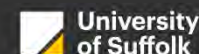




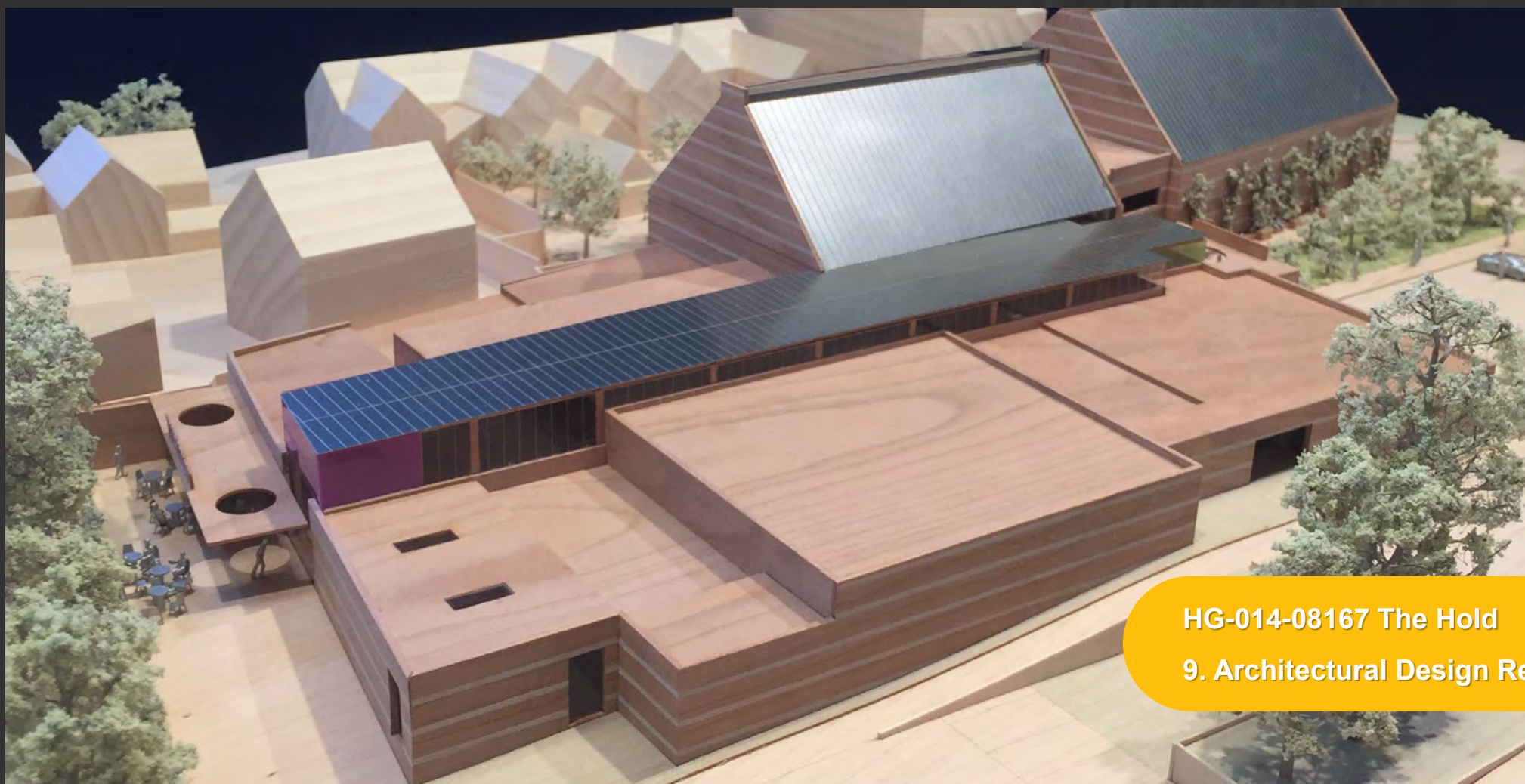
# A Suffolk Archives Service for the 21st Century



Project sponsors



With fundraising support from The Suffolk Archives Foundation



HG-014-08167 The Hold

9. Architectural Design Report

# ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

## INTRODUCTION

### **Principle Changes to the proposals for The Hold submitted for Planning Consent**

The design of The Hold was submitted for Planning Approval to Suffolk County Council on 26 September 2017 and is due to be determined at the January committee meeting

Following the statutory consultation period a number of aspects were raised and following discussions with the County Planning Department a number of modifications have been made to the submitted proposals and these changes are summarized on the following pages.

With the exception of these modifications – which are essentially presentational enhancements - the design of the building, its layout, content and purpose remain as the planning application submitted and the proposals presented to HLF in the past.





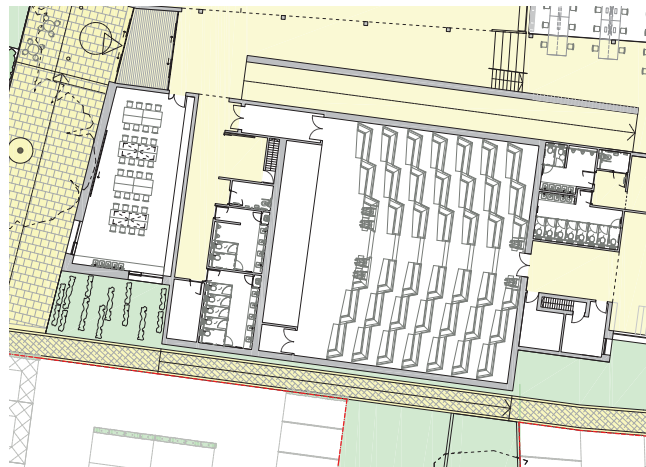
# ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

## EXPRESSION OF THE AUDITORIUM

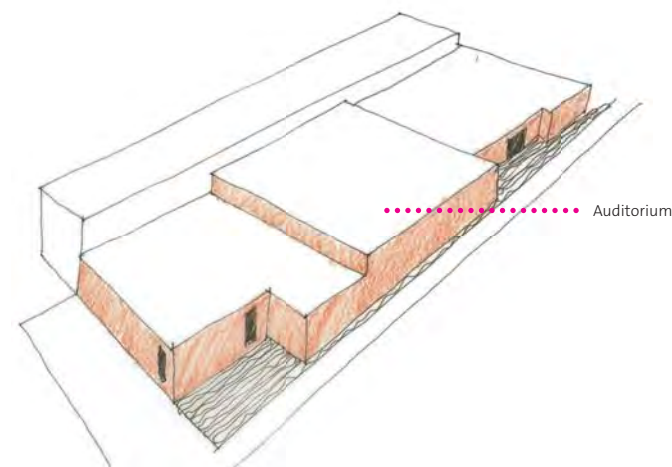
### 1.1.1 Expression of the Auditorium

There was a view that the East facing elevation should be more articulated and that the Auditorium should be given greater prominence and expression in the overall composition when viewed from the adjacent University Car Park.

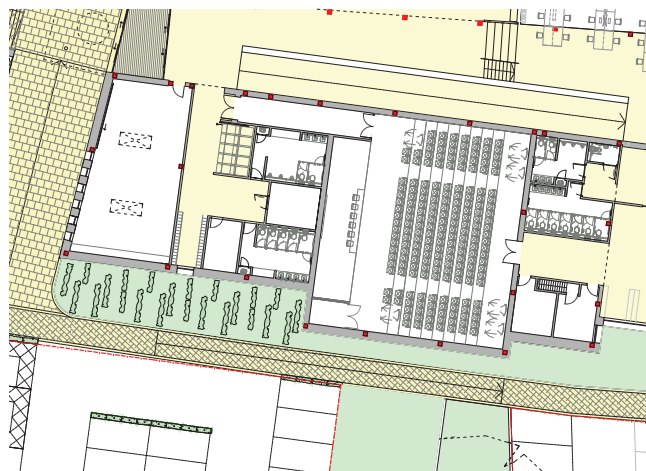
1.1.2 Prior to this view being expressed the University had requested that the auditorium should revert to a more traditional format and the consequent reduced footprint together with adjustments to the layout of the southern toilet, locker, buggy park area has provided the opportunity to express the auditorium as a distinct element within the overall composition.



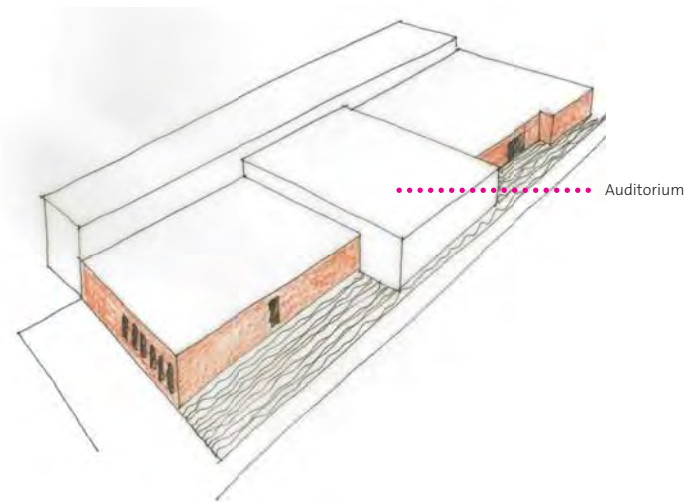
General arrangement layout of auditorium submitted for planning approval in September



Massing diagram for scheme submitted for planning approval in September



Revised layout of the auditorium, toilet, locker, and buggy park areas to reflect the University of Suffolk current brief



Massing diagram incorporating revised auditorium with reversed brickwork providing greater prominence and expression in the overall composition.

## ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

### EXPRESSION OF THE AUDITORIUM



View from Fore Street and Car Park

- 6.1.3 In addition and in part to introduce variety to this long flank elevation the brick banding to the external walls of the auditorium has been reversed ie 'soft red' banding to 'Suffolk White bricks' as opposed to Suffolk White banding to 'soft red' bricks. The volume of the auditorium within the overall complex is now clearly expressed and the visual articulation of the interconnected elements along this elevation is now more apparent.



Auditorium brickwork comprising bands of 'soft red' bricks against the main body of 'Suffolk Whites'

## ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

### SIGNAGE

#### 1.2.1 Signage

The Planners have requested that signage be included as part of the application rather than as the subject of a separate application. The drawings now show the Hold logo above both entrance lobbies and on the North facing gable.

- 1.2.2 The County and University logo's have been introduced onto the East facing elevation of the auditorium— introducing ownership and further visual interest to this elevation.



Fore Street Entrance



New Street Entrance

ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION  
SIGNAGE



Suffolk County Council and Univesrity of Suffolk Logo on East Facing Elevation of Auditorium



The Hold Logo on North Facing Gable

# ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

## FORE STREET ENTRANCE

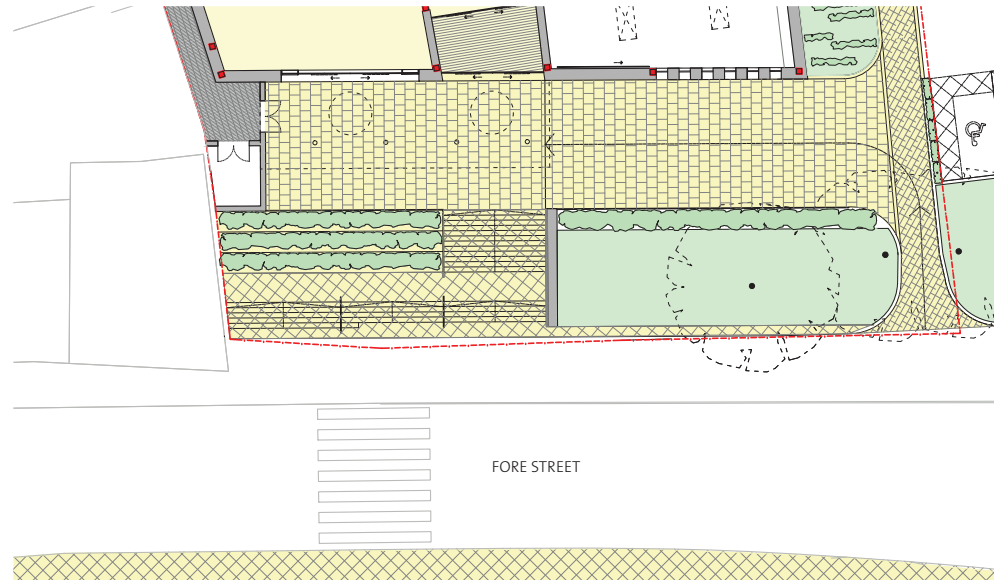
### 1.3.1 The Fore Street Entrance

The Fore Street entrance has drawn a number of comments in terms of its presentation and prominence. The following changes have subsequently been discussed and introduced into the proposals.

- a. The entrance steps are now aligned with the the route through the building and have been extended in width.
- b. Realigning the entrance steps requires the removal of two existing trees. While the loss of the trees is regrettable at one level this change significantly enhances the visibility, prominence and presence of the entrance especially when viewed from the Waterfront and the open plaza area alongside The Waterfront Building.
- c. The area to the east of the steps comprises the soft landscape and retained trees that extend along Fore Street and up to Long Street and in order to reinforce the focus on the formal arrival sequence to the building – the steps, the entrance lobby and the café terrace – a flank wall has been introduced to the stair as a positive stop end to this more naturalistic landscape. The wall reinforces the presence and direction of the stair and provides an opportunity for further signage or public art.



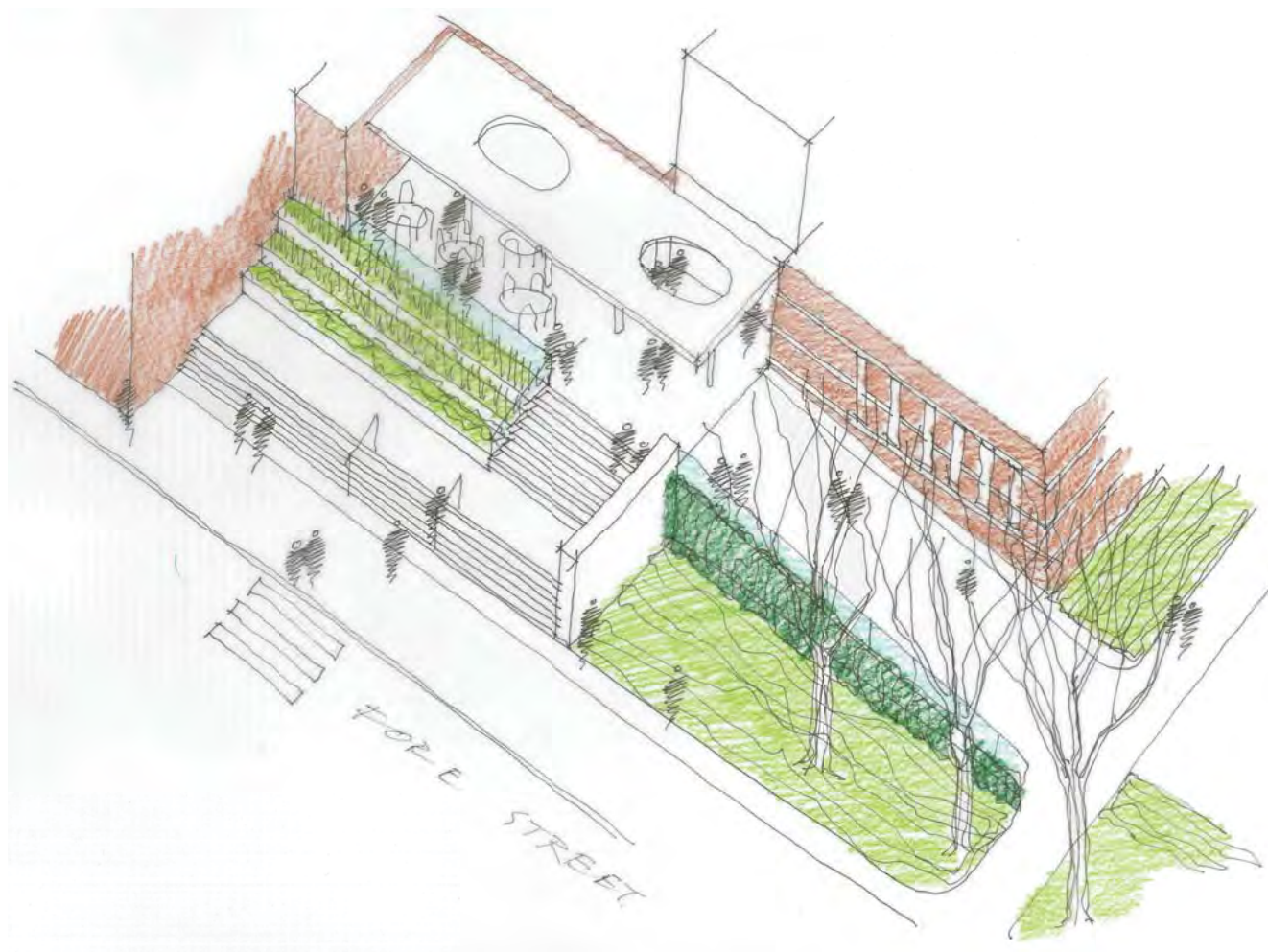
Fore Street Entrance Elevation



Fore Street Entrance General Arrangement

## ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

### FORE STREET ENTRANCE



View of Entry Sequence From Fore Street

- d. The area to the west of the steps and overlooked from the café terrace comprises a sequence of formal planters that step down to a broad landing that extends across the elevation. A short flight of steps that also extend across the elevation lead down to the public footpath. This formal forecourt area also provides an opportunity for public at some point in the future.
- e. The material palette will reflect those of the Waterfront Plaza generally in order to express the continuity of the public realm
- f. A range of slot windows have been introduced onto the Fore Street elevation of the Education Room in order to further animate the elevation and to balance the window opening to the Café on the opposite side of the entrance lobby.
- g. The traffic calming measures along Fore Street have been removed.

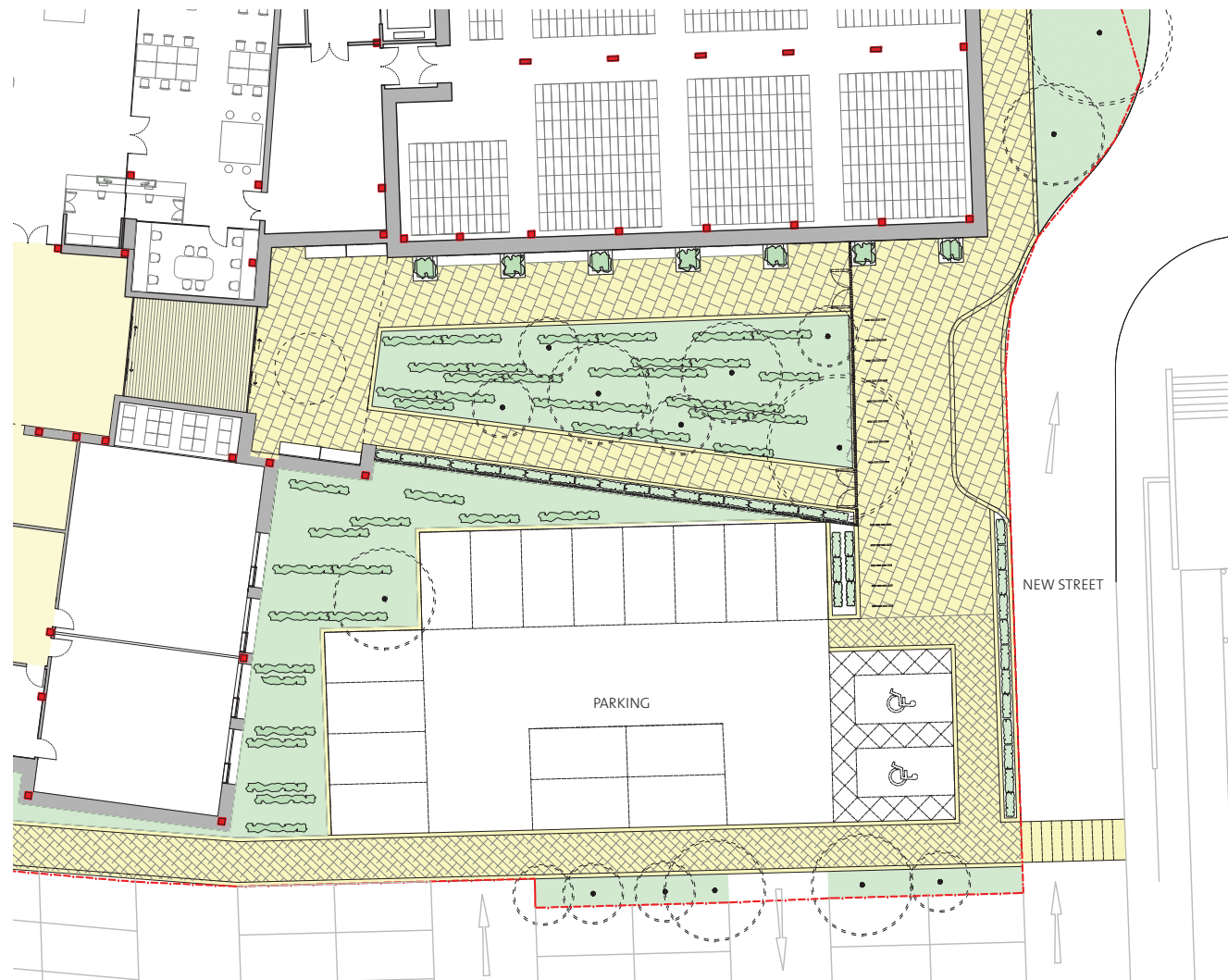
## ADDENDUM TO DESIGN AND ACCESS STATEMENT FOR HLF SUBMISSION

### NEW STREET ENTRANCE

#### 1.4.1 The New Street Entrance

Changes to the New Street pedestrian and vehicle access areas comprise:

- a. The garden area has been reduced in its extent in order to provide space for a drop off point and improved east/west pedestrian access.
- b. The garden area and pedestrian routes are now defined by hedging, railings and gates enabling the area to be secured out of hours.
- c. The brick banding has been omitted from the Document Transit building accessed from the Service Yard in order to express its support function.
- d. An electric vehicle charging point has been introduced to the staff parking area
- e. The layout of Conservation and Digitisation departments at first floor level has been reconfigured in order to provide a better relationship with the roof to the Search Room.



New Street Entrance General Arrangement



**Funding raised by  
The National Lottery**  
and awarded by the Heritage Lottery Fund



## THE HOLD: PROJECT MEMBERS

**Funding raised by  
The National Lottery**  
and awarded by the Heritage Lottery Fund



### **Client:**

Suffolk Country Council  
Endeavour House  
8 Russell Road, Ipswich  
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### **Architect:**

Pringle Richards Sharratt Limited  
Studio 2.01, Canterbury Court  
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### **Landscape:**

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10 Bedford Street  
London,  
WC2E 9HE

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### **Client:**

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Sir Thomas Slade Court.  
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### **Project Manger / Agent:**

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### **Building Services Engineers:**

SVM Consulting Engineers,  
Chiltern House,  
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### **Principal Funder:**

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7 Holbein Place,  
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### **Structural Engineers:**

Atom Consultants  
Lupton Court,  
Prospect Road, Ossett  
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### **Exhibition Designers:**

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Studio 2.01, Canterbury Court  
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**Funding raised by  
The National Lottery**  
and awarded by the Heritage Lottery Fund



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# THE HOLD: SUFFOLK HERITAGE CENTRE

## INTRODUCTION

This document has been prepared by Pringle Richards Sharratt Architects [PRS] to support a full planning application. It has been completed following PRS Architect's appointment by Suffolk County Council (SCC) in January 2017 and after considerable dialogue and consultation.

### Project Vision

The vision for the project is to create a vibrant heritage attraction in Suffolk's county town, while simultaneously transforming Suffolk Record Office into a service that is resilient, sustainable, and fit for the 21st Century.

The Hold is a partnership between Suffolk County Council and the University of Suffolk that will create a new flagship heritage facility and a re-shaped service, launching people, young and old on new voyages of discovery.

Located within Ipswich's unique and regenerating waterfront, The Hold will house Suffolk's nationally and internationally significant archives and will be the engine for a transformed, audience focused service that will reach out to diverse communities in Ipswich, the county and the nation through its activity and digital programmes, engaging them with Suffolk's rich archival heritage in new and exciting ways

The Hold will reveal Suffolk's treasured past and inspire its future.



Bury St Edmunds Psalter



Iveagh Manuscripts



Port of Lowestoft  
Research Society Collection

# THE HOLD: SUFFOLK HERITAGE CENTRE

## INTRODUCTION

### Brief

The project brief at HLF round 1 was identified as the consolidation of elements of 3 existing archive facilities in Lowestoft, Bury St. Edmunds and Ipswich. This centralised facility for Suffolk is to incorporate state-of-the-art facilities with an archive strong room designed to achieve internal conditions that meet the guidelines of the National Conservation Service via sustainable means.

HLF Round 1 was successful and we are now preparing a second application to the HLF in December 2017 for a Delivery Grant. If successful, the work will begin in spring 2018.

### Project Scope

The scope of the Hold project has developed through extensive consultation with stakeholders and other organisations. The project includes the construction of a new build heritage and education facility and exhibition space carefully stitched into the existing fabric of the town. The principle components of the project are;

- A sustainable archive facility for SRO and SCCAS records and artefacts
- Conservation, digitisation and cataloguing facilities for the archives
- Offices for staff and volunteers

- Exhibition areas for permanent and temporary exhibitions
- Reception and bookshop
- Cafe
- Reading room and library
- Education facility
- Seminar rooms
- 200 seat auditorium
- Landscaping and pedestrian routes

### Design Team

The design team was appointed following an invitation to tender selection process conducted by the Suffolk County Council and the University of Suffolk. The team consists of:

- Pringle Richards Sharratt Architects, Lead design consultants and principal designers
- Atom Consultants structural engineers
- SVM Consulting Engineers building services engineers
- Focus Consultants quantity surveyors
- Plincke landscape architects
- GuM Studio Exhibition Designers
- Eight Associates BREEAM assessors
- Clarke Saunders acoustic consultants
- Bureau Veritas fire engineers

### Conservation Plan

A Conservation Plan has been completed and outlines some of the most important collections held in Suffolk's Archives including:

- Bury St Edmunds Psalter – This is a wonderful example of an English monastic service book dating c.1400-1410. It belonged to the great Abbey of St Edmund and forms part of the King Edward VI Grammar School collection.
- Iveagh Manuscripts (1119-1906) – Prior to their purchase in 1987 for the people of Suffolk, the Iveagh manuscripts were the richest source of archival evidence for the county's medieval history still in private hands and the collection includes a charter of 1119 (The oldest document in the archive).
- Port of Lowestoft Research Society Collection – Is an amazing record of the thousands of vessels which have used the port of Lowestoft over the past 200 years and compliments other exceptional maritime and naval records held in the archive.

# 1. ASSESSMENT

## 1.1 INTRODUCTION

1.1.1	This assessment has been carried out with the support of Suffolk County Council (SCC), Suffolk Record Office (SRO), Heritage Lottery Fund (HLF), Ipswich Heritage Forum (IHF) and Ipswich Borough Council (IBC). It is based on a considerable amount of material that has been provided to the architects at the start of the year and subsequently obtained throughout the following 6 months. A full list of these is tabulated in the adjacent columns and can be found in the various itemised Appendices.	1.1.5	Information Available The following information has been made available to the design team by Suffolk County Council;	m.	Noise Impact Assessment - M
		a.	Unexploded ordnance desk study - E		
			Planning approvals for car park lighting		Travel Plan and Transport Assessment -
		b.	Ordnance Survey Site Plan	n.	Appendix N.
		c.	Previous Tree survey from 2016 were carried out for University of Suffolk		
		d.			
1.1.2	The assessment looks at the context of the site and its surroundings. It seeks to set out what are the main factors that any development should consider in terms of sensitivities and scale of the surrounding area.		Topographic and services survey - D		
		e.	Ecology and Bat Survey Report (June 2015) - J		
		f.	Geophysical Survey and Contamination Report - F		
1.1.3	Within the context of the HLF support considerable work has been undertaken to assess the context that the project will be able to enhance with regards to social and economic characteristics. The positive evaluation and assessment was a prime consideration in the HLF awarding a Round 1 Pass.	g.	Site plan / Land ownership plan		
		h.	Asbestos report (Re-inspection only, 2015)		
		i.	Local Utilities Search		
		j.	Archaeological Desktop Study and Archaeological Assessment - C		
1.1.4	In accordance with CABE guidance notes this assessment will concentrate on: Physical; Social; Economic and Planning Policy.	k.	Flood Risk Evaluation - H		
		l.	Aboriginal Method Statement - K		



# 1. ASSESSMENT

## 1.2 PHYSICAL

### 1.2.1 Site Description

The site is located to the East of Ipswich town centre in the County of Suffolk. The brownfield site comprises a linear strip of land that extends from New Street to Fore Street and is part of what is currently a car park serving the University of Suffolk campus buildings located to the North of the site and South of Fore Street - currently linked by a pedestrian route through the parking areas.

1.2.2 The site boundary to the West marks the beginning of the Central Conservation Area and in the main comprises a series of brick garden walls to the listed buildings beyond. To the East a significant embankment of self seeded trees and bushes provides an 'as found' fragment of landscape, while the southern boundary features a number of large and attractive Plane and Lime trees set back from Fore Street.

1.2.3 Fore Street is a main artery road for Ipswich town centre carrying a substantial amount of vehicular traffic while the quieter New Street to the North and Long Street to the East provide access to the University buildings and parking.

1.2.4 To the South of Fore Street a large open space leads directly to Ipswich's waterfront - the once thriving port that was one of the richest and most important ports in the country transporting wool to the weavers of Flanders and where 300 ships massed to carry soldiers to fight the battle of Crecy. The immediate adjacency of this historic waterfront provides the Heritage Centre with a relevant and appropriate setting.

1.2.5 The town centre is situated off the site's North Western corner with Star Lane providing the main pedestrian link. Public footpath's skirt the perimeter of the site on Fore Street, Grimwade Street, New Street and Long Street. A route across the car park is provided for students that links the North and Waterfont campuses.



Aerial Photograph of the Site

# 1. ASSESSMENT

## 1.2 PHYSICAL

### 1.2.6 Site Area

The proposed site is approximately 110m in length by 45m in width covering an area of 6,500 sq.m / 0.65 hectares. The immediate adjacency of parking to the Heritage Centre will be a significant benefit to those using the new facility.

### Topography

1.2.7 The car park slopes in two directions from its high point at the North Eastern corner to a low point at the South Western corner. The cross fall here accommodates an overall change in level of approximately 7.5m across the car park.

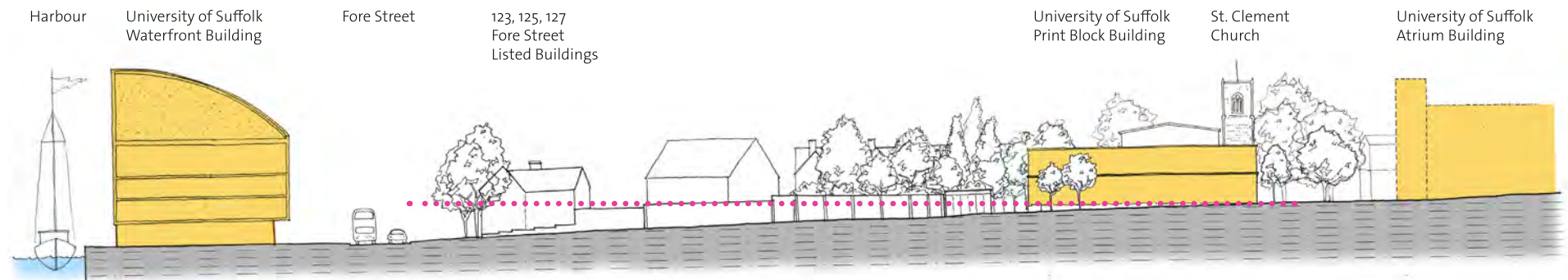
1.2.8 The topography of the site has the same direction of cross falls as the car park. The most significant change in level of 3.8m

runs from North to South. At the northern end of the site the East to West slope has a level change of 1m whereas, a shallower East to West gradient exists at the southern end of the site.

1.2.9 The eastern site boundary is defined by a 2 metre high embankment of self-seeded trees, bushes and shrubs that together provide an as found natural screen to the parking area beyond.

