

St Paul's Catholic College

Design and Access Statement

July 2024



PROJECT ADDRESS

St Paul’s Catholic College,
Jane Murray Way,
Burgess Hill,
RH15 8GA

PREPARED FOR AND ON BEHALF OF:

St Paul’s Catholic College / BOSCO Catholic Education Trust

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1.0 INTRODUCTION

Barker have been appointed by BOSCO Catholic Education Trust to prepare a full planning application for the conversion of the existing unoccupied caretaker's house at St Paul's Catholic College, Burgess Hill.

1.1 BRIEF

The current caretaker's house is unoccupied and unused. The school has identified the house as an ideal location for additional administration. The proposal aims to convert the house to accommodate the new offices, which will include a reception, main office, five smaller offices, a meeting room, a working room, and WCs. The current garage is beyond repair and will be demolished to facilitate the remodelling. The proposed extension to the building will increase the overall footprint of the house and will allow for additional space on the first floor. With the proposed changes, the building will require a new roof.

As well as the internal remodelling of the house, it is proposed that the entrance to the building will be redeveloped, allowing for new access into the building and additional parking at the front. To the rear, a new terrace is proposed to provide users with an external space for breaks.

1.2 SCHOOL BACKGROUND

St Paul's Catholic College is a Secondary School located in Burgess Hill, RH15 8GA. The college, which initially opened in 1963 to serve the Mid-Sussex area and was originally located in Haywards Heath. In September 2004, it relocated to its current site on the north-western edge of Burgess Hill. The site can be accessed via A273 Jane Murray Way to the south of the site, for pedestrian access there is an underpass towards the south-east of the site allowing users to pass under towards the school from Triangle Way. The School is located in close proximity to The River Adur which runs to the North of the site (approximately 190m from the northern boundary), however the site remains in Flood Risk Zone 1 with low probability of flooding.





Imagery ©2024 Maxar Technologies, Map data ©2024

2.0 PLANNING HISTORY

Reference	Received	Proposal
04/02611/C3REG	28 Oct 2004	Single storey extension to new school to provide supplementary changing and shower facilities and artificial turf pitch.(APPROVED)
04/02746/C3REG	10 Nov 2004	Variation of Condition 7 of Outline Planning Permission BH/00/2611/C3REG to provide a phased provision of a footpath, cycleway link via the existing subway under Jane Murray Way. Phase 1 - steps / Phase 2 - ramps to replace steps. (APPROVED)
06/02580/C3REG	27 Nov 2006	Variation of Condition 10 of Planning Permission CD/04/2611/C3REG to allow increased ATP floodlighting levels. (APPROVED)
06/02588/C3REG	28 Nov 2006	Variation of Condition 10 of Planning Permission CD/04/2611/C3REG to extend permitted hours (APPROVED)
09/00135/C3REG	19 Jan 2009	To raise the levels of the existing college site by infill to provide additional playing fields. (APPROVED)
09/00135/C3REG	19 Jan 2009	To raise the levels of the existing college site by infill to provide additional playing fields. (APPROVED)
10/00606/C3REG	04 Mar 2010	Construction of a tensile fabric canopy over an existing internal courtyard (APPROVED)
11/04119/C3REG	29 Dec 2011	To raise the levels of the existing college site by infill to provide additional playing fields (replacement of extant permission CD/09/135/C3REG (APPROVED)
14/02613/C3REG	18 Jul 2014	Extension to existing science block - Block E - to provide for expansion of sixth form and science teaching accommodation. (APPROVED)
DM/19/2926	19 Jul 2019	Erection of 160.4sqm permanent, detached, single storey, timber-framed flat roofed classroom building for D1 educational use on existing hard standing on school site. (APPROVED)
DM/20/2214	24 Jun 2020	Erection of 160.4sqm permanent, detached, single storey, timber-framed flat roofed classroom building for D1 educational use on existing hard standing on school site. (APPROVED)
DM/20/2214	24 Jun 2020	Installation of new air source heat pumps to replace the existing defective gas fired boilers at the school including acoustic fencing/ enclosure and gates. (APPROVED)

