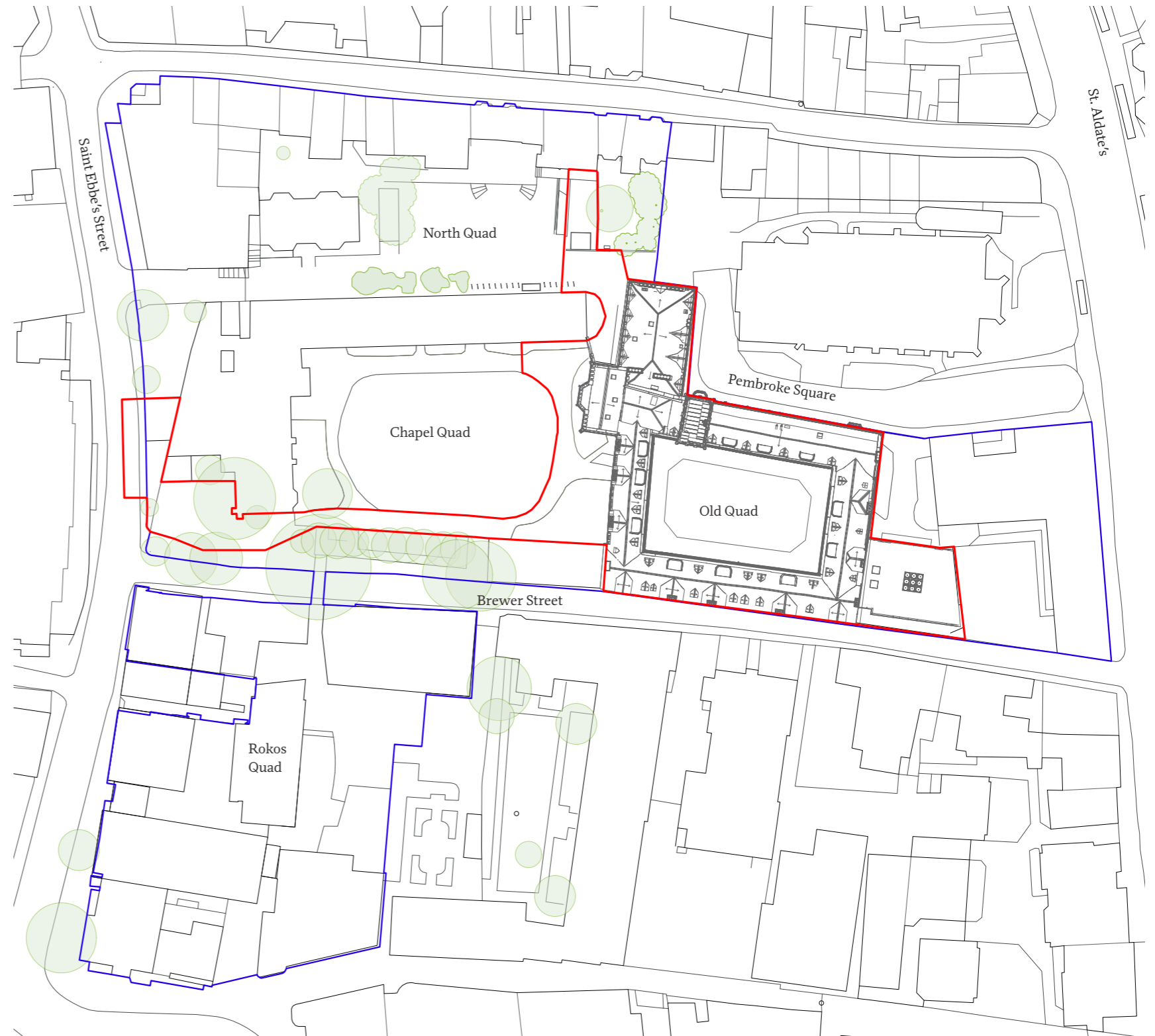
This document should be read in conjunction with:

- Planning Statement (by Bidwells)
- Heritage Statement (by Oliver Architecture)
- Architectural and M&E drawings (by Walters & Cohen and Max Fordham)
- Other reports and statements including arboricultural report, bat survey reports, archaeological report.

### About Pembroke College, Oxford

Pembroke College was founded in 1624 and is one of the Colleges that make up the University of Oxford. The College states its core purpose as follows:

*'Pembroke is an historic foundation dedicated to serve the common good through the provision of education and the promotion of scholarship and research.'*



Existing site plan

- Boundary of Pembroke College ownership
- Site boundary

**Introduction to the buildings – main quad of Old Quad**

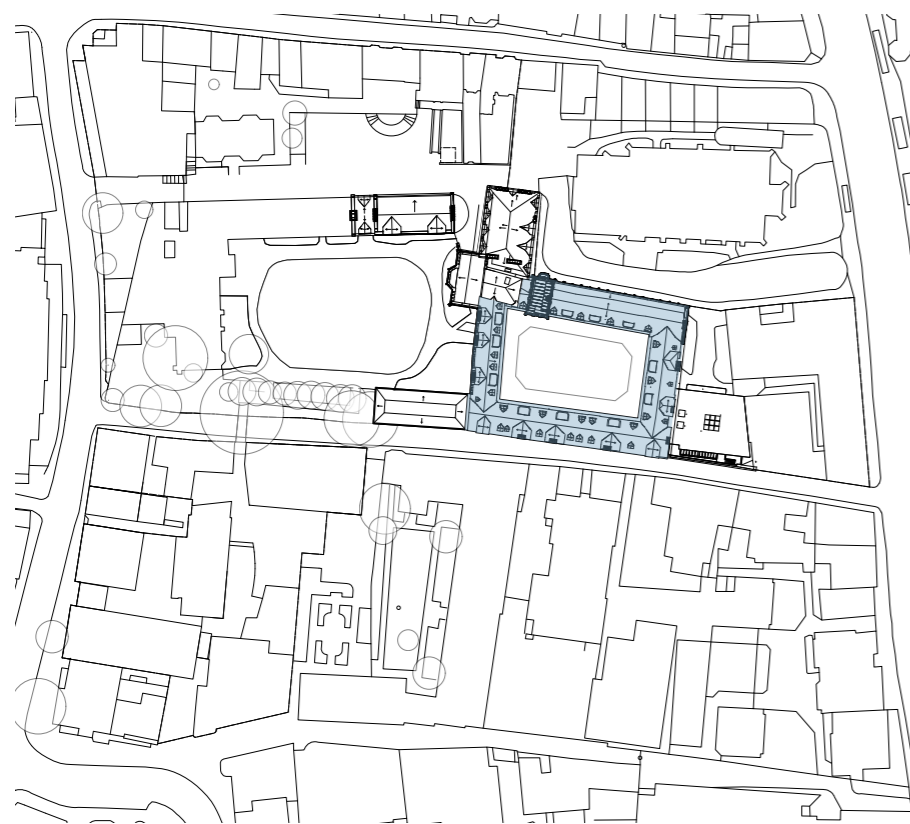
Old Quad is a Grade I listed building. Built between 1626 and 1673, the quad was remodelled in 1830 by Daniel Evans, a local builder.

Rooms within Old Quad are accessed directly from a series of staircases. There are eight staircases from the main courtyard, named Staircases 1-7 and the Tower Staircase. Please note that throughout this document, 'Staircase' is generally used to describe the whole area accessed from each stair, as well as the stair itself.

The quad primarily contains Fellows' offices, which are arranged in suites of rooms known as 'sets'. These are used for teaching in small groups as well as being private offices for Fellows. Staircase 3 also contains the Middle Common Room (for postgraduate students) and the Junior Common Room (for undergraduates).



View of Old Quad, facing east



Location plan



Fellow's office



Middle Common Room

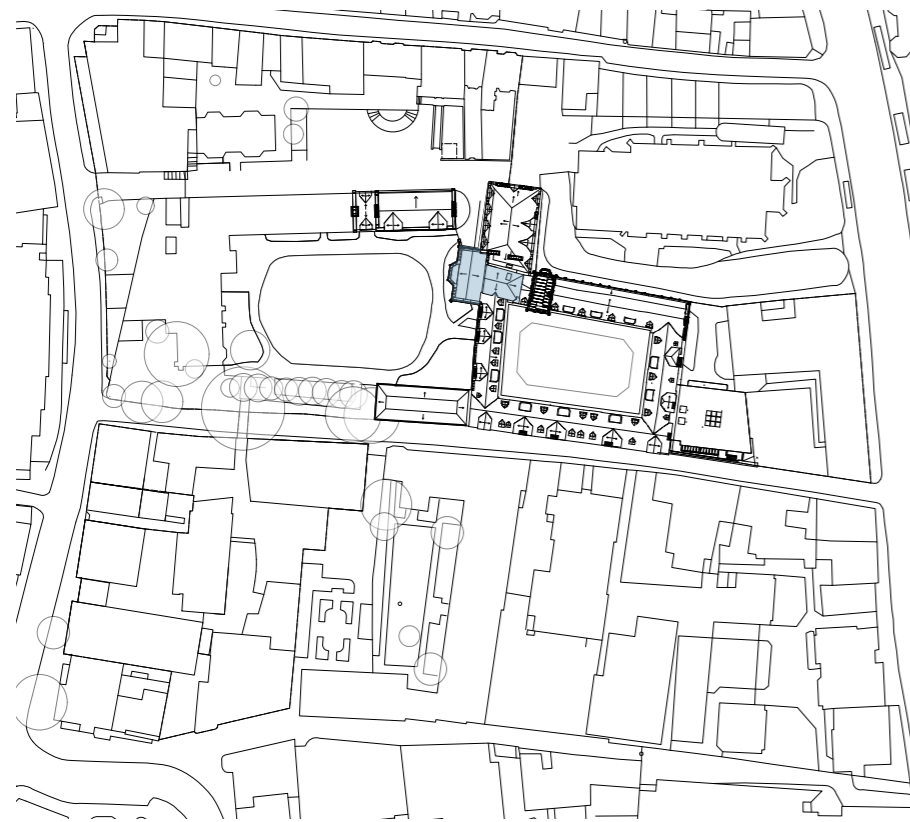
## 1.0 Introduction

### Old Quad – Broadgates Hall

Broadgates Hall is part of the Grade I listed Old Quad. It incorporates the refectory of the medieval Broadgates Hall, but the main crosswing dates from approximately 1620. This area was previously used as a library, but is now the Senior Common Room.



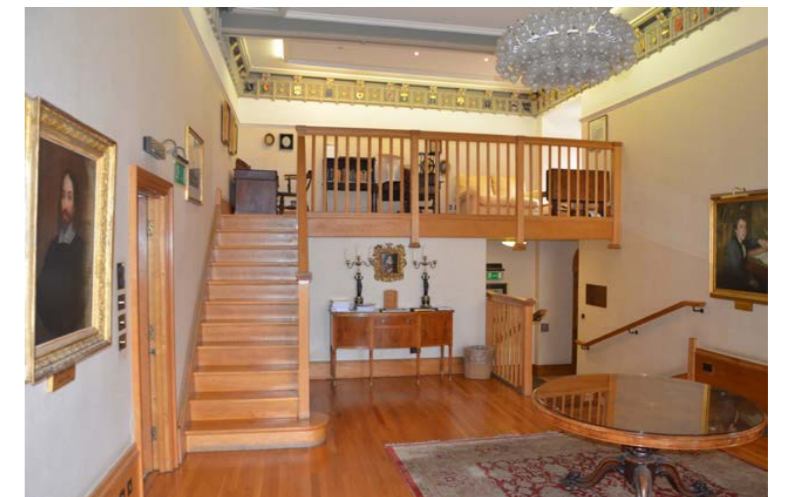
West elevation of Broadgates Hall



Location plan



Bay window of Broadgates Hall



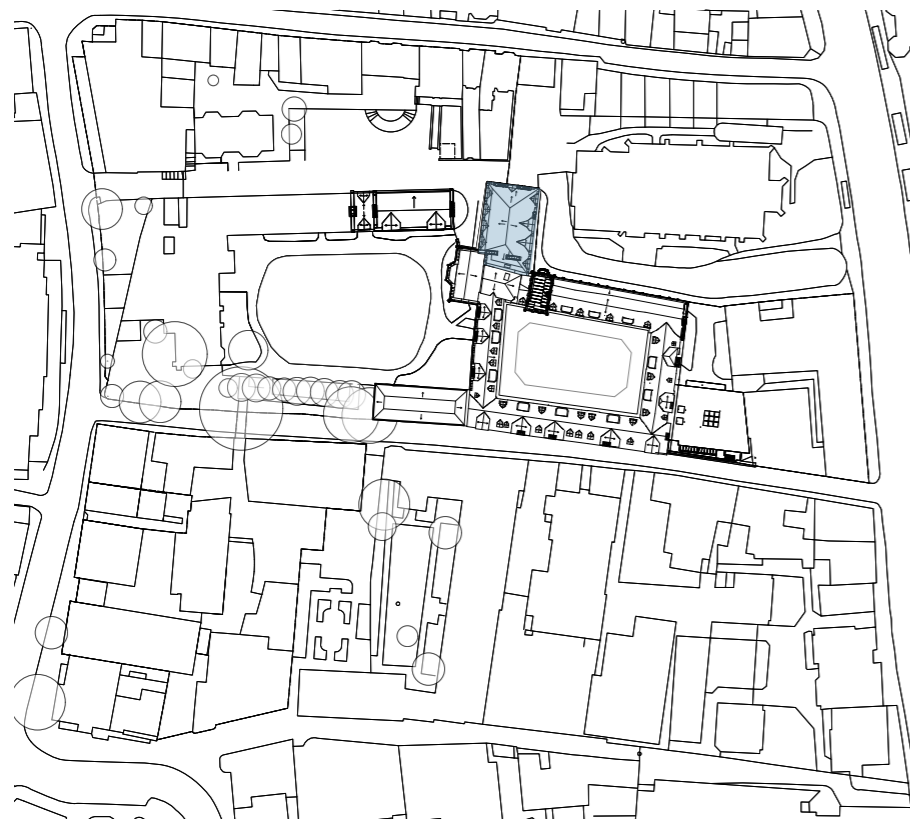
Mezzanine floor within Broadgates Hall

**Old Quad – Staircase 8**

Staircase 8 is part of the Grade I listed Old Quad buildings. It was constructed slightly later, in 1695, and was originally the Master's Lodge. It was altered in 1846 and converted to student rooms in 1928. This building mostly contains student bedrooms, although there are also various meeting rooms and one small office.