1.2.10 The western site boundary and Central Conservation Area is defined by a series of old and new brick garden walls together with a dilapidated Print Block building that will be demolished to make way for the new Heritage Centre. To the North the prospect is toward the

1.2.11 recently refurbished University buildings while to the South the views are toward the mature Plane Trees along Fore Street beyond which the new University Waterfront Building stands to one side of the view through to the masts, flags and sails of the moored boats and the distinctive skyline features of the Waterfront Buildings.



North - South Sketch Section Through Site

# 1. ASSESSMENT

## 1.2 PHYSICAL

### 1.2.12 Building Context

Adjacent to a conservation area on the West, the site is flanked by 2-3 storey buildings with varying roof pitches, established planting and garden walls.

1.2.13 Buildings fronting the waterfront are taller, varying from 4-6 storeys, with a view to the waterfront retained across the public space to the West of the University Waterfront building.

1.2.14 The selection of photographs opposite give of glimpse of the current site and local context as it appears today.



Photograph Overlooking Site Looking Towards Quayside



Birdseye View of Site with Key for Built Environment Context Photographs

# 1. ASSESSMENT

## 1.2 PHYSICAL

1.



2.



3.



4.



5.



6.



7.



8.



9.



Context Photographs Showing Buildings and Public Spaces Immediately Adjacent to the Site

# 1. ASSESSMENT

## 1.2 PHYSICAL: EXISTING BUILDINGS

- 1.2.15 In the mid Twentieth Century the college built a Motor Vehicle Repair Centre and Print Block Building on the site. However, the Motor Vehicle Repair Centre has since been demolished and only the Print Block Building remains.
- 1.2.16 **Print Block Building**  
The Print Block Building is the only building remaining on the site today. The condition survey found the Print Block to be in poor condition. A review of the structure assessing it's potential re-use found the building to be unsuitable due to it's dilapidated conditon.
- 1.2.17 Our proposal sees the demolition of the two storey Print Block Building, which is located in the North West corner of the site.



Left: Existing Plan of Site Showing Print Block Location

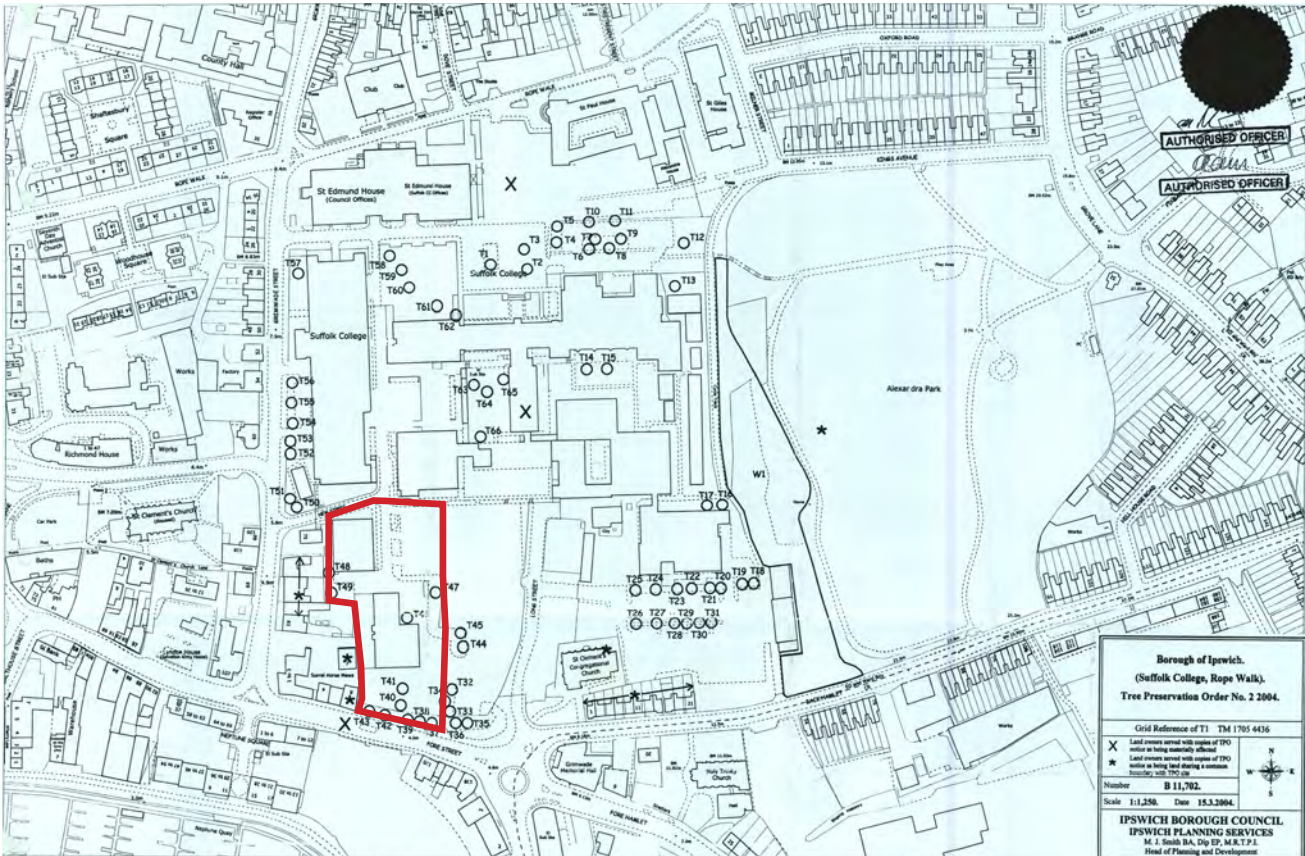
Top Right: Print Block Building East Facade 2017

Bottom Right: Print Block Building North Facade 2017

# 1. ASSESSMENT

## 1.2 PHYSICAL: LANDSCAPE

- 1.2.18 The site is predominantly hard landscaped with an asphalt covering for car parking. Areas of soft landscaping exist around the site perimeter and in a section mid-way across the carpark defining a change in level.
- 1.2.19 Although the site does not lie within conservation area the local planning authority at Ipswich Borough Council has issued a Tree Preservation Order (TPO) on this and neighbouring sites.
- 1.2.20 An assessment of arboricultural Implications for development has been undertaken in accordance with BS 5837: 2012. Trees on the site have been evaluated for quality, longevity, and maintenance requirements.
- 1.2.21 The assessment inspected ten individual and seven groups of trees identifying: six low quality poor trees, one category B tree for felling and the removal five sections of low quality and one category B landscape features.



Tree Preservation Order reference no. 04-00002

# 1. ASSESSMENT

## 1.3 HERITAGE

### 1.3.1 Site History

Historical maps trace the development of the site back to the mid 15th Century.

1.3.2 Increasing trade and development grew around the wet dock through the 19th Century. Larger industrial and warehouse buildings fronted the dock. Smaller scale buildings and terraces filled the streets beyond.

1.3.3 Buildings on the site through the 19th Century had a variety of uses including; a former malting's and notably the former Social Settlement Building. At this point the site was at its most dense in terms of development.

1.3.4 Site clearances in mid-20th Century coincided with improvement works to Fore Street and the opening of The Civic College just north of the site in 1961.

1.3.5 The College built a motor vehicle repair and print building on the site in the mid to late 20th Century. The motor vehicle repair building has since been demolished with the print block to be demolished as part of the project.

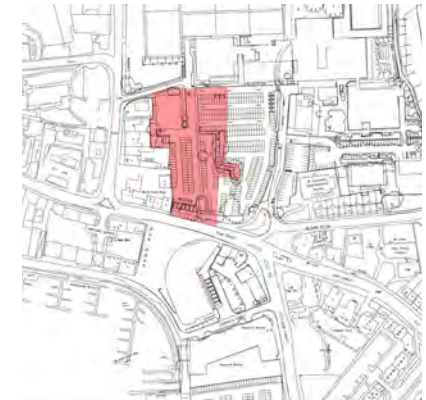
1.3.6 Suffolk County Council have entered into an agreement with the University of Suffolk for the provision of the land on which the Heritage Centre will be built.



1674



1904



Present Day



Painting of the Former Social Settlement C.1902



Photograph from Fore Street Looking Back at the Former Social Settlement C. 1961

# 1. ASSESSMENT

## 1.3 HERITAGE

### 1.3.8 Site Context

Examination of the site history and its local context has provided a number of features to note of the site in its current state:

- Analysis of historical maps reveals the site has no historic or pathways running through it in a North South direction.
- The position of the former Social Settlement has left a mark on the site coinciding with the significant level change and trees to its Eastern boundary.
- Ipswich Central Conservation Area extends immediately to the East and West of the site.
- Buildings to the West on Fore Street and Church Street remain intact. A significant number of buildings backing onto the site are listed.
- The car park site location is set within the University of Suffolk campus.
- A North/South pedestrian link across the existing car park provides safe access between the northern and southern parts of the university campus
- The site has a direct visual link through to the Waterfront and wet dock marina.



# 1. ASSESSMENT

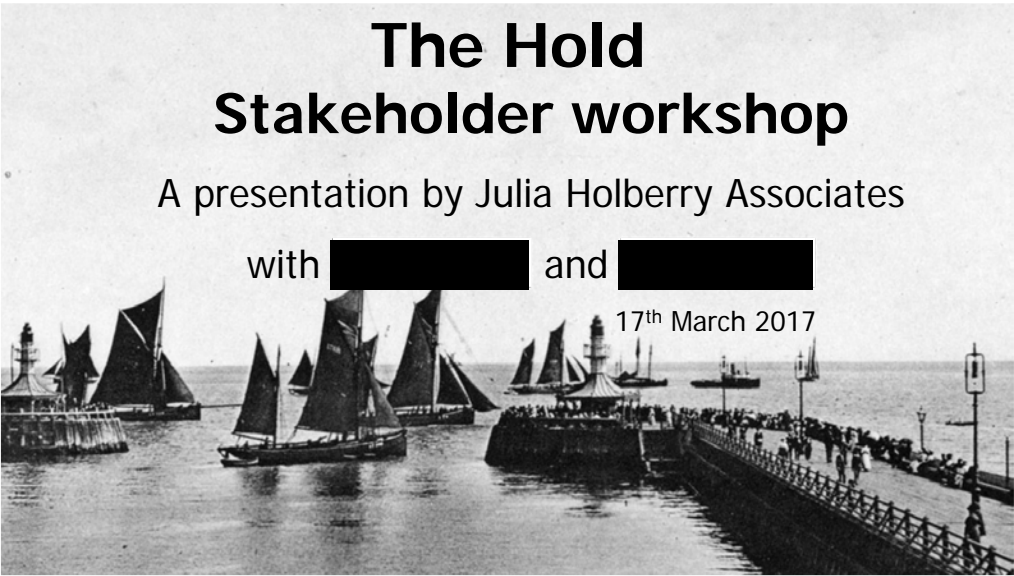
## 1.4 SOCIAL

1.4.1 **Overview**

The vision for the project is to create a vibrant heritage attraction in Suffolk's county town, while simultaneously transforming Suffolk Record Office into a service that is resilient, sustainable, and fit for the 21st Century.

1.4.2 As part of the HLF process a detailed Activity Plan highlighting Social and Community benefits was essential as part of the Round 1 application and has been developed further during the last six months. The aims of the developing Activity Plan highlighted The Hold could:

- a. Empower communities to run their own heritage activities
- b. Protect and better manage at-risk collections
- c. Forge a sustainable partnership with UoS staff and students
- d. Create a new building as a heritage destination for the town and the county
- e. Increase accessibility through renewed emphasis on digital technology



1.4.3 The Hold is a partnership between Suffolk County Council and the University of Suffolk that will create a new flagship heritage facility and a reshaped service, launching people, young and old on new voyages of discovery.

1.4.4 Located within Ipswich's unique and regenerating waterfront, The Hold will house Suffolk's nationally and internationally significant archives and will

be the engine for a transformed, audience focused service that will reach out to diverse communities in Ipswich, the county and the nation through its activity and digital programmes, engaging them with Suffolk's rich archival heritage in new and exciting ways.

1.4.5 The Hold will sit at the heart of a network that reaches out across the county.

# 1. ASSESSMENT

## 1.4 SOCIAL

### 1.4.6 Community Benefits

One of the key aims of The Hold is to attract and engage new audiences with archives. The café will aim to draw people from the Waterfront and surrounding area and the displays around the building, in the café and in new changing exhibition space will showcase archives in an interactive, fun and engaging way, introducing people to the archive and its potential. A range of activities, workshops, lectures and talks will draw people to The Hold.

1.4.7 The implications highlighted within the Activity Plan Market & Motivation assessment are:

- a. Reasonable levels of engagement in heritage in Ipswich and Bury
- b. Outreach projects to engage Lowestoft people
- c. Above average numbers of retirees
- d. Significant numbers of families
- e. In all areas 1 in 5 adults have no qualifications (in Lowestoft nearer 1 in 3)

### Market assessment

	Ipswich	Bury SE	Lowestoft	England
Population	200,730	276,298	200,723	
Families	39%	39%	39%	43%
Under 24 years	30%	29%	28%	31%
Over 65 years	18%	19%	22%	16%
BAME communities	7%	4%	3%	15%
Social grade AB	23%	21%	13%	23%
Social grade C1	31%	31%	27%	31%
Social grade C2	22%	24%	26%	21%
Social grade DE	24%	24%	33%	25%
Students	4%	3%	4%	5%
Unemployment	5%	4%	8%	7%
No qualifications	22%	23%	31%	23%

### Market assessment - motivations

Segment	Ipswich	Bury	Lowes	England
<b>Very engaged</b>				
Commuterland Culturebuffs	10%	8%	2%	11%
Experience seekers	7%	3%	0%	8%
<b>Some engagement</b>				
Dormitory dependables	19%	20%	7%	15%
Trips and Treats	24%	29%	16%	17%
Home and Heritage	15%	16%	19%	10%
<b>Not engaged</b>				
Up Our Street	9%	10%	21%	8%
Facebook Families	9%	8%	16%	12%
Kaleidoscope creativity	2%	1%	7%	9%
Heydeys	5%	4%	13%	5%

Top: Demographics research comparing Suffolk regional centres with the national average

Bottom: Market assessment of motivational engagement

# 1. ASSESSMENT

## 1.5 ECONOMIC

### 1.5.1 **Contribution to local economy**

The Hold will directly (and indirectly) provide a boost to the local economy, by creating a range of new construction-related jobs throughout the course of the projects realisation and after completion.

1.5.2 A detailed Business Plan was required as part of the HLF Round 1 submission and has then been developed over the past six months and required as the part of the HLF Round 2 application as this is an essential part of the project.

1.5.3 The current Business Plan states that the facility has been conceived to respond to several critical challenges currently facing the Suffolk Record Office. Firstly, the lack of available storage space, with current estimates projecting full capacity to be reached within the next three years. Secondly, the current storage facilities are inadequate and no longer fit-for-purpose.

1.5.4 The development of a new, state-of-the-art heritage facility is designed to overcome these issues by: providing ample storage space to house the majority of Suffolk's archives; and delivering a new heritage research centre to engage the community with Suffolk's rich archival heritage in new and exciting ways.

1.5.5 The facility will effectively replace the Ipswich branch of the SRO. While the other branches will continue to operate, approx. 85% of the total SRO collections will be based in The Hold, including some collections to be transferred out of Bury and Lowestoft. It is anticipated that the percentage of collections based at The Hold will increase over time as more collections are acquired. In addition, The Hold will also house some of the archaeological archives from the Suffolk County Council Archaeological Service (SCCAS).

1.5.6 The Hold will transform the current SRO service through its new activity and digital programmes. In particular, The Hold's programming will be able to move forward such projects such as the 'Sharing Suffolk Stories', a research project designed to create an online resource using historic maps that uncover stories about the people, places and events of Suffolk.

1.5.7 In addition, The Hold will collaborate closely with the University of Suffolk, providing flexible, shared learning spaces and state-of-the-art teaching facilities, as well as a comprehensive archive resource for students to utilise.



Above: The Hold - Business Planning Document

# 1. ASSESSMENT

## 1.5 ECONOMIC

- 1.5.7 The Hold project will enable many broader economic objectives and strategies to be met, including:
- a. **Turning our town around: The Vision for Ipswich** (Ipswich Borough Council, 2015)  
The Ipswich Vision is designed to revive the town centre and regenerate Ipswich to be a 'waterfront town'. The Hold has been identified as one of the key projects essential to help regenerate the town and revitalise the Waterfront.
  - b. **Suffolk County Council Business Plan** (2016-2017)  
The Hold will support a number of the key priorities outlined in the County Council's Business Plan, including: supporting the LEP to promote economic growth and increasing educational attainment.
  - c. **Suffolk Growth Strategy** (Suffolk County Council, 2013)  
The strategy sets out the approach by Local Authorities to achieve economic growth and prosperity in Suffolk by 2018. A key element of this – to attract investment in principal economic growth locations – will be realised through the development of The Hold, a large capital project built on the Ipswich waterfront as part of a broader regeneration project.
  - d. **New Anglia Local Enterprise Partnership Cultural Strategy** (2016-2022)  
The Hold is one of the key projects outlined in this strategy, and is seen as a means to further economic growth through maximising unique cultural assets and opportunities.
  - e. **New Anglia Local Enterprise Partnership Strategic Economic Plan** (2014)  
The plan sets out the ways in which the region can harness sector strengths and natural assets. The Hold is a key project in furthering the cultural and heritage sectors in Suffolk and the wider region.

# 1. ASSESSMENT

## 1.6 POLICY

- |  |  |  |
|--|--|--|
| <p>1.6.1 The following is an assessment of all national, regional and locally published policy, which are considered to apply to this development. This list has been consolidated in consultation with SCC over the last two years following the projects inception. Refer to the initial letter received from SCC in support of the proposals dated 26th November 2015 as well as subsequent correspondence with Mark Barnard within Appendix B.</p> | <p>b. <b>17.2</b> <i>Be a creative exercise not just about scrutiny</i></p> <p>c. <b>17.3</b> <i>Pro-actively support sustainable development that meets the needs of an area</i></p> <p>d. <b>17.4</b> <i>Seek high quality design and amenity</i></p> <p>e. <b>17.5</b> <i>Take account of the roles and character of different areas</i></p>                            | <p>Plan Document adopted 22nd February 2017. Within this newly adopted plan the key Strategic (CS) and Development Management (DM) policies are as follows:</p>  |
| <p>1.6.2 The following is an assessment of National and Local Planning Policy that has been deemed to be relevant for this application and requiring evaluation for these design proposals.</p>  | <p>f. <b>17.6</b> <i>Support transition to a low carbon future</i></p> <p>g. <b>17.7</b> <i>Help to conserve the natural environment</i></p>   | <p>1.6.5 <b>Strategic Policies</b></p> <p>a. <b>CS1:</b> <i>Sustainable Development – Climate Change</i></p> <p>b. <b>CS2:</b> <i>The Location and Nature of Development</i></p> <p>c. <b>CS5:</b> <i>Improving Accessibility</i></p> <p>d. <b>CS15:</b> <i>Education Provision</i></p> <p>e. <b>CS16:</b> <i>Green Infrastructure, Sport and Recreation</i></p> |
| <p>1.6.3 <b>National</b><br/>National Planning Policy Framework (March 2012) (NPPF). The core Planning Principles as identified in point 17 of the NPPF March 2012 sets out 12 core planning principles which should underpin plan-making and decision-taking. The over-arching message is to achieve a sustainable development that includes economic, social and environmental roles. These core principles are as follows:</p>                      | <p>h. <b>17.8</b> <i>Re-use brownfield land where possible</i></p> <p>i. <b>17.9</b> <i>Promote mixed use developments</i></p> <p>j. <b>17.10</b> <i>Conserve heritage assets</i></p> <p>k. <b>17.11</b> <i>Manage growth to support sustainable forms of transport</i></p> <p>l. <b>17.12</b> <i>Support the improvement of health, social and cultural wellbeing</i></p> | <p>1.6.6 <b>Development Management Policies</b></p> <p>a. <b>DM1:</b> <i>Sustainable Development</i></p> <p>b. <b>DM2:</b> <i>Decentralised Renewable or Low Carbon Energy</i></p> <p>c. <b>DM4:</b> <i>Development and Flood Risk</i></p> <p>d. <b>DM5:</b> <i>Urban Design Quality</i></p> <p>e. <b>DM10:</b> <i>Protection of Trees and Hedgerows</i></p>     |
| <p>a. <b>17.1</b> <i>The process should be led by up to date local and neighbourhood plans.</i></p>  | <p>1.6.4 <b>Local</b><br/>Ipswich Borough Council Local Plan, Core Strategy &amp; Policies Development</p>   | <p>f. <b>DM17:</b> <i>Transport and Access in New Developments</i></p>   |

# 1. ASSESSMENT

## 1.6 POLICY

- g. **DM18:** *Car Parking*
- h. **DM22:** *Town Centre Uses Outside the Central Shopping Area*
- i. **DM26:** *Protection of Amenity*
- j. **DM31:** *Conserving Local Natural and Geological Interest*

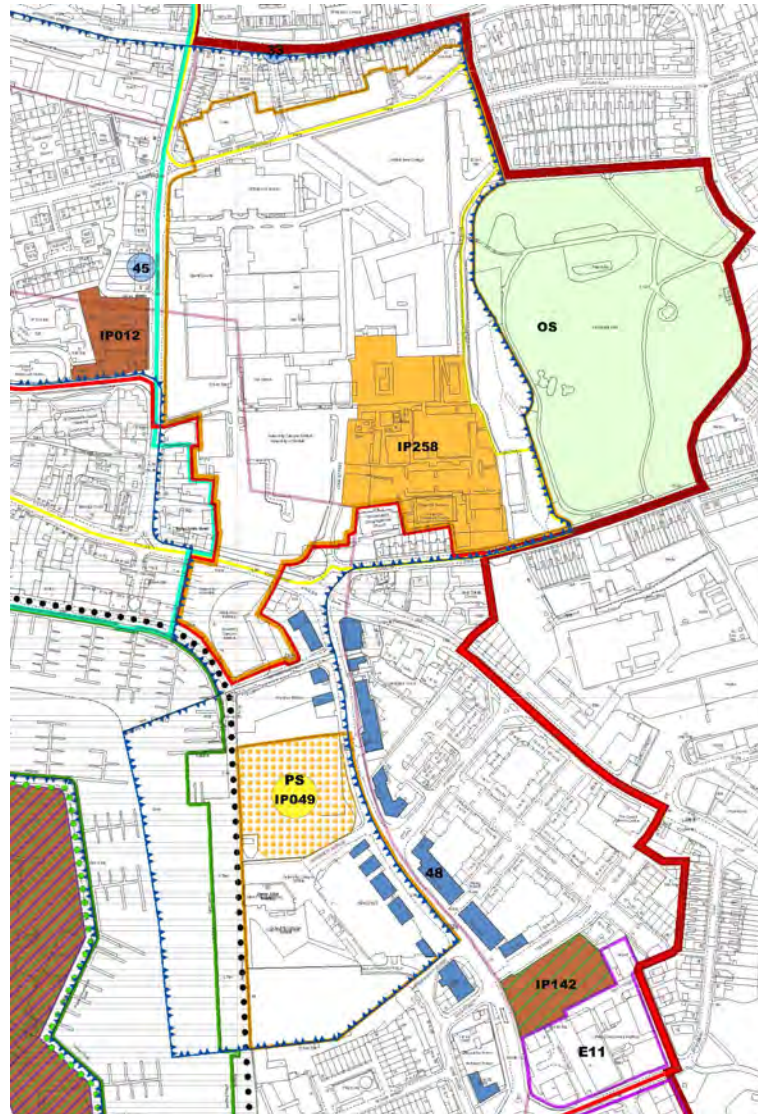
### 1.6.7 **Allocations and Policies in the IP-One Action Plan Development Plan Document (October 2016)**

As can be noted in the adjacent extract of the 'IP-One Policies Map' the site is within the Education Quarter. The site is also within the Central Car Parking Core, within an Opportunity Area (the Education Quarter and some surrounding land) and in an Area of Archaeological Importance. The land immediately to the west is zoned as The Waterfront, and (with the exception of No.75 Grimwade Street) also within the Town Centre and the main town centre conservation area.

### 1.6.8 Further relevant Local Policies are:

- a. **SP12** *Education Quarter*
- b. **SP14** *Arts, Culture and Tourism*

### 1.6.9 Finally the site is also allocated as part of the Education Quarter in the Ipswich Local Plan, where education and ancillary uses will be permitted.



Left: Ipswich Local Plan Policies Map Extract Showing IP-One area

## 2. INVOLVEMENT

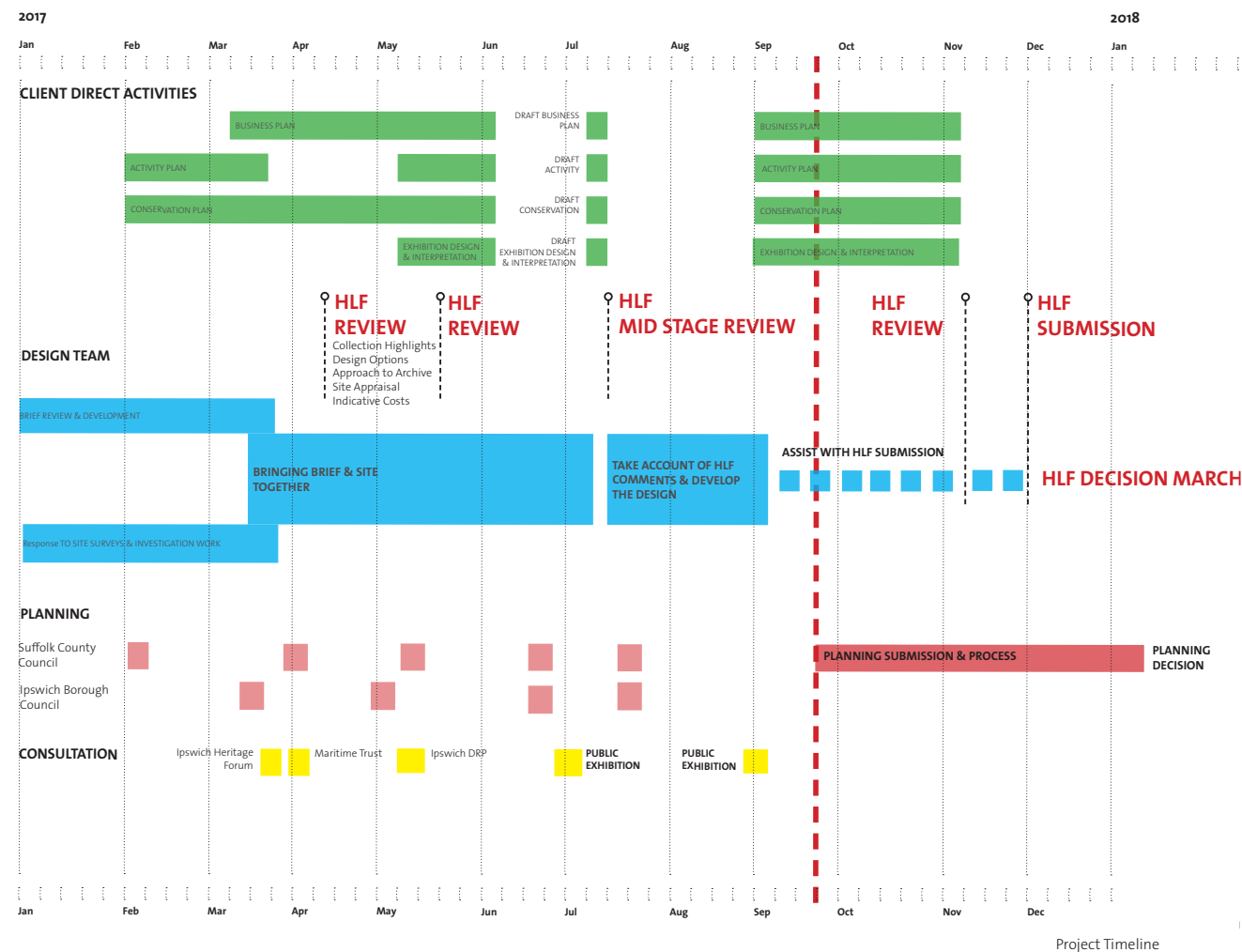
### 2.1 CONSULTATION AND PROCESS

2.1.1 **Consultation**

The proposals that are submitted as part of this Full Plans Planning Application are the result of extensive consultation both within the Suffolk and Ipswich Community as well as with Specialist stakeholders both nationally, regionally and locally. This level of involvement is essential for an HLF project of this size. It is only by recording and evaluating this level of consultation that it is possible to show how the development could achieve Key HLF outcomes that will make a positive difference for heritage, people and communities.

2.1.2 The program diagram adjacent lays out the general period over the last six months when these various consultations have been taking place in relation to the development of the detailed design proposals that constitutes this application.

2.1.3 With regards to people and communities various consultations have taken place and the process is set out in the following chapter 2.2. With regards to Heritage and Design a list of the majority of these review presentations and meeting follows and a more detailed review of this follows in section 2.3.