2.3 SITE PHOTOS



Existing Front Elevation



Existing Front entrance to caretakers house



Existing windows (all windows to be replaced)



Existing Garage



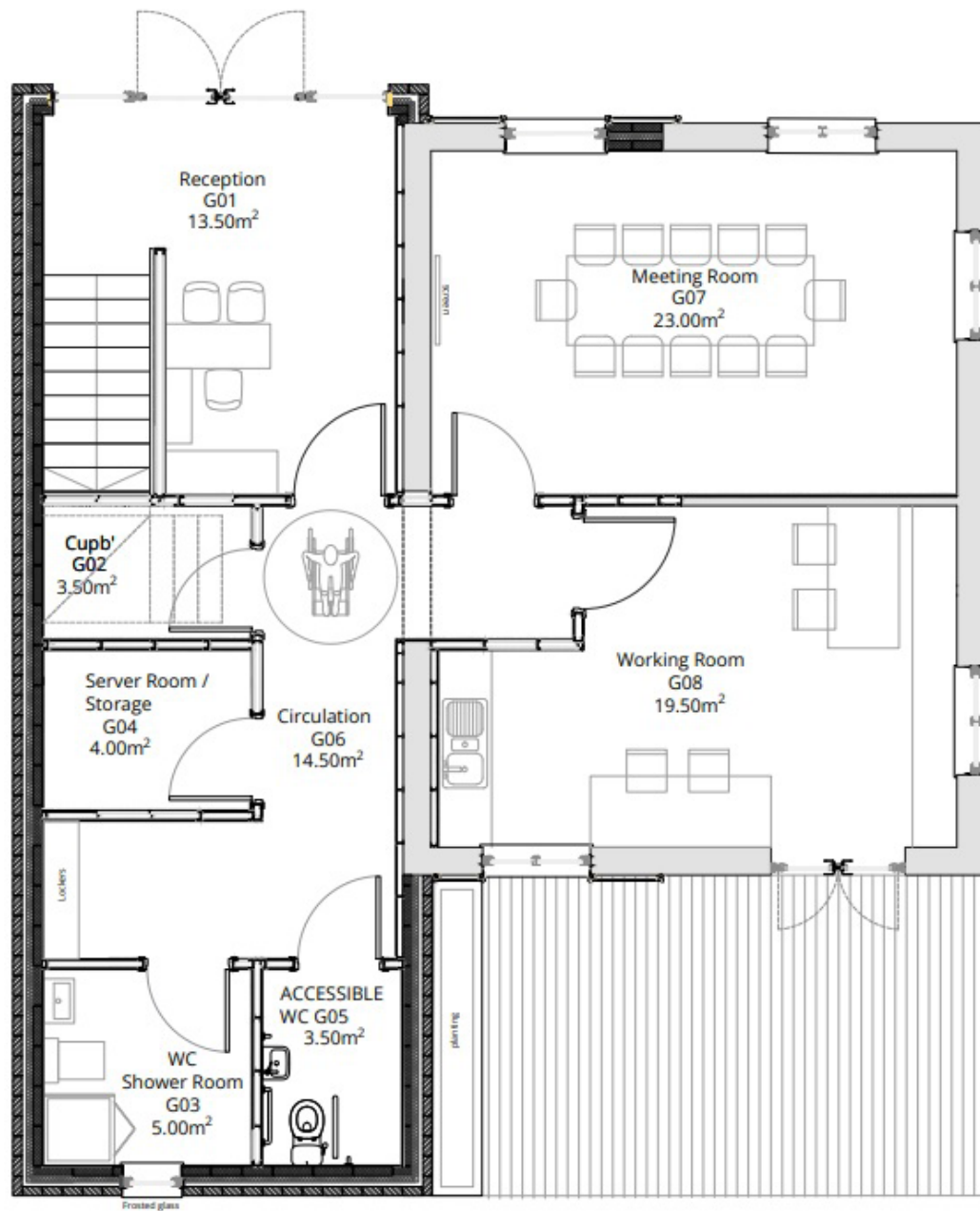
Existing first floor bedroom



Existing Rear garden and decking

3.0 SCALE

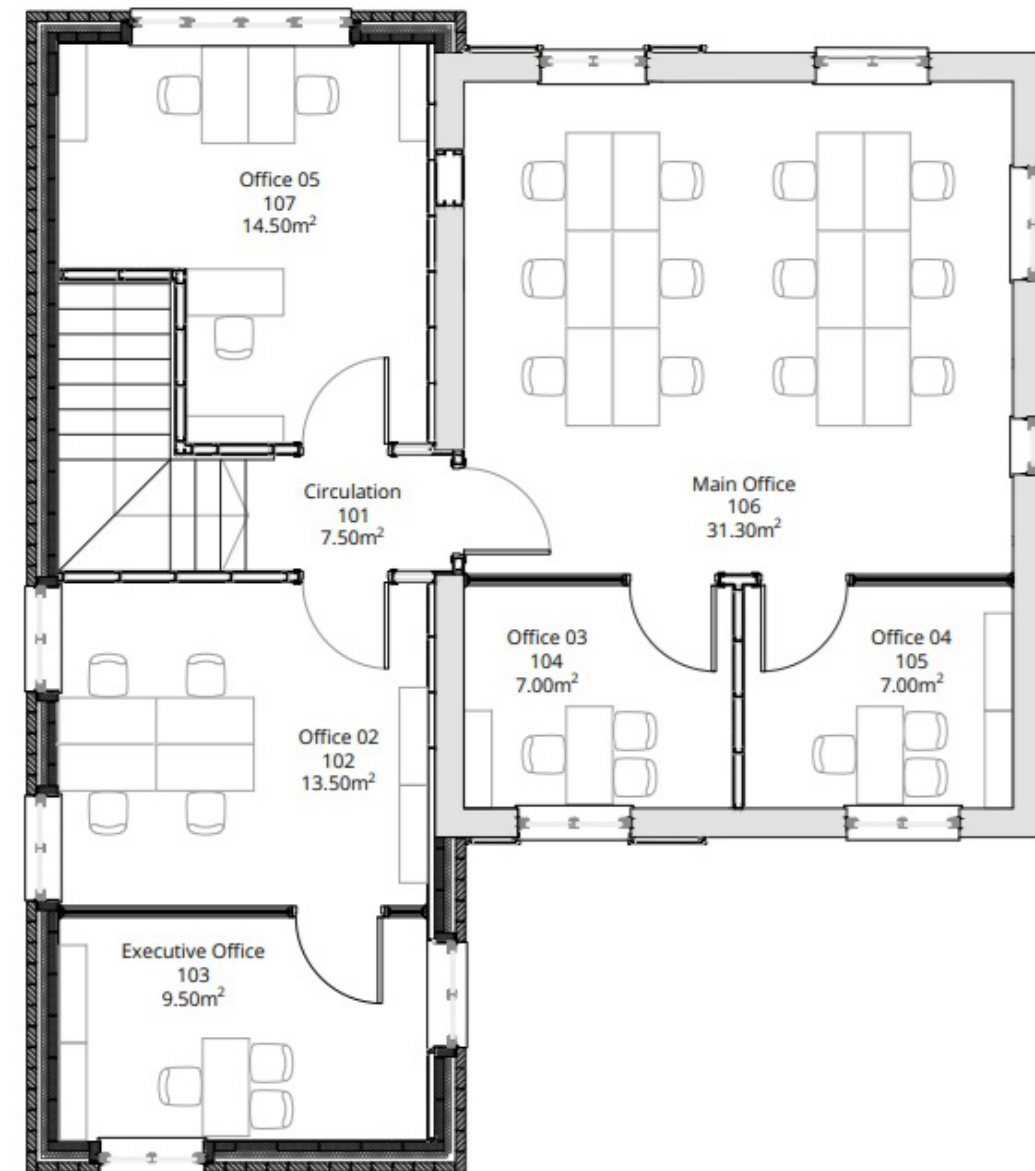
The proposed office block has been carefully designed to optimize the unoccupied caretaker's area to form various-sized offices and meeting rooms. Its height is intentionally kept below that of the current buildings to maintain visual consistency, introducing an additional level to the garage side of the existing house. This design approach aims to preserve the overall coherence of the caretaker's house.



