Floor finishes and ceilings replaced throughout. All internal walls redecorated. All sanitaryware replaced. All windows replaced. All internal and external doors replaced subject to fire strategy. In instances where the layout is unchanged, new doors are to fit within existing structural openings.

The thicknesses of new walls are generally slightly oversized on this drawing to allow for tolerance at this early space planning stage.

New elements

Existing building fabric

1. New entrance lobby with powered door for improved accessibility and environmental control. Adjacent unlobbied door intended as exit only (for escape).
2. Combined box office / informal cafe counter. The box office also acts as a reception desk for visitors to the FTC offices.
3. Library link closed off.
4. Office space opened up and reconfigured. 2 no. extra rooflights added.
5. New FOH entrance to FTC office. Glazed door for visual connection with the box office.
6. New wall to separate the escape route from the offices.
7. New meeting room with new rooflight above.
8. Water bottle filling station added in the existing recess.
9. Folding wall (fully or partially glazed). Acoustic rating TBC.
10. Bar counter retained but refurbished with new frontage (including integrated lighting) and countertop. Back bar display / rear counter also refurbished.
11. Wall opening position modified.
12. Services cupboard relocated.
13. Male & Female FOH WCs are fully refurbished (including new sanitaryware, cubicles, vanity units, ceilings and wall/floor finishes) but the layout is unchanged to make use of existing drainage.
14. Wall rebuilt to incorporate structural columns supporting the new balcony above.
15. Furniture store relocated.
16. Sound & light locks introduced for improved acoustic separation from foyer.
17. Pass door between FOH
18. Auditorium bar for use d shutter closed for more a
19. New door from kitchen.
20. Existing get-in route retai
21. Seat store relocated to p auditorium.
22. Accessible WC replaced individual shower (wet ro
23. New green room with tea wide) is made in the exis
24. Stage Door.
25. New platform lift to provic and to the new accessibl
26. New linings to existing w performance. Ensure wa
27. New 5-person dressing r room. Existing rooflight l
28. New door upstage right.
29. Existing on-stage stair re
30. New lifting platform withi flight cases and equipme
31. Loose (linkable) seating chairs can also be used f provision.
32. New powered retractable
33. Kitchenette removed (wh
34. Dressing rooms & associ The WC and shower ope also be used by staff.
35. New wheelchair platform subject to agreement wit top of stair.
36. Kitchen layout rearrangement (extent TBC).
37. Existing door opening infilled.
38. Store removed and end of bar counter remodelled accordingly.
39. Indicative air source heat pump enclosure.
40. Accessible WC reconfigured to accommodate archive alongside (accessed from the office).
41. Built-in banquette seat for visitors waiting to go into the FTC office.
42. Stage front extended to side walls (with possible integration of storage) to work with side wheelchair plinth in the standing gig format.
43. New door onto stage front.

Spatial requirements for possible new substation

Option for upgraded utility cut-out to be located in here. Application to statutory authority to be made, to confirm suitability.

New external door access into cupboard required, since space is too narrow to comply with clear depth requirements.

Solution to investigate suitable means to deal with overheating required, pending inclusion of refurbishment works to The Point

Options for improved solar shading here to be investigated, to ensure comfortable summertime conditions and limit reliance on mech vent

Space to be provided for IT head end, servers and equipment

Alternative position for new utility cut-out (or other electrical equipment here.

Requires min 3000W x 1300D

TBA WHETHER REFURBISHMENT OF THE POINT WCs IS WITHIN THE SCOPE

Zone for stored retractable seating unit

Stalls capacity

Retractable seating unit = 180 sea
Flat floor seating = 78 seats or 74
seats with 2 wheelchair positions.

Total = 258 (or 254 with 2 wheelc
positions)

VENTILATION SYSTEMS

Mechanically ventilated, as local MVHR system

3No. Roof mounted AHUs serve Auditorium, Dance Studio & Function Room

Local Extract only system

Assumed all other areas could be naturally ventilated via windows

HEATING SYSTEM

New ASHP system provided within external plant enclosure, adjacent to existing plantroom.

New LTHW system throughout, with distribution pipework sized to low flow/return temperatures.