## 2. INVOLVEMENT

### 2.1 CONSULTATION AND PROCESS

- |       |   |    |  |       |   |
|-------|---|----|--|-------|---|
| 2.1.4 | <b>Key Specialist Presentations and Meetings:</b>   | i. | 17/03/14 Presentation and initial discussion with the Ipswich Heritage Forum. See Appendix B for presentation material used. | t.    | 17/06/29 SCCAS Archives Review and comment  |
| a.    | 2015-16 Considerable amount of consultation carried out by The Suffolk Record Office (SRO) to secure the HLF Round 1 pass.                            | j. | 17/03/15 Suffolk County Council (SCC) presentation and discussion with the Planning and Conservation officer                 | u.    | 17/07/03 Public Exhibition of proposals at the UoS Waterfront Building  |
| b.    | 17/02/03 Initial Project Group visioning meetings and introduction for key stakeholders   | k. | 17/03/27 SRO presentation and development of room layouts inc. cafe, exhibition, education, auditorium, archive              | v.    | 17/07/13 HLF Mid Stage Review. See Appendix B for presentation material used  |
| c.    | 17/02/08 An assessment of the Ipswich Suffolk Record Office facility and review of adjacencies & space requirements                                   | l. | 17/03/29 Ipswich Borough Council - Presentation and discussion with Planning, Highways and Conservation officers             | x.    | 17/07/20 Ipswich Borough Design Review Panel. Presentation and discussion material used at this presentation is as used at the HLF Mid Stage Review and included in Appendix B.   |
| d.    | 17/02/15 An assessment of the Lowestoft SRO facility and review of adjacencies & space requirements   | m. | 17/04/11 HLF Monitor Review  | y.    | 17/08/08 Suffolk RIBA Design Review Panel. Site Visit, Presentation, discussion and formal notes issues. Material used at this presentation is as used at the HLF Mid Stage Review and included in Appendix B. Formal notes issued by the panel included in Appendix B. |
| e.    | 17/02/17 An assessment of the Bury St Edmund SRO facility and review of adjacencies & space requirements  | n. | 17/4/26 Presentation and discussion with SRO Staff Forum   |       |   |
| f.    | 17/02/21 Completion of a BREEAM Pre-assessment workshop   | o. | 17/05/12 Presentation and discussion with The Friends of SRO.  | 2.1.5 | <b>Further Detailed Briefing Information</b><br>University of Suffolk<br>A document defining the University requirements for the Auditorium and Seminar rooms, and associated spaces was provided on 13/02/2017.  |
| g.    | 17/02/21 An initial review regarding the archive approach with National Conservation Services and various other archive and conservation stakeholders | p. | 17/05/22 HLF Monitor Review  |       |   |
|       |   | q. | 17/05/29-31 Stall at the Suffolk Show introduced the public to The Hold proposals and registered and collated comments       |       |   |
| h.    | 17/03/03 Presentation and initial discussion with the University of Suffolk, County Councillor and Local MP   | r. | 17/06/09 SRO Review & Project Group  | 2.16  | Suffolk Record Office<br>Key adjacencies were agreed on 24/02/2017 and detailed Room Data Sheets provided on 12/04/2017.  |
|       |   | s. | 17/06/27 HLF Mid Stage Review..  |       |   |

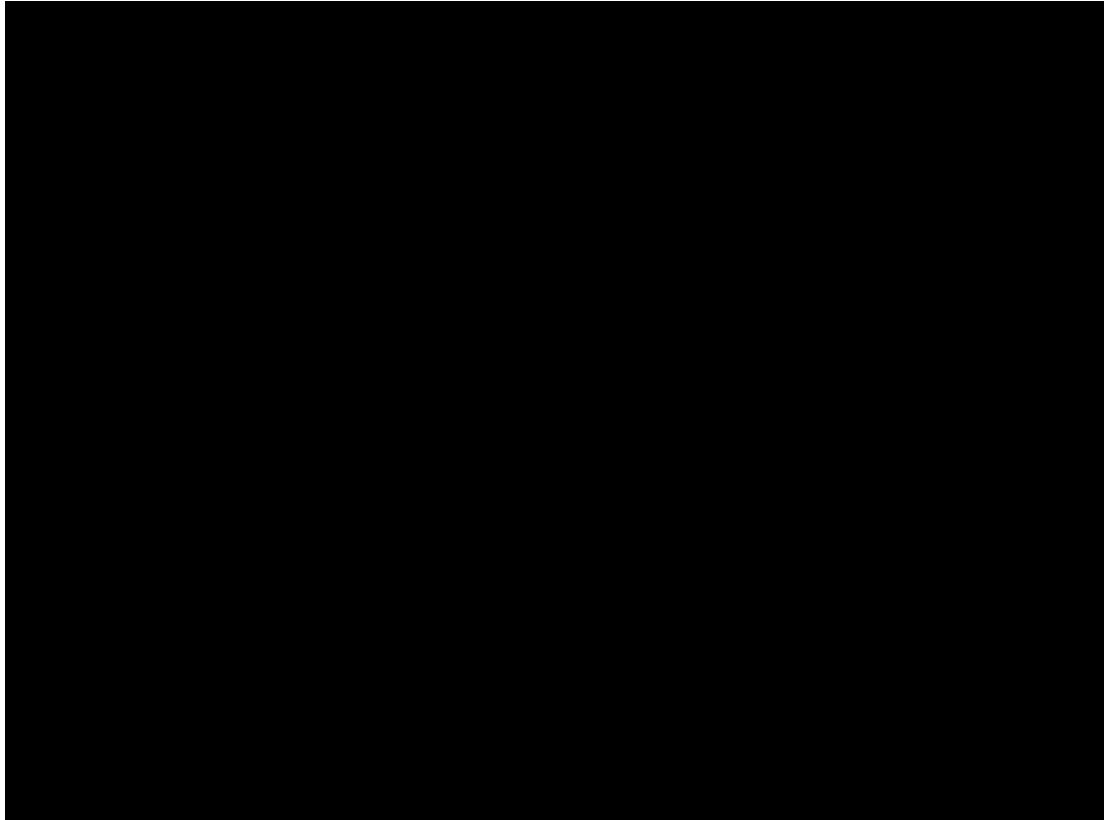
## 2. INVOLVEMENT

### 2.2 COMMUNITY

<p>2.2.1 <b>Community and Stakeholder Consultation</b> A dedicated Activity Plan Officer was appointed to work on the project in 2016. In addition to carrying out detailed Market Research, the Activity Planning Officer has lead the following Public and Stakeholder consultations with potential audiences;</p>	<p>2.2.3 440 people completed an online survey and where broadly from the following groupings:</p> <p>87% Suffolk residents 62% were aged over 55 91% white British 78% had used the SRO before 61% for local history, 26% for family history</p>	<p>2.2.5 Asked 'How will they find out more?' people responded as follows:</p> <p>Late night opening for access Walks and talks Local history talks Exhibitions in their communities Old film shows Creative writing, poetry, DJ-ing</p>
<p>2.2.2 <b>Community</b></p> <p>a. Two non-user focus groups: in Ipswich with working aged adults and in Lowestoft with low income adults.</p> <p>b. Two focus groups with young people in Leiston and BAME parents in Ipswich.</p> <p>c. Interviews with community leaders, volunteers and community members from the Bagladeshi Support Centre.</p> <p>d. Two interviews with WEA and NADFAS.</p> <p>e. Consultation with over 15 potential groups in the course of setting up outreach programmes.</p>	<p>2.2.4 From the Surveys undertaken the facilities people highlighted they wanted are:</p> <p>65% (22%) easy access to parking 29% (37%) longer opening hours 24% (47%) café 22% (50%) retail 14% (28%) Sunday opening 14% (49 people) willing to volunteer 8.9% (27%) hiring spaces</p>	<p>2.2.6 Things people responded to being interested in are: Exhibitions about days gone by, newspaper photographs, old pubs, Americans in the war, Cold War, schools, film shows, witchfinder general, changing face of Ipswich Exhibitions with high profile objects/ manuscripts that originated in Suffolk e.g. Sutton Hoo treasure, fishing, local history of the area they live in, local history in living memory and before living memory, family history, society at time of parents and grandparents, and the Cold War.</p>

## 2. INVOLVEMENT

### 2.2 COMMUNITY



- 2.2.7 **Stakeholder**
- a. Eleven individual interviews with Suffolk Record Office and UoS staff and councillors
  - b. Four telephone conversations with primary school teachers
  - c. Five telephone conversations with secondary school teachers
  - d. One telephone call with supplementary school support worker
  - e. Four telephone interviews with University of Suffolk Student Support Staff
  - f. Consultation with 10 students from University of Suffolk.
  - g. A stakeholder workshop in March, which presented the findings back to stakeholders.
- 2.2.9 A number of comparator visits were also carried out by staff and stakeholders.
- 2.2.10 **Suffolk Show Consultation, May 2017**  
Representatives from Suffolk County Council and Record Offices set up a stand with printed boards and a questionnaire, which examined potential content for the interpretation of the building alongside design ideas for comment.
- 2.2.11 **Waterfront Building Consultation**  
This public exhibition ran from 17/07/03 to 17/07/07 at UoS Waterfront Building.

## 2. INVOLVEMENT

### 2.3 SPECIALIST

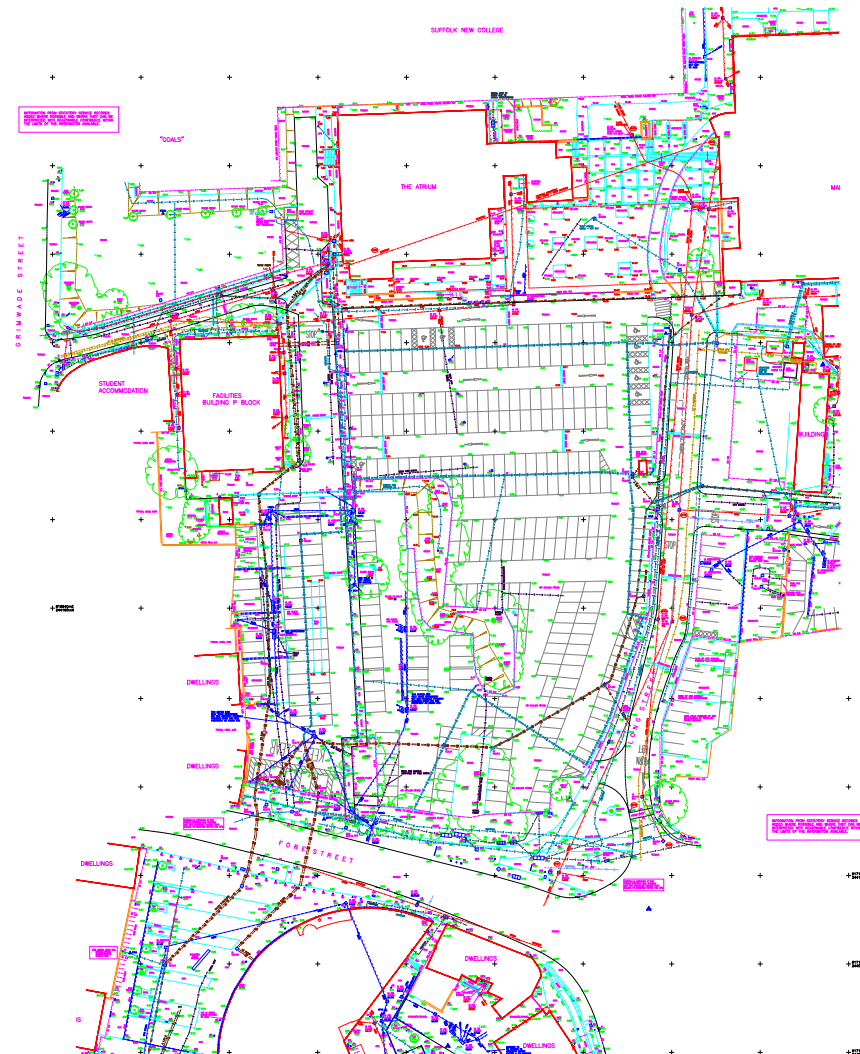
- |  |  |   |
|--|--|---|
| <p>2.3.1 <b>Specialist Consultation</b><br/>As well as public consultation, a substantial amount of specialist advice has been sought to inform and guide the design decisions from an early stage at national, regional and local levels. In addition to specialist a Professional Design Team was appointed in January 2017 and have been involved in instructing, supervising, undertaking and compiling further detailed surveys and reports included in the appendices. Below is a summary of the dates, places and main findings of the Specialist Consultations undertaken:</p>                   | <p>he material used for this presentation is included in Appendix B.</p>   | <p>dated 26th November 2015 in support of the proposals is contained in Appendix B.</p>   |
| <p>2.3.2 <b>National</b><br/>The Heritage Lottery Fund (HLF)<br/>The HLF are the Key Stakeholder within the whole process. Without the successful Round 1 Pass and their funding of the 'Development' stages this planning application would not be possible. As outlined earlier the completion and evidencing of broad consultation is an essential requirement. As part of the 'Development' funded process the HLF carry out regular monitoring meetings as well as a more formal 'Mid Stage Review' to ensure that the detailed development of the project is still meeting their Key outcomes.</p> | <p>2.3.4 National Conservation Services (NCS)<br/>As the project is essentially about building a new archive facility for Suffolk Record office the auditing of the content and condition of the existing archive as well as how the archive may benefit from a new facility is an essential part of the design brief. National Conservation Services (NCS) were appointed by SRO to complete a detailed Conservation Plan (CP) and Maintenance Plan (MP) that as well as being a requirement set by the HLF has been important in informing bet practice for the detailed design development of the new facility.</p> | <p>2.3.7 Following the Design Team Appointment in January 2017 a meeting with Suffolk Planning Officers on the 17th February, further meetings have taken place. On 2nd May 2017 an EIA Screening was undertaken by Mark Barnard the allocated Heritage and Conservation Planning Officer who responded on 12th May 2017 with a detailed confirmation of all material that was to be included in the 'Major Application'.</p>   |
| <p>2.3.3 The Hold 'Passed' its formal HLF 'Mid Stage Review' carried out on 13th July 2017.</p>  | <p>2.3.5 At the initial meeting held with NCS on 21st February 2017 the aims and aspirations to develop a brief that could result in a Passive Archive were agreed.</p> <p>2.3.6 <b>Regional</b><br/>Suffolk County Council (SCC)<br/>Suffolk County Council are one of the most important stake holders being the authority that hold the archive collection as well as the authority that will be determining the planning application. They have been consulted from the projects inception in 2015 and an initial assessment from the Planning Officer Anita Seymour</p>   | <p>2.3.8 Further more detailed guidance regarding relevant planning polices for the project have also been received on 23rd March.</p> <p>2.3.9 This Design &amp; Access Statement has attempted to take on board all of these comments.</p> <p>2.3.10 Suffolk Record Office (SRO)<br/>As the main 'User Client' the people who run the various Suffolk Record Offices in Bury St Edmunds, Lowestoft &amp; Ipswich are key to ensuring the proposals submitted as part of this application suit their needs. Numerous meetings have taken place that have led, in an iterative process to the layouts included in this application.</p> |

- 2.3.11 University of Suffolk (UoS)  
The University of Suffolk are a key stakeholder as apart from providing the site are also funding the proposals. They have been essential in developing the survey information regarding the existing site as well as providing briefing information regarding the teaching facilities that they require.
- 2.3.12 Suffolk RIBA Design Review Panel (RIBA DRP)  
A RIBA design review panel was held at Jerwood Dance House, Ipswich on 8th August 2017. The design team met with the following panel members; Meredith Bowles, Architect & Chair; Ralph Carpenter, Architect; Tony Swannell, Architect; Frances Grant, Architect; Catherine Bailey, Landscape Architect and Bob Kindred, Heritage Consultant.
- 2.3.13 The meeting began with a guided walk-around site prior to presenting the current designs for critique and guidance.
- 2.3.14 Within the conclusion they state that 'The panel appreciate the complexities of the brief, topography, and the ambition to make a truly accessible building, and that this approach is to be commended'. The full notes of this meeting are able to be reviewed in Appendix B of this report. A summary of the points raised is included in 3.7 of this document.
- 2.3.15 Suffolk Coalition of Disabled People (SCDP)  
A presentation and discussion forum took place on the 16th August and 6th September 2017 with the Suffolk Coalition of Disabled People to inform the development of the building layout. Formal feedback on the current preferred option 3F was received following the second meeting.
- 2.3.16 **Local**  
Ipswich Borough Council (IBC)  
Although this application will be determined by SCC as the site is within Ipswich the Borough Council are deemed a Key Stakeholder and their support for the proposals critical to a Positive Determination by SCC. As such an initial presentation was made to IBC Planning, Highways, Conservation and Design Officers by the Design Team on 29th March 2017. This included material regarding the use, amount, layout, scale, landscaping and appearance.
- 2.3.17 IBC confirmed their 'In Principle' Support in for the proposals but requested that a further full presentation be carried out to their Design Review Panel prior to submission.
- 2.3.18 Ipswich Borough Council Design Review Panel (IBC DRP)  
Following direction as stated above from IBC Planning, Design and Conservation Officers the Design Team presented the HLF Mid Stage Review presentation which is broadly in line with the detailed design contained within this application to the IBC Design Review Panel on the 20th July 2017 at Ipswich Borough Council Chambers. The proposals were well received and apart from some discussion about opening times IBC DRP confirmed its support for the proposals.
- 2.3.19 Ipswich Heritage Forum (IHF)  
As the site abuts the Central Conservation Area, is primarily a heritage led project supported by the HLF and SRO it was decided early on the Ipswich Heritage Forum (IHF) should be included in the detailed development of the design. IHF were attended the initial start-up meeting in February. The Design team and SRO then carried out a more detailed presentation and discussion to the IHF on 14th March 2017 in the Lower Tudor Room of Christchurch Mansion. This presentation is included in Appendix B. IHF confirmed they were generally supportive of the proposals presented subject to further exploration concept of how the project will fit within the historic context of the site conservation area adjacent to the site.
- 2.3.20 Secured by Design (SbD)  
The project team with a Design Out Crime Officer, from Secured by Design in Ipswich on 21st August 2017.

### 3. EVALUATION

#### 3.1 SITE

- 3.1.1 Following the completion of our initial visual assessment of the site various surveys and investigations have taken place over the last six months in response to various consultations and are evaluated with regards to the physical nature of the site below.
- 3.1.2 The evaluation of Heritage and Archaeological issues will be dealt with in the following section, refer Chapter 3.4. Any information and/or reports referred to is either available within Appendix C or upon request from the Architects directly.
- 3.1.3 **Topographic & Below Ground Services**  
The site falls from a level of 7.50 in the north to 3.50 in the south. This is a fall of approximately 4 meters. This can be clearly seen in the topographical surveys carried out of the entire site by EDI Surveys Ltd. Refer Appendix D and drawing 13653/T&S/03E-05 and drawing 13653/T&S/04E-05. Both these drawings also indicate the various locations of different below ground services and drainage.



Topographic and  
Underground  
Services Survey

### 3. EVALUATION

#### 3.1 SITE

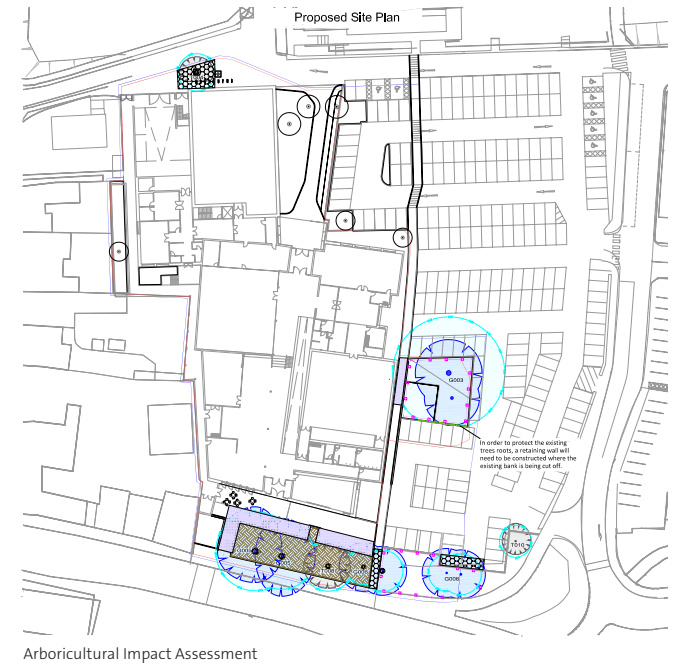
##### 3.1.4 **Arboricultural**

An Arboricultural Impact Assessment has been carried out by Hayden's and is included in the Appendix K dated 21st September 2017.

3.1.5 A plan that highlights trees required to be felled and trees that remain is included and the report generally supports the proposals.

3.1.6 It is recommended that the measures outlined in this report are implemented in full to provide retained trees with the highest level of protection during the process of demolition and construction. Subject to achieving Planning Permission, it is recommended that a detailed Arboricultural Method Statement & Tree Protection Plan should be provided. This will include the following: fencing type, ground protection measures, "no dig" surfacing, access facilitation pruning specification, project phasing and an extensive auditable monitoring schedule.

3.1.7 Tree surgery should be completed as detailed in the Schedule of Trees. Where this has been identified for reasons other than to permit development, this work should be completed within the advised timescales irrespective of any development proposals.



### 3. EVALUATION

#### 3.1 SITE

3.1.8 **Geophysical**

A Geophysical Investigation of the site has been carried out by RSA Geotechnics Ltd Report (ref 14797SI v1.0) and considers the following various aspects of the site to be redeveloped for the Hold. It sets out any impacts that could adversely affect the proposed construction works.

3.1.9 **New Building Foundations**

The key items from the report given in sections 6.2 and 6.3, which have been considered in developing the foundation design to the new building, are:

3.1.10 Piled foundations into the chalk stratum are recommended for developments in this area of the site (page 51); preliminary pile capacities have been provided as noted later in this report (page 56).

3.1.11 The ground slab should not be ground bearing and will need to be of suspended construction, supported by suitable means (page 59).

3.1.12 **Groundworks**  
From page 60, it is noted that any excavations within the made ground or superficial deposits are to be considered unstable and will need to be supported during excavations. The water table is considered to be below the expected

excavation depth but the possibility of perched water is to be considered across the site.

3.1.12 The use of CFA piles will limit the need for deep excavations which will generally only be required during the installation of the storm water attenuation storage so minimising the risk of collapse and local seepage from perched water tables

3.1.13 **Contamination**

The report notes that construction workers should wear appropriate PPE where contact with the made ground is possible (see page 78), however the report indicates that contamination levels are generally low, apart from a local identified 'hotspot' at WS105. This is in the car parking area adjacent to soft landscaping, which is to be preserved in the new scheme, and will be distant from the construction work so should not be a problem but will be notified to the Landscape Architect.

3.1.14 Ground workers are considered to be at low/moderate risk of contact with asbestos containing material, the use CFA piled foundations will limit disturbance to the ground and reduce the risk of direct contact of ACM or inhalation through airborne dust. Site personnel working in

confined spaces such as trenches and deep excavations are noted as may be at risk from ground gases or depleted oxygen, again the use of CFA piled foundations will minimise the need for any deep excavations.

3.1.15 **End user risk**

Section 7.5.1.5, page 77; notes negligible risk to the end user from inorganic/organic ground contamination and low risk from asbestos and ground gas.



The Hold S.I. Report  
Bore Hole Excavation

3. EVALUATION

3.1 SITE

3.1.16 Unexploded Ordnances

An ‘Unexploded Ordnance (UXO) Desk Study Report’ has been prepared by MACC International Limited and is included in Appendix E Refer: Report No. 4595, dated 6 December 2016. The report concludes the following:

3.1.17 Records did not indicate that the site was struck by airdropped munitions during WWII despite the nearby potential bombing targets such as the docks and industry. The nearest recorded bombs fell approximately 400 m west of the site at St Mary-On-The-Quay Church and approximately 300 m east of the site at Back Hamlet. Also no records were found to indicate that any unexploded bombs had been abandoned within the site.

3.1.18 The UXO risk rating for activities including excavation, drilling or piling in post WWII worked and unworked ground was found to be LOW. The mitigation requirements for this level of risk are inclusion of a UXO Safety Plan within the overall project safety planning and appropriate safety training provided as part of an induction or toolbox talk.’

Table 2 Risk Level – From all potential UXO contamination sources

UXO RISK RATING (Post War Worked Ground)			
Activity	Likelihood (H x W = L)	Consequence (S x P = C)	Risk Rating (L x C = R)
Hand dug excavations and demolition to ground level	1 x 1 = 1	1 x 5 = 5	1 x 5 = 5
Limited mechanical excavations or trenching	1 x 2 = 2	2 x 5 = 10	2 x 10 = 20
Drilling, sampling, piling or bulk excavations	1 x 3 = 3	3 x 5 = 15	3 x 15 = 45
UXO RISK RATING (Post War Un-Worked Ground)			
Activity	Likelihood (H x W = L)	Consequence (S x P = C)	Risk Rating (L x C = R)
Hand dug excavations and demolition to ground level	2 x 1 = 2	1 x 5 = 5	2 x 5 = 10
Limited mechanical excavations or trenching	2 x 2 = 4	2 x 5 = 10	4 x 10 = 40
Drilling, sampling, piling or bulk excavations	2 x 3 = 6	3 x 5 = 15	6 x 15 = 90
<div>1= Minimal    5=significant    <b>LOW</b>    <b>MEDIUM</b>    <b>HIGH</b></div>			

Risk Level Table - Potential UXO Contamination sources



Types of German Airdropped Bombs and Mines

### 3. EVALUATION

#### 3.1 SITE

- 3.1.19

**Flood Risk**  
As noted in the Flood Risk commentary report (ref 16/113/SDo2) by Atom consultants the proposed new drainage system will reduce the current flow rates generated for the existing site and will therefore reduce the overall risk of flooding in the area, both on site and in the immediate vicinity.
- 3.1.20

**Drainage**  
Reduction of surface water outflows from the site by infiltration is not considered to be a viable option so any reduction will need to be achieved by attenuation, see page 60. Atom Consultants have prepared a detailed SUDS Report (ref 16/113/SDo1), on this basis. The relevant conclusions from the SUDS report are noted below:
- 3.1.21

At this stage detailed information of the existing drainage infrastructure both within and external to the site is incomplete which will limit the extent to which the new drainage layout can be finalised, in addition further ground investigation work is required to check the condition of any existing pipework that is to be retained for use in the new scheme.
- 3.1.22

It will also be necessary to assess if part of the flow being discharged from the site drainage is being generated by areas outside the redeveloped site and if this can be redirected or is to be connected to the new system.

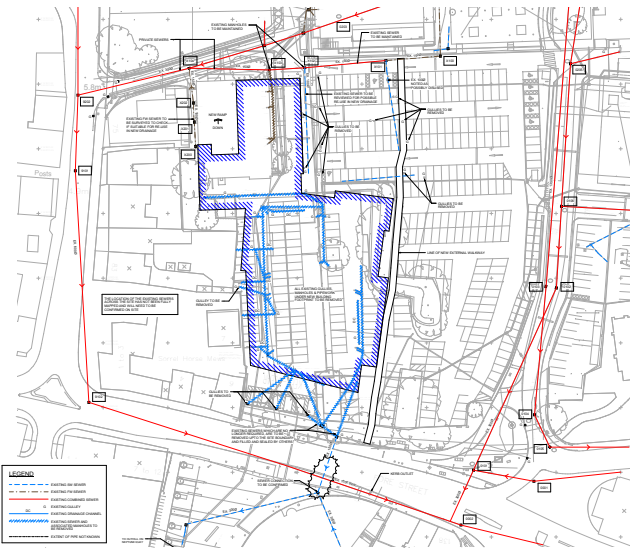
- 3.1.23

A preliminary assessment of the attenuation required indicates a storage capacity of 40m<sup>3</sup> may be required, this could be achieved by buried tanks or stacked modular crates but consideration will need to be given to where these units are installed.
- 3.1.24

There is evidence that flooding can occur to the southern end of the site, at street level which is well below the finished ground floor level. This would limit the effectiveness of water storage in this area so it may be necessary to locate any tank to the north or east of the site, as there is a reasonable difference in levels with the site falling from north to south, this will have an impact on the drainage design.
- 3.1.25

If it is found that a substantial part of the run off is due to areas beyond the new development consideration will be given to providing attenuation measures where the flow enters the site, as this is likely to occur at the more elevated parts of the site, this could allow a more efficient drainage system designed to take account of the natural fall of the land.
- 3.1.26

It has been noted that specialist drainage provision may be required from the conservation suite to allow for the discharge of chemical effluent, in addition to suitable pipework been in place, it may be necessary to isolate this outflow

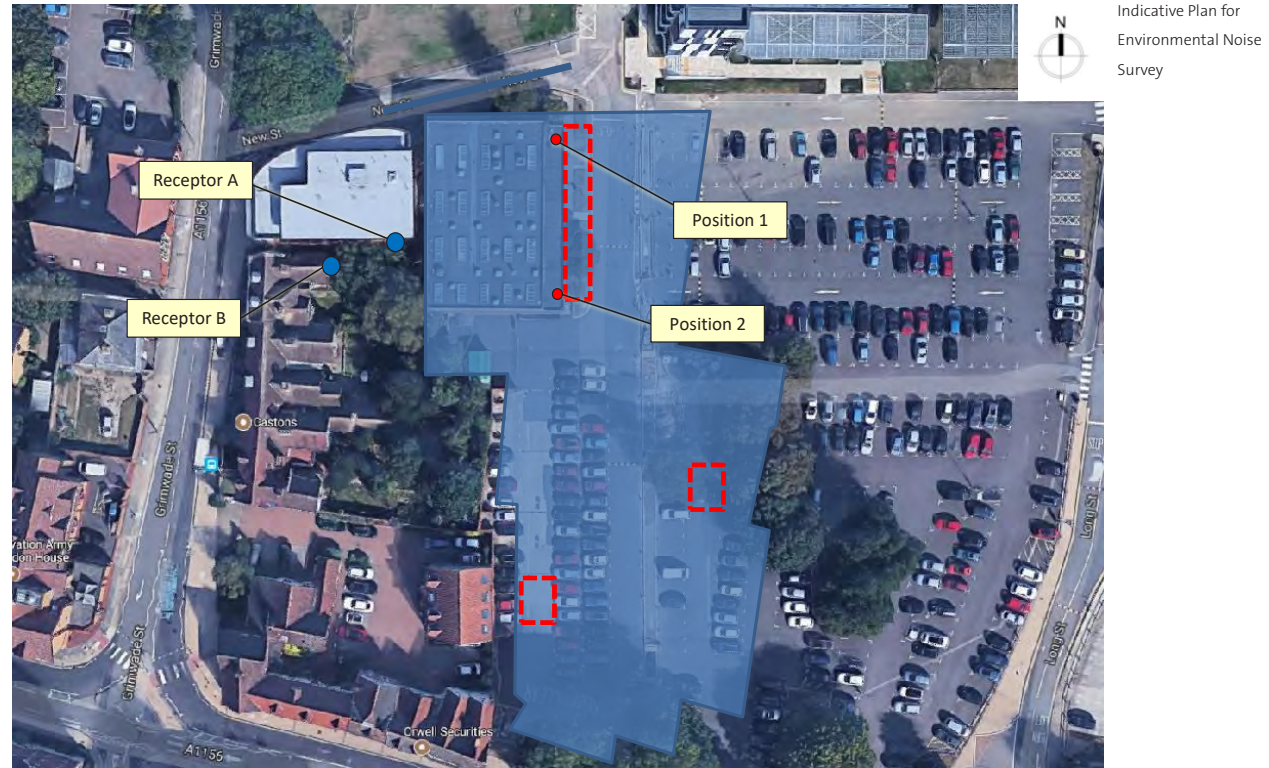


Top Right: Existing Drainage Across The Site

Bottom Right: Flood Zones in Relation to the Site



- 3.1.27 from the main drainage system and store on site for later collection. Details of any interceptor system required will need to be developed as information on the nature of the chemical waste is made available.
- 3.1.28 **Noise**  
An environmental noise survey has been undertaken at The Hold, Ipswich by Clarke Saunders Associates between Thursday 16th February and 21st February 2017.
- 3.1.29 Measurements have been made to establish the current background noise climate. This has enabled a 24-hour design criterion to be set for the control of plant noise emissions to noise sensitive properties, in accordance with Ipswich Borough Council and Suffolk County Council requirements.
- 3.1.30 The sound impact of the proposed plant on neighbouring sound sensitive receptors has been assessed following procedures in BS4142:2014 Methods for rating and assessing industrial and commercial sound, against Ipswich Borough Council and Suffolk County Council requirements.
- 3.1.31 Compliance with the noise emission design criterion has been demonstrated. No further mitigation measures are, therefore, required for external noise emissions.



### 3. EVALUATION

#### 3.2 BRIEF

- 3.2.1

**Brief**  
An initial brief was developed for the HLF Round 1 Application. For the purposes of the proposals included in this application various further mire detailed consultations have taken place with Suffolk Record Office including visits to their existing facilities in Lowestoft, Bury and Ipswich.
- 3.2.2

The key objectives for The Hold – as defined in the client brief – are to provide a tangible, accessible physical presence for the collection, interpretation, gathering and study spaces, which is turn will improve the SRO’s services and engage communities across Suffolk.
- 3.2.3

**Design Principles**  
As such, the new (and unique) heritage facility will include state-of-the-art storage and public access facilities for the archive and local studies collections held by the SRO, the archives, reference materials and sensitive finds held by the SCCAS, as well as higher education teaching spaces. Importantly, however, The Hold facility will adhere to the following design principles:
- a.

Meet relevant standards for the storage and exhibition of archival material (note: this is key to obtaining Archive Service Accreditation from The National Archives).
- b.

Flexibility to allow ICT changes as technology develops.
- c.

Inclusive designs for the functionality and effective use of the building.
- d.

Community use, for reading, research and ability to use areas of the building outside the normal opening hours.
- e.

Excellent environmental design to ensure the SRO is fit-for-purpose for the longer term.
- f.

Safe, secure and sustainable design.
- g.

Areas around the building to be an extension of the building creating spaces and a sense of place, contributing positively to the townscape of Ipswich.
- h.

Use of accepted guidelines as a guide to achieving satisfactory and appropriate levels of facilities.
- i.

Secure storage and the ability to expand if required.
- j.

A sense of public gathering allowing it to be a viable source of activity for the public.