East elevation of Staircase 8



Location plan



Student bedroom within Staircase 8

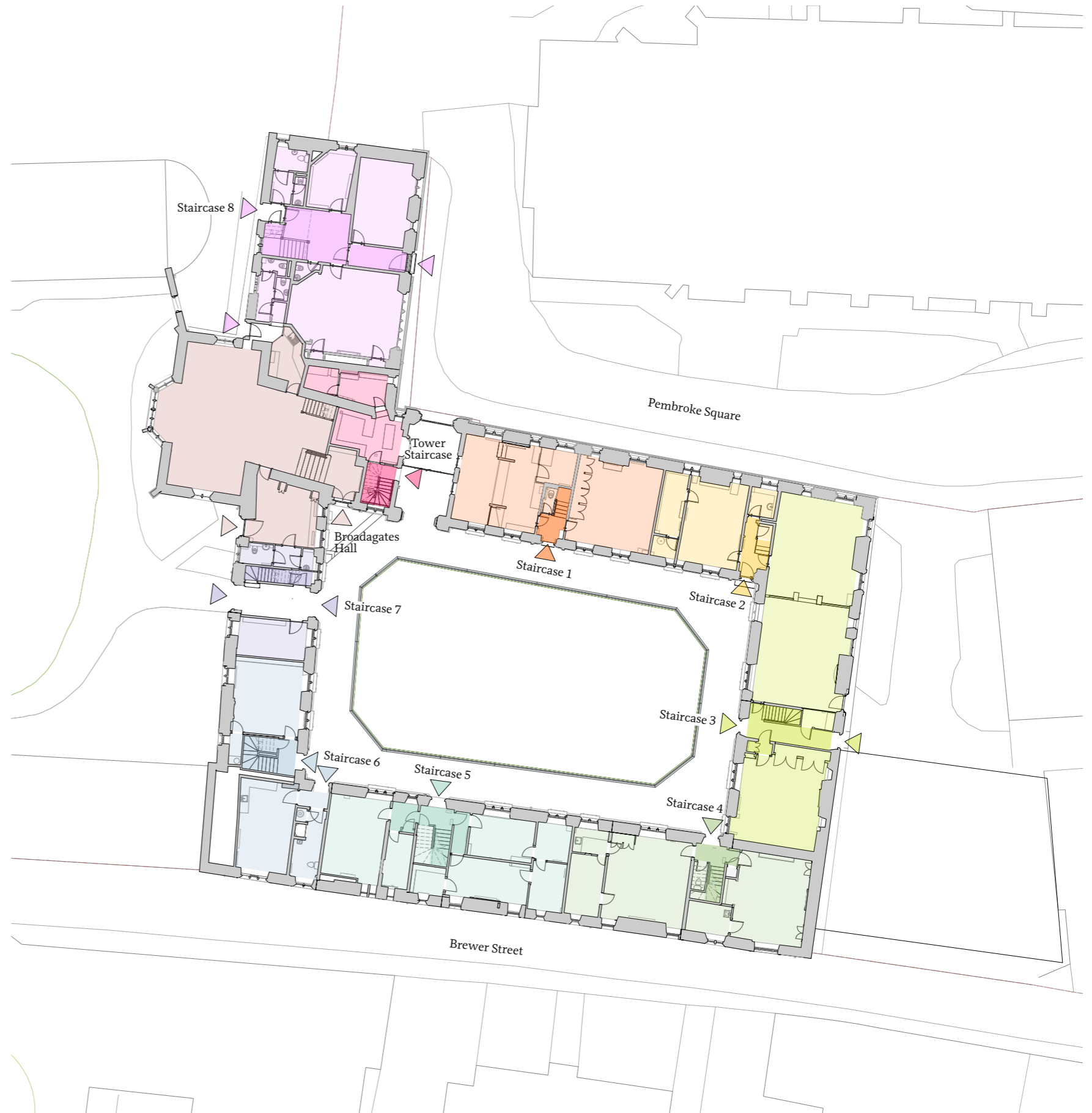


Meeting room within Staircase 8

## 1.0 Introduction

### Old Quad – layout

The ground floor plan to the right shows how the building is divided up into nine staircases (numbered one to eight, plus the Tower Staircase) and Broadgates Hall. Staircases 1, 2, 4 and 6 all are accessed from within the quad only. Staircases 3, 7 and the Tower Staircase have open passageways at their base, so are accessed both from the inside and the outside of the quad. Staircase 8 is effectively a separate building, although there is an adjoining wall with the rest of Old Quad.





**Planned Preventative Maintenance – introduction**

The first of the three core objectives of the Old Quad Project is planned preventative maintenance (PPM). This includes a variety of repairs and upgrades which are required to maintain the building in good condition, keep services in good working order and improve safety.

A schedule of Planned Preventative Maintenance items for Old Quad was prepared by Bidwells. Based on the high-level information provided in this PPM schedule, a detailed set of PPM works has been defined, which can be split into four strands:

- External repairs
- Structural repairs
- Fire safety upgrades
- M&E works.

These four strands are described in detail on the following pages.

**Like-for-like external repairs**

Many of the external repairs which are required are like-for like and do not require listed building consent. These works include minor roof repairs, redecoration and maintenance of rainwater goods, and repairs to the windows.

The repair works for the windows are described in detail in the window schedule (2313-PR-5100) in order to give context to the secondary glazing proposals. This schedule of works has been developed based on a detailed condition survey, produced by Bidwells. The proposals include redecoration, restoration of windows which are painted shut or otherwise inoperable, repairs to ironmongery and replacement of cracked panes.

For clarity, all other proposed like-for-like repairs are excluded from this application.

**Minor repair to rainwater pipe**

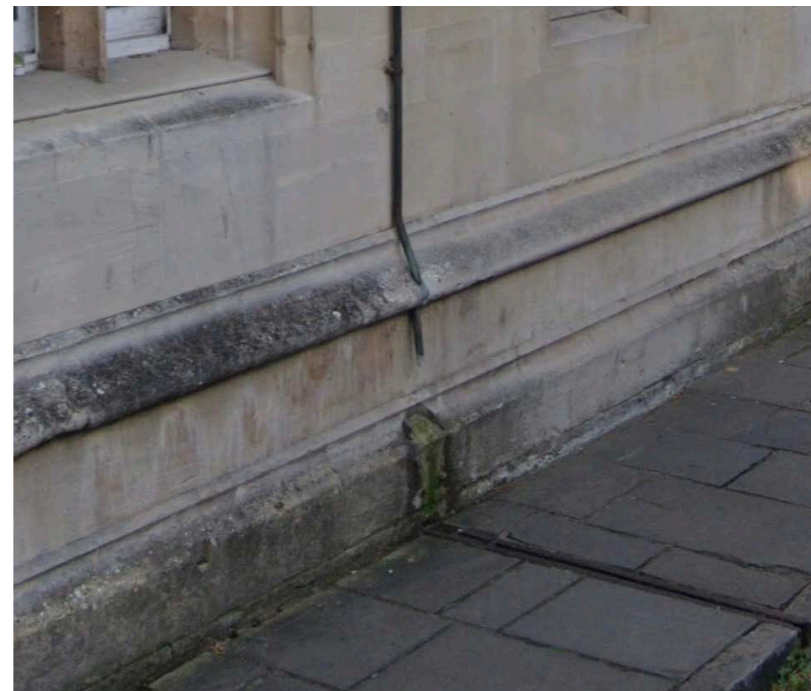
A rainwater pipe on the north elevation requires a short extension in order to prevent soiling and saturation of the stonework. The repair will be made with like-for-like materials.



Image from drone survey showing slipped tiles to roof of Broadgates Hall



Drone survey image of typical sash window in Old Quad, showing need for redecoration



Rainwater pipe requires extending to prevent soiling / saturation of stonework

## 2.0 Planned Preventative Maintenance

### External repairs – timber dormer windows facing into Old Quad

The large timber dormers facing into Old Quad are in particularly poor condition. There is evidence of water ingress through the windows themselves as well as at the junctions between the cheeks and roof of the dormer and the slate roof, and the sills and lower portion of the windows are badly rotten externally.

After careful consideration, it is proposed that the dormers be replaced rather than repaired. The following factors have been considered:

#### 1. Loss of historic fabric

There is clear photographic evidence that the current dormer window construction dates from the 20th century, so the fabric of the dormers is of no significance. Refer to the Heritage Statement for more detail.

Initial advice received by the College from a specialist joinery company suggests that the dormers would have to be dismantled and taken to a workshop off site to be repaired. Therefore the risk to adjacent fabric from construction works remains the same, whether the dormers are repaired or replaced.

#### 2. Robustness and longevity

Replacing the dormers fully will make it easier to ensure that all aspects of the design and construction are robust. This will maximise the lifespan of the dormers and reduce the risk of future leaks, which could cause damage to the historic fabric of the building.

#### 3. Sustainability

Replacing the dormers will allow insulation to be added to the cheeks and roof. It will also allow secondary glazing to be neatly incorporated within all of the dormers. This would not be possible if the dormers were retained.

#### Design of the replacement dormers

The replacement dormers would visually match the appearance of the existing dormers. The parapet would be 80mm higher in order to allow space for roof insulation. In order to preserve the faceted appearance of the glazing, the windows will be replaced like-for-like with single glazed leaded windows. Secondary glazing will be integrated behind.



Staining indicating internal water ingress at junctions around dormer windows



Staining indicating internal water ingress around window panes



Evidence of water ingress at junction between dormer and roof



Drone survey image of large timber dormer in Old Quad, showing severe rot to the sill and lower part of the structure and poor protection of parapet detail



Close up showing severe section loss and deep fissures to sill

**External repairs – rooflights**

There are five modern rooflights at the top floor of Staircase 8. These can be divided into two types:

**Rooflight Type 1**

Rooflight Type 1 covers modern timber / aluminium composite rooflights. These do not have any heritage significance. There are two of these rooflights, and they are located within the circulation of Staircase 8. Both rooflights are water damaged internally and it is proposed that they be replaced.

**Rooflight Type 2**

Rooflight Type 2 covers modern metal-framed rooflights. There are three of these rooflights, located within bedrooms in Staircase 8. These rooflights are double glazed and appear to be in good condition, so it is proposed that they be retained.



Rooflight Type 1 within Staircase 8 circulation



Rooflight Type 1 within Staircase 8 circulation



Rooflight Type 2 within bedroom at top floor of Staircase 8

## 2.0 Planned Preventative Maintenance

### External repairs – soiling and erosion of stonework

The stonework within Old Quad and the SCR Staircase has atmospheric staining and water staining. It is proposed that this is carefully cleaned. A cleaning methodology will be developed at a later stage with an appropriate contractor. The methodology will be tested on a trial area before being applied to the rest of the facade.

There are also various areas where stonework has been eroded by weathering. It is proposed that erosion at low level around the entrances to staircases (particularly Staircase 1) will not be repaired, because repairs are not structurally necessary and it is best to avoid replacing the historic stonework. However, blown faces at high level will require local repairs to avoid any risk of masonry falling from height. There are already a significant number of patch repairs to stonework, so it is proposed that the additional blown faces be repaired in the same manner.



Staining to stone parapet around Old Quad



Erosion of stonework around Staircase 1 door



Examples of blown faces



Patch repairs to stonework

**Fire improvements – overview**

Fire risk assessments for Old Quad were carried out by Swan Fire in August 2022. Separately, various fire risks were identified within the PPM schedule drafted by Bidwells in 2022. Between the two documents, Walters & Cohen’s observations and advice from the project Fire Engineer, various areas have been noted as requiring improvement.

**Internal doors**

None of the doors between the stairs (which would be used for escape) and occupied rooms are fire rated. This presents a significant fire hazard, particularly where sleeping accommodation is present. Please refer to the following pages for information on the proposed strategy.

**Internal glazed screens**

The fire risk assessment notes that the window from the post / parcel room into the Tower Staircase and the glazed screen between Room 2.2 and the corridor should be 30-minute fire rated. Fire resistant secondary glazing is proposed to the glazed screen at the base of the Tower Staircase. It is proposed that the glazed screen from room 2.2 into the corridor be removed.

**Scouts’ cupboards**

In various locations, there are scouts cleaning cupboards within staircases. These are of modern construction. Low level cupboards will be removed. Full height cupboards can be replaced with fire rated partitions and doors.

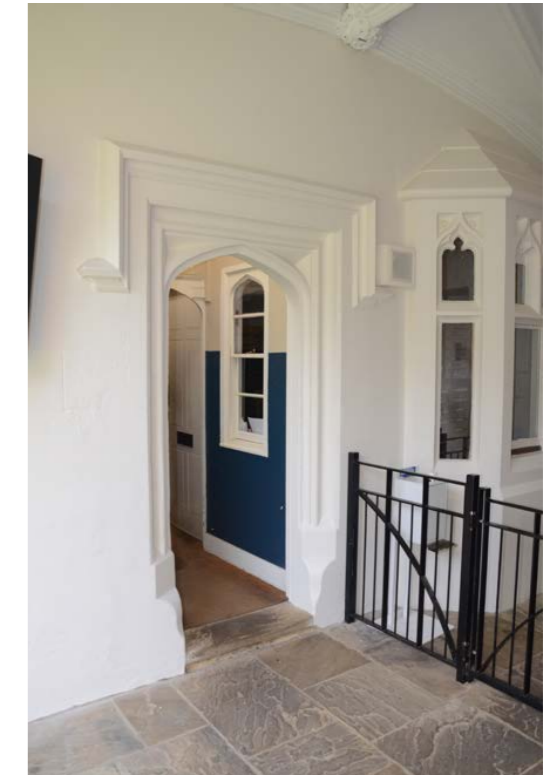
**Compartmentation of the loft**

The loft void is currently completely open and interconnected between Staircases 3-7. This creates a possible route for fire spread. It is proposed that two new plasterboard partitions should be installed to provide fire compartmentation. This measure will protect the historic fabric from damage, and would be reversible if necessary.