New central heating system serves:
- Radiators throughout
- Heater batteries within Auditorium AHU & local MVHR units

New N+1 Split cooling systems to be provided to:
- Dimmer/AV rooms
- Server room

Zone controlled heating

New EMS/BMS system to be provided.

NOTE: *Feasibility of optimally sized ASHPs relies on fabric upgrades to reduce heat losses*

ELECTRICAL SYSTEMS

Upgraded incoming power, to ensure sufficiency for ASHPs and show requirements

Renewal of LV distribution, general lighting and control, house lighting and small power throughout.

Renewal of all emergency lighting

Allow for a new PV array to roof areas, as indicated.

New fire, security and disabled alarms systems to be provided to serve whole building

0 2.5 5.0 M

1 Proposed Ground Floor Plan
Scale: 1:200

SKELLY & COUCH

1705

The Harlington, Fleet

Ground Floor Level
Option 1 Scheme
M&E Strategies

1705-SAC-SK-Z000
Rev 2.0

Scale: NTS

13th June 2025

Floor finishes and ceilings replaced throughout. All internal walls redecorated. All sanitaryware replaced. All windows replaced. All internal and external doors replaced subject to fire strategy. In instances where the layout is unchanged, new doors are to fit within existing structural openings.

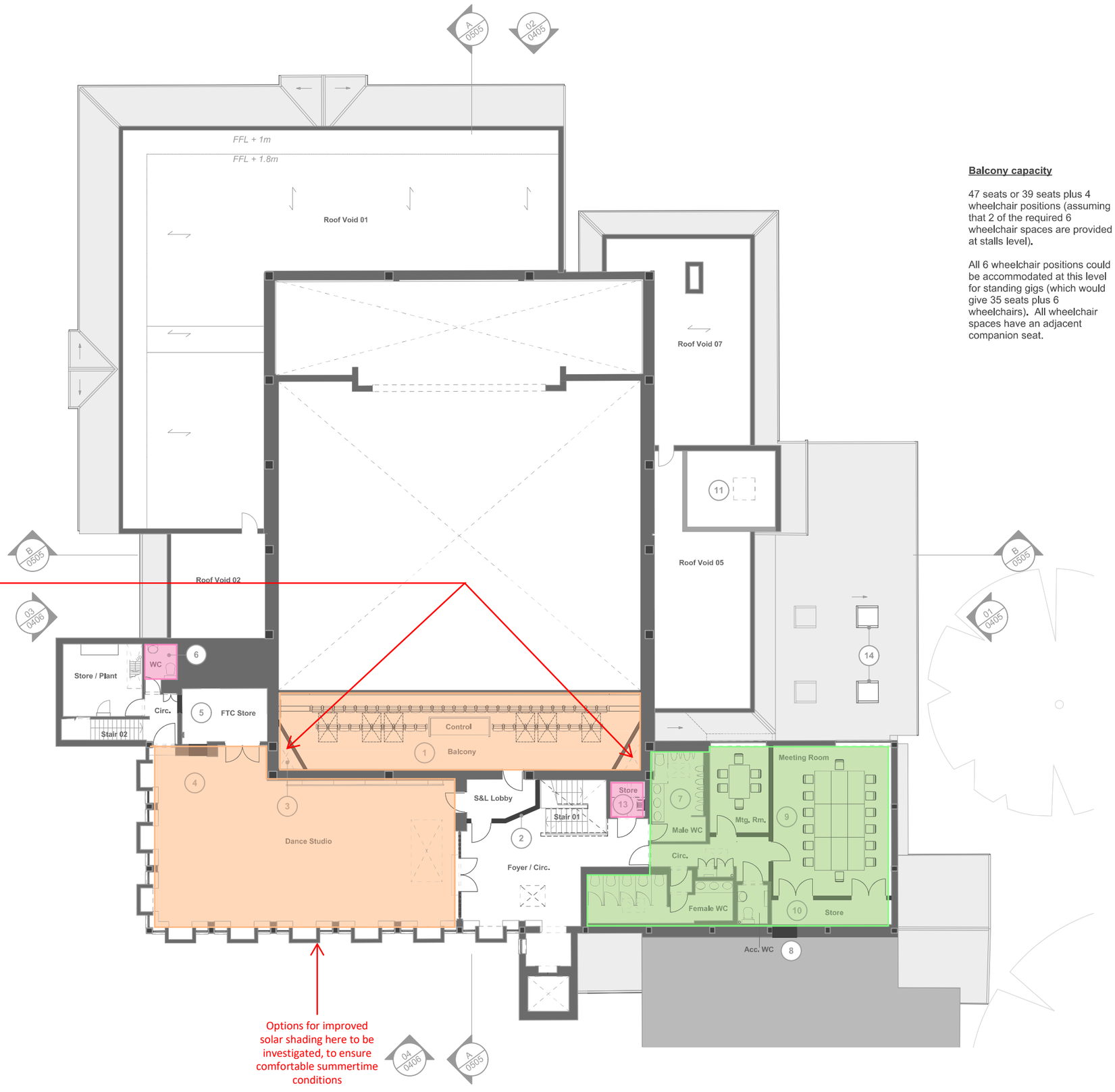
The thicknesses of new walls are generally slightly oversized on this drawing to allow for tolerance at this early space planning stage.