Proposed Ground Floor

3.1 ACCOMMODATION

The building introduces a dedicated social space for the workers, complete with an outdoor terrace. At ground floor level, the extension provides a space for a new entrance with a reception area, which has also allowed for the relocation of stairs to provide better circulation through the building. A large meeting room has been provided that can accommodate up to 12 people. Furthermore, at ground floor level, the WCs and a shower room have been provided. On the first floor, there is a range of various offices with a larger main office in the main volume of the existing building.



Proposed First Floor

3.2 MATERIAL SELECTION

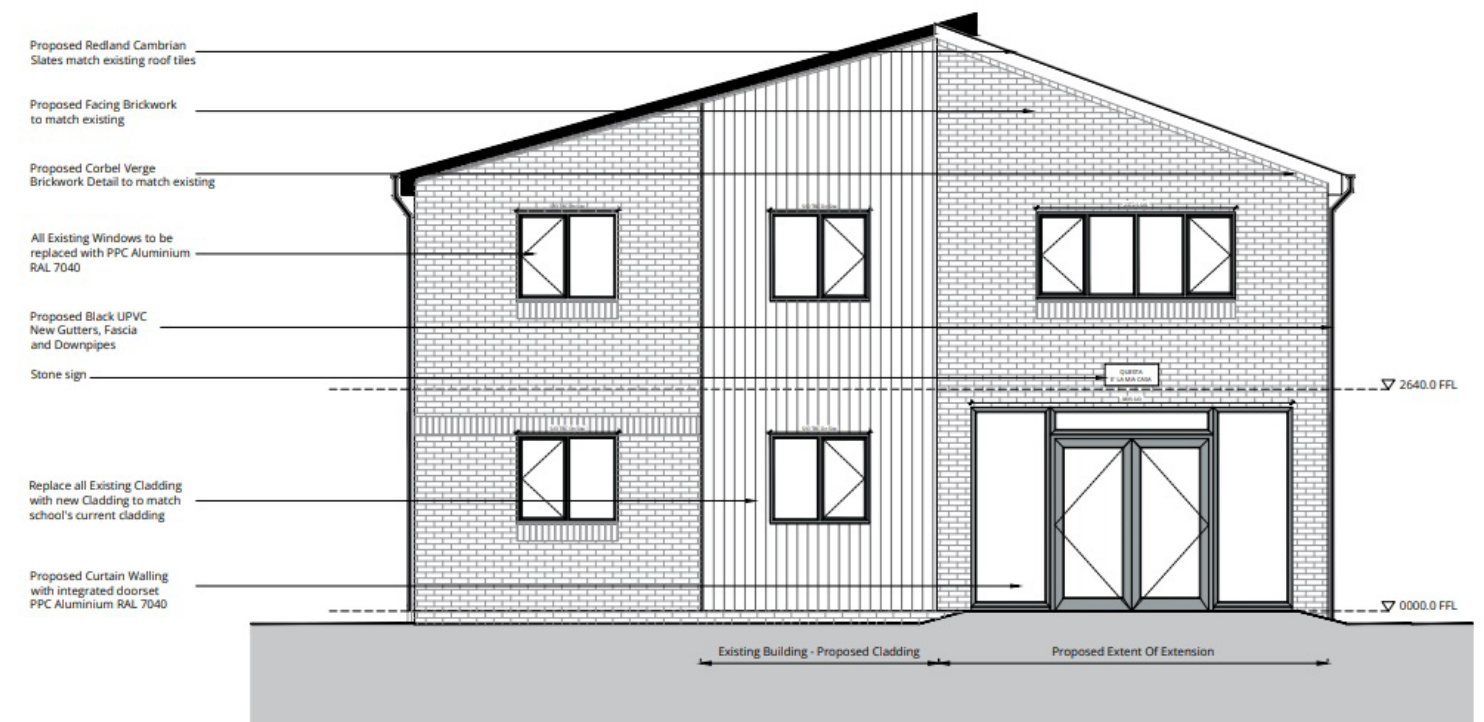
The proposed material palette was carefully selected to ensure that the building is seamlessly integrated with the existing school buildings on site, ensuring a cohesive aesthetic throughout that has connections across the campus. The materials selected for construction mirror those of the existing building, including facing brickwork at ground floor and render at first floor, thereby maintaining architectural consistency and visual integrity.