There is already some compartmentation of the loft within Staircases 1&2, in the form of mineral wool curtains. These have some condition issues, and are likely to only provide integrity in the event of a fire (not insulation). These would be replaced with plasterboard partitions.



Glazed screen from room 2.2 into the corridor



Window from post room to base of Tower Staircase



Scouts’ cleaning cupboard in Staircase 3



Continuous loft void

## 2.0 Planned Preventative Maintenance

### Fire improvements – internal doors

The fire risk assessment noted the following in relation to internal doors:

- All doors to the circulation in Old Quad would ideally be upgraded to FD30S (30 minutes' fire resistance with smoke seals). This can be relaxed where historic doors are present and sleeping accommodation is removed, but improvements are still recommended
- The doors in Staircase 8, which mostly contains sleeping accommodation, are understood to already be fire rated.

In Staircase 2, the historic doors have already been replaced with modern panelled fire doors, so no further works are required. In Staircase 8, record information from a renovation project carried out in 2004 -2005 shows that all of the doors to the circulation have already been upgraded to FD30S. In the other staircases in Old Quad the majority of the doors appear to be historic, but a few door leaves have been replaced with modern flush door leaves. The following strategies are proposed:

- Where doors have modern flush leaves, these should be replaced with new fire rated panelled leaves to match the other existing doors
- Historic doors will be upgraded by adding intumescent paint, intumescent strips, smoke seals and door closers. Where thin panelling is present, intumescent card will additionally be required.
- As the recommended 30 minutes' fire resistance cannot be guaranteed, all sleeping accommodation is to be removed
- Some doorways within Staircases 4 and 5 have two leaves within a single frame. The outer leaf (nearer to the circulation) generally appears to be older and more challenging to upgrade. Only the inner leaf will receive fire safety upgrades.



Double door within Staircase 5



Modern flush door in Staircase 3



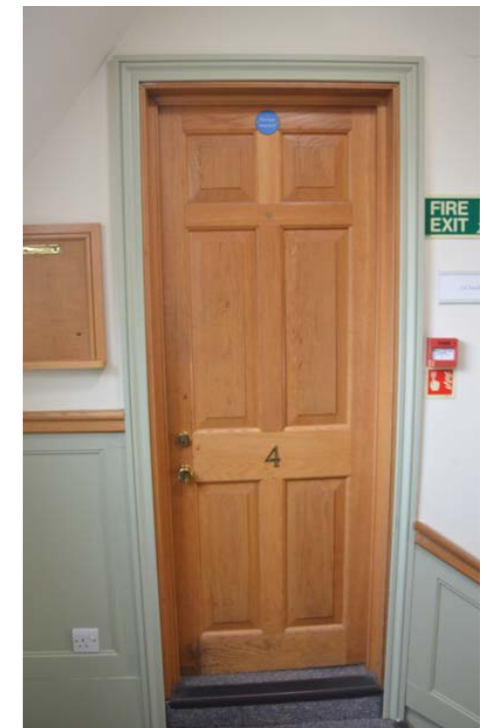
Historic panelled door in the Tower Staircase



Outer leaf of double door in Staircase 4



Modern flush door in Staircase 7



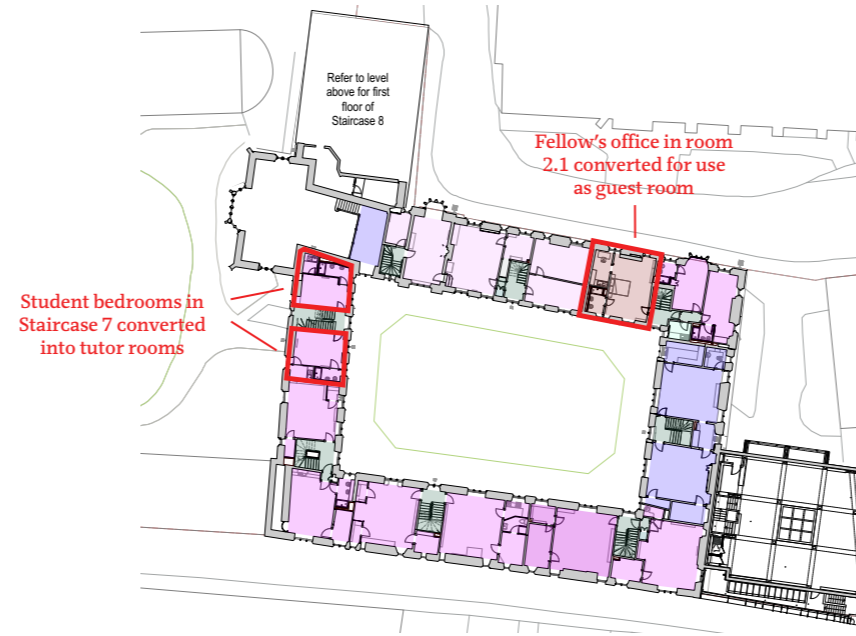
Modern panelled door in Staircase 2

**Rationale for spatial re-allocation in Old Quad**

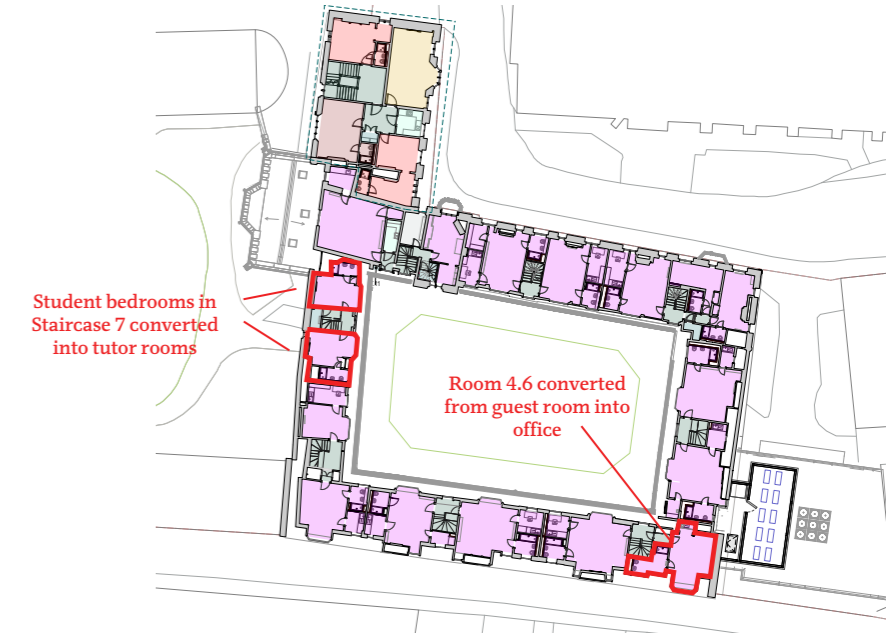
As noted on the previous page, it is not believed possible to upgrade all historic doors to the FD30S standard recommended by the fire risk assessment. To reduce the fire risk, it is proposed that all sleeping accommodation be removed from Staircase 1, the Tower Staircase and Staircases 3-7. The four student bedrooms in Staircase 7 will be converted to Fellows' offices / tutor rooms. The guest room in room 4.6 will be swapped with the Fellow's office in room 2.1. This will mean that the guest room is within Staircase 2, which has fire doors.

Relocating the sleeping accommodation will also help to rationalise the spatial organisation of Old Quad. The student bedrooms currently provided within Staircase 7 are somewhat anomalous as there are no other student bedrooms in the main part of Old Quad. There are also challenges associated with improving the level of thermal comfort in Staircase 7 – it is not possible to add an external door to the bottom of this staircase, so there is a limit to how far the thermal performance can be improved. This means these rooms are more suited for use as offices as they will not be occupied during the night, when the temperature will be lowest.

The plans to the right show the proposed changes of use, which are all at first and second floor level.



First floor - Proposed



Second floor - Proposed

**Key**

- Circulation
- WC or shower for communal use
- Reception area
- Communal facilities
- Research centre or shared academic office (5+ people)
- Fellow's office / other academic office
- Non-academic office
- Bookable room / meeting room
- Common room
- Guest bedroom
- Student bedroom
- Chapel
- Study room
- Plant
- Store
- Scouts' cleaning store



Guest bedroom 4.6, isolated at the top of a staircase of offices

## 2.0 Planned Preventative Maintenance

### Structural repairs

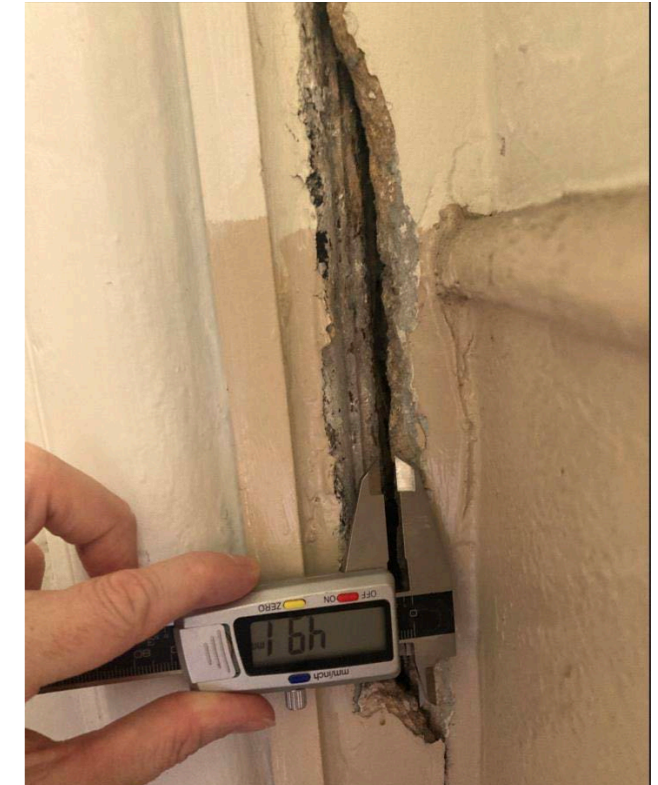
A structural inspection of Old Quad and the SCR Staircase has been undertaken by Price & Myers. This has identified a number of minor structural defects that need to be addressed in order to maintain the condition of the building in the long term. These include:

- Weathering above door entrances, which has exposed timber lintels
- Cracking in various areas, which in some locations will need to be stitched
- Damaged rafter within the loft of Staircase 2.

The structural repairs are detailed in full in the Structural Investigation Report.



Weathering above door entrance, which has exposed the timber lintel



Staircase 4 - deep crack between internal and external walls



Crack in external stonework



Damaged rafter within loft above Staircase 2



**PPM - M&E measures**

Various M&E improvements are proposed as part of the planned preventative maintenance scope. For more detail, please refer to the M&E drawings.

**Electrical rewiring**

The electrical wiring of Old Quad (downstream of isolators) is generally not in good condition or installed to current standards. It is proposed that the entire building be rewired in accordance with the current Wiring Regulations. The following distribution principles will be followed:

- Distribution to follow existing routes where possible
- Distribution within the floor joist zone where possible. This will avoid unsightly exposed wiring. The floor joist zone would be accessed by carefully removing and replacing floorboards above, so this will not require works to lath and plaster ceilings.

Carrying out the electrical rewiring presents an opportunity to rationalise some of the unsightly installations above the entrances to staircases.

**Fire alarm systems**

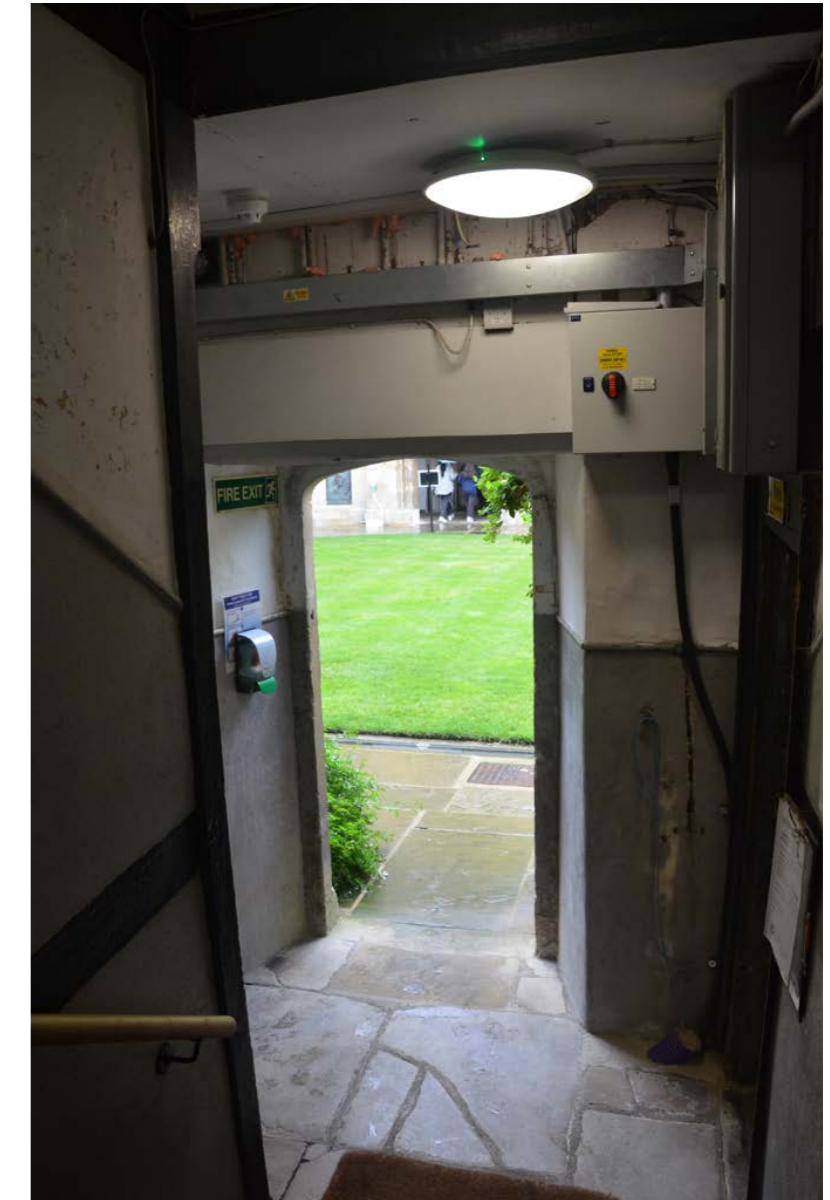
It is proposed that the fire alarm system be replaced with a new L1 system.