### 3. EVALUATION

#### 3.2 BRIEF

##### 3.2.4 Building components

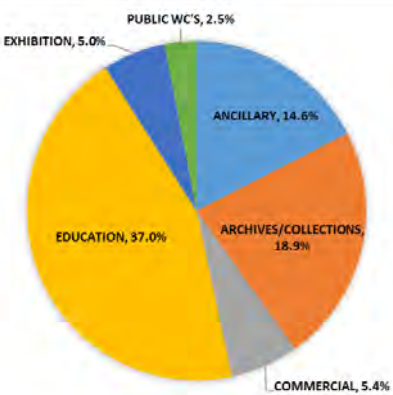
In adhering to the principles outlined above these proposals look to create a facility that will include the following components and services:

- a. Conservation facilities, to ensure there is appropriate collections care and maintenance
  - b. Strong rooms to accommodate incoming collections from the SRO (and the SCCAS)
  - c. Digitisation facilities
  - d. ICT equipment
  - e. Teaching and learning facilities,:
  - f. Purpose-built education room
  - g. Fully-equipped learning / seminar rooms
  - h. Reception area with other amenities (such as toilets, cloakroom, locker area)
  - i. Office space for staff and volunteers
  - j. Searchrooms for public use
  - k. A café and retail offer
  - l. A multi-purpose auditorium to be used for education purposes and other events
- Flexible display and exhibition space to showcase the collections and temporary exhibitions

##### 3.2.5 Bringing the Site and the Brief Together

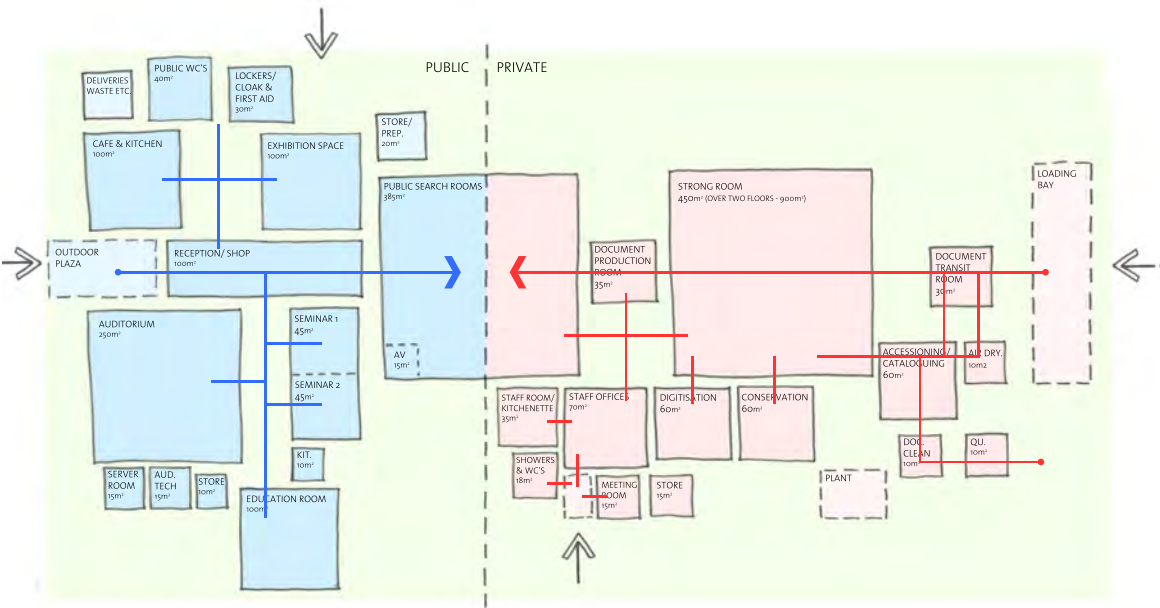
As an initial start to the process of understanding how the brief may fit or be distributed onto the site the adjacent diagrams show initially how the site compared at the same scale to the brief laid out as simple squares for each use. This initial comparative analysis shows that the site can accommodate the brief.

FUNCTION	Area (sqm)	% GIA
ANCILLARY	335 sqm	14.6%
ARCHIVES/COLLECTIONS	435 sqm	18.9%
COMMERCIAL	125 sqm	5.4%
EDUCATION	850 sqm	37.0%
EXHIBITION	115 sqm	5.0%
PUBLIC WC'S	58 sqm	2.5%
<b>NET USEABLE AREA</b>	<b>1,918 sqm</b>	<b>83.5%</b>
CIRCULATION	380 sqm	16.5%
<b>GROSS INTERNAL AREA</b>	<b>2,298 sqm</b>	<b>100.0%</b>



Left: Table Showing areas of Public G.I.A Identified within the brief

Right: Pie Chart Showing areas of Public G.I.A Identified within the brief



Flow analysis carried out with Suffolk Record Office

### 3. EVALUATION

#### 3.3 DESIGN DEVELOPMENT: OPTION 1

- 3.3.1 In order to develop proposals for the new facility it was important to develop an understanding of the site, its characteristics, constraints and opportunities and as a separate line of enquiry to understand the objectives, nature and operational requirements of the aims and aspirations of the brief together with the activities the facility is to accommodate and promote - their adjacency and relationship one to the other.

3.3.2 Bringing these two lines of enquiry together enabled us to draw up a sequence of options that enabled the stakeholders, HLF, planners and other groups to comment thereby enabling the design proposals to be adjusted and refined into Scheme 3F – the scheme that forms the basis of the current

Planning Application submitted to Suffolk County Council.

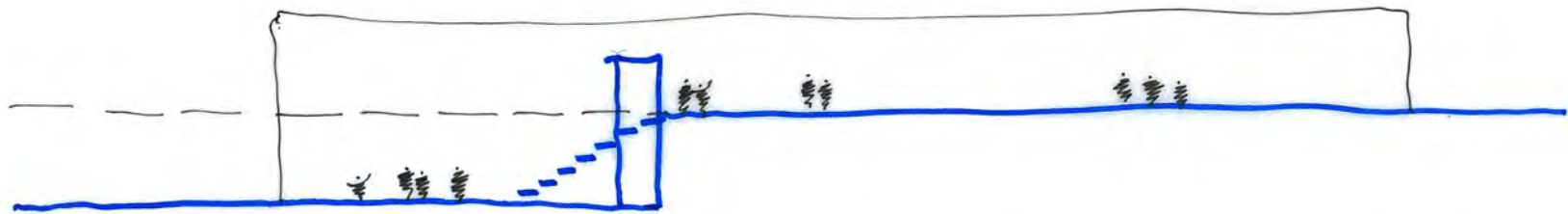
3.3.3 We have set down below a summary of the sequence of the design development together with a brief note explaining the reasoning behind the principle changes.

3.3.4 The site identified for development extends in parts to the east of a relatively new pedestrian path through the University Car Park and it was initially understood that a significant number of services were located in the ducts beneath the path.

3.3.4 Option 1 explored the implications of retaining the path and constructing the building alongside it. This exercise generated a two/ three storey building with level access at either end with the circa 4 metre level change addressed by

means of a stair and lift located in a focal double height space providing views from the upper level through to the masts and other skyline features of the waterfront skyline – an important part of the historic development of the town and county.

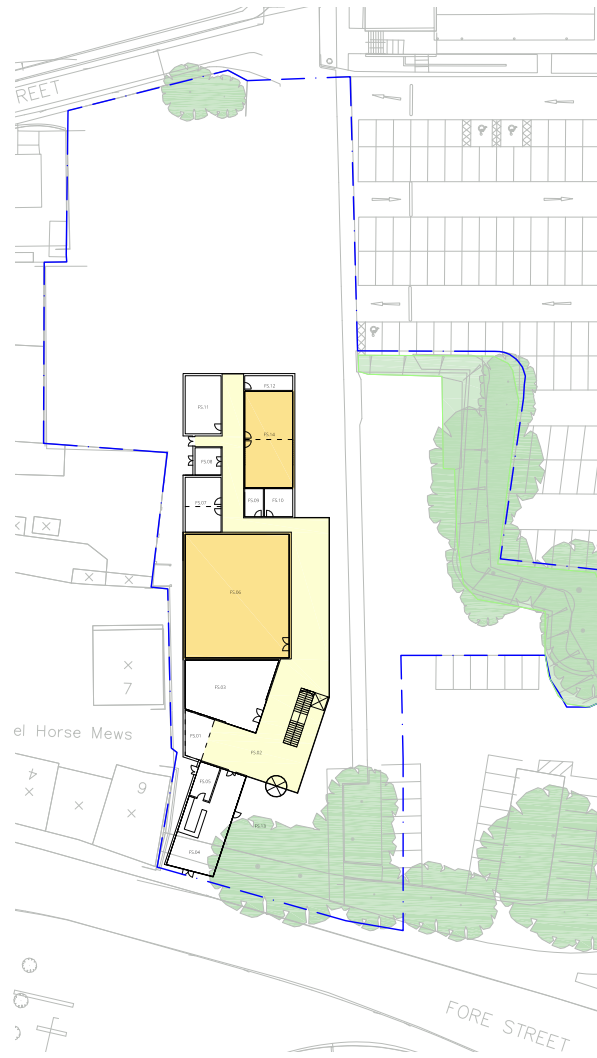
3.3.5 While accommodating the spatial requirements of the brief the layout was relatively contorted creating access, orientation and legibility issues for visitors. In addition a number of adjacency requirements were unable to be achieved which would have created day to day operational and security issues. Constraining the building to a relatively restricted footprint would also have required a significant amount of below ground construction.



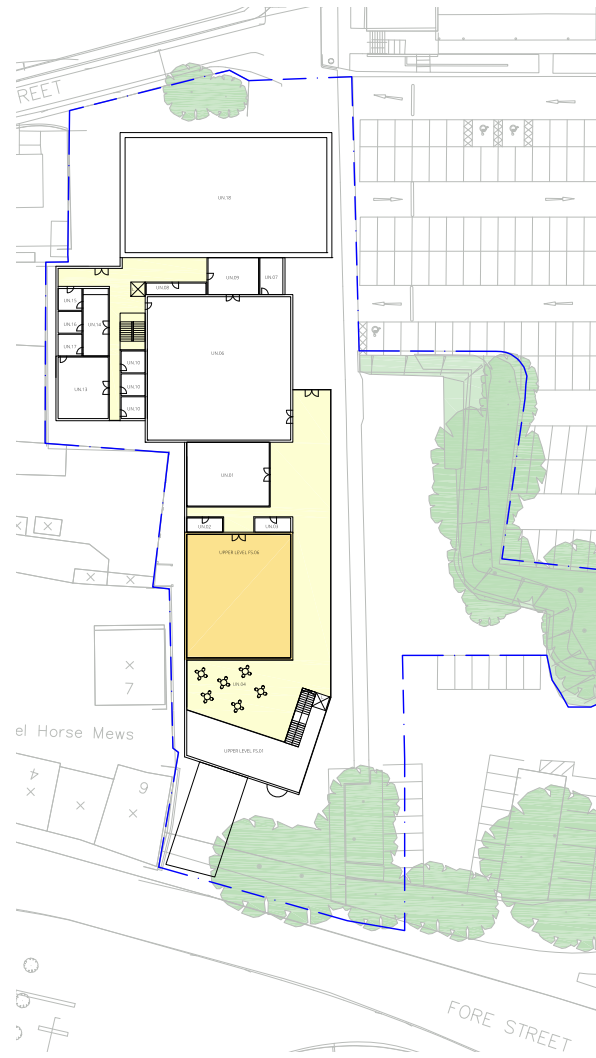
Option 01: Long Diagram Section

### 3. EVALUATION

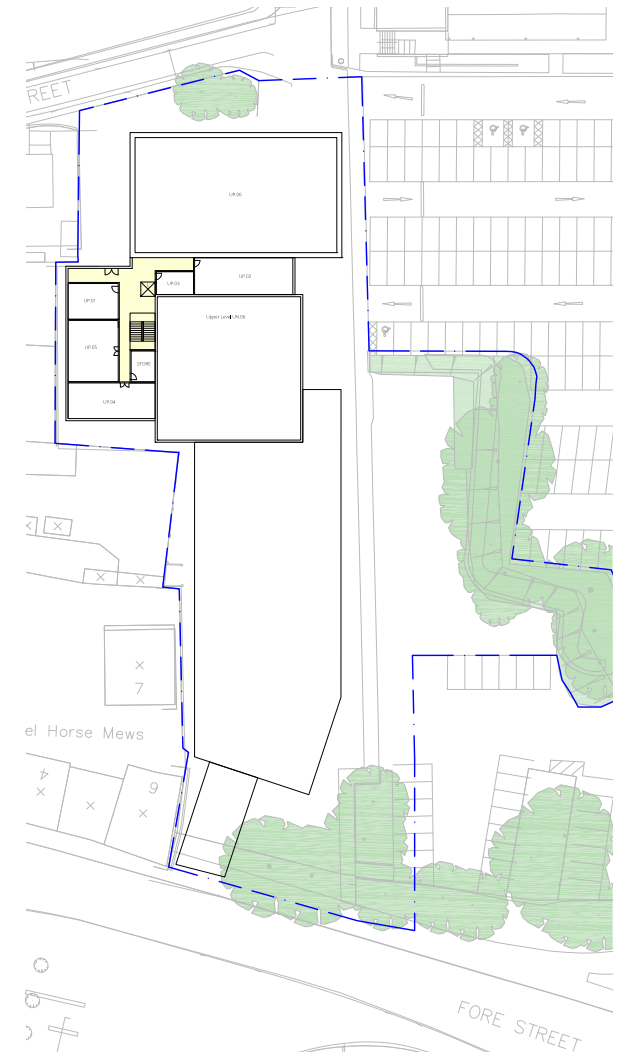
#### 3.3 DESIGN DEVELOPMENT: OPTION 1



Option 01: Fore Street Level



Option 01: University Level



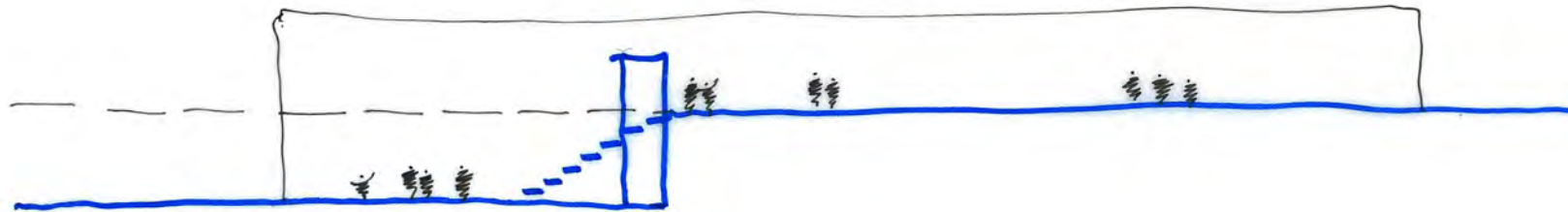
Option 01: Upper Level

### 3. EVALUATION

#### 3.3 DESIGN DEVELOPMENT: OPTION 2

3.3.6 Receipt of the services layout for the car park showed a more complex network of services across the car park, as such the avoidance of the path route was a relatively small part of this site constraint. This factor in addition to the operational shortcomings of Option 1 led to the development of Option 2 where accommodation was located on either side of a central route.

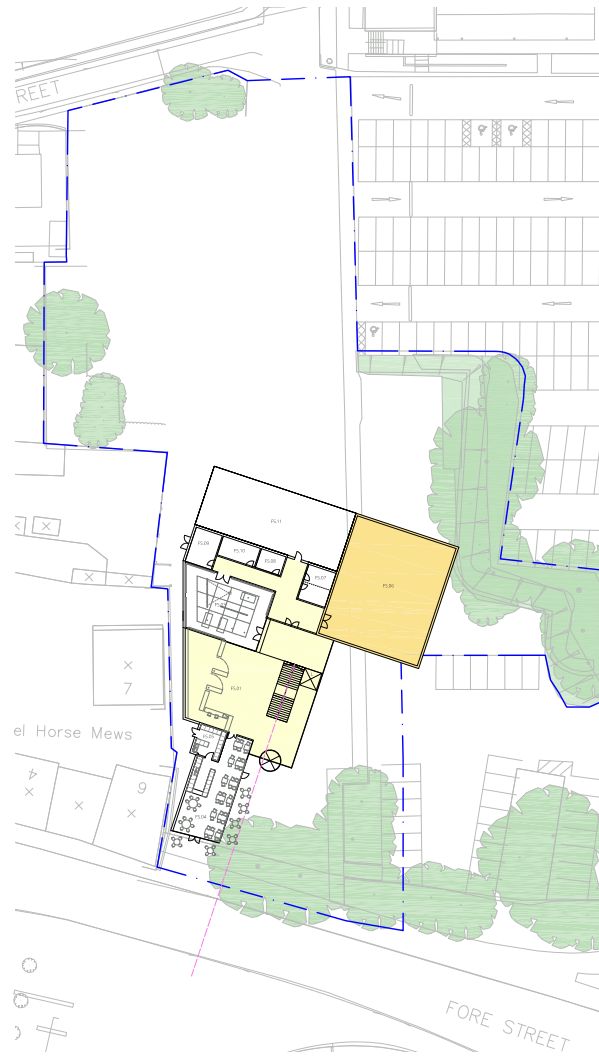
3.3.7 This layout generated a clearer and more legible sequence of spaces and better operational and adjacency relationships with University activities to one side and the Archive/Search Room and Café/Shop/Gallery to the other. As with Option 1 a stair and lift located in a central double height volume provided views to the waterfront skyline.



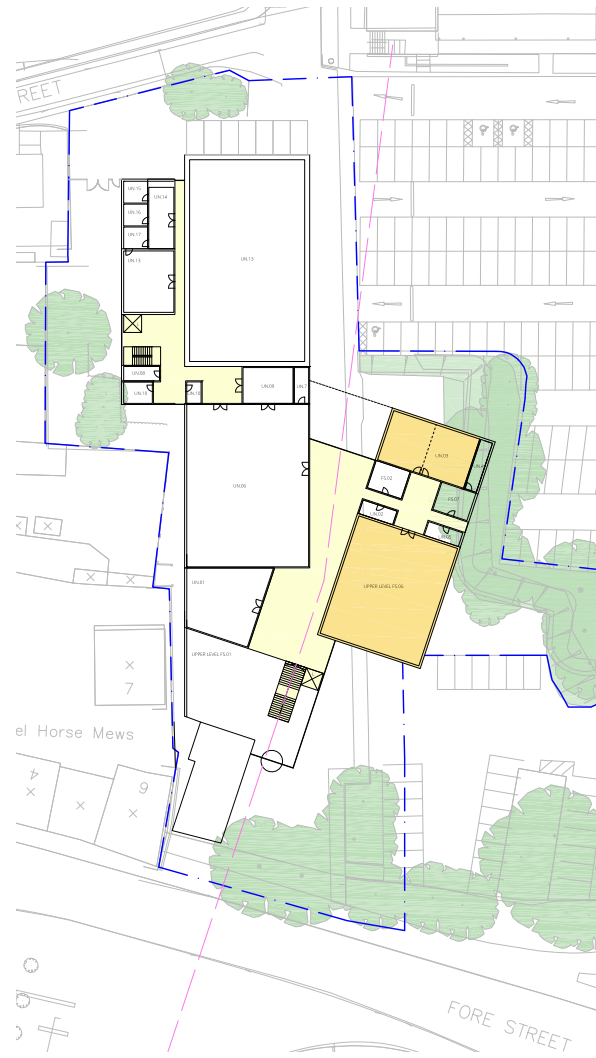
Option 02: Long Diagram Section

### 3. EVALUATION

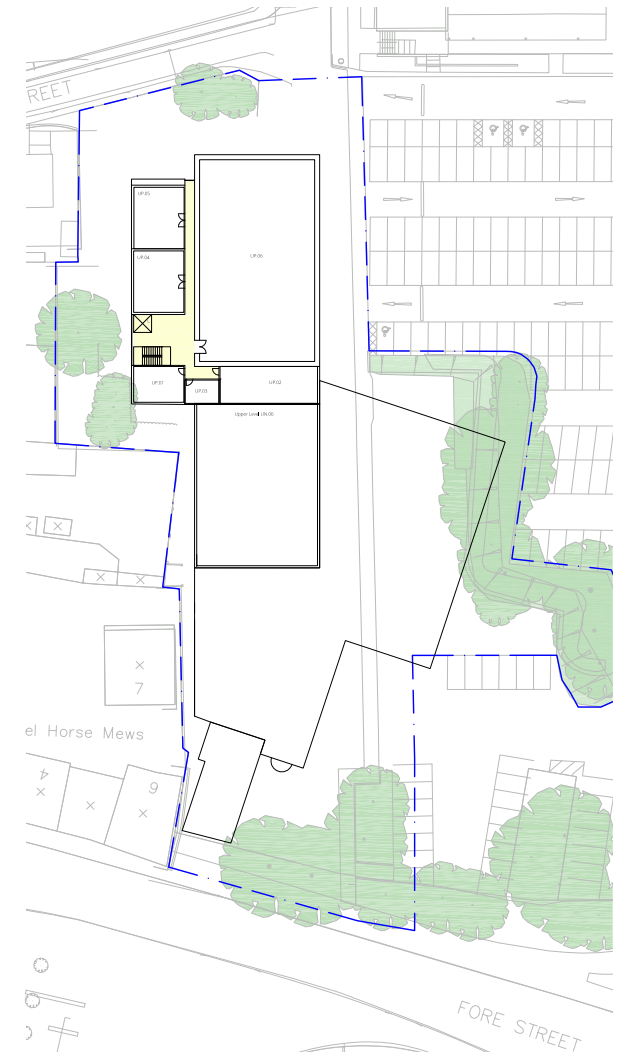
#### 3.3 DESIGN DEVELOPMENT: OPTION 2



Option 02: Fore Street Level



Option 02: University Level



Option 02: Upper Level

### 3. EVALUATION

#### 3.3 DESIGN DEVELOPMENT: OPTION 3

3.3.8 Stakeholder workshops confirmed Option 2 as representing the preferred way forward, however, in discussion a concern was raised that the four metre level change would create a physical and visual barrier between the more social facilities located off Fore Street level – café, shop, gallery - and the more research, education focused activities located at the upper level.

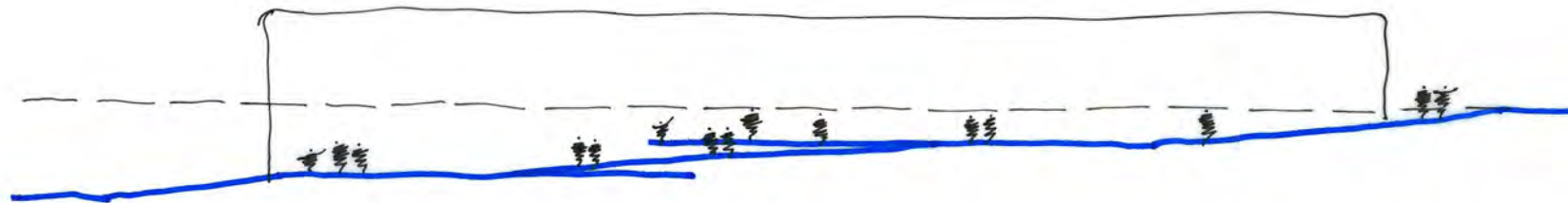
3.3.9 An important objective of the brief - and borne out by activity plan research

- was to create an open, welcoming and truly inclusive experience for all and it was thought that the abrupt level change would mitigate against this objective and created a Town and Gown split within the building.

3.3.10 Option 3 addresses this concern by introducing external level changes at the front and rear of the building thereby reducing the level change within the building to 1.3 metres - addressed by means of a 31 metre long gently sloping route

that unites the upper and lower parts of the building. Reinforcing the sense of visual and physical connectivity a feature wall – a Wonderwall - extends alongside the route providing a strong and highly visible exhibition and display canvas for explaining and stimulating interest in the collections.

3.3.11 Stakeholder workshops confirmed that the reduced level change of Option 3 addressed the earlier concerns and brought with it a significant number of additional benefits:

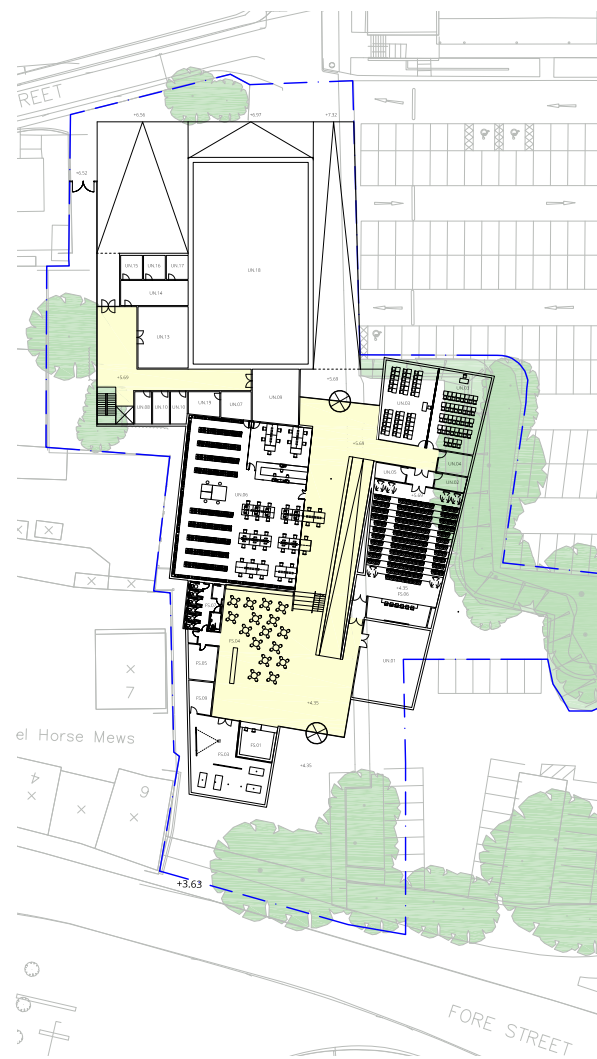


Option 03: Long Diagram Section

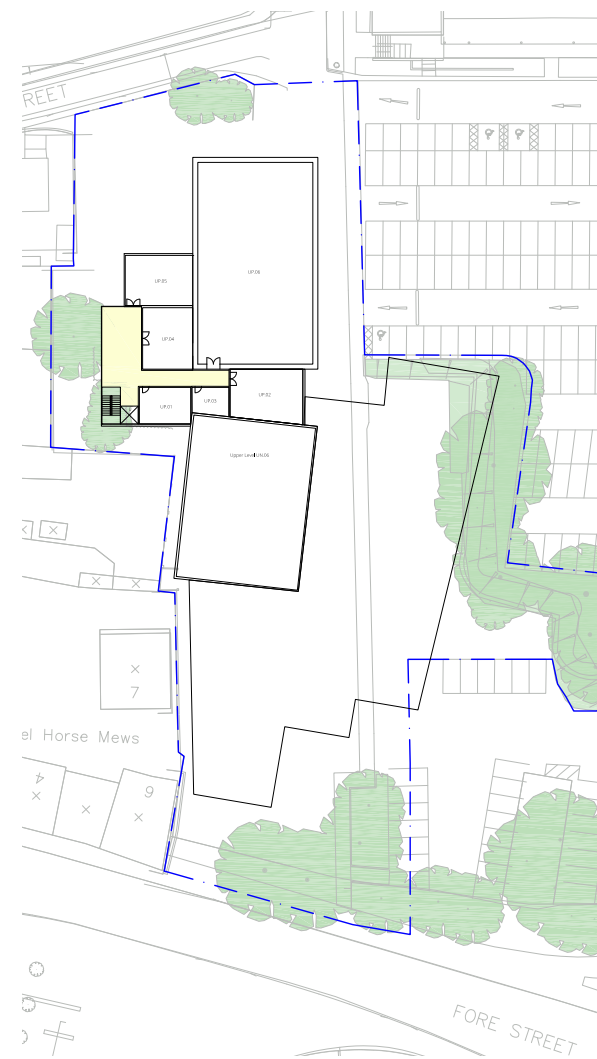
### 3. EVALUATION

### 3.3 DESIGN DEVELOPMENT: OPTION 3

- a. The Suffolk Coalition of Disabled People were pleased to note that no stairs or lifts are required in the public areas of the building, and responded very positively to the gentle incline and Wonderwall idea. Furthermore they were excited by the prospect of the new building providing an accessible destination in this part of Ipswich - to the extent that several of their members are interested in volunteering at The Hold in public-facing roles.
- b. Reducing the level change also provides views from the lower level into the Search Room - announcing its presence and together with the Wonderwall instinctively drawing visitors along an animated route through the building.
- c. With the public realm of the building now presented as a single seamless space the exhibition designers - GuM – are able to consider the potential for displaying the collections throughout full length of the building.



### Option 03: Fore Street Level

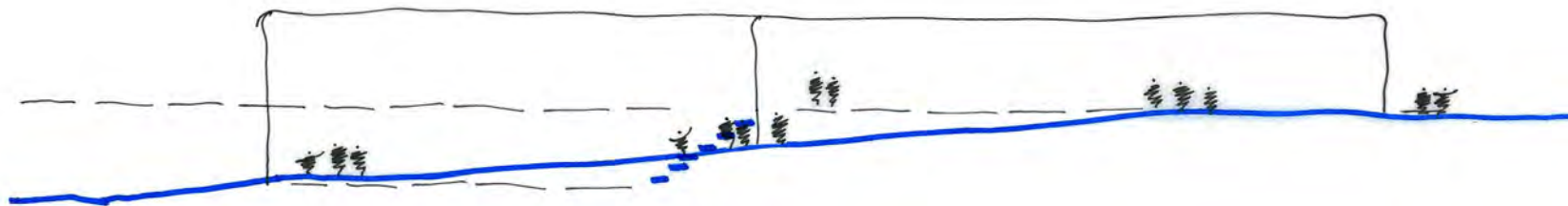


Option 03: Upper Level

### 3. EVALUATION

#### 3.3 DESIGN DEVELOPMENT: OPTION 3F

- 3.3.12 The development of Option 3 to the current version - Option 3F includes:
- a. A strengthening of the expression of the route through the building by raising the soffit above it to create a nave that extends between the two entrances lobbies – each of which is enhanced by the introduction of coloured glass at high level – a reference to the strong stained glass heritage of the county and an uplifting experience on entering the building - and beacons when illuminated at night.
  - b. The location of the café and exhibition gallery was reviewed in terms of which should address Fore Street and create the most interactive street frontage – the consensus was that the Café was a more inclusive and attractive front door experience.
  - c. Following discussions with the University the style of the Auditorium has been developed into a more relaxed and innovative format currently being adopted by universities where seating clusters are provided in place of serried rows of seats – a format that also lends itself to community use outside university timetable periods.
  - d. Concerns about land-water run off across the site from the North West led to the relocation of the majority of the external level changes to the Fore Street end of the site. This move provides a café terrace set back from and elevated above the traffic on Fore Street providing better views toward the Waterfront and a more prominent presence when viewed from The Waterfront .
  - e. Discussions with the University over their long term proposals for the car park concluded that for the for-seeable future the car park would remain. While there are limited views from within the building toward the East the car park will be visible from the two external entrance routes and in order to address what is likely to be a long term outlook two parking paddocks – small parking areas defined by trees and other planting – have been formed alongside each entrance area. In addition to providing convenient parking for visitors the planting will provide visual screening of the larger areas of parking.
  - f. Setting the building back from the garden walls of the adjacent listed buildings created a route between the loading bay, the café and exhibition spaces – initially intended to be used for deliveries and



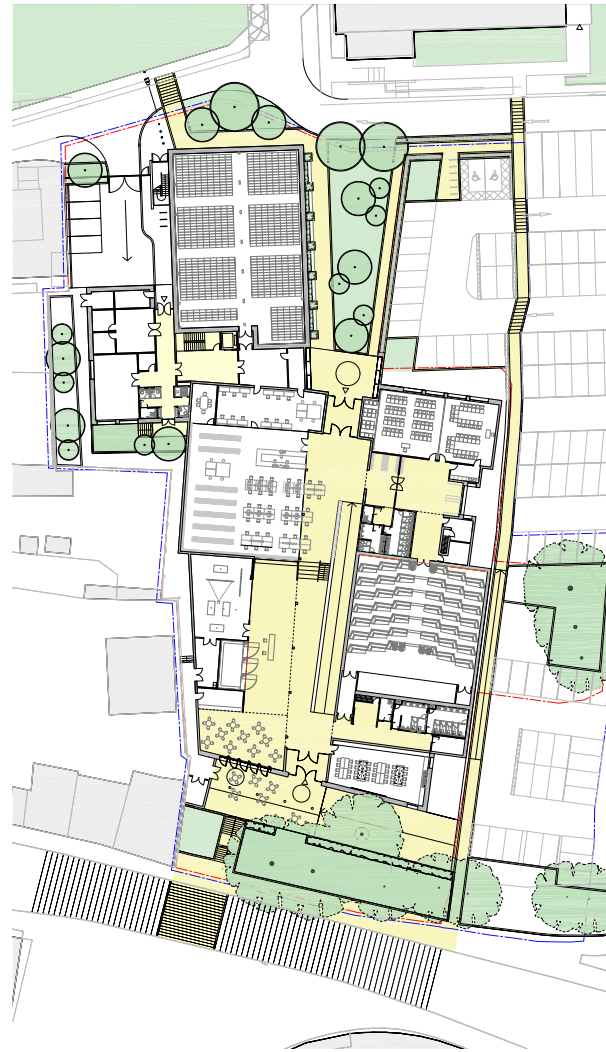
Option 03F: Long Diagram Section

### 3. EVALUATION

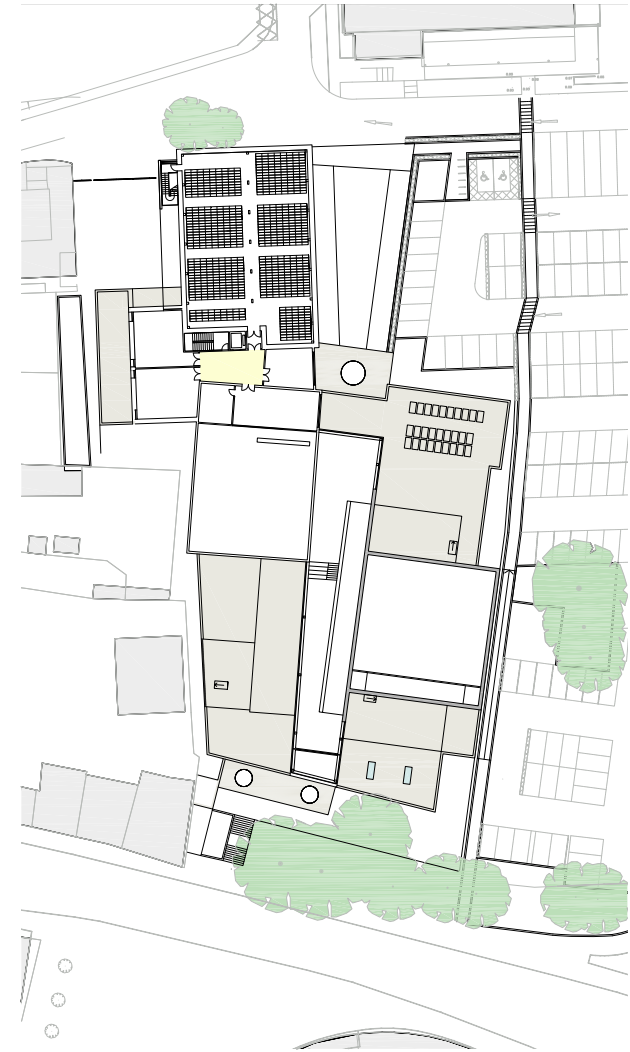
#### 3.3 DESIGN DEVELOPMENT: OPTION 3F

waste collection. While the route has been retained deliveries and waste collection from the café are now provided for by out of hours access across the café terrace to the lower car park paddock. Exhibition deliveries will be made via the loading bay into the back of house handling areas where objects requiring exceptional security or environmental standards can be held before transferring out of hours to the exhibition gallery.