New elements

Existing building fabric

1. New balcony accommodating audience seating (including wheelchair positions) and an open control booth.
2. New sound / light / fire lobby. Secondary escape from the auditorium is provided via the Dance Studio in the event of a fire in the foyer.
3. Ventilation risers feed supply air into ceiling void plenum below.
4. Bar counter removed
5. New store in former kitchen. Mobile bar counter within store. Allow for power and data to set counter up within Dance Studio. New double doors enable counter to be wheeled out easily.
6. WC dividing wall removed. The fixtures remain in their existing positions (but the sanitaryware is replaced).
7. All FOH WCs are fully refurbished (including new sanitaryware, cubicles, vanity units, ceilings and wall/floor finishes) but the layout is unchanged to make use of existing drainage.
8. Library link closed off.
9. Meeting room walls rebuilt to create more usefully sized / proportioned spaces.
10. New store, enabling flexible use of the large meeting room.
11. New rooflight above (to meeting room).
12. Existing Dance Studio screen retained but redecorated
13. Former archive repurposed as general store / cleaner's cupboard.
14. 2 new rooflights over the FTC offices.

2No. 1200x1000 Supply ducts drop from roof AHU, to low level supply plenum for displacement ventilation into auditorium



0 2.5 5.0 M

1 Proposed First Floor Plan
Scale: 1:200

Balcony capacity

47 seats or 39 seats plus 4 wheelchair positions (assuming that 2 of the required 6 wheelchair spaces are provided at stalls level).

All 6 wheelchair positions could be accommodated at this level for standing gigs (which would give 35 seats plus 6 wheelchairs). All wheelchair spaces have an adjacent companion seat.

VENTILATION SYSTEMS

Mechanically ventilated, as local MVHR system

2No. Roof mounted AHUs serve Auditorium & Dance Studio

Local Extract only system

Assumed all other areas could be naturally ventilated via windows

HEATING SYSTEM

New ASHP system provided within external plant enclosure, adjacent to existing plantroom.

New LTHW system throughout, with distribution pipework sized to low flow/return temperatures.

New central heating system serves:
- Radiators throughout
- Heater batteries within Auditorium AHU & local MVHR units

New N+1 Split cooling systems to be provided to:
- Dimmer/AV rooms
- Server room

Zone controlled heating

New EMS/BMS system to be provided.

NOTE: *Feasibility of optimally sized ASHPs relies on fabric upgrades to reduce heat losses*

ELECTRICAL SYSTEMS

Upgraded incoming power, to ensure sufficiency for ASHPs and show requirements

Renewal of LV distribution, general lighting and control, house lighting and small power throughout.

Renewal of all emergency lighting

Allow for a new PV array to roof areas, as indicated.