**Improvements to cold water distribution**

The existing cold water distribution uses a series of cold water storage tanks in the Old Quad loft, which are a challenge to maintain. These are to be removed and the capacity of the cold water booster set in Staircase 8 increased to cover the whole of Old Quad.



Unsightly electrical installations around Staircase 4 entrance



Unsightly electrical installations around Staircase 5 entrance

## 2.0 Planned Preventative Maintenance

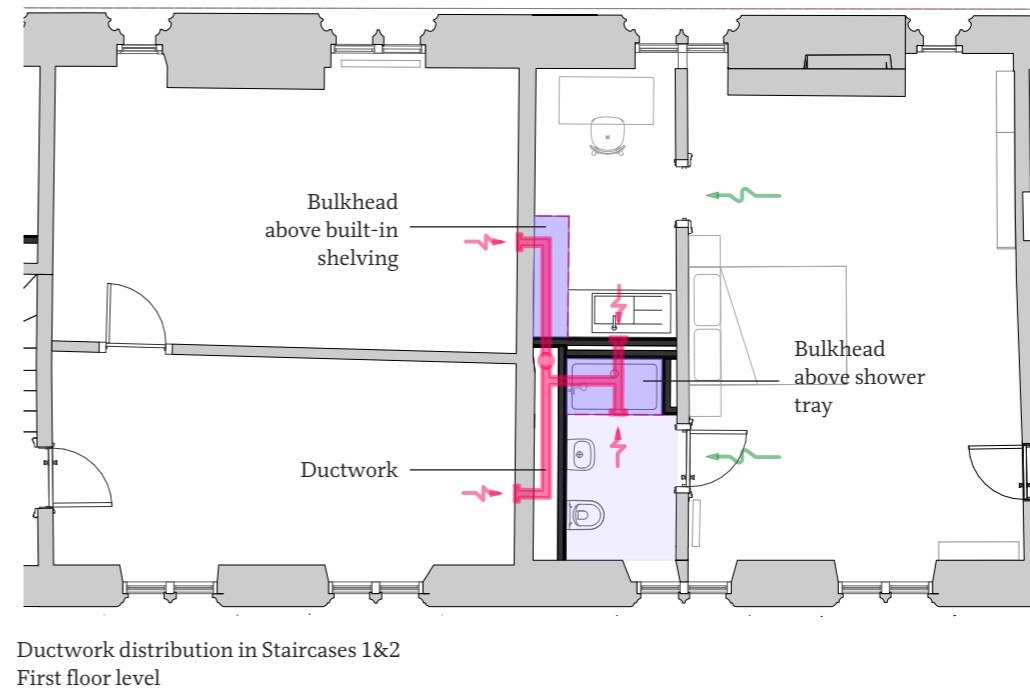
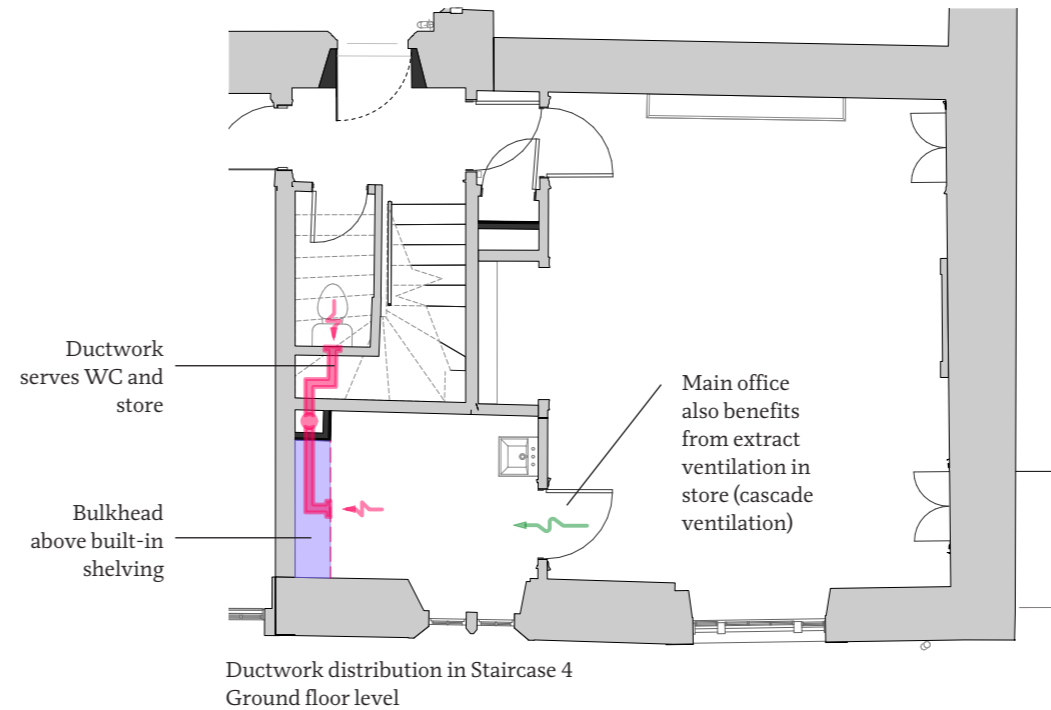
### Mechanical extract ventilation (MEV)

Old Quad contains a number of areas that generate moisture, such as bathrooms and kitchens. Not all of these are equipped with mechanical extract ventilation. This creates a risk of internal condensation and potential damage to the historic fabric. To mitigate this risk, it is proposed that new mechanical extract systems be added and the existing systems (where present) upgraded. The proposal to add secondary glazing (refer to the 'Decarbonisation' chapter) will increase the airtightness of the building, which increases the importance of ensuring that adequate ventilation is provided. However, it is emphasised that adding ventilation would be recommended even if no window improvements were carried out.

Installing new ventilation systems requires space to be found for distribution routes and extract fans. This will be in new risers, bulkheads and suspended ceilings. It also requires new terminals to discharge the air to the outside. Great care has been taken to design the distribution of ductwork to minimise harm to the historic building. The following principles have been followed:

- Ceilings, bulkheads and risers are proposed in auxiliary rooms only, in locations where they will not obscure heritage features
- Where possible, bulkheads are proposed rather than dropped ceilings over entire rooms; the bulkheads can be integrated into the top of fixed furniture so that they are not unsightly
- Areas that already have modern suspended ceilings will be prioritised as ductwork distribution routes
- Extract terminals are through the tiled roof, avoiding the need to create any penetrations through stonework
- The ventilation requirements have been assessed for every room. Mechanical ventilation is only proposed where natural ventilation will not be sufficient for air supply or moisture risk
- Wherever possible, existing ventilation systems will be reused rather than replaced
- Wherever possible, existing builderswork holes for ventilation ductwork will be reused.

The diagrams to the right show some examples of how these principles have been applied to ventilate a large area using a limited number of bulkheads in discreet locations.



### 3.0 Refurbishment

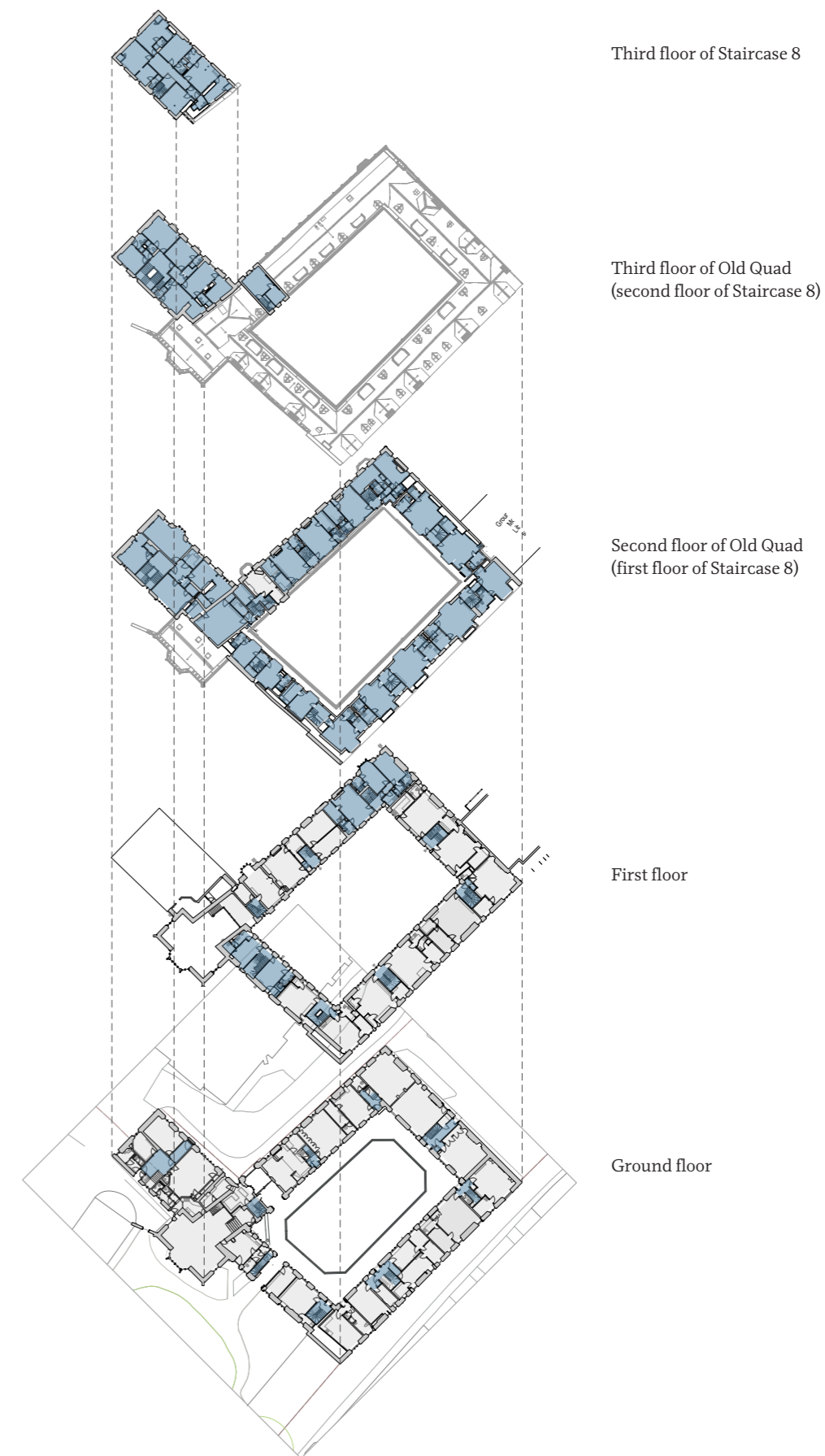
#### Refurbishment – introduction and scope

The second core objective of the Old Quad project is internal refurbishment. The refurbishment proposals are designed to improve the quality of internal spaces by resolving condition issues such as staining and wear, replacing poor quality or insensitive finishes, fittings and fixtures and improving layouts that are awkward or no longer meet the College's needs.

The proposed internal refurbishment is limited in scope to high priority areas. These are:

- Rooms at the top floor below the roof, where leaks have caused staining and damage
- Communal staircases
- Rooms that are changing function (e.g. student rooms to Fellows' offices)
- Upper floors of Staircase 8, which are generally in need of refurbishment.

Details on the refurbishment proposals are given on the following pages.