The entrance is highlighted by the use of blue rainscreen cladding that matches the entrance of the school creating continuity between the buildings. The proposal replaces the single storey garage with a two storey extension allowing for a relocation of the stair case and introduction additional offices, the proposed extension will be constructed of matching brickwork creating a uniform presence on the site.

PROPOSED MATERIALS



Existing Front Elevation



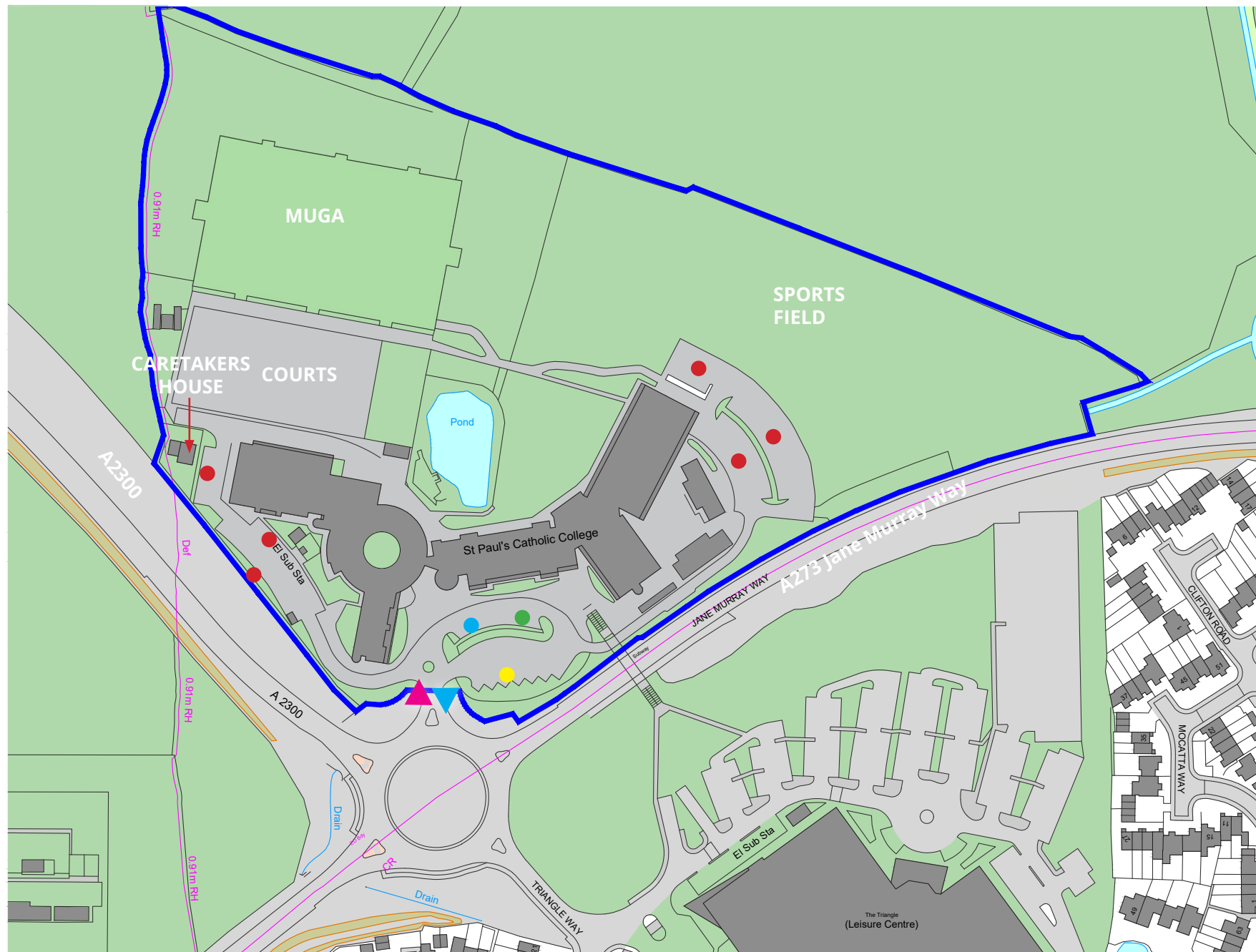
North Elevation

Front elevation of the proposed new offices

4.0 ACCESS AND PARKING

The proposal retains the existing site access from Jane Murray Way and maintains all current parking provisions. With an anticipated increase parking for 2 staff members.

The proposal allows for the schools current access and parking to be maintained, the school currently has 145 staff car parking spaces, 4 accessible bays (outside main entrance), 7 visitor bays (outside main entrance) adjacent to the main entrance is 7 coach spaces. Overall this gives the school 163 spaces across the site, the proposal will provide an additional 2 spaces giving the school 165 spaces.



Key:

- Staff Car Parking Spaces 145
- Accessible Spaces 4
- Visitor Spaces 7
- Coach Spaces 7