- g. Discussions with the Ipswich and County Design Review Panels has led to a strengthening of the landscape treatment to the north entrance - to and from the University and Town Centre – by improving its presence and visibility from Star Lane and Grimwade Street.



Option 3F: Fore Street Level



Option 3F: Upper Level

### 3. EVALUATION

#### 3.4 HERITAGE

3.4.1 **General**

The site itself does not lie within a conservation area although part of it is indicated as having the high potential of containing archaeological remains. It was however considered due to the position of the site being adjacent to the Central Conservation Area both along its Western flank as well as its narrow frontage along Fore Street that heritage issues are of paramount importance and need to be addressed within the evaluation of these proposals.

3.4.2 In response to the EIA Screening on 12th May Mark Barnard the SCC Planning and Conservation Officer set out that Heritage issues needed to be addressed as part of the Design & Access Statement.

3.4.3 **Conservation Area**

Following a detailed review of the general policies set out in the ‘Central Conservation Area Appraisal and Management Plan’ produced by IBC and adopted in 1994 it was agreed that the proposal should consider the following:

3.4.4 **BE29**

The Council will seek to conserve or enhance the character or appearance of conservation areas. In considering proposals for planning permission the

3.4.5

**BE30**

Consent to demolish a building or structure within or adjacent to a conservation area will only be granted where:



Council will normally seek the retention of existing buildings, structures, open spaces, trees and other natural features which contribute to the character or appearance of the area

the building/structure does not materially contribute to the townscape quality of the area and its removal would contribute to the enhancement of the area

3.4.6

**BE33**

The Council will seek to ensure that development proposals including changes of use within or close to a conservation area preserve or enhance the character and

### 3. EVALUATION

#### 3.4 HERITAGE

appearance of the area. Particular care will be taken to protect open spaces and other collective peculiarities that contribute to the character of each area.

##### 3.4.7 BE34

In considering proposals for development in conservation areas the Council will pay particular regard to the following design criteria for new buildings:

- The position of a proposed building on a site will be determined by its relationship to adjoining buildings and spaces and to building lines;
- The height and mass of the proposed building will be in scale with adjoining buildings and with the area as a whole;
- The design of the building should pay regard to matters such as scale, height, form, massing respect for the traditional pattern of frontages, vertical and horizontal emphasis and detailed design (such as the scale and spacing of window openings) in order to reflect existing characteristics in the street

- Materials to be used will be appropriate to the area in both type and colour; and
- The design and detail of the space around buildings, landscape schemes, lighting, roads, fences, street furniture and signs will pay regard to the special qualities of the surrounding area.

##### 3.4.8 BE35

Proposals for development in or close to conservation areas should be accompanied by a sufficient level of detail to enable a proper assessment to be undertaken of the impact of each scheme on the character and appearance of the area. Outline planning applications will only be appropriate in certain circumstances and only then if accompanied by sufficient material to demonstrate the townscape implications.

##### 3.4.9 BE47

Where research indicates that archaeological remains may exist, the Council will require that a developer submits an archaeological field evaluation prior to the determination of a planning application.



On the opposite side of Key Street is the former Bull Inn listed Grade II and now in residential and retail use. This is a mainly C16 and C17 timber-framed building which was refronted in the C19 in red brick. The original building had an L shaped plan with a wide range on the front and a wing extending to the rear. At the east end there are the remains of medieval framing. The Bull Inn and the Custom House mark the end of the Central conservation area and the beginning of the Wet Dock conservation area.



Clockwise from above: St Clements Church Lane, Former Bull Inn, Key Street, No 14-20 Fore Street and The Lord Nelson Public House

Opposite, on the north side of the street, stands a small group of 16-18th Century buildings including the timber-framed 'Lord Nelson' public house (Grade II) and a long vacant gap site resulting from a serious fire in 1981. This site is in need of a sensitive and carefully scaled and detailed infill development. Towards the Grimwade Street junction, however, the quality of the environment deteriorates with the introduction of the vacant sites of former dockside industries used now for car parking on the south side and the wide expanse of a former petrol filling station opposite. The modern tall Salvation Army Hostel (Salvation Army Architect Department, 1968) makes an important contribution to the street scene and its gabled dormers reflect those elsewhere in the vicinity.



Within Fore Street, particularly at the northern end, interest and variety is given by the numbers of buildings of high intrinsic quality and the curve of the street which ensures a continuously changing focal point. Generally views out of the street, however, reveal dockside industries and unsightly cleared backland; but at the southern end of the Identity Area, the grey flint 15th Century St. Clement's Church (Grade II\*) with its austere tower standing within a fine group of mature trees provides a valuable element in the townscape. The landscaped churchyard provides a secluded and restful environment linked with St. Clement's Church Lane which is a pleasant quiet pedestrian route between Fore Street and Grimwade Street. This walk is enhanced by its subtle curve; the cast-iron railings on the south side; the 19th Century bollards (Grade II) and the view towards the fine group of 17th Century buildings on Grimwade Street. A simple iron arched overthrow and lantern helps frame the view.

3. EVALUATION

3.4 HERITAGE: BUILT HERITAGE

- 3.4.10

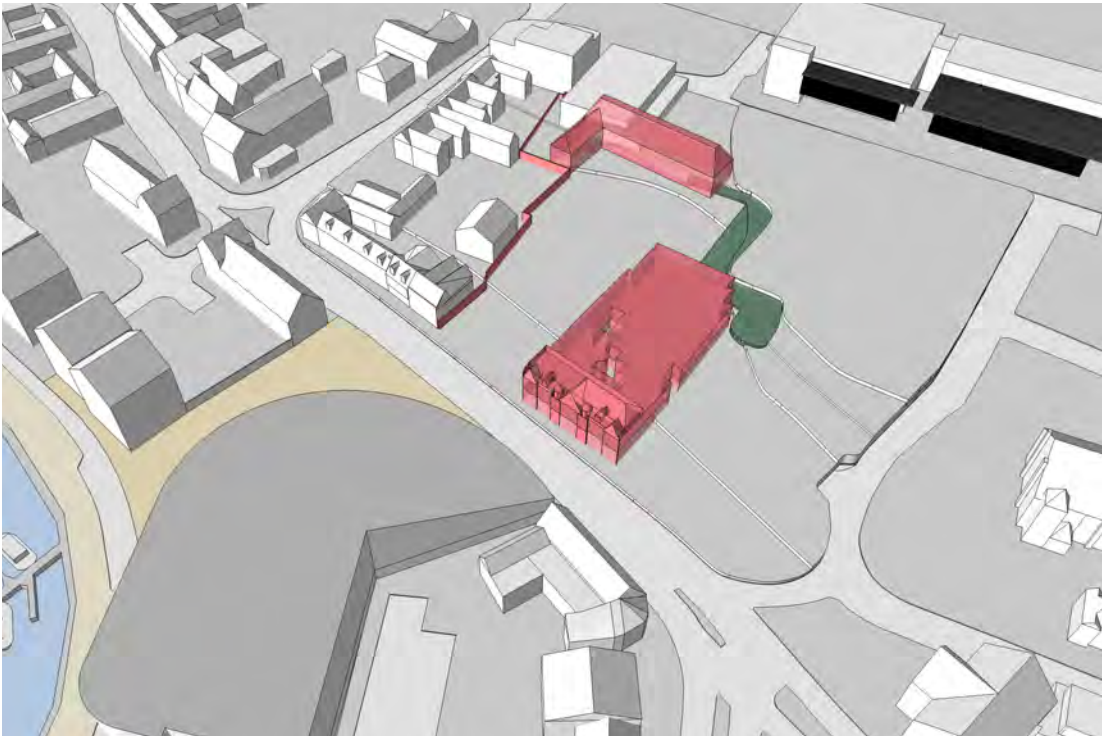
**Heritage**

As elaborated earlier in this document there are few physical features of any obvious merit evident on the site today. The most dominant feature and use is as a large car park used by the University which mostly consists of a tarmac and in some areas gravel surface.
- 3.4.11

The only other main features are the decommissioned University Print Block, some substantial old Plane trees along Fore Street, a recently constructed buff coloured concrete paved pedestrian path and a steep inclined bank in the centre of the eastern boundary of the site upon which are growing various self-seeded trees.
- 3.4.12

The following is an evaluation of these remaining physical features by: overlaying progression mapping provided as part of the DBA and within the SRO Archive onto the Topographical Survey; recording various verbal comments made by members of the community including the IHF and carrying out a more detailed visual review of the site.
- 3.4.13

The higher terrain where the Print Block stands was potentially previously occupied by the large Malt House that is one of the earliest building to appear in progression



- mapping. It seemed to have been accessible from the north and had fields spreading out towards the east.

connections running North South across the site
- 3.4.14

The western boundary matches property boundaries dating back to the 17th century
- 3.4.15

There does not appear to be any previous evidence of public highways or road
- 3.4.16

The high ground towards the North East of the site previously used as field contained a large estate of small terrace housing which were referred to by various people as ‘slums’

### 3. EVALUATION

#### 3.4 HERITAGE: BUILT HERITAGE

3.4.17 The sloping terrain in the centre of the eastern boundary of the site aligns with the rear wall of the Victorian Social Settlement. This large building is evident in pictures up to the early 1960's. On the site the top of what could have been a large retaining wall is evident. It is probable that this is the rear wall of the original Social Settlement that was entered from Fore Street. Possibly when the building was demolished in the late 1960's the slope was created from remaining on site debris to alleviate any Health and Safety risk of a storey drop at this point.

3.4.18 The adjacent diagrams show the mass of the Social Settlement in red and its relationship to the main sloping feature in the centre of the site.

3.4.19 The street facade of the conservation area buildings, shown in the photograph on the opposite page, presents as a varied but harmonious whole with a material palette comprising of Suffolk Red bricks and white render



Photograph of Fore Street  
Listed Buildings Within the  
Conservation Area

### 3. EVALUATION

#### 3.4 HERITAGE: ARCHAEOLOGY

##### 3.4.18 **Archaeology**

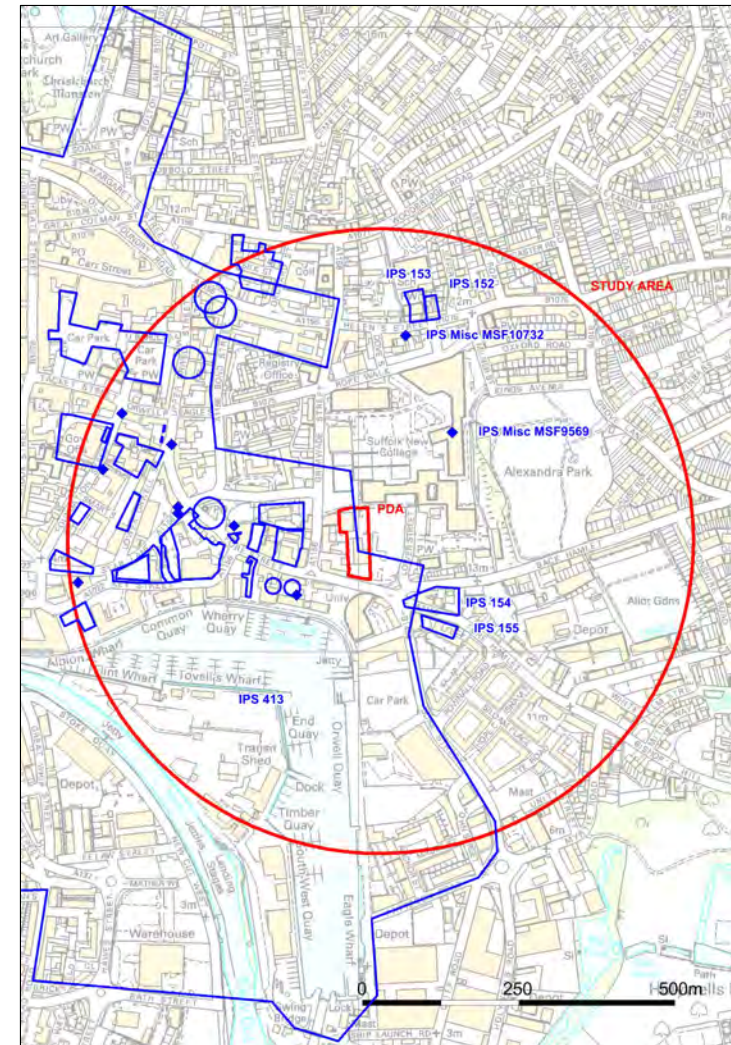
As set out in the IP-One Local Plan and under the conservation Area policy BE 47 above the site lies within an area considered to be of high archaeological significance various surveys have been carried out by Suffolk Archaeological Services to support the detailed development of the proposals included in this application. All of these reports are contained within Appendix C of this document.

3.4.19 An initial Desk Based Archaeological assessment or DBA was carried out in October 2015. The conclusion and recommendation set out on page 48 of this report states the following:

3.4.20 Through an examination of the Suffolk HER and National Heritage List for England, a cartographic search, a map regression exercise and a site inspection, this DBA has set the PDA within its immediate archaeological landscape.

3.4.21 *In general the topographic location of the PDA and the known archaeology of the area suggest that there is significant potential for encountering archaeological remains within the PDA and that such deposits are likely to be in a good state of preservation where they survive, although some parts of the site may well have been affected by adverse truncation.*

3.4.22 *It is suggested that further archaeological investigation be carried out and that this should take the form of a trial trench evaluation. This would be able to identify and assess the extent, character, density, depth and level of preservation of any archaeological deposits within the PDA, prior to or during submission of a planning application.*



Plan Showing Medieval HER  
Monument Entries in Desk  
Based Archaeological Study

### 3. EVALUATION

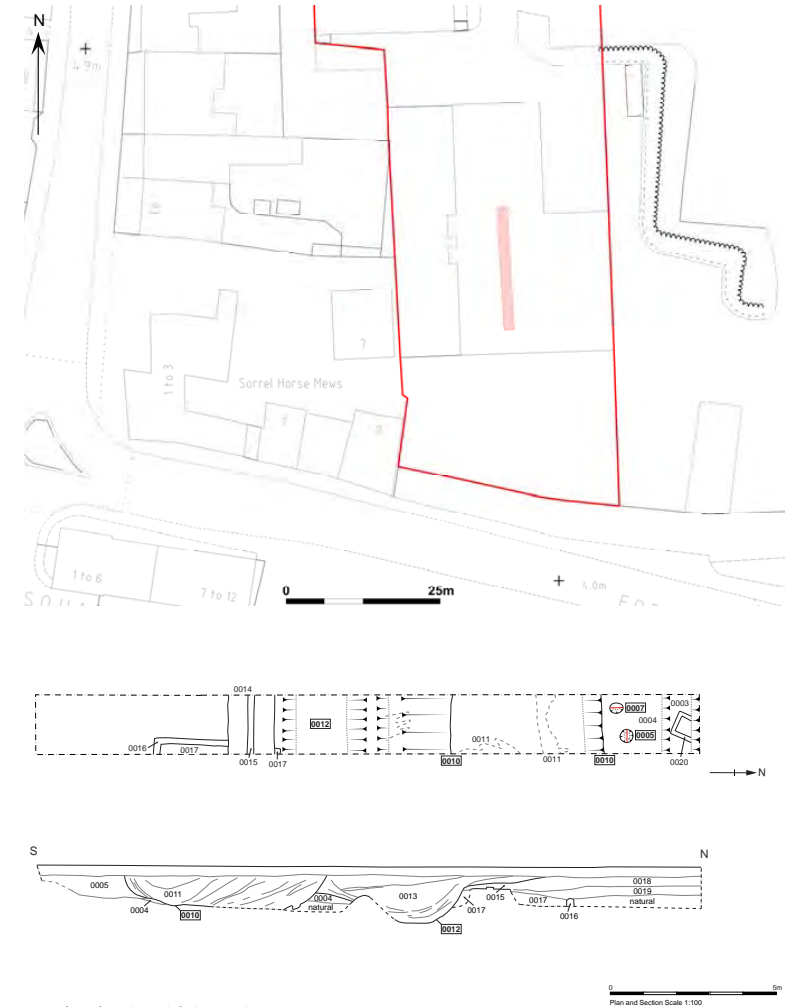
#### 3.4 HERITAGE: ARCHAEOLOGY

3.4.23 Following completion of the DBA and its recommendation for further archaeological evaluation a Written Scheme of Investigation was produced in December 2016 and agreed with both SCC and IBC for the basis of further pre-emptive field investigation. In July of this year field investigation was undertaken and an Archaeological Evaluation Report produced by Suffolk Archaeological Services dated August 2017 which concluded the following on page 8 or part 7 'Discussion':

3.4.24 As the site was known to have been occupied by Victorian and later buildings, disturbance had been expected within the site, but how much it had impacted on potential archaeological levels was not known. The evaluation showed significant modern disturbance extending well into the natural undisturbed subsoil through much of the trench in the form of large, modern pits. The purpose of these was unclear, but their size and apparent use of a toothed digger bucket suggests something large scale, perhaps associated with clearance of former buildings from the site. Some Victorian/early 20th century evidence was present at the southern end of the trench, but even this was deep enough to have impacted on archaeological levels. However, small pockets of subsoil with archaeological potential were observed between modern interventions, suggesting that even if later disturbance is

as widespread over the site as the trench indicates, some areas of archaeology may still survive.

3.4.25 Very small quantities of finds were recovered from the evaluation, and most of these belong to the post-medieval period, confirming the impact of modern disturbance. The small sherd of Early medieval ware is the only find which provides evidence of earlier activity and whilst it could be residual, it was recovered from a well sealed context which did not obviously contain later material. Some indication that agricultural activities were taking place in the vicinity is shown by the results of the sample analysis, but the dating of this is uncertain.



Top: Plan Showing Trial Pit Locations

Right: Trench Excavated on Site

Bottom: Section through Trench

### 3. EVALUATION

#### 3.4 HERITAGE: VISUAL IMPACT ASSESSMENT

##### 3.4.26 Visual Impact Assessment

As set out above under policy BE35 the impact of the proposals on the conservation area and listed buildings adjacent to the site was agreed as being an important factor in determining the proposals from the start of the detailed development in early 2017. In response to the EIA Screening on 12th May the SCC Planning Officer set the inclusion of a 'Visual Impact Assessment', to be included in the Design & Access Statement as a requirement.

3.4.27 The IBC and SCC RIBA Design Review Panels also both confirmed that this was a requirement to understand the impact the proposals will have on the Conservation Area.

3.4.28 Agreement of the eight positions to be evaluated in the design was agreed with Mark Barnard of SCC and Mike Taylor of IBC on 19th September 2017 and the adjacent diagram shows the agreed standpoints and the subsequent photos show the existing photographs used in the design part of this document to assess the impact of these proposals.



Aerial Photograph of the Site Outline Key Views

### 3. EVALUATION

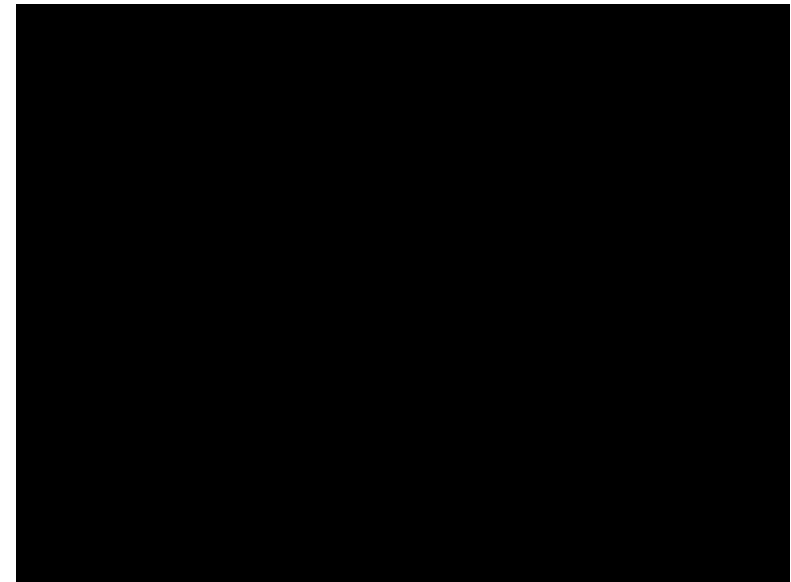
#### 3.4 HERITAGE: VISUAL IMPACT ASSESSMENT



### 3. EVALUATION

#### 3.5 SOCIAL & COMMUNITY

- |   |   |
|---|---|
| <p>3.5.1 From the extensive public consultation carried out by Julia Holberry Associates with Claire Adler and Steve Gilby of the University of Suffolk, referred to earlier, the following evaluation has emerged and been developed with the HLF as the 'Activity Plan' that has informed the layouts and design proposals.</p> <p>3.5.2 If The Hold is developed to be fun and interactive it could become a place 'to see and be seen'. The public are interested in engaging if the offer is right. The Hold and the other Record Offices need to go out to the local communities. Diverse histories and histories of 'us' are essential for engagement</p> <p>3.5.3 Opportunities to develop diverse workforce for the future through traineeships and volunteering. Confidence in archives and record offices needs to be grown with young and old. The location could make The Hold a destination venue. By ensuring that the building, exhibitions and events are interactive, colourful and fun</p> <p>3.5.4 Transport is a big issue in terms of: perception management; The overall budgets for project; improving public access and ensuring the offer is good enough for time and money expended.</p> | <p>3.5.5 The consultation does however reveal that The Hold could be the physical and virtual heart of the County's past, using its archive to bring Suffolk's stories and history to life through: Fun and interactive exhibitions and interpretation that will inspire people to learn more; A range of activities, events, projects and programmes that will engage people with the archive, Suffolk's history and their part within it and by setting up learning programmes that create pathways to employment, understanding and enjoyment of archives</p> <p>3.5.6 The Hold would sit at the centre of a network and will reach out across the county, bringing archives to people in their community. The Activity Plan has developed programmes for cross-county community engagement.</p> <p>3.5.7 The Record Office could nurture and up-skill community groups to produce material, whether a publication, website or exhibition, about their community or a theme of their choice.</p> <p>3.5.8 These skilled groups could go on to inspire and train other groups around the county, particularly aiming at The Hold's target audiences, such as adults from deprived areas, Black, Asian and Minority Ethnic</p> |
|---|---|



### 3. EVALUATION

#### 3.5 SOCIAL & COMMUNITY

- groups, young people and families. Exhibitions would be able to tour the county, with a range of associated events and activities and there will be an oral history project, collecting peoples' memories, community legends and yarns.
- 3.5.10 The Hold could provide new and imaginative sessions for primary and secondary schools, drawing on the collection, and special relationships will be forged with local schools, particularly to pilot sessions and help develop resources.
- 3.5.11 The Hold may be able to produce quality online and hard copy resources for schools and will develop a loans box service in partnership with Ipswich Museums, Bury St Edmunds Museums and Suffolk Library Service.
- 3.5.12 The Hold could provide traineeships for school leavers and an opportunity to volunteer as a young archivist.
- 3.5.13 There may then be able to create traineeships and internships positions for University students.
- 3.5.14 A new range of exciting volunteering roles could then engage with the community in The Hold and help provide pupils and students with skills for their future careers.
- 3.5.15 If The Hold were realised it could then set up be a comprehensive training programme for staff and volunteers to support the delivery of the new activity programme.
- 3.5.16 The Hold could become the physical and virtual heart of the County's past, using its archive to bring Suffolk's stories and history to life through:
- a. Fun and interactive exhibitions and interpretation that will inspire people to learn more
  - b. A range of activities, events, projects and programmes that will engage people with the archive, Suffolk's history and their part within it
  - c. Learning programmes that create pathways to employment, understanding and enjoyment of archives
- 3.5.17 If these proposals were approved the Hold could create the following project Funded Posts:
- a. Trainee Archivist (12 months full-time or 24 months part time).
  - b. Community Engagement Trainee (12 months full-time or 24 months part-time) Strategic Manager (full-time)
  - c. Community and Learning Officer East (full-time)
  - d. Community and Learning Officer West (full-time)
  - e. Exhibition and Interpretation Officer (full-time)
  - f. Volunteer Engagement Coordinator (full-time)
  - g. Strategic and Commercial Manager (full time)
  - h. Marcomms Officer (part-time)

### 3. EVALUATION

#### 3.6 POLICY

- |   |  |   |
|---|--|---|
| <p>3.6.1 <b>National 17.2</b> <i>Be a creative exercise not just about scrutiny.</i> The vision and nature of the project is aligned with the NPPF aspiration for a creative endeavour.</p>   | <p>by Atom Consultants. The report details the ways in which the development can reduce the potential for flooding on the site, which can be read in full in Appendix H.</p>   | <p>to a critical lack of storage space and the state of the current facilities, which have been deemed inadequate and no longer meet appropriate standards of record office provision.</p>  |
| <p>3.6.2 <b>17.3</b> <i>Pro-actively support sustainable development that meets the needs of an area.</i> Our business plan needs to address how The Hold can meet the requirement for a 'sustainable economic development'. Taking into account key partnerships, market research, wider opportunities for growth and ability to meet the needs of the local business communities.</p> | <p>3.6.6 <b>17.7</b> <i>Help to conserve the natural environment.</i> Planning Advice has identified the site as a 'suitable location from a sustainable transport perspective' (Appendix N). The development will see a reduction to the number of car parking spaces.</p>  | <p>3.6.10 In addressing these issues with the development of state-of-the-art storage facilities and new, high-quality provision for visitors, the SRO will also seek to obtain Archive Service Accreditation from The National Archives.</p>   |
| <p>3.6.3 <b>17.4</b> <i>Seek high quality design and amenity</i> Situated on the boundary of the Central Conservation Area, the appearance of the proposed development needs to retain the existing local distinctiveness, with a form and scale sensitive to the local surroundings.</p>   | <p>3.6.7 <b>17.8</b> <i>Re-use brownfield land where possible.</i> The site is a brownfield carpark.</p>   | <p>3.6.11 An overview of the issues specific to all three branches of the SRO – Ipswich, Bury and Lowestoft – was provided in the Outline Business Plan developed by Julia Holberry Associates (JHA) in November 2015. These still hold good and can be summarised as follows:</p>                                    |
| <p>3.6.4 <b>17.5</b> <i>Take account of the roles and character of different areas.</i> The IP 01 Map identifies the site as part of the Education Quarter. The new development should seek to connect existing education buildings and enhance the unity of the evolving character of this area.</p>   | <p>3.6.8 <b>17.9</b> <i>Promote mixed use developments.</i> Although the overarching planning land use is Non-residential institutions or D1 the proposals see a mix of uses within the building including: Archive offices and storage; Café; Shop; Exhibition Space; A learning Facility dedicated to the Archive; A large University Lecture Hall and two seminar rooms. All the various activities are grouped around a new covered public route. Comprehensive landscape proposals for the site will also introduce new green spaces.</p> | <p>3.6.12 The Ipswich Record Office is restricted by many factors, including a general lack of storage space and poor accessibility throughout the building. In addition, the site being located within the Ipswich floodplain is susceptible to wholesale flooding.</p>  |
| <p>3.6.5 <b>17.6</b> <i>Support transition to a low carbon future.</i> In order to take into full account the risk of flooding and coastal change, a 'Site Flood Risk Commentary' has been prepared</p>   | <p>3.6.9 <b>17.10</b> <i>Conserve heritage assets.</i> The very basis of this project and the reason it was able to gain an HLF Round 1 Pass is the fact that it sets out to improve the conservation of the nationally significant Suffolk Record Office Archives. It is directly in response</p>   | <p>3.6.13 The record office at Bury is constrained by inadequate storage facilities and lack of public access for wheelchair users. Its location also puts it at the risk of flooding. Collections storage at the record office at Lowestoft is located in the basement, which has a history of previous flooding</p> |

### 3. EVALUATION

#### 3.6 POLICY

- and continued risk of future flooding. It too is constrained by inadequate storage facilities.
- 3.6.14 As these have been long-running issues facing the SRO, the project has been in development since mid-2010, and has been informed by numerous consultations, studies and reports.
- 3.6.15 **17.11** *Manage grown to support sustainable forms of transport.* The project sits close to the Waterfront on Fore Street and is well connected with cycle routes and bus stops.
- 3.6.16 **17.12** *Support the improvement of health, social and cultural wellbeing.* As with point 17.10 the very basis of the HLF Round 1 Award was due to the project having benefits to people and communities as part of its core target outcomes. For people the project will:
- 3.6.17 The Hold will also provide benefits for the people that are engaged in its work. These include:
- a. Development of skills. The Hold will provide archive-related training and support for staff, students and volunteers, which will improve the management, care and interpretation of archive-related collections throughout the county. This will encompass both physical and digital training. Improved heritage-based learning. The Hold will serve as a focal point for both
- students and academics as an informal centre for learning.
- b. Improved attitudes towards archives. With some 36,000 visits – including students – expected to visit the facility by the end of Year 1, The Hold (using its collections and programming) will change the way many people feel about the history and heritage of Suffolk.
- c. Increased public enjoyment. The Hold will provide a positive and ‘fun’ learning experience for visitors so that it becomes a destination in its own right.
- d. Increased volunteer time. The SRO is built on a strong base of volunteers that dedicate their time to assist the delivery of, and engagement with, archives. The Hold will drive increases in the volunteer base through enhancements in its operation and programming, as well as improved recruitment and provision of training.
- 3.6.18 For Communities the project will:
- a. The SRO’s core vision encompasses the need to improve engagement with communities across the county. The new facility is designed to make several positive differences for the broader community. These include:
- b. Increased engagement. This will be achieved through significant increases
- in user numbers, upwards of 36,000 per annum in Year 1 of operation (including University students’ use of the auditorium and other learning spaces). This will be accompanied by improvements in programming and audience engagement.
- c. Improved community regeneration. The Hold’s location near the Ipswich Waterfront will contribute to the physical and social regeneration of the area. The new facility will therefore support broader strategic objectives at a local and regional level (see Section 3.3 for further information about the strategic context).
- d. Benefits to the local economy. The Hold will directly (and indirectly) provide a boost to the local economy, by creating a range of new construction-related jobs and attracting increased footfall to the area.
- e. Improved organisational resilience. As part of The Hold project (through rigorous business planning), the SRO will become more sustainable and resilient, particularly through the identification of commercial opportunities to provide increased revenue streams.
- f. Reduction of harmful environmental impact. The Hold will be delivered and constructed in line with the latest environmental standards.