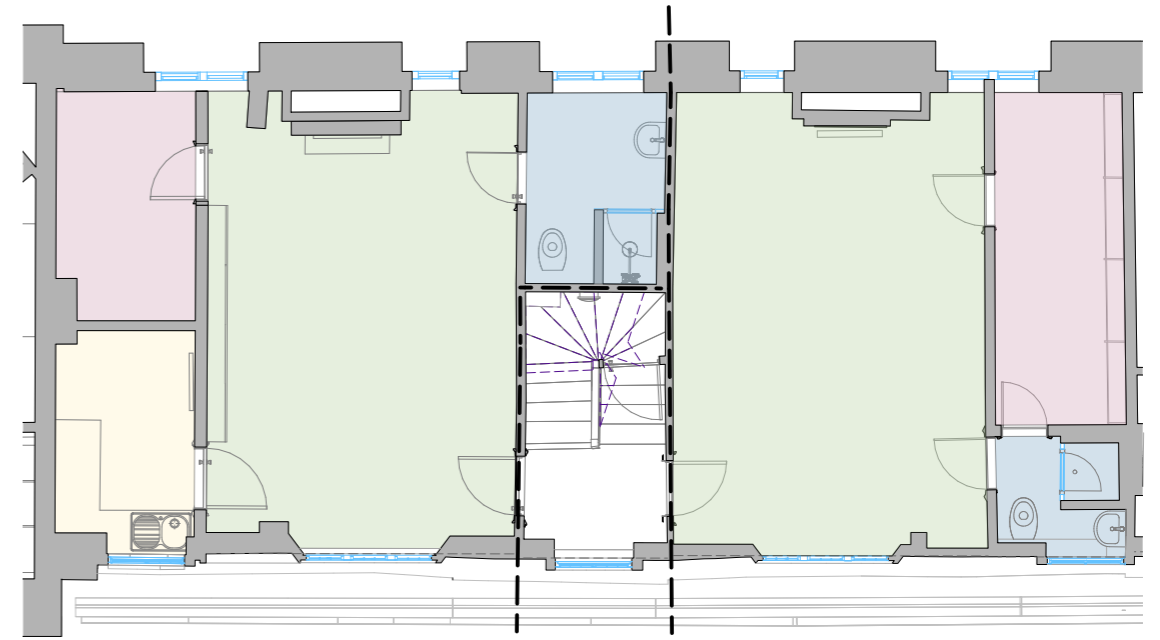
Plans showing the extent of the refurbishment scope

### 3.0 Refurbishment

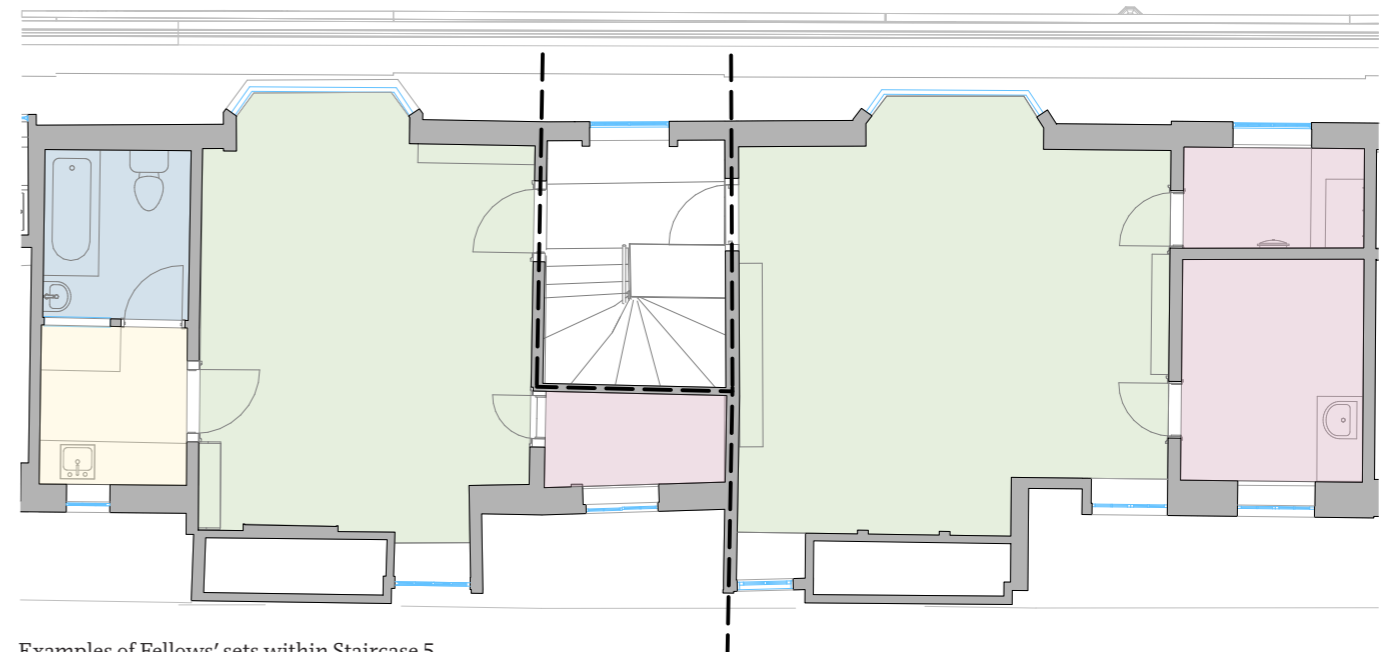
#### Existing layout of Fellow's office sets

Each Fellow's office within the Old Quad is arranged as a suite of rooms – known within Oxford Colleges as a 'set'. Each set has a principal room, which is used both for teaching in small groups and as a work area for the Fellow. The principal room is adjoined by a few smaller ancillary rooms. There are various configurations, and the uses of the ancillary rooms vary: there are stores, bedrooms (which are often used as stores) and bathrooms with WCs and showers. There are also a few kitchens and kitchenettes.

Many of the ancillary rooms are underused, or are being used for general storage. This is in part because Fellows are no longer permitted to use the bedrooms for fire reasons, as described in chapter 2.0. This has created a large number of ancillary rooms without a defined purpose.



Examples of Fellows' sets within Staircase 1



Examples of Fellows' sets within Staircase 5

- Main office / tutor space
- Bathroom
- Kitchen
- Underused room

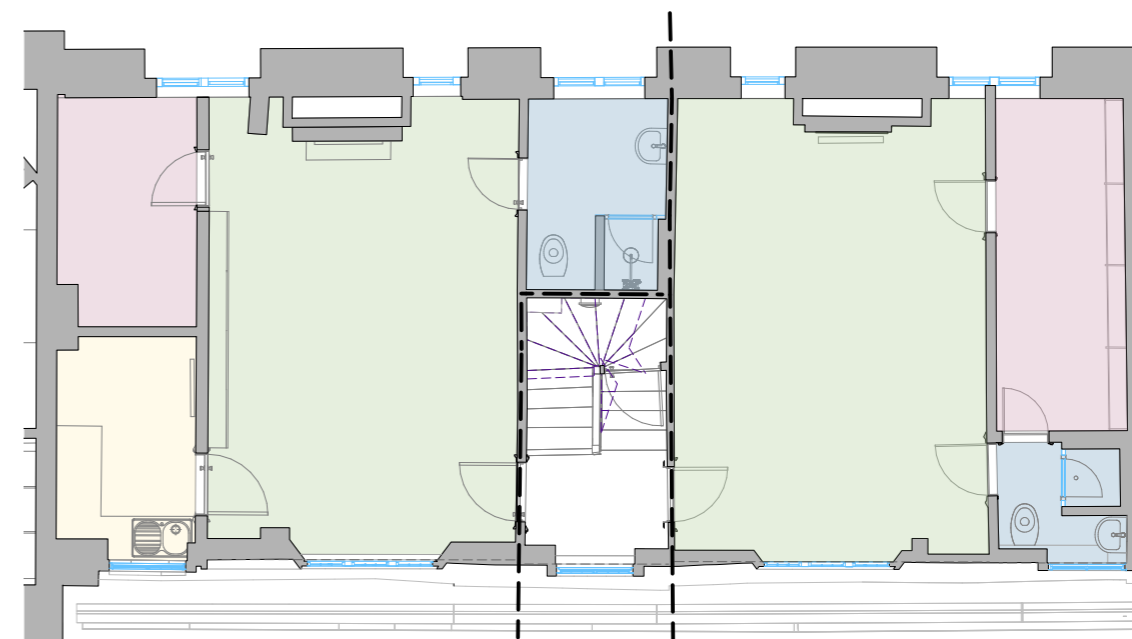


Example of a former bedroom being used for general storage

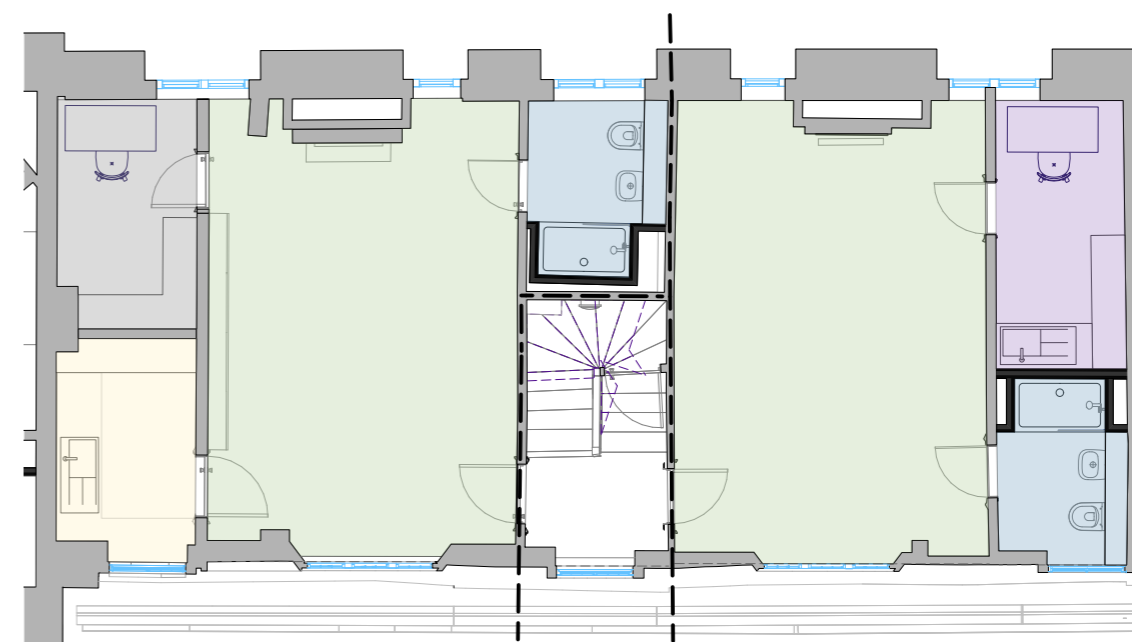
**Proposed layout alterations – Fellows’ sets**

The refurbishment proposals alter the layout of rooms to make the provision of spaces across Old Quad more consistent and to ensure that all rooms can be well used. Where possible, each room will have a bathroom (WC and shower) and a work room with kitchenette. If there are additional rooms, these can be used as store rooms. Some bathrooms are expanded to improve the quality of the layout.

The example to the right shows proposed layout alterations at second floor level in Staircase 1. The improvements to the layout require the removal of a limited number of walls. These are in discreet locations within auxiliary rooms and do not have a high heritage significance (refer to the separate Heritage Statement for more detail). The layout changes preserve the principle of the ‘set’ but update the auxiliary rooms to make them more useful to the College.



Existing layout – second floor of Staircase 1



Proposed layout – second floor of Staircase 1

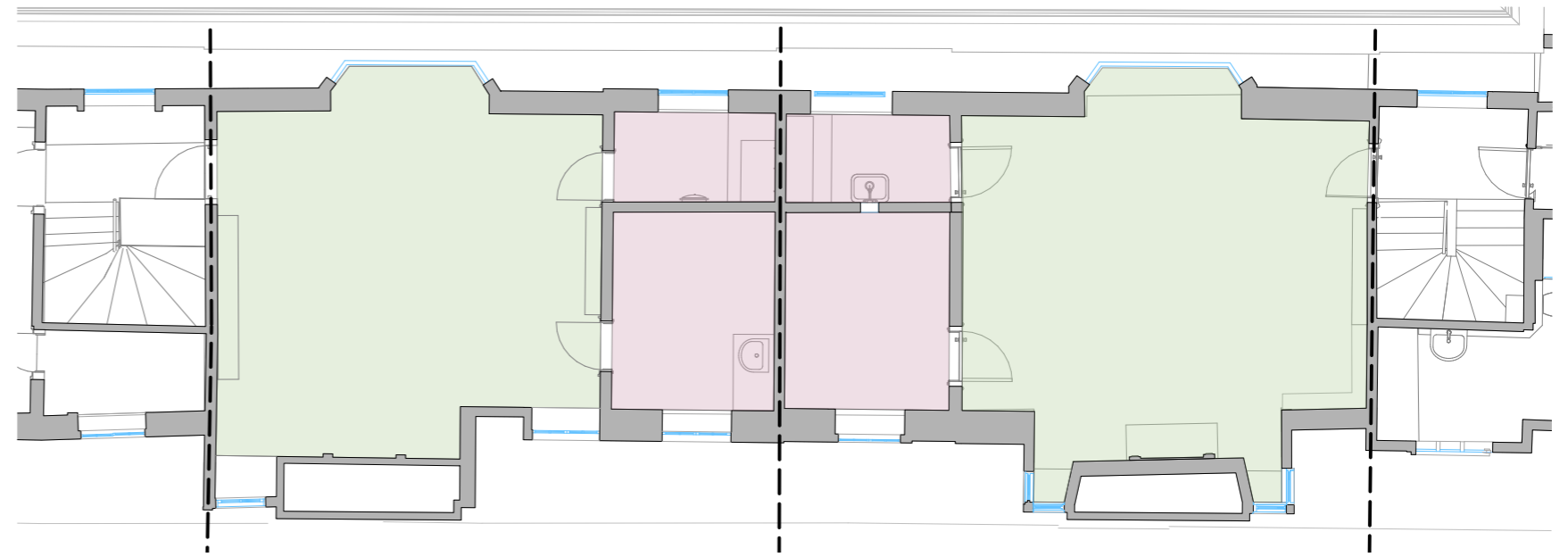
- |  |   |  |
|--|---|--|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #c8e6c9; border: 1px solid black; margin-right: 5px;"></span> Main office / tutor space | <span style="display: inline-block; width: 15px; height: 15px; background-color: #bbdefb; border: 1px solid black; margin-right: 5px;"></span> Bathroom       | <span style="display: inline-block; width: 15px; height: 15px; background-color: #bdbdbd; border: 1px solid black; margin-right: 5px;"></span> Work room / storage     |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #fff9c4; border: 1px solid black; margin-right: 5px;"></span> Kitchenette               | <span style="display: inline-block; width: 15px; height: 15px; background-color: #e91e63; border: 1px solid black; margin-right: 5px;"></span> Underused room | <span style="display: inline-block; width: 15px; height: 15px; background-color: #b39ddb; border: 1px solid black; margin-right: 5px;"></span> Work room / kitchenette |