New fire, security and disabled alarms systems to be provided to serve whole building

SKELLY & COUCH

1705

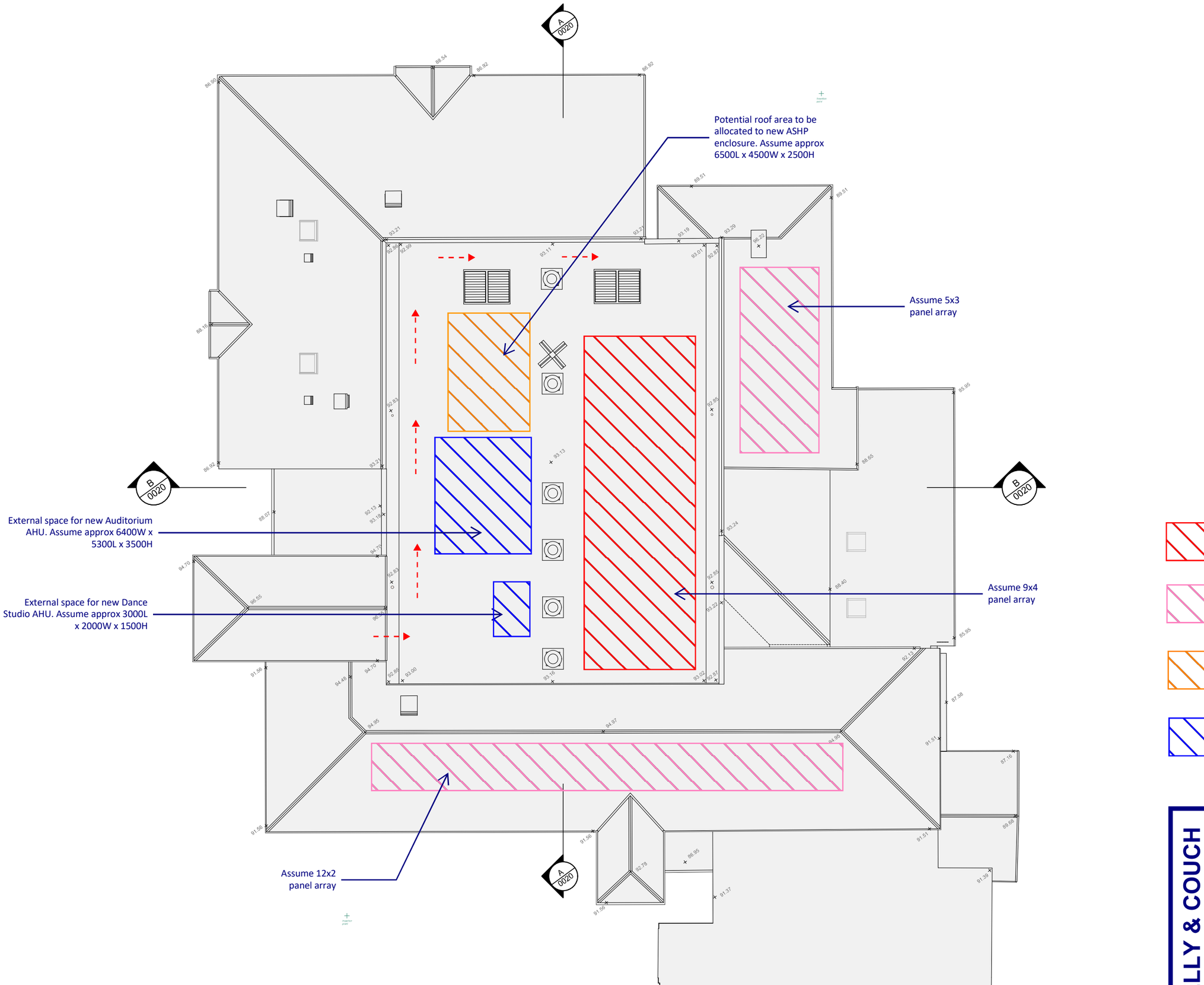
The Harlington, Fleet

First Floor Level
Option 1 Scheme
M&E Strategies

1705-SAC-SK-Z001
Rev 2.0

Scale: NTS

13th June 2025



SKELLY & COUCH

1705

The Harlington, Fleet

Roof Level
Option 1 Scheme
Plant spaces

1705-SAC-SK-Z002
Rev 2.0

Scale: 1:200

13th June 2025

Appendix 2 – M&E Initial Client briefing questions

SKELLY & COUCH

REPORT TITLE:
1705-SAC-RP-Initial Client Briefing Questions

PROJECT NUMBER:
1705

DATE:
02/04/2025

PROJECT NAME
The Harlington Fleet

REVISION:
1.0

Rev	Date of Issue	Status	Issued by	Checked by	Summary of changes
1.0	02/04/2025	Information	NJ	SW	Initial issue