## 3. EVALUATION

### 3.6 POLICY

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| <p>3.6.19 <b>Regional &amp; Local</b><br/>The project development seeks to respond directly to the following Core &amp; Strategic Policies set out in The Ipswich Borough Council Local Plan adopted in February 2017. Many of the issues set out in these policies also coincide with items set out above in response to the national planning guidance.</p> | <p>be made for education buildings for a known end user.</p>  | <p>achieve a high standard of environmental sustainability. Development will also be expected to incorporate sustainable drainage and water efficiency measures. The Council will encourage non-residential development of over 500 sq m to achieve a minimum of BREEAM Very Good or equivalent.</p>   |
| <p>3.6.20 <b>CS1: Sustainable Development – Climate Change</b><br/>The proposal must respond to the aspiration for sustainable development identified in the NPPF and in accordance with the Local Plan.</p>  | <p>3.6.25 <b>CS5: Improving Accessibility</b><br/>Development should be located and designed to minimise the need to travel and to enable access safely and conveniently on foot, by bicycle and by public transport.</p>   | <p>3.6.29 <b>DM2: Decentralised Renewable or Low Carbon Energy</b><br/>All new development in excess of 1000 sq m shall provide at least 15% of their energy requirements from decentralised and renewable or low-carbon sources. If it can be clearly demonstrated that this is not feasible or viable, the alternative of reduced provision and/or equivalent carbon reduction in the form of additional energy efficient measures will be expected.</p> |
| <p>3.6.21 <b>CS2: The Location and Nature of Development</b><br/>Focus most new community facilities into the town centre, Waterfront and Ipswich Village, and into or within walking distance of the town's district centres.</p>  | <p>3.6.26 <b>CS15: Education Provision</b><br/>The development of educational facilities at Suffolk New College and the University of Suffolk will continue to be supported.</p>  | <p>3.6.29 <b>DM4: Development and Flood Risk</b><br/>Development will only be approved where it does not increase the overall risk of flooding; will be adequately protected from flooding; it is and will remain safe for people; and it includes water efficiency measures.</p>  |
| <p>3.6.22 Focus new office, hotel, cultural and leisure development into Ipswich town centre.</p>   | <p>3.6.27 <b>CS16: Green Infrastructure, Sport and Recreation</b><br/>All new developments will be required to contribute to the provision of open space necessary for that development according to the Borough's standards, identified needs and existing deficits in an area. All major new developments will be required to include on-site public open spaces and wildlife habitat. On-site provision must create a network or corridor with existing green infrastructure where such a network exists beyond the site boundaries.</p> | <p>3.6.30 <b>DM5: Urban Design Quality</b><br/>Layouts and designs are to provide a safe, attractive, permeable legible and usable public realm, which is pedestrian and</p>   |
| <p>3.6.23 Development should demonstrate principles of very high quality architecture and urban design</p>  | <p>3.6.28 <b>Development Management Policies</b><br/><b>DM1: Sustainable Development</b><br/>New development shall be required to</p>   |  |
| <p>3.6.24 Major developments (1000+ sq m) should incorporate a mix of uses. Exceptions may</p>  |   |  |

### 3. EVALUATION

#### 3.6 POLICY

- cycle orientated. Areas are to function well and where possible integrate residential, working and community environments and fit well with adjoining areas
- 3.6.31 Safe and secure communities will be promoted. Greener streets and spaces will contribute to local diversity and visual amenity. Protect and enhance the special character and distinctiveness of Ipswich.
- 3.6.32 Developments are to exhibit good architectural quality, be sustainable and designed for long life
- 3.6.33 Ensure new development incorporates cycle and waste storage, public transport infrastructure and car parking if appropriate
- 3.6.34 New buildings in or around Air Quality Management Areas to be designed to preferably reduce, and at the very least not increase, localised retention of polluting emissions, and will include ventilation systems that protect the health of building users.
- 3.6.35 Public art should be provided where required to enhance the public realm or sense of place, either as new installations or taking the form of bespoke paving, street furniture and landscaping.
- 3.6.36 **DM10: Protection of Trees and Hedgerows**  
Applications for development should retain existing trees where possible. Where development affecting trees is proposed, the application must be accompanied by tree survey and assessment; details of tree protection measures during construction; and proposals for replacement planting where removal of a mature tree is proposed.
- 3.6.37 **DM17: Transport and Access in New Developments**  
Each development will be assessed in terms of its impact on the road network; pedestrian and cycle accessibility; on rights of way; and on the availability of and access to public transport.  
Applicants will be required to demonstrate how any adverse transport impacts would be acceptably managed and mitigated.
- 3.6.38 **DM18: Car Parking**  
The Council will require local parking standards to be complied with, and fully integrated into the scheme.  
In the central car parking core, only operational car parking will be permitted for non-residential development.
- 3.6.39 **DM22: Town Centre Uses Outside the Central Shopping Area**  
Within the Town Centre but outside the Central Shopping Area, the development of non-retail town centre uses including leisure, recreation, culture and tourism uses, will be permitted. This area must be considered before edge or out of centre locations for these town centre uses.
- 3.6.40 **DM26: Protection of Amenity**  
Development which could lead to significant adverse effects on the amenity or environment of neighbouring users will not be permitted.
- 3.6.41 **DM31: Conserving Local Natural and Geological Interest**  
The Council will not grant planning permission for development likely to cause net loss after mitigation and compensation of biodiversity or geodiversity.

### 3. EVALUATION

#### 3.7 CONSULTATION

##### 3.7.1 General

This section will deal specifically to how the design has evaluated and responded to both the Ipswich Borough Council Design Review Panel that took place on 20th July 2017 at the Council Chambers and the Suffolk RIBA Review Panel that took place on 8th August 2017. It is however set within the context of all the issues set out in the last six sections regarding: site; brief; design development (Stakeholder), heritage, social and policy.

##### 3.7.2 Ipswich Design Review Panel

The HLF Mid Stage Review was used as the basis of the presentation material together with draft plans and elevations which can all be seen within the appendix B.

3.7.3 The panel was generally supportive of the proposals and the main discussion

point was regarding opening hour of the building. These comments have been taken on board as an issue by the client and the decision made to extend the opening hours of the main building from normal working hours to those as set out below and elsewhere in this application.

3.7.5 As can be seen from this table the main entrances and foyer area of the building are proposed to be potentially open to the public seven days a week from 7.30am to 9pm in the evening.

##### 3.7.6 Suffolk RIBA Design Review Panel

The same material as presented to the Ipswich Borough Design Review Panel was used as the basis of the presentation, there was however also a visit to the site and its immediately surrounding area carried out just prior to the official review.

3.7.7 The panel members where: Meredith Bowles. Architect (Chair); Ralph Carpenter, Architect; Tony Swannell, Architect; Frances Grant, Architect; Catherine Bailey, Landscape Architect and Bob Kindred, Heritage Consultant.

3.7.8 The presentation was made by: Malcolm McGregor and Christian Drinkwater of Pringle Richards Sharratt Architects

3.7.9 Other attendees were: Amy Rushton, Suffolk CC (HLF (Heritage Lottery Fund) Project Co-ordinator); Annett Thompson, Concertus (Construction Project Manager); Anita Seymor, Suffolk County Council (Development Manager) and Mark Barnard, Suffolk County Council (Planner)

3.7.10 In summary 'The panel appreciate the complexities of the brief, topography, and the ambition to make a truly accessible building, and that this approach is to be commended'. The main points made raised by the panel are as previously set out in section 2.3 'Specialist Involvement' part 2.3.6 'Regional' and are to do with: Scale; Masterplan; Landscape/Connections; Heritage Impact; Route Through Building and Architectural Expression & Materials. The full report can be found in the appendix B and the following is an evaluation of each of these points and an explanation of how they have been addressed.

	Café	Exhibition Room	Searchroom	Reception area & shop	Auditorium & seminar rooms	Record Office back office areas	Foyer area
Monday	09:00 - 17:30	09:00 - 17:00	09:30 - 17:00	09:00 - 17:00	08:30 - 18:30	8:00 - 18:00	07:30 - 21:00
Tuesday	09:00 - 17:30	09:00 - 17:00	09:30 - 17:00	09:00 - 17:00	08:30 - 18:30	8:00 - 18:00	07:30 - 21:00
Wednesday	09:00 - 17:30	09:00 - 17:00	CLOSED	09:00 - 17:00	08:30 - 18:30	8:00 - 18:00	07:30 - 21:00
Thursday	09:00 - 17:30	09:00 - 21:00 only when pre-booked tours	09:30 - 21:00	09:00 - 17:00*	08:30 - 21:00 (late night once a week for UoS public lecture - may not always be a Thursday but say it is for now)	8:00 - 21:00	07:30 - 21:00
Friday	09:00 - 17:30	09:00 - 17:00	09:30 - 17:00	09:00 - 17:00	08:30 - 18:30	8:00 - 18:00	07:30 - 21:00
Saturday	09:00 - 17:30	10:00 - 16:00	10:00 - 16:00	09:00 - 17:00	If SRO event (likewise weekday evenings)	09:00 - 17:00	07:30 - 21:00
Sunday	10:00 - 16:00	10:00 - 16:00	10:00 - 16:00	10:00 - 16:00	If SRO event (likewise weekday evenings)	09:00 - 17:00	07:30 - 21:00

Table Showing The Hold's Proposed Opening Hours by Function

### 3. EVALUATION

#### 3.7 CONSULTATION

3.11 **Scale**  
In this point 'the panel questioned how the building moderates between the domestic scale of the listed buildings to the west of the site and the urban scale of the University building in the other direction.'

3.7.12 Since this presentation various existing sections have been generated following completion of more detailed survey information. Extracts of these are shown in the adjacent page and are now included as Section CC and DD in this application. The drawing numbers are Existing Drawing HLD/250/N/42 and Proposed Drawing HLD/250/A/42. A detailed review of the proposed section with regards to scale is now also included in the following 'Design' section of this report under 'Scale'

3.7.13 The panel also stated that they 'wondered whether the proposed vaulted roof form be 'flipped' with the auditorium flat roof, making the East side of the building higher or bigger in scale'.

3.7.14 Since the Design Review various ways of addressing this issue have been considered and the current proposals have taken these on board.

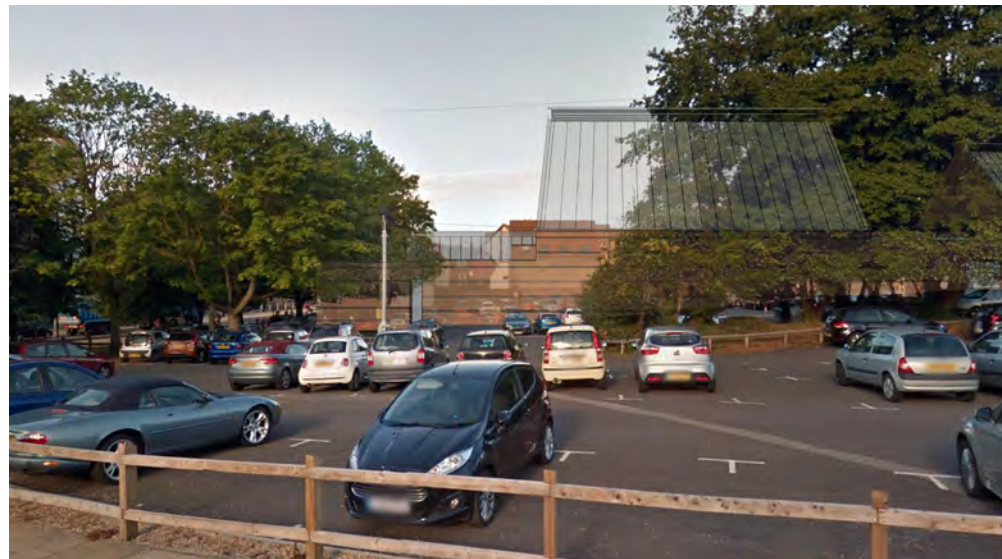
3.7.15 Firstly the whole ground floor level of the building has been raised higher which as

can be seen in the various drawings and images in the following design section made the building bigger and higher in scale when viewed along Fore Street.

3.7.16 In conjunction with the completion of Visual Impact Assessment (refer following section 'Design' Part 'Scale & Visual Impact Assessment') carried out in response to Heritage Impact issues set out also below an analysis of the suggestion to 'flip' the auditorium roof has been carried out. As can be seen in the adjacent overlay of key view 6 it is felt that due to the trees and the raising of the building the flipping of

the roof to this position does not benefit the visual status and actually loses the appropriate relationship of scale that the building currently has with the existing UoS Atrium building to the North.

3.7.17 Further analytical work was also carried on during completion of a physical model (refer adjacent image) which further reinforces the view that the two pitched roofs were best placed towards the North as set out in the current application proposals and explained in full in the following Design section of this report.



View Showing the Suggested Roof over the Auditorium - see point 3.7.13 and 3.7.17

### 3. EVALUATION

#### 3.7 CONSULTATION

3.7.18 **Masterplan**

The panel noted the 'lack of strategic briefing and masterplan in relation to access, movement, parking and other University buildings on the site, and appreciate that the architects had done work to address this beyond their scope'.

3.7.18 To address this issue a draft Travel Plan has now been completed by Robert West dated September 2017 to accompany this application and can be found within the appendices of this report. This draft Travel Plan provides transport planning advice in relation to the proposed Heritage Centre to be located within the grounds of University of Suffolk campus. It highlights the connectivity of the project within this area of Ipswich.

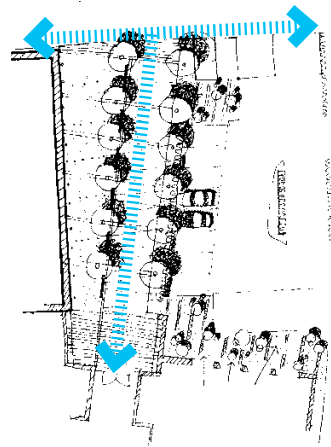
3.7.19 The attached Travel Plan also clearly sets out that the 'UoS is seeking to enter a period of sustained growth and development in the areas of learning and teaching, research and enterprise. Such growth will be supported by the furtherance of the long-term relocation of the Estate away from the North Campus site, consolidating it within the Waterfront Education Sector, as defined within the Ipswich Core Strategy. Specific UoS development is detailed in the 2006 UoS planning application (06/00838/FUL); which following full permission, commenced in 2006'.



View of Scale model

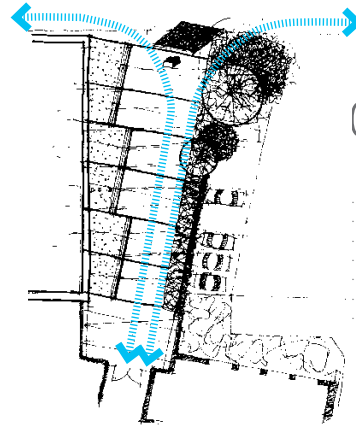
### 3. EVALUATION

#### 3.7 CONSULTATION



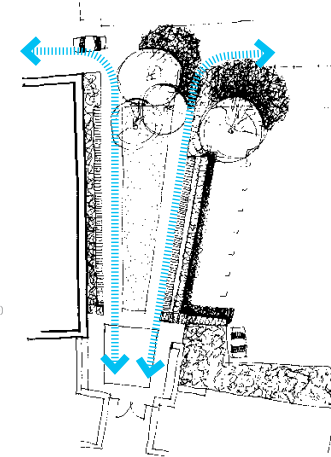
01

- Wide plaza/path multi directional
- Geometrical paving pattern
- Stone bands across lawn to unify space
- Formal avenue of trees (Medium size)
- Hedge to screen car parking
- Feature to distance to terminate view
- Seating to edge of lawn
- Illumination of archive brick wall



02

- Staggered open series of spaces
- No defined route, Multi directional
- Termination with sculpture/art and end wall
- Long benches to west side
- Dense planting to carparking edge
- One large specimen trees (Mimic south frontage)
- Gathering / social space emphasis



03

- Twin pathways separated by lawn/planting
- Defined routes, Directional
- Long benches to side of both paths
- Lighting under benches to illuminate pathways
- Hedge planting to carparking edge
- Cluster of large trees to close end of space

Landscape Diagrams: North Entrance Option Study

#### 3.7.20 Landscape/Connection

The panel noted that 'at the moment the north entrance seems like the back entrance; landscaping to this area and the opening into the building needs to be stronger'. To address this point a complete review of the options (refer adjacent diagrams) regarding landscaping to this part of the site and its relationship to the building has been carried out in co-ordination with Plincke the Landscape Architects.

#### 3.7.21

By investigating further the panels comments that 'the proposed split in the route outside the north entrance opens up potential to create a space rather than a gap between the car park and the building' it was felt that Option 3 was the most interesting and appropriate response which has been taken forward into the final design proposals.

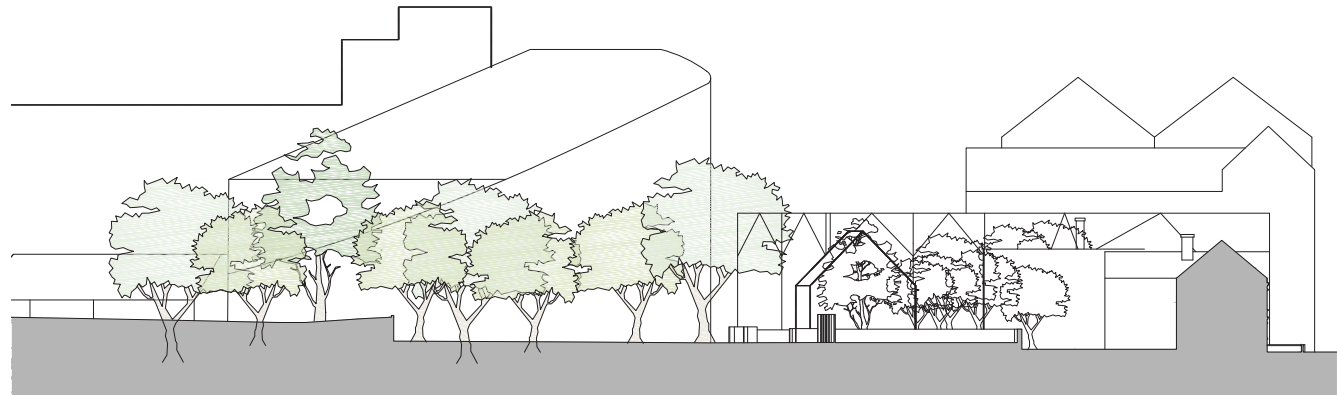
### 3. EVALUATION

#### 3.7 CONSULTATION

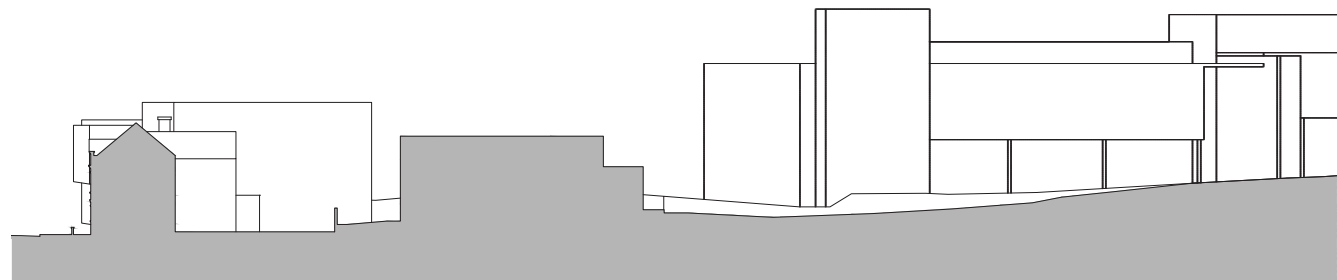
##### 3.7.22 Heritage Impact

Regarding the comments about 'Sections and views around the site are needed to demonstrate the impact of the building – both to the Conservation Area, St Clements Church Lane and the town centre to the west and the Waterfront regeneration area to the south.'

3.7.23 As set out in section 3.4 and within the following section eight positions to be evaluated in the design have been agreed with Mark Barnard of SCC and Mike Taylor of IBC on 19th September 2017 and are evaluated in the 'Visual Impact Assessment' that is part of the 'Design' section of this report looking at 'Scale'.



Existing Section Through Grimwade Sreet and The Site Looking South Towards the Waterfront



Existing Section Through Grimwade Sreet and The Site Looking North Towards the University Atrium Building

### 3. EVALUATION

#### 3.7 CONSULTATION



View of Scale Model Looking Over Fore Street and Grimwade Street

### 3. EVALUATION

#### 3.7 CONSULTATION

##### 3.7.24 **Route Through The Building**

The panel asked that 'the street-like space would benefit from a plan showing how these spaces will be occupied and the ramp work'.

3.7.25 Since the review further work has been carried out to describe this as included in the following 'Design' Section also a physical model has now been produced which also further highlights this aspect as can be seen in the adjacent images of the main central public space.

##### 3.7.26 **Architectural Expression & Materials**

To address the comments that 'the proposed elevations to the north entrance are dominant and potentially quite blank' further work has been carried out with regards the detailing at this position. A detail drawing at a scale of 1:50 showing the brickwork and fenestration has now been produced and is part of this application.

3.7.27 Regarding the comment that the 'landscape of the street frontage could be reinforced with the introduction of an extended table-top pedestrian crossing on Fore Street'. Although not within the site boundary of this application this proposal has been carried through into our drawings as well as set out in the final section regarding 'Access' in this report

##### 3.7.28 **Secured by Design**

A meeting was held with PC Lucy Mures of Suffolk County Police on 21st August 2017 and notes produced by her of this meeting are incorporated in the appendices. An evaluation of the main items or comments raised is as follows:

- a. Concern about the lack of surveillance to the toilet areas, which could be used by the public for anti-social behaviour.
- b. Concern about security of coats stored in the public areas, which people remove to enter the Search Rooms.
- c. Position of the reception desk, allows members of the public to walk behind, making staff vulnerable to theft.
- d. Concern about staff visibility of shelves and the risk of books and computers being vulnerable to theft.
- e. Risk that outside areas with canopies and seating provision will be attractive to rough sleepers.
- f. Potential for external furniture to be stolen. concern about unauthorised access to the side passageway.
- g. Concern about limited surveillance to the passageway to the south of the proposed building.
- h. Risk that natural surveillance could be obscured by trees at the Fore Street boundary.



Scale Model Showing Public  
Route Through the Building

### 3. EVALUATION

#### 3.7 CONSULTATION

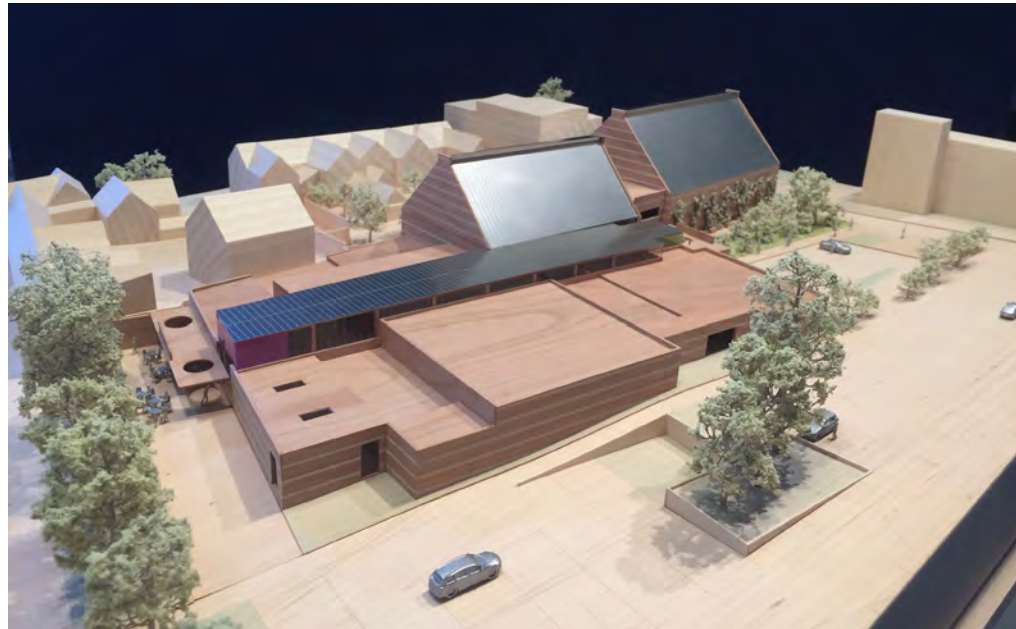
##### 3.7.29 **Parking Security**

Cycle Parking - high cycle theft area.  
Landscape Features risk that they could be used for skateboarding.  
Counter Terrorism measures should be considered.

##### 3.7.30 **Suffolk Coalition of Disabled People**

Notes the meeting held with the SCoDP took place on both 16th August and 6th September during which Option 3F was reviewed the full notes of these meeting can be found in the appendices. An evaluation of the main items or comments raised is as follows:

- |   |   |   |
|---|---|---|
| <ul style="list-style-type: none"> <li>a. Lockers and coat hooks will be of different sizes and heights</li> <li>b. Fire extinguishers will be provided which could be used by people with disabilities.</li> <li>c. For Wheelchair uses consideration will be made to use coating metal fixtures and fittings to carpeted rooms, to prevent the risk of static shocks.</li> <li>d. The entrance ramp from Fore Street will be shallower than 1:12 and meet DDA requirements with regard to resting points.</li> <li>e. Main doors will be wide enough to accommodate a range of chairs. Fully automatic with motion sensors are preferable.</li> <li>f. Resting points will be included within the internal inclined plane.</li> </ul> | <ul style="list-style-type: none"> <li>g. The main reception desk will have a low level area to meet DDA requirements</li> <li>h. The accessible toilet near the Leaning Space should be a full changing space. Other accessible toilets will allow for both left and right transfers.</li> <li>i. The Auditorium seating will be flexible and provide multiple positions for wheelchair users.</li> <li>j. Furniture within the Education, Seminar and Public Search Rooms will include at least two desks with adjustable heights,</li> </ul> | <ul style="list-style-type: none"> <li>two desks with potential for additional lighting and scan readers. Invigilation desk to have a low level area to meet DDA requirements.</li> <li>k. The detailed design of the new North Garden will investigate incorporating a sensory garden cared for by volunteer groups, such as Growing Places. A place outside the building could be provided with facilities for Guide Dogs.</li> </ul> |
|---|---|---|



## 4. DESIGN

### 4.1 USE

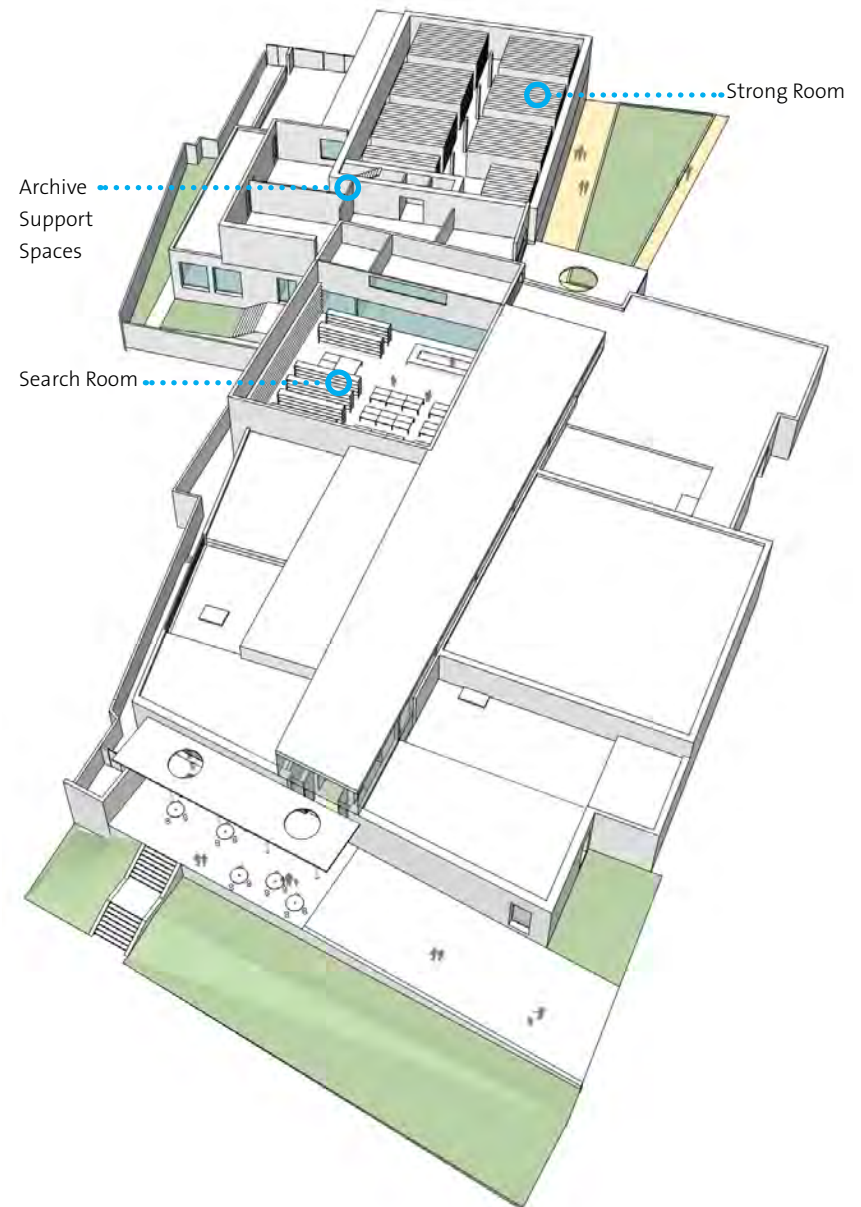
- 4.1.1 The Hold will be the main centre of Suffolk Records Offices which is part of the Culture, Sport and Communities division of the Suffolk County Council. Its purpose or use is to “help residents and visitors engage with our county’s rich heritage. It collects, conserves and communicates the recorded history of Suffolk from the 12th century to the present day, empowering people in exploring their roots, remembering their past, and planning their future.”
- 4.1.2 This use will conform to Policy SP12 of Ipswich Local Plan which seeks to safeguard the Education Quarter for predominantly education uses. The culture uses (archival storage and search rooms) are an integral part of the Heritage Facility and thus, although outside the Town Centre and Waterfront, are considered to be appropriately located and within Policy SP14.
- 4.1.3 It will also conform with Policy CS15 as it will be support and enhance the Education Provision as the development of educational facilities at Suffolk New College and the University of Suffolk. It is also in line with Policy DM22 ‘Town Centre Uses
- Outside the Central Shopping Area’ as the development is within the Town Centre but outside the Central Shopping Area, the development of non-retail town centre uses including leisure, recreation, culture and tourism uses, will be permitted.
- 4.1.4 On the IP-One policies map the site is within the Education Quarter, the Central Car Parking Core as well as within an Opportunity Area (the Education Quarter and some surrounding land). This means that the proposed development for education and ancillary uses are in line with Policy SP12 ‘Education Quarter’
- 4.1.5 Finally as a new facilities for arts, culture or tourism this is in line with Policy SP14 ‘Arts, Culture and Tourism’ which supports such developments where they are focused within the town centre boundary or within the Waterfront area.
- 4.1.6 As detailed in the adjacent table the uses of the building are broadly in line with the brief previously set out by the client in 3.2.4 of this document. The diagrams overleaf shows the arrangement of these uses within the building.

The Hold: Use Table	Existing Use	Proposed Use
<b>Ground Floor: Fore Street Level</b>		
	Car Park	Heritage Centre Reception Public Circulation Route Café Kitchen Buggy Park Book Store and Gift Shop Exhibition Space Storage Learning Room Public WC's First Aid Room Auditorium
<b>First Floor: University Level</b>		
	Car Park University Print Block	Public Search Room Meeting/Audio Room Invigilated Search Room Document Production Room Storage Seminar Rooms Kitchenette Public WC's AV/Tech Room Cloak and Locker Storage Archive Strong Room Staff WC's Staff Showers IT Server Room Accessioning and Cataloging Room Document Transit Room Drying, Cleaning & Quarantine Electrical Supply Room Loading Bay Car Park
<b>Second Floor: Upper Level</b>		
	University Print Block	Archive Strong Room Archive Offices Meeting Room Digisation Suite Conservation Suite
<b>Third Floor: Loft Level</b>		
	Unused	Plant Enclosure Storage

Table of Existing and  
Proposed Uses

## 4. DESIGN

### 4.1 USE



## 4. DESIGN

### 4.2 AMOUNT

#### 4.2.1 General

As set out in the previous sections the site is currently mostly dominated by a sea of cars that form the university car park with a redundant university building in the far North corner. Under 'Evaluated' in Section 3 it sets out clearly how the amount of this development planned on the site has been one of the most important issues to agree with all parties involved. As set out previously various options have been considered but the proposals that constitute this planning application are not just considered to be the most appropriate but will actively enhance the conservation area and conform to policy.