### 3.0 Refurbishment

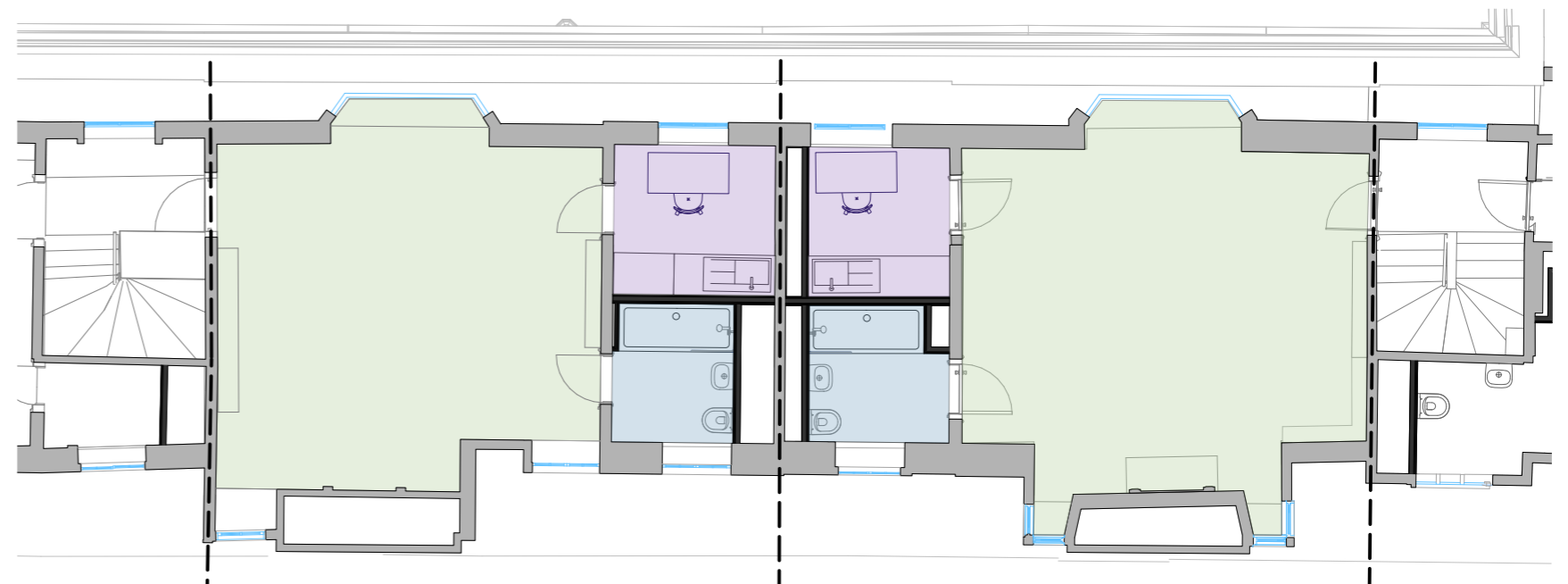
#### Proposed layout alterations – Fellows’ sets without existing bathrooms

Not all of the Fellows’ sets currently contain bathrooms. Although bathrooms within offices and tutor spaces are not essential, it is understood that these are well used and valued by the Fellows. On this basis, it is proposed that bathrooms are added wherever possible. There are three Fellows’ sets without bathrooms within the refurbishment scope; of these three, the two sets between Staircases 4 and 5 (numbers 4.5 and 5.5) are suitable for adding bathrooms.





At present, all of the ancillary rooms in these two sets appear to be underused. The alterations would convert these underused rooms into bathrooms and workrooms with kitchenettes.



Existing layout – Rooms 4.5 and 5.5 (second floor level)



Proposed layout – Rooms 4.5 and 5.5 (second floor level)

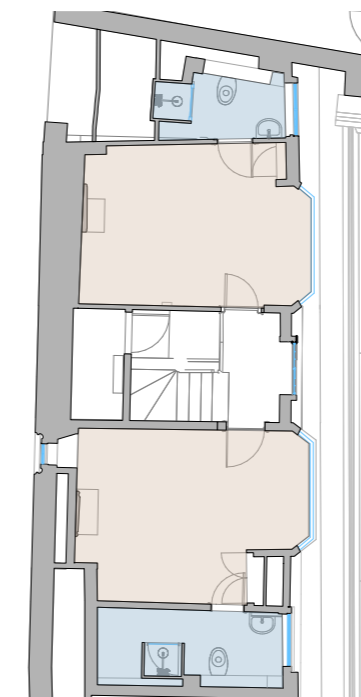
- |  |   |
|--|---|
|  Main office / tutor space        |  Bathroom  |
|  Underused room / general storage |  Work room |

**Proposed layout alterations – conversion of Staircase 7 student bedrooms into offices**

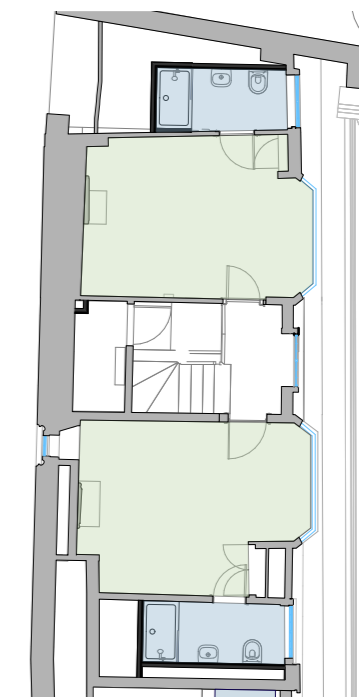
It is proposed to remove the student bedrooms from Staircase 7 to improve fire safety and because they are inconsistent with the use of the rest of Old Quad, which mostly contains tutor rooms and offices. The four student bedrooms would be replaced with four Fellows' sets.

The overall layout will remain broadly the same. The bedrooms will be converted into a tutor room / office, and bathrooms will be retained but refurbished.

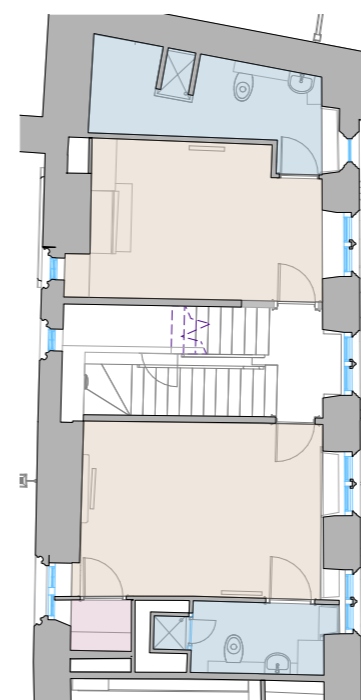
The bathrooms in Staircase 7 are of particularly poor quality. The proposals improve the quality of the finishes and layout. The bathrooms at first floor level are excessively large, particularly the bathroom to room 7.2, which has a shadowy and underused space at the back. By reducing the size of these bathrooms it is possible to add small kitchenettes at first floor.



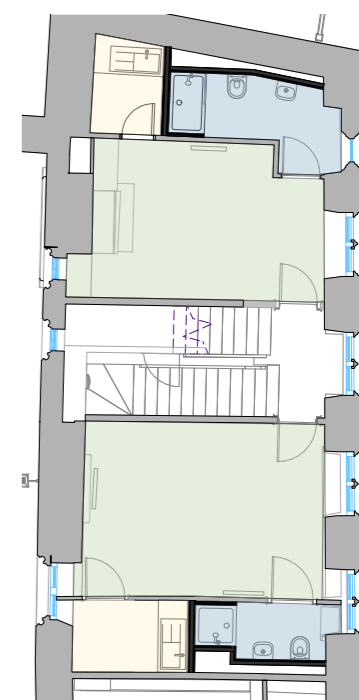
Existing layout – Staircase 7, 2nd floor



Proposed layout – Staircase 7, 2nd floor



Existing layout – Staircase 7, 1st floor



Proposed layout – Staircase 7, 1st floor



Dead space within bathroom of room 7.3

- Main office / tutor space
- Bathroom
- Bedroom
- Kitchenette
- Underused room

### 3.0 Refurbishment

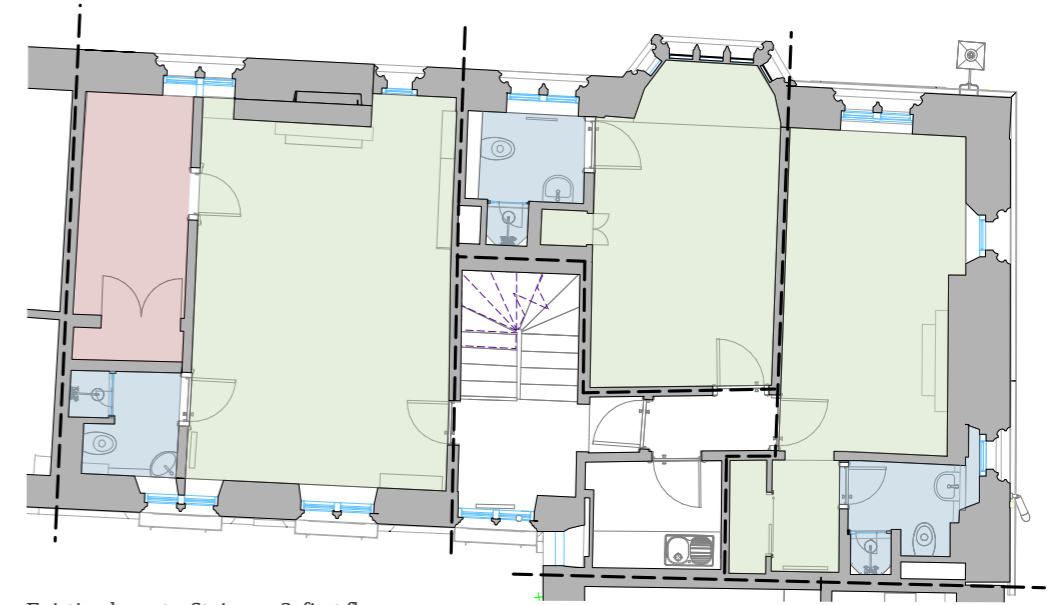
#### Proposed layout alterations – new guest room in Staircase 2

For fire safety reasons, the guest room at the top of Staircase 4 (4.6) needs to be removed. The College has requested that this be replaced with a room of equivalent status and quality. Room 2.1 has been identified as a suitable location. The large size of this room and the presence of historic timber panelling make it a suitable replacement for room 4.6 as a 'prestige' guest room. Room 2.1 is a greatly preferable location from a fire safety perspective, because it is closer to ground level and is within a staircase with fire doors.

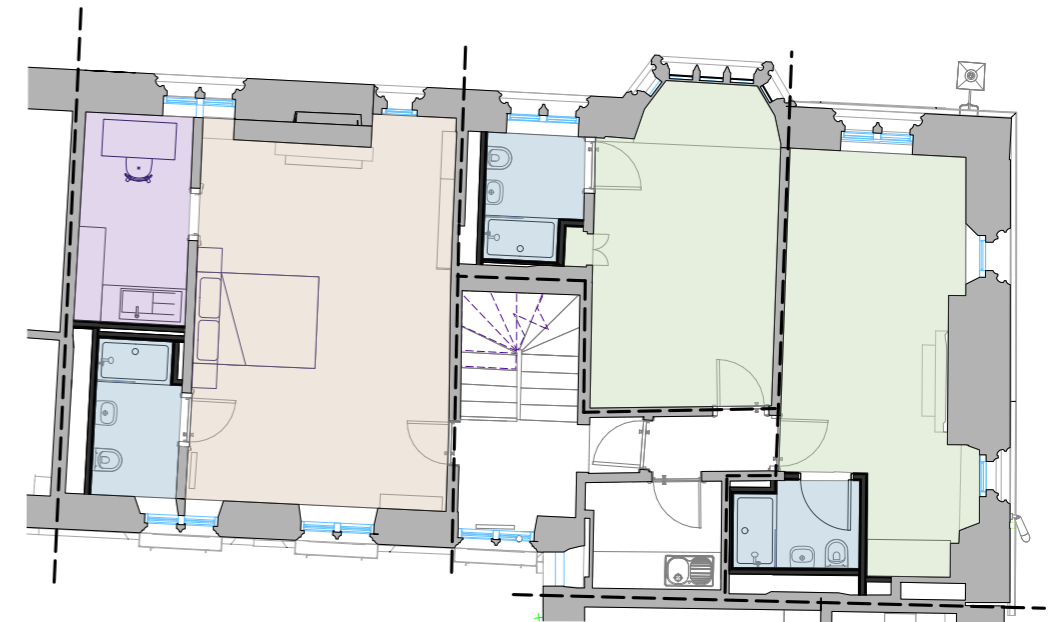
Room 2.1 is currently a Fellow's office set. The main room of the set would become the bedroom, while an underused ancillary room can be converted into a kitchenette / study. The door between the study and the bedroom needs to be removed for fire safety reasons (to avoid the study within the bedroom acting as an 'inner room'). This door is a modern door, so the impact on heritage is minimal.



Room 2.1



Existing layout – Staircase 2, first floor



Proposed layout – Staircase 2, first floor

- |  |   |  |
|--|---|--|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #90EE90; border: 1px solid black; margin-right: 5px;"></span> Main office / tutor space | <span style="display: inline-block; width: 15px; height: 15px; background-color: #ADD8E6; border: 1px solid black; margin-right: 5px;"></span> Bathroom       | <span style="display: inline-block; width: 15px; height: 15px; background-color: #D2B48C; border: 1px solid black; margin-right: 5px;"></span> Bedroom   |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: #FFFF00; border: 1px solid black; margin-right: 5px;"></span> Meeting room              | <span style="display: inline-block; width: 15px; height: 15px; background-color: #D87093; border: 1px solid black; margin-right: 5px;"></span> Underused room | <span style="display: inline-block; width: 15px; height: 15px; background-color: #9370DB; border: 1px solid black; margin-right: 5px;"></span> Work room |



**Old Quad Fellows' offices – existing bathrooms**

The bathrooms within Fellows' offices are generally dated in appearance, with some condition issues. Sanitaryware has been identified in Bidwells' PPM Schedule as being at the end of its life in Staircases 1, 6 and 7, while vinyl flooring will need replacing in the short or medium term in all staircases. Rather than taking a piecemeal approach, it is proposed that all of the bathrooms within the refurbishment scope should be fully overhauled.