Contents

1 General Queries

1. Please can you provide 5- year electrical safety test certificates for the building?
2. Is there a recent history of power cuts either on the main site supply or for particular buildings on the site? Yes, both cuts and small surges which damages equipment such as tills.
3. Are there requirements for future plant capacity e.g. in terms of:
    a. Power? Need to bear in mind the hope that we will eventually convert to a ASHP.
    b. Water? None currently known.
    c. Heat? Need to bear in mind the hope that we will eventually convert to a ASHP
    d. Future extensions/buildings? There is a remote possibility that FTC could be asked to take over the Library in the Local Government Reorganisation that is currently happening. We would probably have to keep the library operational but if we did get the building, we might be able to use the upstairs area in other ways.
4. Do you have any particular requirements in terms of the specification for any M&E services? Modernisation As much as possible, a single point of control for all areas (whether DM's office or another location). As much as possible, the ability to control in 'zones'. With the passing of Martyns Law, security is now a higher priority. Ideally, would like all external access points to be 'locked' from unauthorised personnel with programmable fob access. If that could extend to internal doors also, we could do away with multiple locks with different codes we need to remember.
5. Do you have any preferred M&E suppliers (including ones that you would like to consider even if not used before)? No
6. Are there any particular requirements (or strategies to avoid) regarding the arrangement of M&E plant and access to it for maintenance? Easily accessible for onsite Staff.

Note that the Library is currently on our Fire Alarm system. They also share boiler and water. Ideally, we would use this renovation project to separate them completely. We are currently trying to determine whether we have a legal obligation to provide heat, water and fire alarm. If we do have a legal obligation, we will seek a financial contribution toward the upgrade. If we don't, we would like to stop being the conduit for these services and get them to access directly.

2 Energy/Carbon/Sustainability

1. What are the relevant sustainability policies within the organisation or project specific sustainability policies? No current policies on sustainability
2. Is the building targeting a specific energy tariff such as night-time use, capped etc… No
3. Does the project require that we look at future climate change scenario weather such as 2050 or 2080? If we get PV's and this might impact our cost / benefit analysis – maybe?
4. Can we have copies of the site's past energy and water bills for two or more years? This information has been provided.
5. Do you have a particular metering strategy requirement (above regulatory Part L requirements) for electricity, water, heat etc.? For example:
    a. Monitoring particular spaces Yes – we currently have to invoice The Library so separate metering for them would be beneficial (but see comments under section 1). Separate metering

for The Point would also be advantageous.

b. Monitoring particular end use spaces

c. Centralised viewing and reporting Nice to have if affordable

3 Occupation patterns

1. Please can you provide expected occupancy periods for each key area of the building during the following?
   a. A typical weekday e.g. building start and end times, performance times and any lunch periods or evening use Typical office hours are 8.30am to 6.00pm. Council Meetings are Mondays 7-9pm and Wednesdays 7-10pm. Information on regular hires sent to Charcoal Blue. Performances tend to be Friday / Saturdays (occasional Wednesday's and Sunday's).
   b. As above, for a typical weekend day
   c. The pattern for the year e.g. termtime vs. holidays. Any down periods? For regular hirers, term time. August is a quiet month on all fronts and usually used for annual maintenance.
2. What are ideal the public/vs staff access requirements/restrictions through the building? Ideally, there would be a clear divide between staff and public areas but current configuration doesn't allow for that (eg staff have to use public toilets. Staff have to go round public areas to access kitchen facilities). Have issue that once a member of the public is in the building, they have access to a wide area – would love to be able to limit that.
3. Is the building fully closed overnight/out-of-hours? Yes

4 Operation & Maintenance

1. What access equipment do you have on site and what equipment do you regularly hire, i.e. lifting platforms, scaffolding etc.? Can we have details of the equipment, what you use them for at present and their specification. Zarges are currently used to reach high level lighting bars. Frequently hire slim scaffold Towers to carry out detailed work or repairs high level.
2. Please can you provide details of any fire damper drop tests / smoke damper actuation tests that you currently have? Above stage, 4 Seefire Ventilators which are louvered vents and are operated only by the removal or breaking of a fusible link. There is no way to test from ground level.