#### 4.2.2 Design and Conservation

The proposals are for a building of quality which is constructed using local brickwork and stone as well as featuring metal clad roofs and with a high percentage of public accessibility. The proposals respect the historic context and as can be seen in the following Visual Impact Assessment have been designed to both heal the edge of the site but make the transition in bulk between the existing University of Suffolk buildings to the North and the smaller scale buildings in the Conservation Area to the west.

#### 4.2.3 Disposition of form to protect Trees

The retention of the existing mature Plane Trees along Fore Street and the self-seeded trees in the centre of the site where seen as positive and the built form placed so as to retain as much of these as possible. As is set out later the hard and soft landscaping exploits these existing trees as well as utilising the changes of level to produce a selection of attractive and useable outdoor spaces that relate well to the building and contribute positively to its setting.

#### 4.2.4 Boundaries and Areas

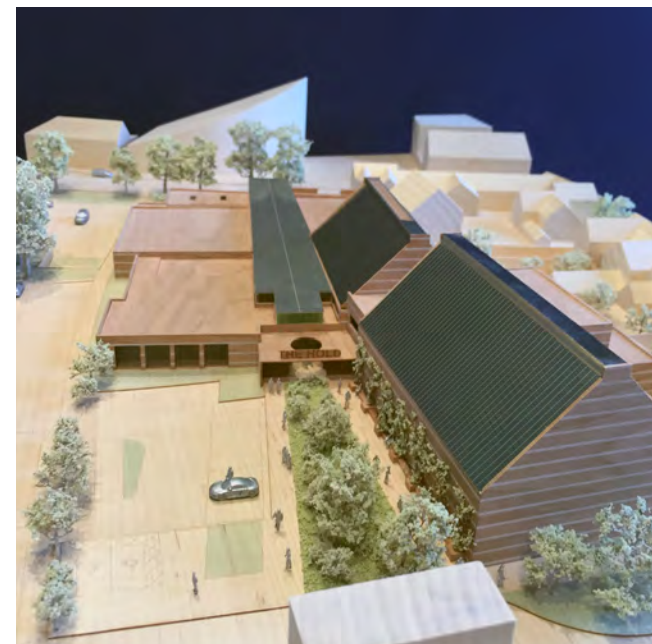
The photograph of the model adjacent clearly shows how the proposed volumes relate to the various boundary conditions and in the following sections of this report relating to Layout, Scale, Landscaping and Appearance this is described in further detail. The main volumetric principles behind the proposed boundary treatment is as follows:

#### 4.2.5 The boundary facing south looks out over the waterfront and Fore Street. This has been developed to protect the existing Plane trees and present a public face with an entrance, raised external covered terrace and café.



Left: Photograph of car park site

Below: Overview of Scale Model Showing the Amount of Proposed Development



## 4. DESIGN

### 4.2 AMOUNT

4.2.6 The boundary to the east is facing the existing University Car Park and presents a variety of brick walls. This is in both in keeping with conservation area as it presents surfaces of quality brickwork walls rather than any cheaper temporary wall construction to allow for later development of the University of Suffolk Campus directly against this boundary.

4.2.7 The boundary to the North is on higher ground as well as reaching up to two storeys with a pitched roof. This is to allow for the building to both engage with the scale of the existing University of Suffolk Atrium building whilst making the transition to the conservation area.

4.2.8 The boundary to the west is now protected and closed to public access along the majority of its length. The building itself however is held back from the existing garden walls and some planting maintained to protect and heal this edge.

4.2.9 The adjacent table sets out in detail the area of the development as a whole against the various uses and floors.

Rooms	Areas (Exc. Circ) m <sup>2</sup>	Circulation Option 3F m <sup>2</sup>
<b>FORE STREET LEVEL</b>		
Main reception and shop	174	
Locker Room/ cloakroom	4	
Exhibition Space	101	
Café/ refreshment area	89	
Kitchen	20	
Auditorium/ Lecture theatre	378	
Public WC's	93	
First aid room	11	
Exhibition preparation area	23	
Server/ tech room	6	
Buggy Park	15	
Plant	External	
Public Circulation		488
Education room	100	
Technical/ AV room for auditorium	11	
Seminar rooms	160	
Kitchenette (seminar rooms)	10	
Store room (AV/ furniture)	11	
Public search room	413	
Audio/ Visual, listening/ viewing area	21	
Document Production Room	38	
Staff toilets and showers	14	
Store room	14	
Accessioning/ cataloguing room	60	
Document Transit room	36	
Quarantine Room	13	
Cleaning room	10	
Air drying room	10	
Strongroom - Main	483	
Back of house circulation		122
Break Out Space	93	
Cloakroom (Comb. FS 2	11	
LV Switch Room	8	
<b>Total Fore Street Level:</b>	m <sup>2</sup> <b>2422</b>	m <sup>2</sup> <b>610</b>

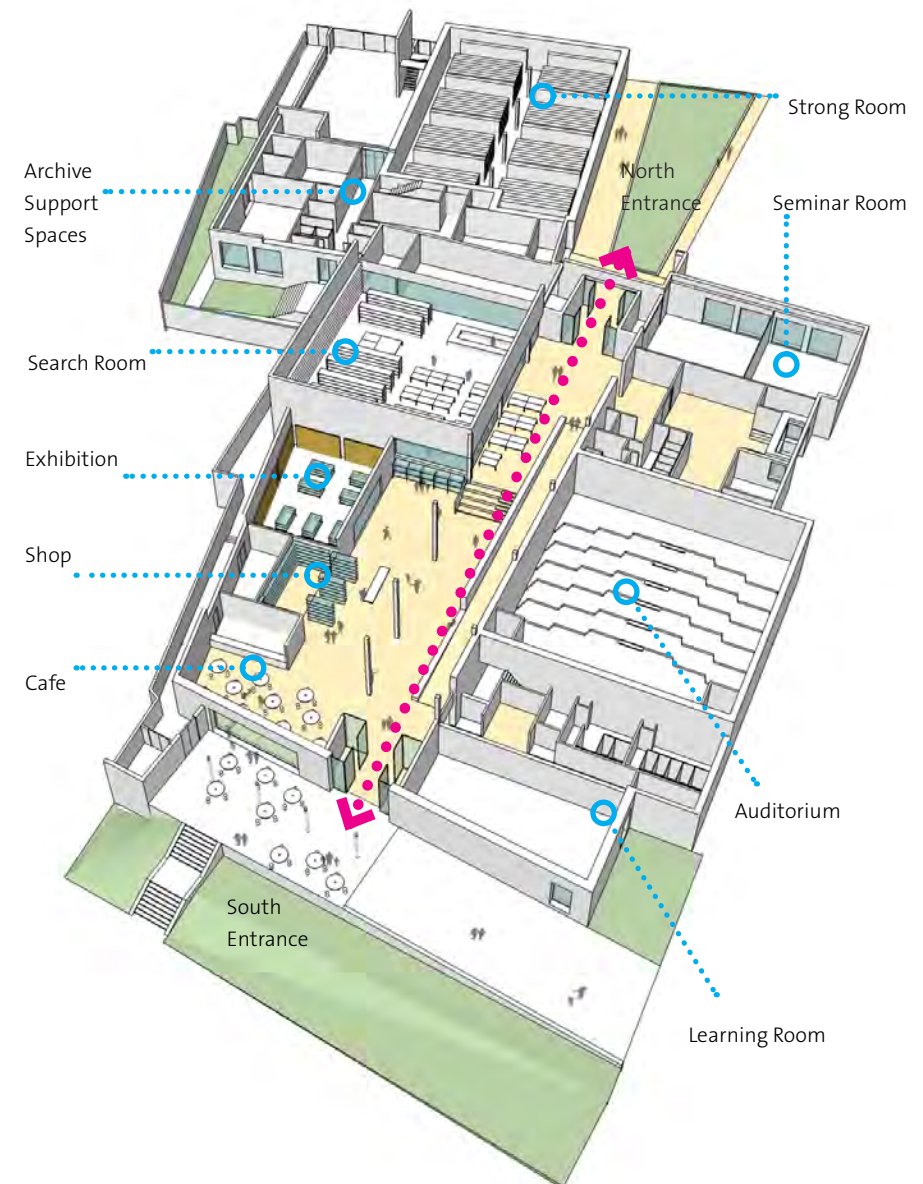
Rooms	Areas (Exc. Circ) m <sup>2</sup>	Circulation Option 3F m <sup>2</sup>
<b>UPPER LEVEL</b>		
Staff room/ kitchen	40	
Office space (Staff)	70	
Small meeting room (Staff)	28	
Digitisation suite	66	
Conservation Suite	63	
Strong room (Main)	483	
Circulation		73
<b>Total Upper Level:</b>	m <sup>2</sup> <b>750</b>	m <sup>2</sup> <b>73</b>
<b>UPPER LEVEL</b>		
Plant Enclosure	209	
Storage	215	
Circulation		51
<b>Total Loft Level:</b>	m <sup>2</sup> <b>424</b>	m <sup>2</sup> <b>51</b>
<b>Building Total:</b>	m <sup>2</sup> <b>3596</b>	m <sup>2</sup> <b>734</b>

The Hold : Area Schedule

## 4. DESIGN

### 4.3 LAYOUT

- 4.3.1 The building layout comprises two principle areas – the back of house and staff accommodation located at the north of the site where vehicle access for loading and unloading can be provided off New Street - and the public access areas which are presented as a sequence of activities and spaces arranged on either side of a pedestrian route or 'Nave' that extends from New Street to Fore Street.
- 4.3.2 Access to the back of house and staff areas is via a secure gated entrance from New Street alongside the principle element of the back of house facilities – the two storey Strong Room where the treasures, maps and important documents that make up the Suffolk County Archive are stored. Plant and general storage occupy the pitched roof volume above the Strong Room.
- 4.3.3 To the west of the Strong Room and across two levels are the technical areas and facilities necessary for the receipt, cleaning, digitization and preparation of articles and documents prior to their transfer to the Strong Room. Objects loaned for display and exhibitions will also follow this secure and environmentally conditioned route to the Strong Room prior to transferring to the Exhibition Gallery.
- 4.3.4 At the first floor staff accommodation comprises a breakout room, a meeting room and an open plan office that overlooks the double height Reading Room – the focal and principle research facility for members of the public - essentially the heart of the building where staff members of the public and the collections come together.
- 4.3.5 Tinted daylight via coloured glass panels at high level in the lobbies will announce and celebrate arrival into the building and when illuminated at night will provide skyline beacons signaling the entrances.
- 4.3.6 The topography of the site calls for a level change of 1300mm within the public areas and this is addressed by means of a short flight of steps alongside a gently inclined section of floor that extends for over 30 metres between the upper and lower levels of the building.
- 4.3.7 A tall feature wall extends alongside the level change reinforcing the sense of visual and physical connectivity and providing a strong and highly visible display area for explaining and stimulating interest in the collections while at the same time subtly drawing visitors through the building.



## 4. DESIGN

### 4.3 LAYOUT

4.3.8 The Nave like route through the building is key to an easy reading of what might otherwise be a complex diagram of different uses and its expression and definition is reinforced by raising the soffit above it.

4.3.9 The level changes at high and low level add richness to the experience of moving through the building - rising up from Fore Street induces a sense of anticipation and discovery - the gradual reveal terminating here in the framed and presented garden space beyond.

4.3.10 Arriving from New Street the level change provides a place of pause and an elevated view over the open foyer space - the gallery, shop and café and terrace beyond. The café and terrace then provide a framed and elevated view to the waterfront beyond.



## 4. DESIGN

### 4.3 LAYOUT

- 4.3.11 At the upper level the Reading Room is located to the west of the route with full height glazing providing views into an attractive book lined room illuminated with diffused daylight from above.
- 4.3.12 Reading room desks and seating spill out into the route as additional research space and a casual invitation for passers-by to participate.
- 4.3.13 To the east an open lobby area with adjacent toilets and coat storage provides breakout space to two seminar rooms and a 200 seat auditorium.



## 4. DESIGN

### 4.3 LAYOUT

- 4.3.14 At the lower level the route opens up into a generous foyer space with an enquiry desk and shop located between a dedicated exhibition space and café - together forming a social hub and breakout space for events in the exhibition gallery and auditorium.



## 4. DESIGN

### 4.3 LAYOUT

4.3.15 Also at the lower level a second access to the auditorium is provided to the east of the route alongside a learning/education room fitted out for use by school and community groups. A buggy park, toilets and first aid room slots in between the two.

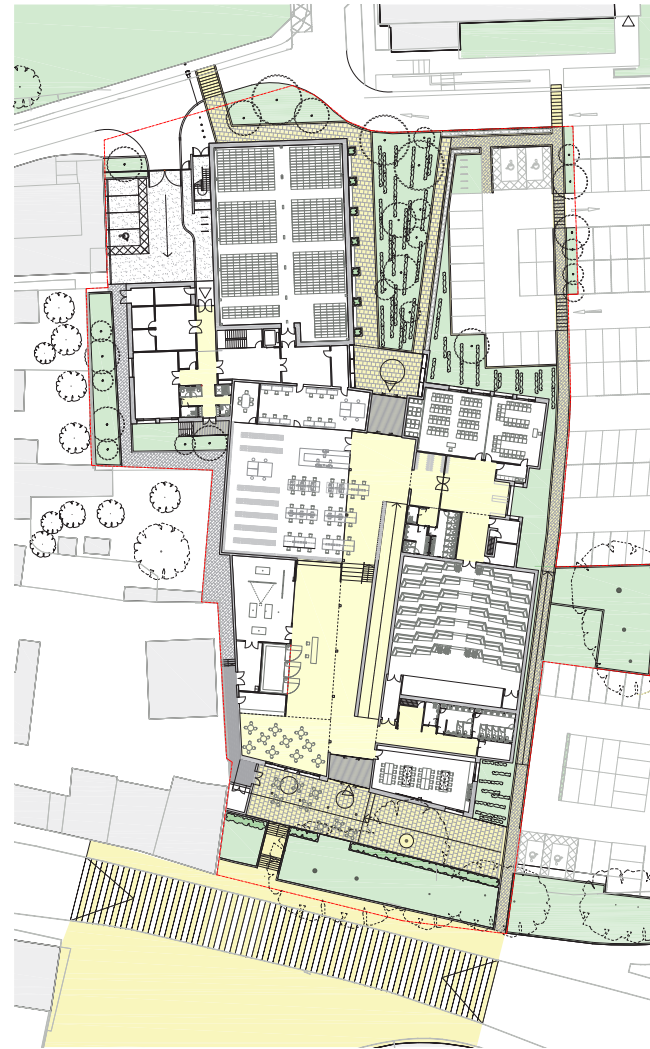
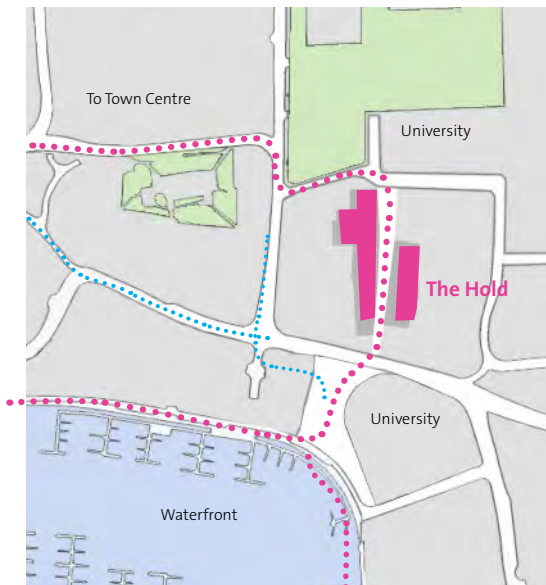
4.3.16 The café opens onto an external terrace with elevated views toward the south and the masts and flags of the Waterfront.



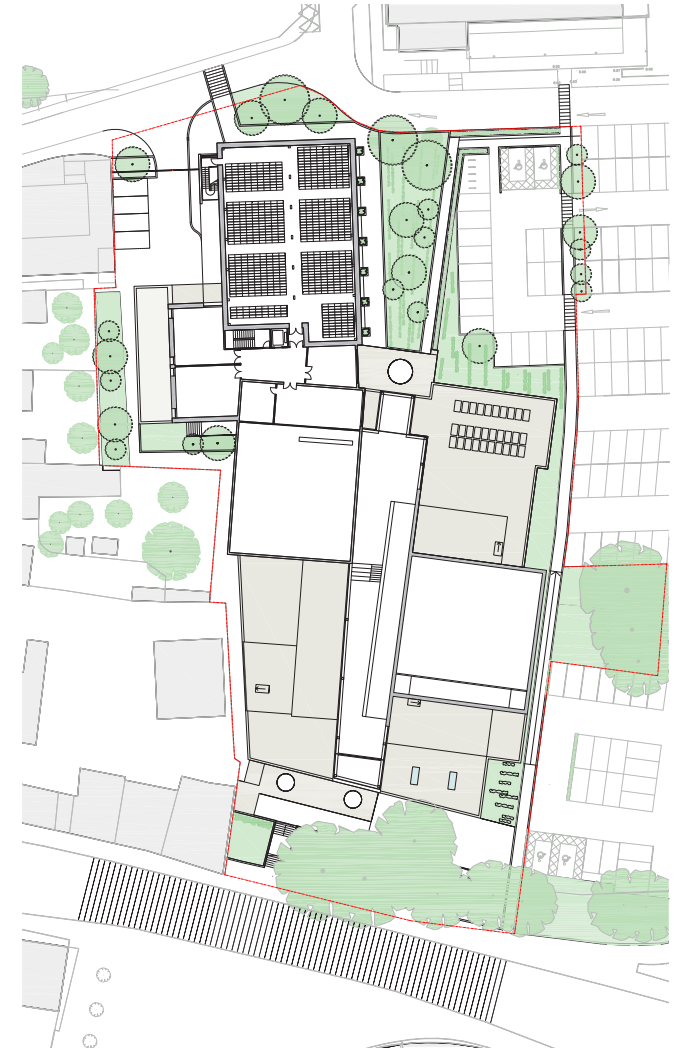
## 4. DESIGN

### 4.3 LAYOUT

- 4.3.17 In addition to providing an organizing and orientation device within the building the route through the building provides an alternative pedestrian route between the town centre and The Waterfront via Star Lane for those wishing to avoid the narrow footpaths and heavy traffic along Fore Street and Grimwade Street.



General Arrangement: Fore Street Level



General Arrangement: Upper Level

## 4. DESIGN

### 4.4 SCALE

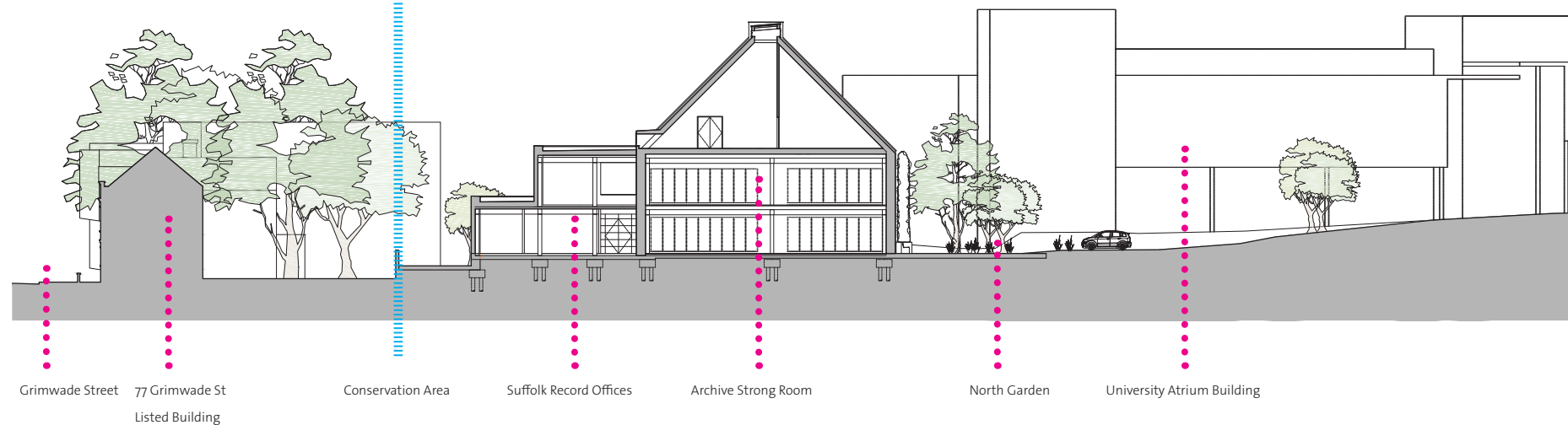
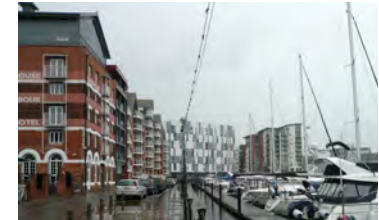
4.4.1 The site is located in an area that in the heydays of the port would have been characterized by large working buildings – warehouses, workshops, churches and malt houses standing alongside structures of a more modest scale - chandlers, offices and residential accommodation. This variety of scale has to a degree been perpetuated by the more recent quayside apartment buildings and the university buildings to the north and south of the site – however, these more recent buildings do not immediately back onto the residential scale buildings of the conservation area.

4.4.2 In general terms the decision to break the expression and appearance of the building down into a series of component parts rather than present as a single unarticulated mass was a direct response to the scale and contextual challenges

presented by the close proximity of the conservation areas.

4.4.3 The two taller elements of the building - the Strong Room and the Search Room – are the key elements in terms of the function of the building and for each we have adopted the pitched roof form characteristic of the area – albeit here with ventilated ridges – working features that animate the skyline on a number of buildings in the locality.

4.4.4 The location of these elements on the site has been dictated by road access for deliveries, to internal operational adjacencies between the two elements and to the need to keep the Strong Room above the surface water flood risk from the higher ground to the north.



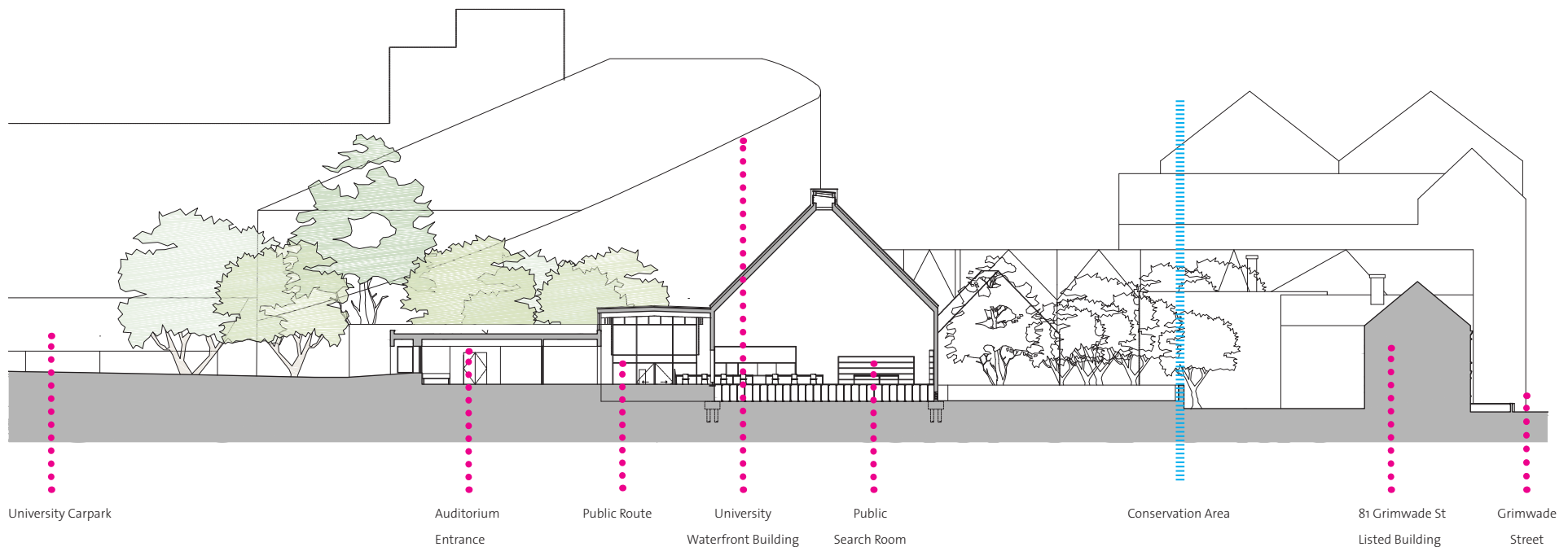
## 4. DESIGN

### 4.4 SCALE

- 4.4.5 Road access from New Street and the surface water issues determined that the Strong Room element sits at the North of the site where it relates well to the scale of the University Atrium Building and the University Student Accommodation building on the corner of New Street and Grimwade Street.
- 4.4.6 Along Fore Street the building elevation is set back - in part to retain the existing trees but also as a conscious decision to avoid an immediate step change in scale between the new and existing buildings. Here the only point where buildings on either side of

the boundary come close to direct contact is the canopy to the café terrace which has been stepped down from the elevation behind in order to align with the eaves of the adjacent building.

- 4.4.7 The sections illustrate the size of the proposed buildings alongside those of the conservation area and on the following pages we have superimposed images of the proposed buildings over photographs of key views in order to provide an indication of the scale of the proposals and to demonstrate that the proposals are considered and not inappropriate.



## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

4.4.8 The following pages constitutes the 'Visual Impact Assessment' as set out in Section 3.4 'Heritage' following discussions with both the IBC and SCC RIBA Design Review Panels to illustrate the impact of the proposals on the surrounding area and especially the Central Ipswich Conservation Area. As set out in section 3.4 the eight positions are as agreed with Mark Barnard of SCC and Mike Taylor of IBC on 19th September 2017 and the adjacent diagram shows the agreed standpoints.

4.4.9 The subsequent pages assess the impact and present the existing photographs to the left adjacent to the photographs adjusted to show the proposals 'ghosted in' on the right hand side.



Aerial Photograph of the Site Outline Key Views

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.10 View 1 – Looking West towards the site along Back Street

From this position there will be some enhancement due to the reduction in the extent of the unsightly carpark. The two new pitched roofs of the Search Room and Archive building will be clearly visible and able to make the transition from the Atrium building. The unsightly Print Block will have been removed. The brick walls of the eastern flank will help improve the boundary as they step down making the change in level.



Existing View 1



Proposed View 1

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.11 **View 2 – Looking West towards the site along Fore Street**

From this position as with view 1 there will be some enhancement due to the reduction in the extent of the unsightly carpark. The pitched roofs of the Search Room building will be clearly visible. The brick walls of the eastern flank will help improve the boundary as they step down making the change in level.



Existing View 2



Proposed View 2

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.12 View 3 – Approaching the site from the Waterfront

From this position there will be some enhancement due to the removal of the unsightly gravel carpark. The view of the recently over clad University Atrium building will be covered by the two new brick gable ends of the pitched roofs of the Search Room and Archive building utilising materials and forms more in keeping with the conservation area.



Existing View 3



Proposed View 3

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.13 **View 4 – Looking East towards the junction of Grimwade Street and Fore Street**

From this position the two new brick gables and the metal standing seam pitched roofs of the Search Room and Archive building utilising materials and forms in keeping with the conservation area will be visible. Although this is a change we consider it to be of minimal impact and the heritage, social and community benefits previously set out in this report of allowing the Heritage Centre to be built in this position far outweigh any perceived issues with this change.



Existing View 4



Proposed View 4

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.14 **View 5 – Looking East from within St Clements Graveyard**

From this position the upper most part of the two new metal standing seam pitched roofs of the Search Room and Archive building utilising materials and forms in keeping with the conservation area will be visible. Although this is a change we consider it to be of minimal impact and the heritage, social and community benefits previously set out in this report of allowing the Heritage Centre to be built in this position far outweigh any perceived issues with this change.



Existing View 5



Proposed View 5

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.15 **View 6 – Looking West from Grimwade Street towards the North end of the site**

From this position the unsightly Print Block will have been removed as well as a substantial amount of the car park with new landscaping. The new brick gables and the metal standing seam pitched roofs of the Archive building utilising materials and forms more in keeping with the conservation area will be visible.



Existing View 6



Proposed View 6

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.16 **View 7 – Looking across the University carpark towards the site from the far North East corner**

From this position the unsightly Print Block will have been removed as well as a substantial amount of the car park with new landscaping. The new brick gables and the metal standing seam pitched roofs of the Search Room and Archive building utilising materials and forms more in keeping with the conservation area will be visible. The Northern entrance with its new landscaping will also help enhance a sense of arrival.



Existing View 7



Proposed View 7

## 4. DESIGN

### 4.4 SCALE: VISUAL IMPACT ASSESSMENT

#### 4.4.17 **View 8 – From within the University carpark looking towards the eastern flank of the site**

From this position the unsightly Print Block will have been removed as well as a substantial amount of the car park with new landscaping. The new brick walls of the eastern flank will help improve the boundary as they step down making the change in level.



Existing View 8



Proposed View 8



## 4. DESIGN

### 4.5 LANDSCAPE

4.5.1 The approach to the landscape treatment of the site has been to integrate the existing landscape features into proposals that reinforce and enhance the project objectives of creating a new and welcoming destination in Ipswich.

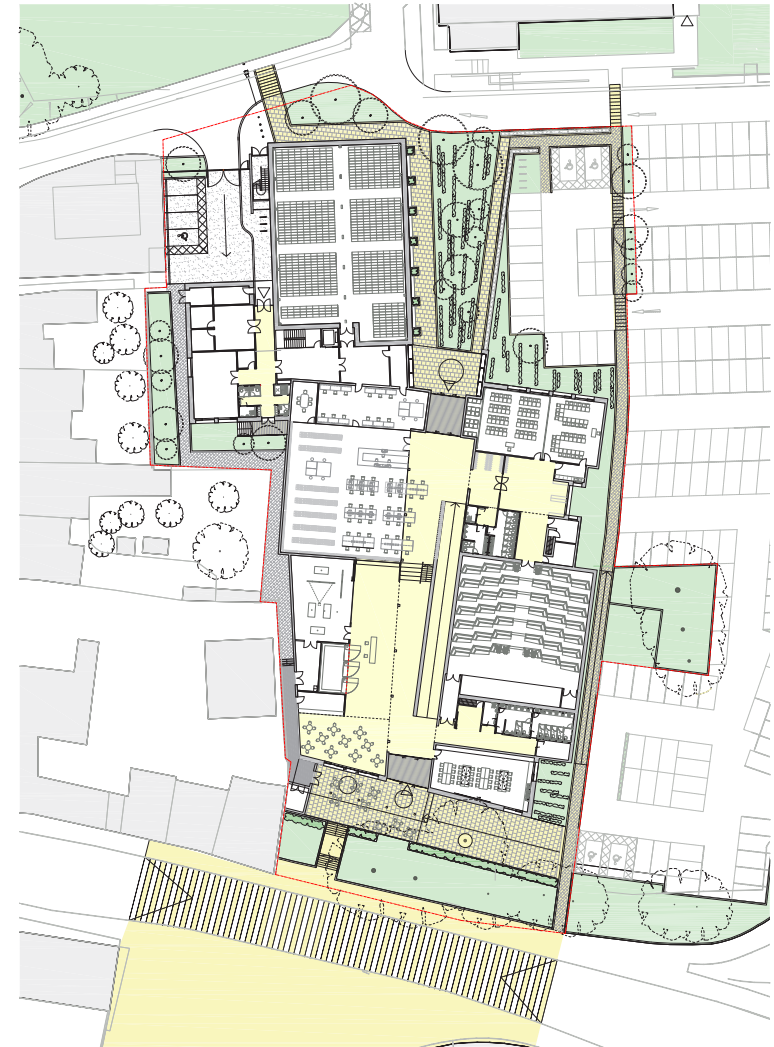
4.5.2 The site benefits from a number of existing trees and the building design has evolved with a keen interest in retaining as many as possible – subject to condition. Principle among these is the important group of large plane trees along Fore Street – in many respects a gift to the project as they provide a mature and established setting for the building as a whole and an attractive and welcoming forecourt to the Fore Street entrance further enhanced by an elevated external terrace to the café – necessarily suspended above the ground in order to limit interference to the tree roots.