Staircase 5



Staircase 2



Staircase 1

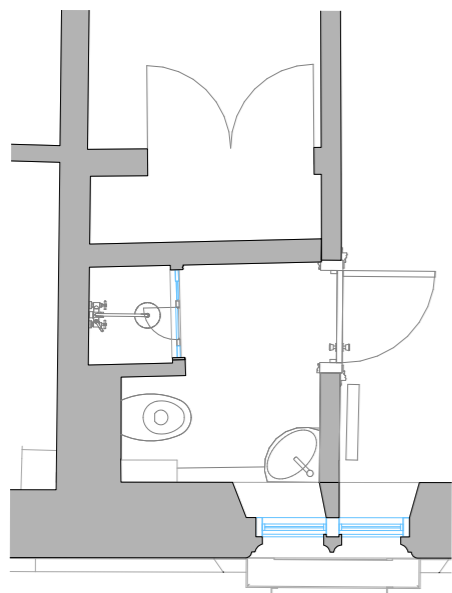


### 3.0 Refurbishment

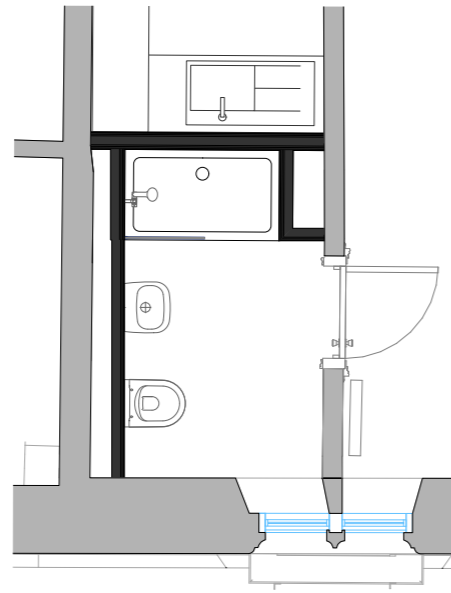
#### Fellows' office and guest room bathrooms – proposal

The image to the right shows the proposed appearance of the improved bathrooms. Services and WC cisterns would be concealed behind a false wall. A generous walk-in shower would be provided in place of the enclosed cubicle. It will not be possible to make the shower tray level with the rest of the floor, but the step up will be minimised. A back-painted glass shower surround is proposed – this has minimal joints, so is easy to keep clean. A matt tile is proposed for the wall behind the WC and hand wash basin.

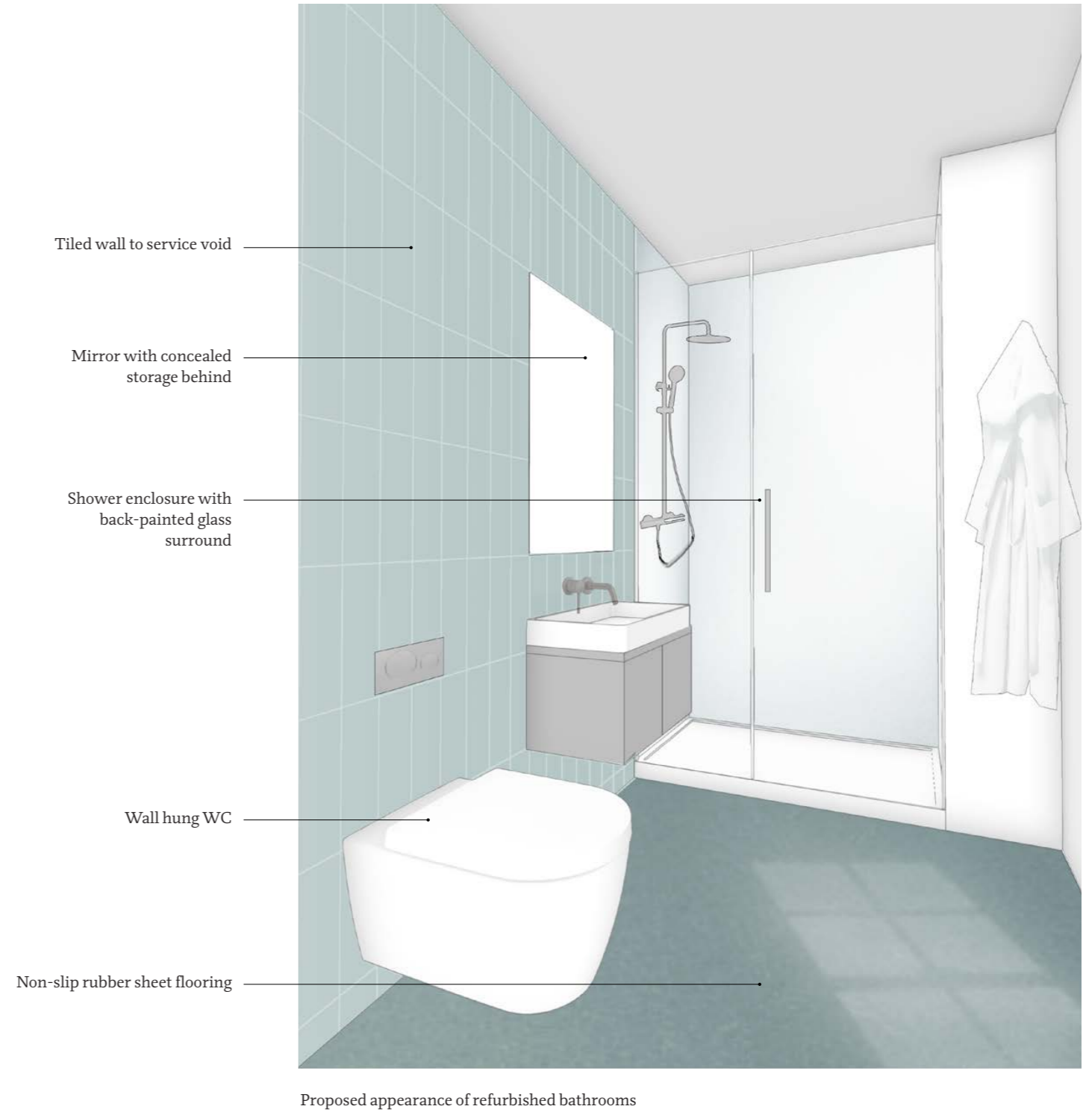
As well as the finishes and sanitaryware, the layout of the bathrooms will be improved. The image below shows the bathroom in room 2.1. The existing bathroom is cramped and awkward, with the hand wash basin uncomfortably squeezed into a corner. The proposed layout is much more rational and will make the bathrooms more pleasant to use.



Room 2.1 – existing bathroom



Room 2.1 – proposed bathroom



**Old Quad Fellows' office sets – finishes and fittings**

There is significant variation in the finishes and appearance of the main rooms within Fellows' sets. Other than the bathrooms, the Fellows' office sets are generally in good condition. However, there are a few areas for improvement:

**Floor finishes**

Many of the carpets are in poor condition, with staining and / or signs of wear. These would be replaced with similar carpets, which does not require listed building consent. In a small number of rooms, the carpets have been removed and the underlying floorboards sanded down and exposed. This is creating acoustic problems in the rooms below, so it is proposed that the carpets be reinstated.

**Wall and ceiling finishes**

Some rooms have textured woodchip wallpaper, which is very dated in appearance; it is proposed that this be removed and where required made good. It is proposed that in all rooms the walls are inspected, cracks made good and the rooms repainted, including walls and ceilings.

**Lighting**

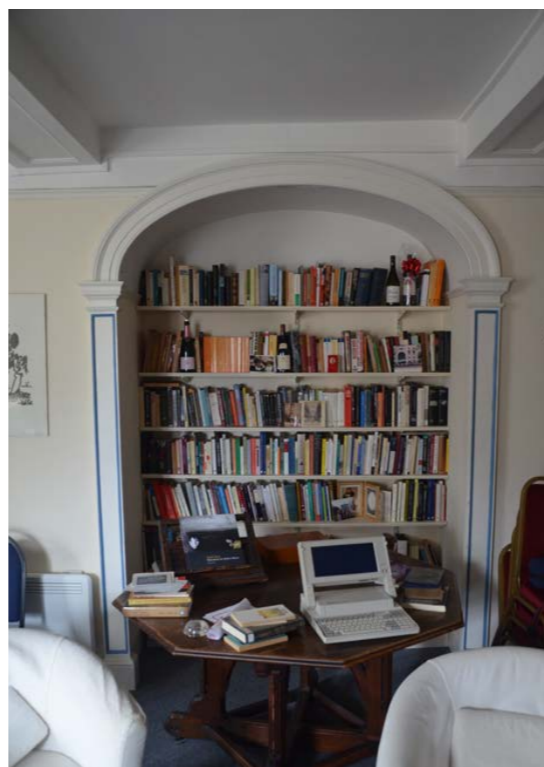
The lighting design within Old Quad is inconsistent and in many areas is in poor condition. It is proposed that all of the lighting within the refurbishment scope should be replaced. This will allow the lighting within offices to be improved and made more consistent.



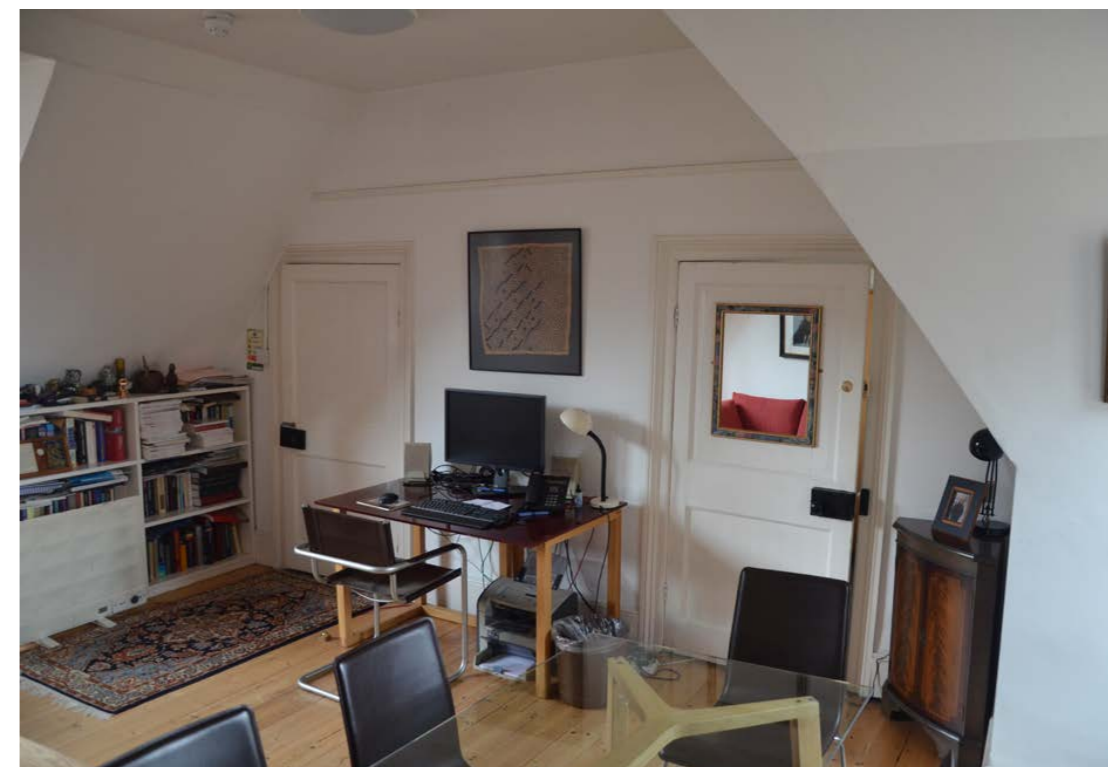
Staircase 6



Staircase 1



Staircase 4



Staircase 5

### 3.0 Refurbishment

#### Circulation in Old Quad Staircases (1-7 and Tower) – existing condition

Although Staircases 1-7 and the Tower follow a similar layout, there are significant differences in finishes and appearance.

#### Floor finishes:

Some stairs are carpeted, with unsightly surfaced fixed nosings. Other staircases are exposed timber and have previously been sanded or otherwise had the timber finishes stripped. Staircase 2 is an exposed timber stair with an intact varnished finish, which may be historic.

#### Balustrades:

Staircases 1,2, 7 and the Tower Staircase have historic central balustrades. Other staircases have solid walls in the centre, with insensitive modern balustrades applied.

#### Finishes:

Paint colours are very inconsistent between staircases. Painted finishes are inconsistent between staircases and often have an unsightly gloss finish.