5 Installed equipment

1. Do you envisage instant boiling water, chilled water taps, or kettles at tea points? For staff, would prefer instant boiling water (need to check DM requirements). Don't envisage chilled water taps so long as fridge available.
2. Will the catering offering/brief change from that at present? Can we have the current and/or desired catering brief? There is no current intention to provide catering – low margins, high local competition, high staffing costs.

6 Mechanical & Electrical Systems

1. Is the water pressure of the incoming water supply known? Can it be obtained?
2. Is there a requirement for boosted water (irrespective of whether water storage is provided)? I don't think so….
3. Do you require mains water storage to be retained? Is the current provision adequate? What is the desired duration for resilience? The Current system meets our needs, however open to suggestions and recommendations.
4. Is rainwater harvesting for WC flushing and irrigation to be considered? Would be a desired option to consider
5. Is heat reclaim from shower water (Wastewater Heat Recovery) to be considered? I don't think this is required?
6. What level of resilience is required in the heating systems? Should be highly reliable, with minimal downtime and easy maintenance. We prioritise efficiency and low operating costs while ensuring consistent performance. Redundancy or backup options may be considered if critical operations depend on continuous heating
7. Do any spaces (server rooms etc) need backup cooling provision? Bar Chiller?
8. Are there any specific requirements for zoning of the heating/cooling systems? Ideally yes, having better control over the heating and cooling by zone / room would be desired. Different rooms will require very different temperatures depending on the nature of the activities being carried out in them. Also having the ability to control these temperatures from a central location would be desired apposed to solely having "in room" controls.

9. Do you a preference for/against any types of heat emitter: e.g. underfloor heating, radiators, fan convectors, finned pipe, radiant ceiling panels, trench heating, air curtains? A mix of heat emitters depending on the room/zone.

   Auditorium

   Best Option: Radiant ceiling panels or underfloor heating (silent, even heat distribution)

   Alternative: Low-temperature fan convectors for quick adjustments

   Dance Studio

   Best Option: Underfloor heating (comfortable for dancers, no wall-mounted obstructions)

   Alternative: Radiators with smart controls

   Meeting Rooms & Offices

   Best Option: Radiators or fan convectors (easy to control per room)

   Alternative: Ceiling panels for modern aesthetics

   Bar Areas & Hireable Function Spaces

   Best Option: Radiators or trench heating (flexible, can integrate into design)

   Alternative: Fan convectors if quick heat adjustments are needed

   Backstage Areas (Green Room, Dressing Rooms, Loading Areas)

   Best Option: Radiators

   Alternative: Fan convectors in loading areas for quick heating

   Entrance & Loading Areas

   Air curtains

10. Is there a requirement for backup power supplies on any or all areas or systems? What is the required duration of the backup power? Ideally yes. Mainly the Auditorium, Bars, Box Office areas and Main Office.
    This will ensure that shows can continue, and equipment will not be damaged. It also means that staff can continue to work. Additionally, the building is a designated Emergency Rescue Centre, so during a "Town Emergency" the building can be use to take in residents if they are forced out of their homes.
11. Do we need to consider the inclusion of any EV charging? No
12. Is there a preference for emergency lights to have local batteries or having a central static inverter? Ideally a central system is more desired with the capability for digital remote monitoring / reporting. However this will obviously come down to initial available funds.
13. Do you have specific WiFi coverage requirements? Ideally staff access to wifi should be behind a firewall that public cannot access. But public will need to be able to access wifi in 'hireable' areas.
14. Are there any particular spaces (such as the main auditorium) where a standard smoke detector can be foreseen to be problematic? Should an alternative strategy be considered here? Yes, Currently smoke detectors have to be manually isolated to prevent activation during shows. They then have to be reactivated later on. This means that staff need to be actively vigilant for Fire Safety as a manual call point will need to be pressed in the event of a fire.
15. Do you have a preferred lift supplier (perhaps one used already on site). Or alternatively, suppliers you wish to avoid? No