4.5.3 In order to provide clearer views of the building and a stronger presence it is proposed to raise the canopy of these trees. The existing grassed area beneath the trees will be supplemented with other shade tolerant grasses and to the rear a simple hedge to balustrade level will screen the void beneath the terrace.

4.5.4 To the east of the building a new pedestrian path provides 24/7 access



4.5.5 through the car park – a replacement of the current path. Midway along its length the path passes alongside an existing earth embankment with more retained trees and shrubs and again the intention is to work with what exists by supporting the retained elements by supplementing with indigenous planting and enhancing the biodiversity and ecological value of this existing landscape feature.



## 4. DESIGN

### 4.5 LANDSCAPE

- 4.5.6 The approach to the north entrance comprises a pair of level pathways extending along either side of a linear garden area. The paths lead to/from the University or town centre and the garden is strategically placed along the axis of the internal route through the building so as to present an attractive and inviting view from within.
- 4.5.7 A cluster of large trees toward the end of the bed terminates the view and signals the presence of the entrance approach when viewed from Star Lane. Long benches along the wall to the Strong Room provide a place for visitors to sit, rest and contemplate the garden.
- 4.5.8 Alongside the garden area and screened from it by hedging a parking 'paddock' will provide dedicated parking for visitors to The Hold. This area is bounded by the new pedestrian pathway across the car park along which semi mature trees will help further define it and provide visual separation from the main car park areas.
- 4.5.9 To the west of the building and adjacent to the existing garden walls to the conservation area a small external terrace

- 4.5.10 and planted area will provide staff and volunteers with a calm and quiet area within which to relax away from the workplace environment.

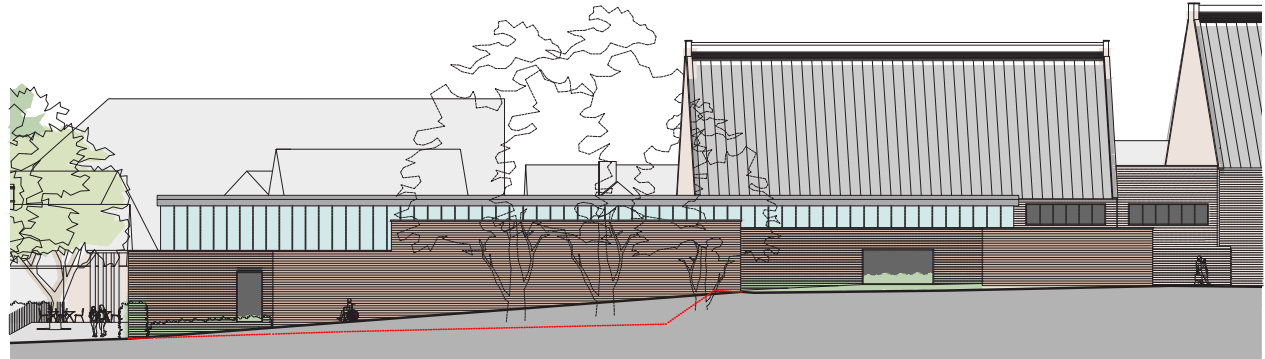
External areas to both entrances will be paved with a natural stone based material textured as appropriate to provide a safe surface under foot.



## 4. DESIGN

### 4.6 APPEARANCE

- 4.6.1 The appearance of the building has been determined by a number of considerations outlined below.
- 4.6.2 The Hold will be a new destination in the County and in Ipswich but more specifically in the Waterfront area of the town where it will play a significant role in the regeneration of this historically important area, and in order to fulfill this role its appearance will need to project a strong image and a presence that extends beyond the physical boundaries of the site.
- 4.6.3 The schedule of accommodation for the building calls for a range of spaces and volumes which when stitched together by adjacency requirements produced a texture not unlike the grain of the older parts of the town where irregular land plots and a mix of building scales and forms have knitted together over time to create a more fragmented and human scale of urban texture – in contrast to the more regular and rationalized standalone approach adopted for many recent new buildings.
- 4.6.4 With this in mind and following a number of option studies it was decided that an appropriate response to this particular site was to allow the form and hence appearance of the building to be generated principally by the internal functions - their form, scale and adjacencies.



A frequent familiar characteristic of the fabric of the older parts of town is the visual articulation that has been generated by the irregular land plots and boundaries, buildings and garden walls as they have come together over time

- 4.6.5 This approach generated a meaningful articulation of the elevations - in particular the very long and essentially blind elevation to the adjacent car park – a tidier version of what currently exists - a sequence of ‘brick panels’ of differing heights that step in and out as needs dictate.

## 4. DESIGN

### 4.6 APPEARANCE

4.6.6 The other principle consideration in terms of appearance has been the selection of the material palette for the building. There are two distinct colour and material palettes in the immediate vicinity – the geometric black and white patterning of the University buildings and the soft red bricks and white render of the adjacent conservation area buildings.

4.6.7 While the street facade of the conservation area buildings presents as a varied but harmonious whole the boundary to car park comprises a series of brick garden walls and buildings of varying condition and age – a raw edge that was never intended to be exposed so consequently presenting as a raw edge. Given an aspiration to heal this condition and to complete the town block while at the same time providing a long life building a palette of 'Soft Red' bricks articulated by bands of Suffolk Whites is proposed.

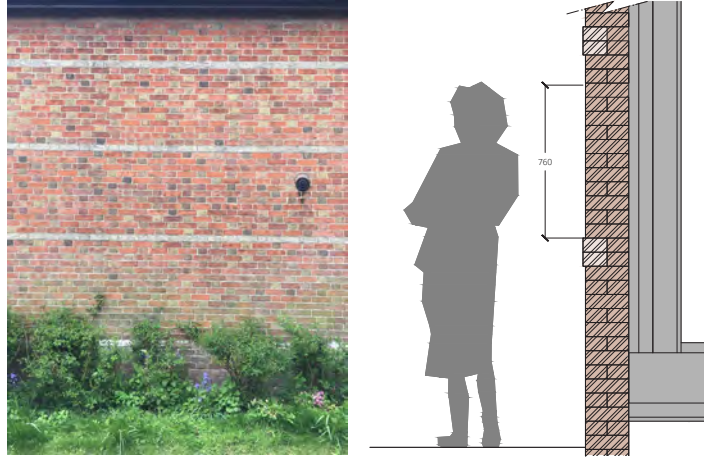


The existing boundary condition  
- a raw edge

## 4. DESIGN

### 4.6 APPEARANCE

4.6.8 The banding was initially inspired by a simple brick building seen on a visit to St James in Suffolk where the plain walls were enlivened by bands of pale bricks and initially this idea suggested a possible reference to the rows of shelves of books and documents contained within The Hold. Early studies illustrated that the banding also provided an interesting reading or expression of the site topography – a sort of geological strata, however, the principle reason for introducing the banding was the consideration of the relationship between texture and distance when viewing a relatively large brick building complex.



4.6.9 While the brick coursing and the bond enliven the façade when viewed from close up from a distance these textures are not apparent – they disappear and the surface becomes dull. Given that The Hold building will be viewed from distance – pedestrians and by car arriving from the east, from the Waterfront and University buildings and across the car park - the horizontal banding introduces a different scale of visual interest to the appearance of building as a whole as the bands follow and express the changes in direction of the building envelope.

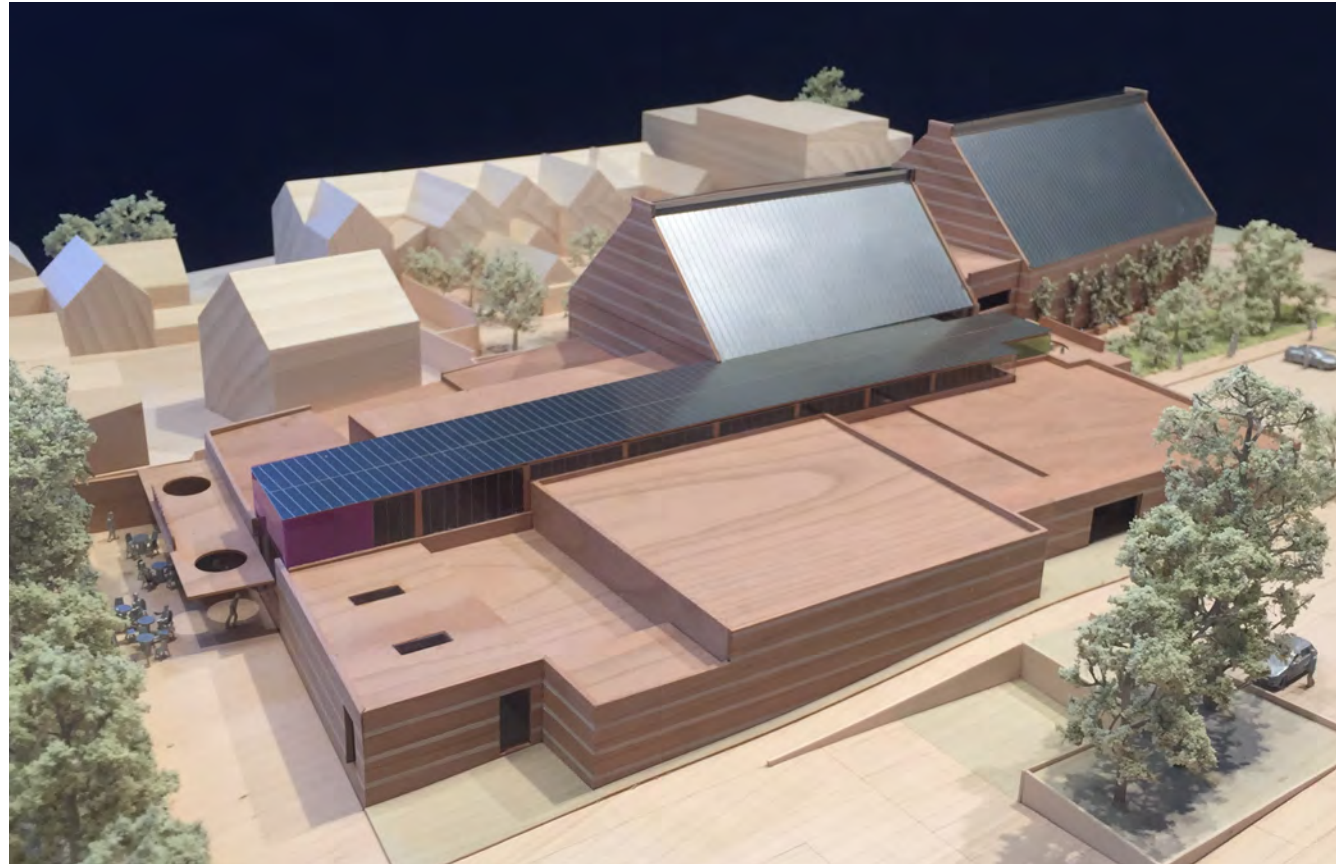


## 4. DESIGN

### 4.6 APPEARANCE

- 4.6.10 The banding will endow the building with a distinct character and identity which while contemporary in appearance reflects the material and colour palette of the adjacent conservation area.

At night an articulated band of glazing beneath the roof to the linear route through the building will glow with light from within – a skyline feature terminated at either end by coloured beacons marking the entrances to the building.

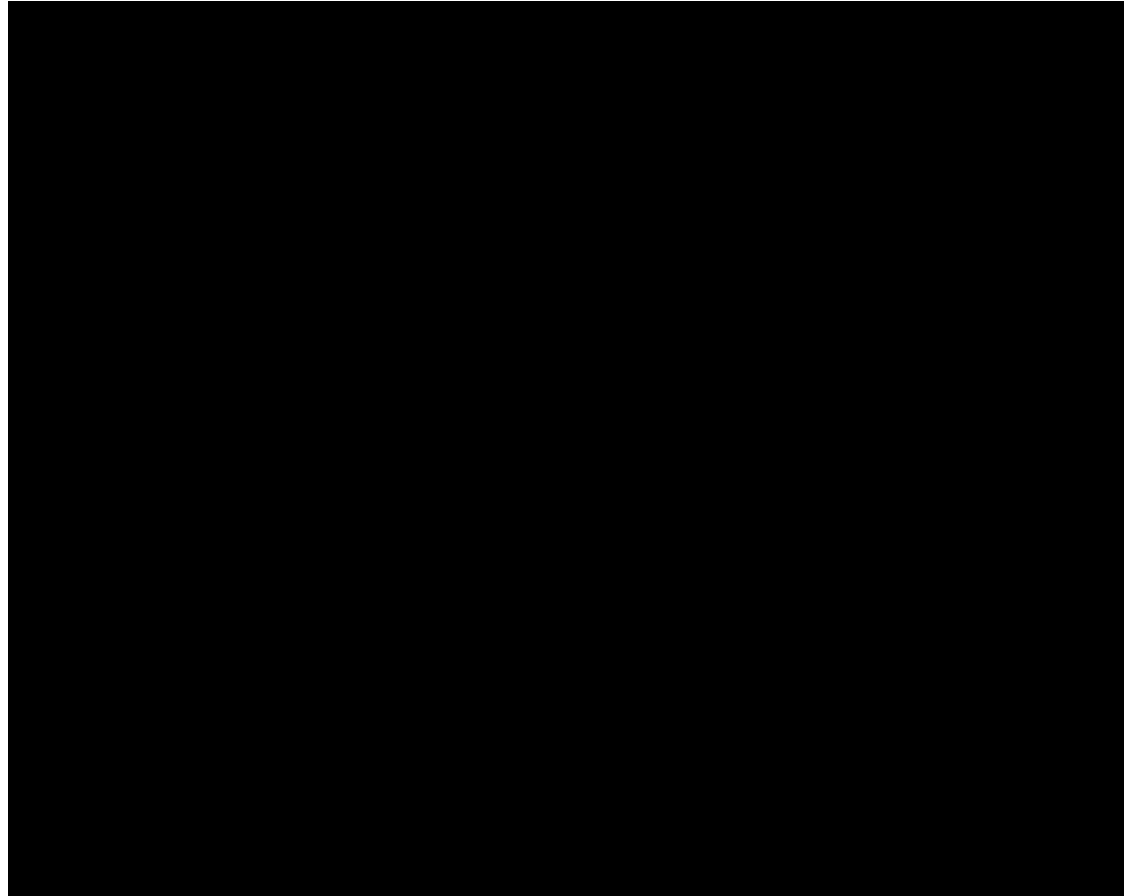


## 5. ACCESS

5.1.1	This section of the report will focus on both inclusive design measures as well as how vehicular and transport links to the site have been taken on board to work together to achieve the proposals included in this application.	5.1.5	Associates with assistance from Claire Adler and Steve Gilby of UoS. For 'Physical Accessibility' or Part 2 the report will utilise the 'Travel Plan' produced by Robert West for SCC and included in the appendix N to this report.	e.	Project with diverse communities to develop the collections
5.1.2	The Hold has been designed with the requirement to achieve maximum accessibility on all levels as one its core principles. As set out throughout this report, evidencing that the project can meet the 'Key Outcome' requirement set by the Heritage Lottery Fund (HLF) was critical in obtaining the Round 1 Development Grant Award.	5.1.6	<b>Inclusivity</b> Following all the consultations and evaluation that have gone into the production of the 'Activity Plan' the planned programme of activities and events that will be able to take place at the Hold are as follows:	f.	ESOL resources to support the teaching of Citizenship.
5.1.3	These Key Outcomes align closely with achieving inclusive design especially with regards to the project being able to benefit people and communities. We have therefore broken this section into two parts whereby Part 1 will explain how the project address inclusivity and Part 2 will set out the more direct Physical aspect relating to how the project aspires to create a fully accessible heritage hub worthy of the 21st Century.	a.	Talks programmes and lectures, in partnership with UoS will be able to take place in the Lecture Hall including talks programmes and summer schools in partnership with WEA and NADFAS	g.	Events programme that explores diverse histories e.g. history of LGBTQ+ community, Asian immigration in 18th century, Bangladeshi history in Ipswich.
5.1.4	For 'Inclusivity' or Part 1 the report will utilise the 'Activity Plan' previously referred to and produced by Julia Holberry	b.	Research skills and conservation workshops Family fun craft events and events that link to national events e.g. Open Heritage Weekend, Harry Potter week	h.	Music, poetry, story making, comedy events developed and targeted at young people
		c.	Walk and talk tours around Ipswich with volunteers will be able to be launched from the centre	i.	Events programmes targeted at students e.g. 'Locked In the Hold' and 'Lates at The Hold'
		d.	An oral history project across Suffolk about recording family stories from the area	j.	Film shows in partnership with EAFA and local cinema
				k.	Linking events to national initiatives, such as the Big Draw, Black History Month, international Women's Day.
				5.17	The Hold will set up and support a teacher's advisory group to develop programmes and special relationships with local schools to understand the learning offer that will be able to carry out courses and 'Learning Programmes' to support people and communities furthering their knowledge in some of the following ways:

## 5. ACCESS

- a. Providing digital and hard copy resources for primary and secondary schools with a cross-curricular focus
- b. Assembling and facilitating loans boxes of resources in collaboration with Ipswich Museum and Bury St Edmunds Museums and Suffolk Library Services
- c. Working with Schools involved in MSS
- d. Establish The Hold as an Arts Award centre
- f. Setting up a 'Travel Expenses' pot for schools to access for special exhibitions
- e. Develop exhibitions that are targeted at children and adults with SEN.
- f. Facilitating quiet viewings for people with Autism
- g. Create two post university trainees for one year each and six posts during or post university trainees for three months each. To be run in collaboration with From history, IT, gaming, tourism, business, design, architecture departments
- h. Set up two post-secondary school trainees for eight weeks each
- i. Facilitate work placements for secondary school children



# 5. ACCESS

- 5.1.18

We have separated this part into two further sub sections whereby we will deal with the building itself first before reviewing the wider site context and connectivity as set out in the Travel Plan.
- 5.1.19

**Building**  
The design of The Hold physically has been developed to maintain Step Free Access throughout the development. All public areas are accessible at grade meaning that it is possible to navigate around the whole heritage centre open to the public without requiring to use steps..

- 5.1.20

Naturally this was difficult on a site that has a level change of almost four meters however by stretching the program across the whole site and incorporating a slope at the heart of the development this has been achieved.
- 5.1.21

Various alternative options were considered as set out in the 'Design Development' section of this report but the proposals being applied for consent have removed this barrier to enhance accessibility. It was felt that the previous high 'University Level' with a lower 'Public

Level' would create a divide of 'Town' and 'Gown' which could create barriers.

- 5.1.22

The marked up adjacent plan shows how this 'Step Free' design functions as well as indicating where DDA compliant accessible parking has been created, DDA compliant toilet facilities, Induction Loops and a lift for the back of house SRO Office and Strong Room areas.
- 5.1.23

As noted earlier both the Ipswich Borough and Suffolk CC RIBA Design Review Panels commented on the difficulty in crossing Fore Street which is a highly trafficked road as being an impediment to the accessibility for both students using the North or South Campus as well as people arriving at The Hold from the Waterfront.

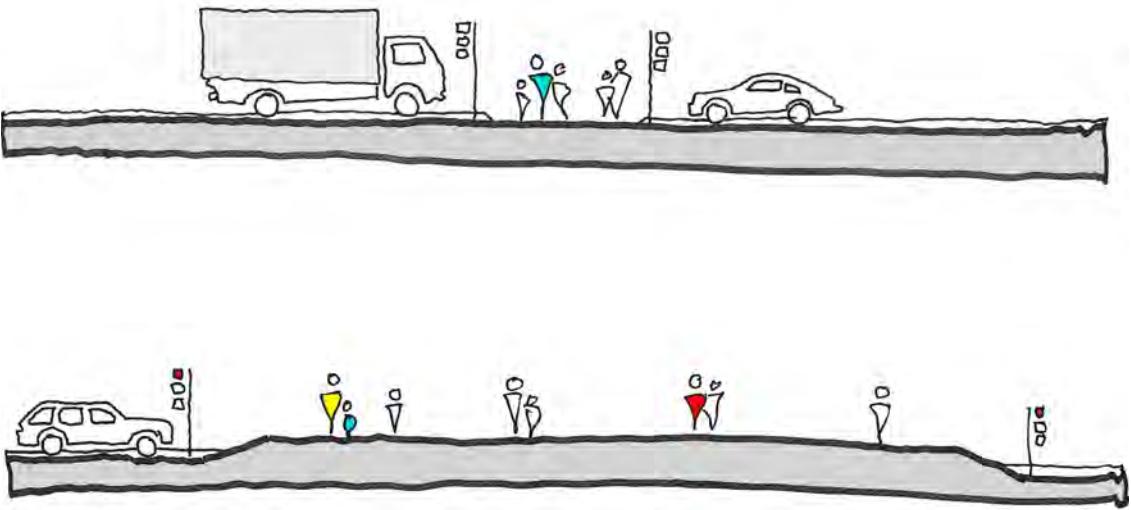
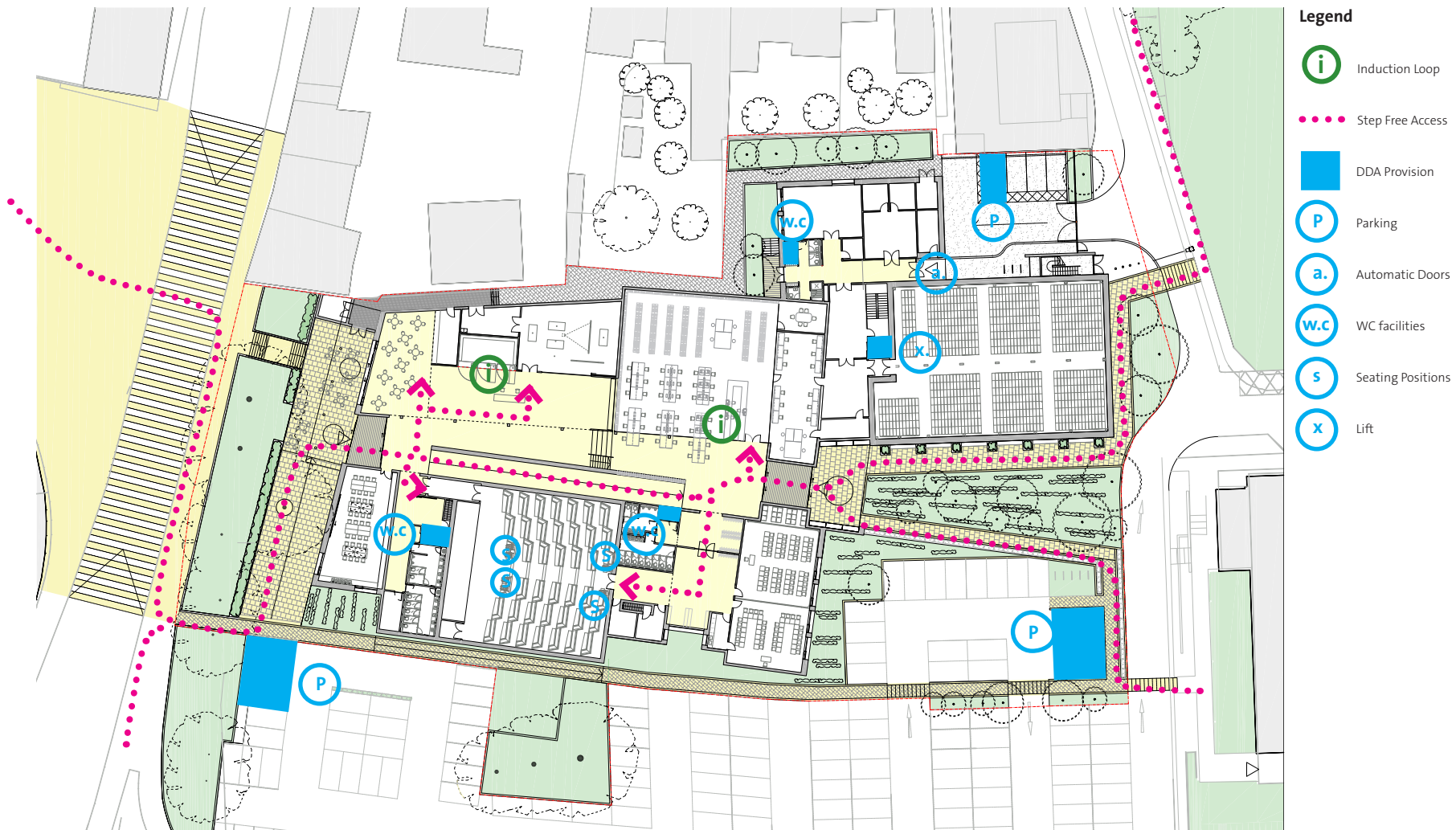


Diagram Illustrating the Proposals for a Wider Crossing to Fore Street

- 5.1.24

Although not within the site the proposal being developed with both SCC and IBC as part of this submission are to create a larger a wider crossing zone whereby the existing zebra crossing would become in excess of ten meters wide. It is proposed that the surface of the road be raised to align with the pavement and a durable tactile surface such as Granite sets actually be installed such that traffic passing over this area are immediately aware that it is a primary pedestrian route. This is as shown on the adjacent plan and in the simple line diagram opposite.

## 5. ACCESS

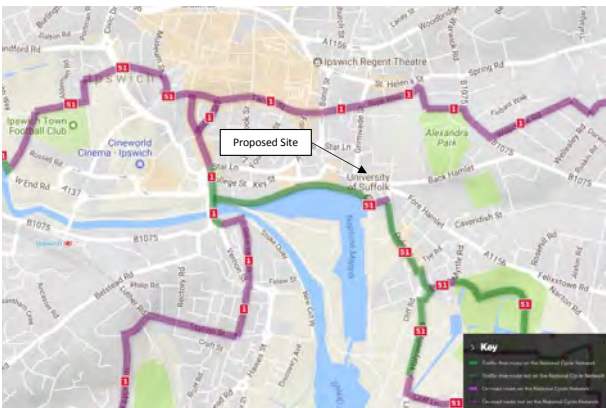


5. ACCESS

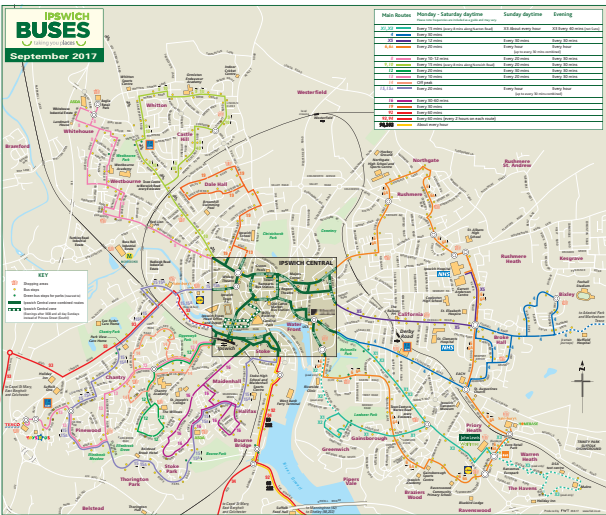
- 5.3.1 **Site Connectivity**  
The Travel Plan or TP carried out by Robert West confirms that overall the development site is located in a well-connected position with a good provision of pedestrian facilities. It also sets out the activities needed and programme as to how, if Planning is Granted and HLF Funding secured the UoS and SRO could work together to produce an 'Action Plan' to encourage the following:
- a. Promoting greener, cleaner travel choices and reducing reliance on car use, particularly when single occupancy. It involves the development of a set of initiatives and targets that seek to reduce the impact of travel and transport on the environment, whilst also bringing a number of benefits to different stakeholders.
- b. How it is possible with the proposed development to encourage people to reach the Heritage Centre on foot, by bicycle, on public transport or by car sharing and offer wide travel choices for employees and customers.
- 5.3.2 The TP also encompasses all future travellers to UoS and The Hold, whether as

employees, students, volunteers or visitors. It indicates how it will be possible with this development to encourage modal shifts, reduce the reliance on the private motor car, resulting in an overall reduction in traffic generated by this development.

- 5.3.3 It highlights the attractiveness of cycling as a mainstream form of transport is growing rapidly in the UK, fuelled by many factors including health awareness, improving facilities, social image, environmental responsibility and critical mass. A 5km journey will take less than 20 minutes at a leisurely average cycle speed of 15km/hour, about 15 minutes at a comfortable speed of 20km/h, and about 12 minutes at a fast pace of 25km/h. A 5km journey by bicycle is considered reasonable, and this would cover the areas surrounding Ipswich.
- 5.3.4 It pinpoints where the closest bus stop pair to the site is located on Fore Hamlet (A1156), approximately 200m to the south-east of the site. It provides access to 11 bus services (4, 60, 61/61A, 72, 76/76A, 77/77A, X1 and X3). In addition to the above services, the southbound bus stop “Fore Street” from Grimwade Street serves two additional bus services (6 and X2).



Map Showing National Cycle Route Network Around the Site



Map Showing Local Bus Service Routes Around the Site

5. ACCESS

5.3.5 The report highlights the following possible initiatives to help promote walking to all relevant parties are as follows:

- a. Health benefits of walking to be promoted e.g. '10,000 steps a day campaign'
- b. Provide a map showing safe walking routes, indicating distances and times to the most common destinations near to the site;
- c. Ensure that clear pedestrian signage is provided within the site;
- d. Provision of changing facilities, including facilities for storage of wet clothes, umbrellas etc.
- e. Organisation of social cycling and walking events, e.g. lunch time or after work/shift walks, possibly lead by trained walk leaders (e.g. Blue Badge Guides).
- f. Creating a Travel Plan Champion or TPC member of staff of the SRO who will promote local public health campaigns, where appropriate, as part of the promotion of active travel methods to the centre.

5.3.6 The report highlights who the Hold site will be able to encourage cycle which is available for staff, volunteers and visitors. The TPC will be responsible for monitoring the usage of these spaces and ensuring that they are well-maintained. All a fore mentioned parties will be provided with information and advice concerning cycle routes. This will be posted at a prominent

location (or locations) and in the induction pack. Specific cycle promotions may include some of the following:

- a. Cycle to Work Week;
- Formation of a Bicycle User Group; and
- Organisation of cycle surgery days.
- b. Providing shower and changing facilities within the Hold.
- c. With regards to 'Managing Private Car Use' the TP proposes the following

5.3.7 The UoS and the Hold car parks will be available for all relevant parties to use.

- a. The TPC will promote awareness of 'efficient car use' to relevant parties, which includes the potential development of a car share scheme discussed below.
- Car Share Scheme.
- b. The TPC will consider the feasibility of implementing a car share scheme across the university.
- c. Car sharing represents a relatively convenient alternative form of travel and significant potential exists to reduce the number of vehicle trips by implementing and publicising a formal car share scheme.

5.3.8 The TPC will investigate the best option for this based on interest and associated costs. Alternative solutions include the possibility of promoting existing databases to relevant parties, such as [www.liftshare.com](http://www.liftshare.com).

Measures	Notes	Status/Target Date	Method of Monitoring	Responsibility
General				
Appointment Travel Plan Coordinator	A TPC will be a part-time role – to be installed 6 months prior to the Heritage Centre opening	3 months prior to Heritage Centre opening	N/A	UCS
Baseline Employee Travel Surveys	Surveys will be undertaken to establish the baseline for mode share targets	Within 3 months of Heritage Centre opening	N/A	TPC
Information Provision				
Communal travel information noticeboard	Located in a prominent, communal location	As part of development	TPC will ensure that information remains up-to-date	TPC
Travel Information Packs for all employees	All relevant parties will receive a travel pack outlining the sustainable options for travelling to the site and the existence and purpose of the Travel Plan.	Upon commencement of employment	N/A	TPC
Cycling				
Provision of cycle parking	Secure cycle stands will be provided at the site	As part of development	TPC to monitor usage and maintenance	Developer/ TPC
Provide cycle route maps and other information relating to cycle facilities	Provided as part of induction packs and on notice boards	On-going	N/A	TPC
Encourage cycling through awareness events such as National Bike Week and social bike rides	Events to be promoted by notice boards in prominent location(s).	Annual event – summer or spring	TPC to monitor participation levels and interest	TPC
Walking				
Provision of information related to safe walking routes	As part of induction packs and on notice boards	On-going	NA	TPC
Public Transport				
Provision of information on public transport routes	As part of induction packs and on notice boards	On-going	N/A	TPC
Taxi Services	Ensure that taxi contact details are available for all relevant parties	On-going	N/A	TPC
Car Sharing				
TPC to investigate feasibility of creating a car sharing scheme	Should there be insufficient demand, the TPC will investigate promoting existing scheme such as Liftshare	On-going	TPC to monitor uptake	TPC

Travel Plan  
Action Plan  
for The Hold