Staircase 1



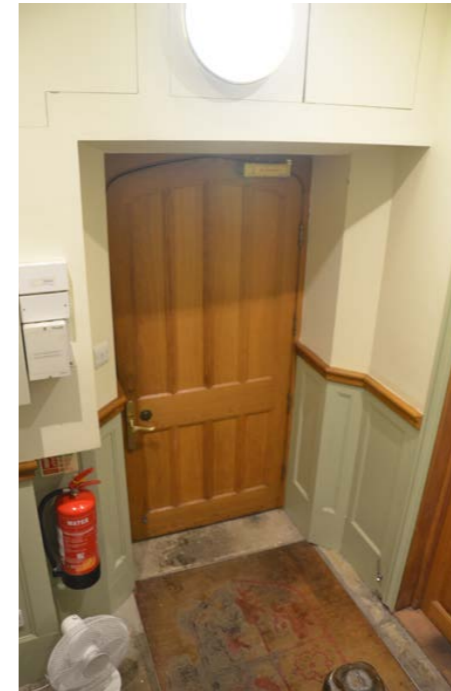
Staircase 2



Staircase 3



Staircase 1 – entrance



Staircase 2 – entrance



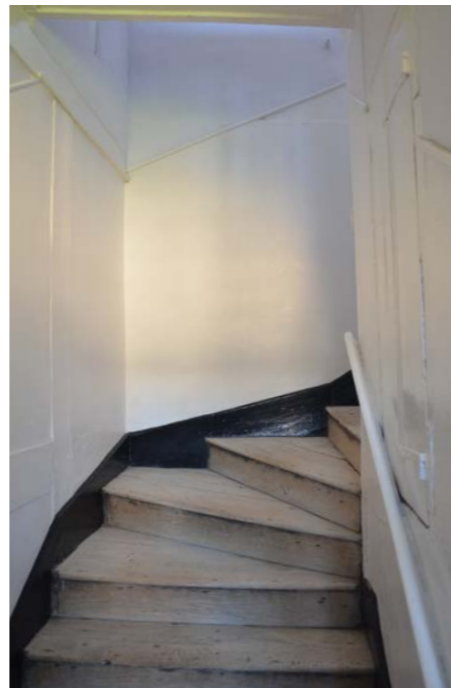
Staircase 3 – entrance



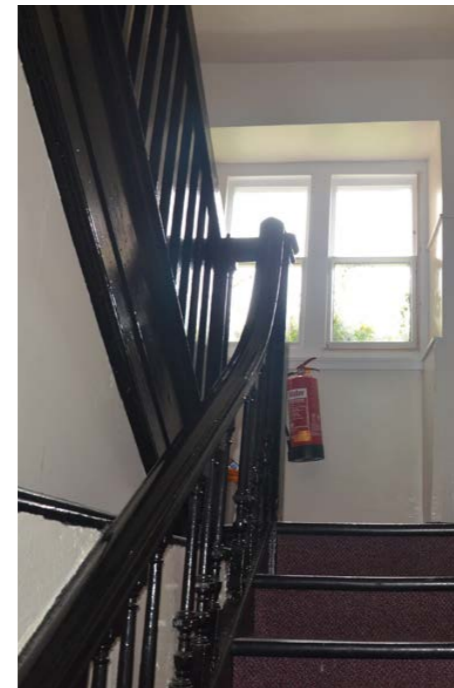
Staircase 4



Staircase 5



Staircase 6



Staircase 7



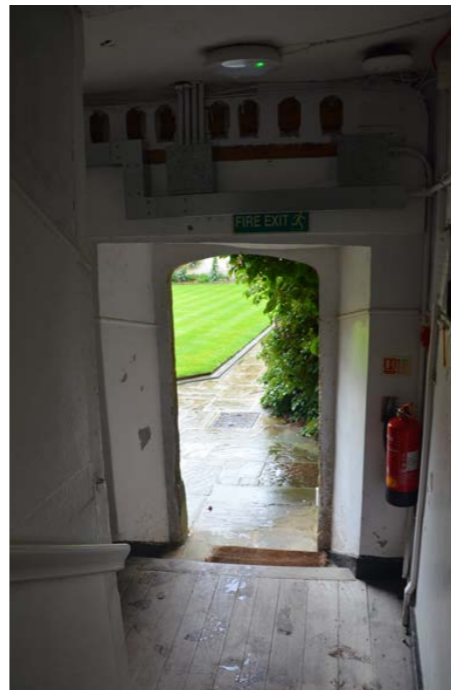
Tower Staircase



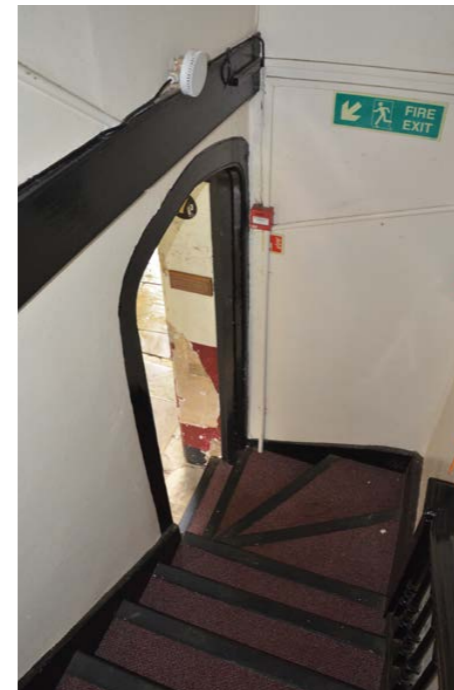
Staircase 4 - entrance



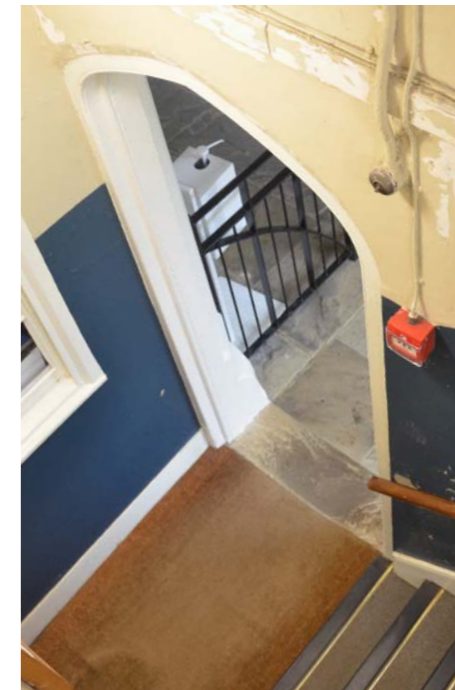
Staircase 5 - entrance



Staircase 6 - entrance



Staircase 7 - entrance



Tower Staircase

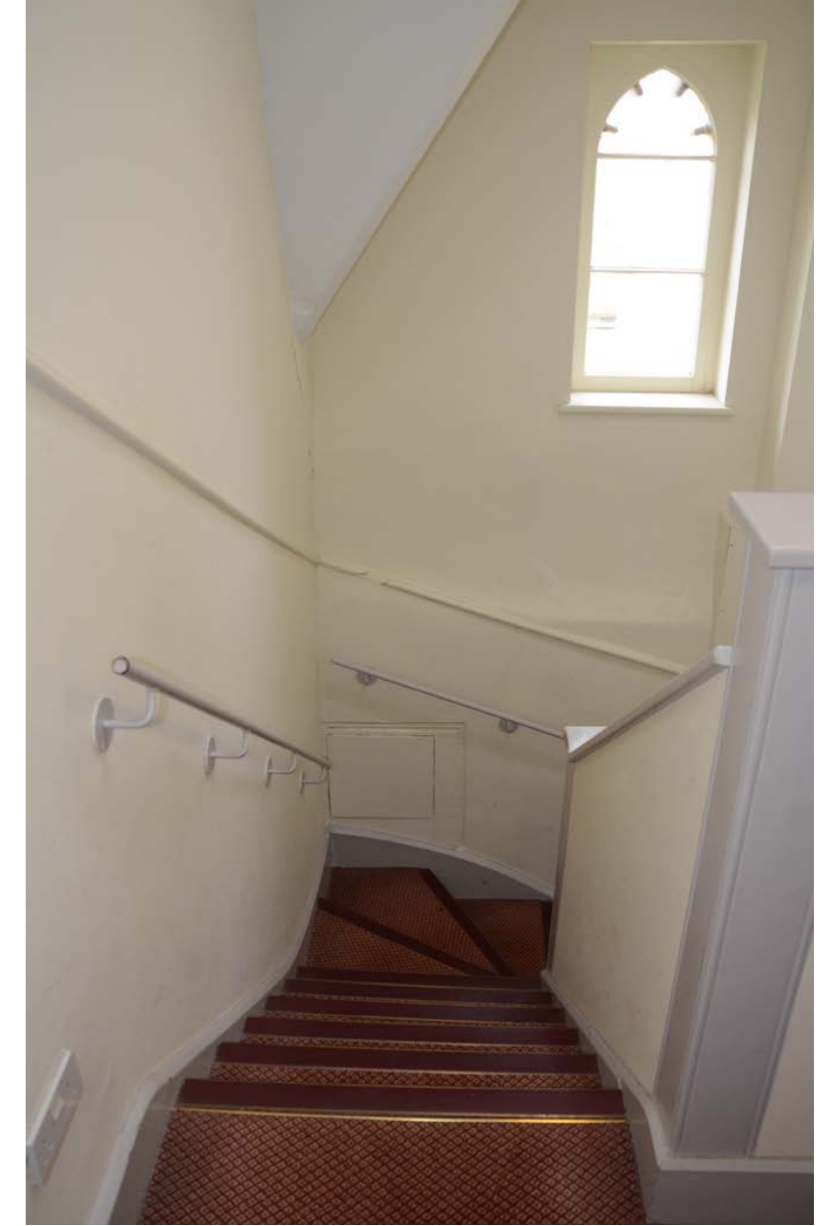
### 3.0 Refurbishment

#### Staircase 8 circulation and communal areas – existing condition

From ground floor to second floor, circulation within Staircase 8 is via a generously proportioned feature stair with a historic balustrade. A smaller stair with a modern handrail leads to the third floor level. The carpets and decorations are generally in poor condition.



Staircase 8 circulation – first floor level



Staircase 8 circulation – third floor level

**Circulation – proposal**

The proposed refurbishment measures for the staircases in Old Quad will bring a greater degree of consistency. The refurbishment will preserve and enhance the historic features while concealing or replacing insensitive modern additions.

**Floor finishes and nosings:**

In Staircase 2, where the stairs have a surviving varnished finish, no measures are proposed. Elsewhere, where stairs currently have exposed timber treads and risers that have previously been stripped / sanded and the finish is in poor condition, it is proposed that these be sanded down and refinished. In some areas, insensitive patch repairs have been made to the timber stairs; these will be repaired.

In several staircases, carpets and large plastic applied nosings are present. It is proposed that the carpets be removed and the underlying stairs refurbished as necessary so that they can be exposed. In order to comply with Building Regulations, nosings will need to be reinstated. Patinated bronze nosings are proposed. These are more sensitive to the heritage setting.

**Handrails and balustrades:**

No measures are proposed to historic balustrades with varnished timber finishes. In Staircase 7, the historic balustrade has an unsightly glossy black painted finish. It is proposed that this balustrade be redecorated.

Insensitive and poor quality modern handrails will be replaced with more sensitive designs made of solid oak, with patinated brass brackets. This will improve accessibility as the new handrails will be compliant with current Building Regulations.

**Finishes:**

All walls and ceilings will be repainted in a calmer colour scheme, with all of the plaster surfaces matt white and the timber structure picked out in pastel colours.

**Other:**

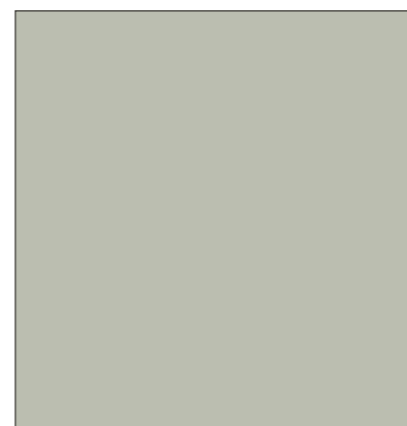
Exposed services installations above entrance doors will be boxed out within joinery. New room signage is proposed throughout, which will help to introduce consistency between the staircases.



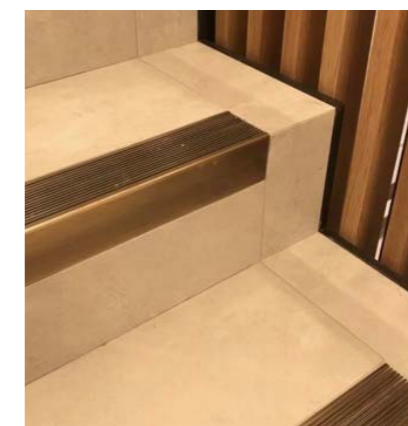
Visualisation of proposed staircase refurbishment with muted colour scheme, new handrails and visual contrast nosings



Exposed timber boards to floor in Staircase 7



Timber structure picked out in pastel colours



Patinated brass nosings and accessories

### 3.0 Refurbishment

#### Refurbishment of student bedrooms

The bedrooms in Staircase 8 are used as student rooms during term time. Outside of term time they are used for conference guests and for private bookings. Room 8.3 can be booked by Fellows for their guests and is not for student use. All of the bedrooms on Staircase 8 are ensuite; many also have separate living rooms.

In the bedroom and living room areas, the finishes are generally in need of rejuvenation. The proposals for these areas include replacing worn carpets, redecorating walls and making good worn finishes.

It is proposed that all bathrooms in Staircase 8 be fully refurbished, using a material palette similar to that proposed for the bathrooms within Fellows' sets. This will require some alterations to the modern walls that have been used around the shower cubicles and to create the service voids.



Bathroom within bedroom 8.13



Living room within bedroom 8.9



Bathroom within bedroom 8.11



Bedroom 8.11



#### Internal redecoration - summary of proposed works which do not require listed building consent

Many of the proposed internal redecoration works do not require listed building consent. They are described within this Design & Access Statement to give context to the aspects of the scheme that do require consent, but they are not included on the application drawings.

#### Painting walls which are already painted

The existing lath and plaster walls are currently painted in a variety of white and off-white colours, with pastel or bolder colours in some rooms. The rooms will be repainted as part of the refurbishment works. The principles of the colour scheme will remain broadly the same, although off whites will generally be replaced with bright white and black painted timber beams will be painted in a lighter colour. These works do not require listed building consent, because this is like-for-like maintenance and the existing colour schemes do not have heritage significance.

#### Repainting of the staircases, which include black painted timber

The exposed beams within staircases are currently painted black, often with a high gloss finish. The lath and plaster walls are painted in an often incongruous mixture of bold colours and off-whites. The staircases will be repainted with pure white walls and the timber structure picked out in a pastel colour. These works do not require listed building consent, because this is like-for-like maintenance and the existing colour schemes do not have heritage significance.

#### Repainting timber panelling which is already painted

There are some rooms within the refurbishment scope with painted timber panelling. These will be redecorated where necessary. These works do not require listed building consent, because this is like-for-like maintenance and the existing colour schemes do not have heritage significance.

#### Like-for-like replacement of carpets

Replacement of modern worn out carpets with similar carpets does not require consent.



Room within Staircase 8 with off-white colour scheme



Fellow's office with bold colour scheme and black beams



Timber panelling in room 8.23



Staircase 3 - black beams and bold colours

### 3.0 Refurbishment

#### Minor redecoration works which do require listed building consent

##### Painting timber panelling which is not already painted

The panelling in room 2.1 would historically have been painted, as is evident from the number of knots in the wood and the appearance of the timber panelling elsewhere in the building. At some point the paint has been removed. Adding a painted finish is a heritage benefit, because it restores the room to its historic appearance. However, this does require listed building consent and is included on the application drawings.



Timber panelling in Room 2.1