4.1 SITE ACCESS

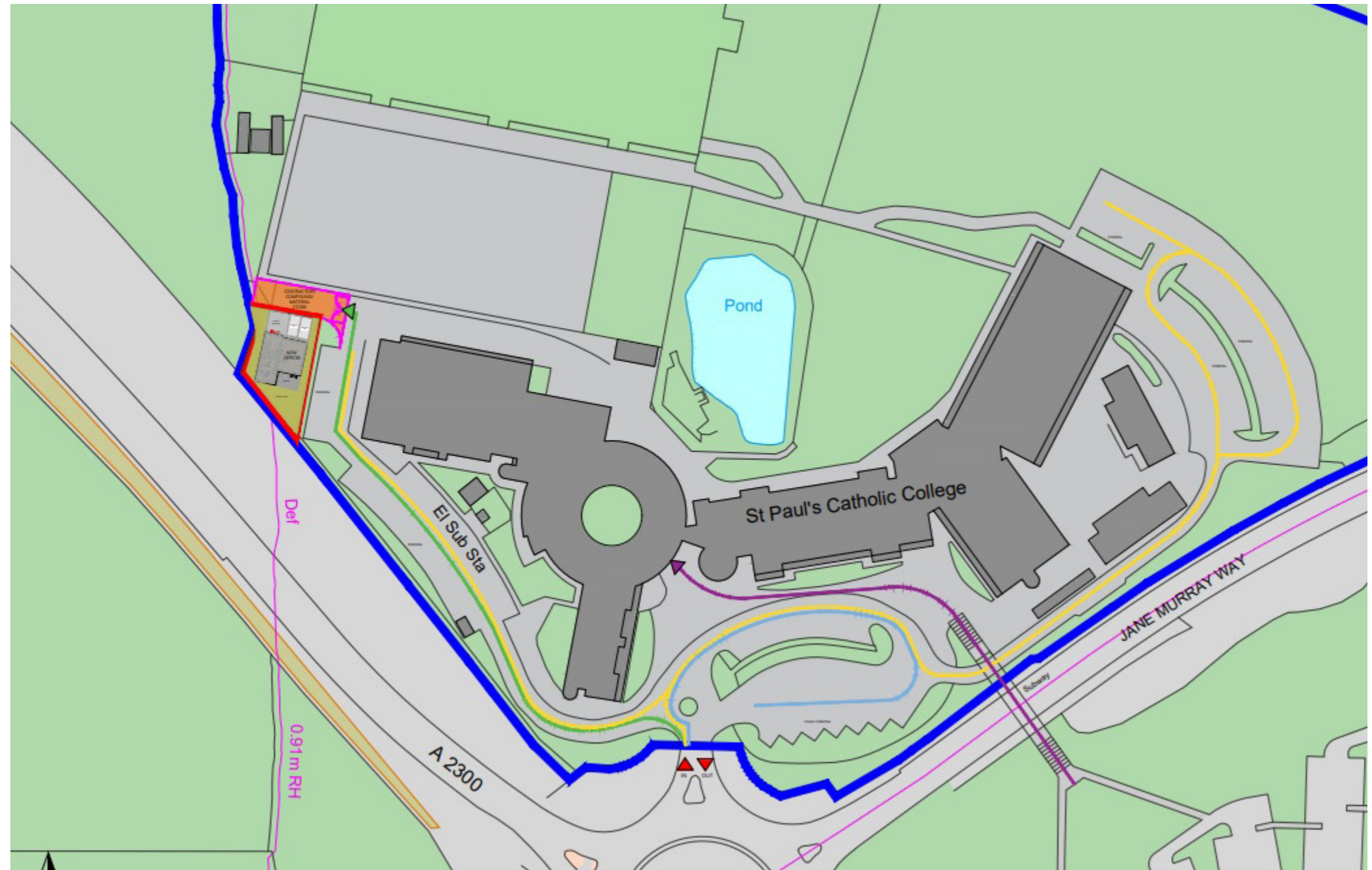
School Staff, Students & Visitor Access

During the construction period at a school, it will maintain uninterrupted access this will ensure that educational activities continue smoothly. There will be no need for alternative access due to the sites location, deliveries can be arranged to be managed outside of busy drop off times during school time. Clear and visible signage will ensure people safely around construction areas, additionally robust fencing and barriers will be installed to separate construction zones from school activities.

Contractor Access

Contractor access is planned via the existing western car park, from A273 Jane Murray Way. The contractor's compound will be gated along the current access road through the site. This compound will allow for emergency access to serve the rear of the school and sports courts.

Additionally, this compound will provide a materials storage area to be isolated in this corner of the site. The location of this proposal will limit disruption to the school day operations.



Proposed Site Compound Location Plan

KEY:

	Site Ownership Boundary 66987m ²		Existing Vehicle Access Route		Contractors Compound with Gate (Heras Fencing)
	Site Application Boundary 385m ²		Existing Coach Access Route		School site access/egress
	Proposed Site Compound/Material Store Area 153m ²		Existing Pedestrian Route		Main Entrance
	Proposed Contractor Access Route		Contractors Compound with Gate (Heras Fencing)		Contractors access

4.2 ACCESSIBILITY

The remodel and extension of the caretakers house has been designed to be fully accessible at ground floor everything accoladed at first floor has been provided at ground floor to be inclusive for all users. To achieve this goal, the following measures are integrated into the design:

- The main entrance to the building are designed to be wheelchair accessible.
- Clear and intuitive wayfinding signage is strategically placed throughout the building to help individuals navigate the space independently. The signage also includes a suitable font and clear contrast.
- Fully DDA compliant WC.
- Materials and finishes will be carefully selected to ensure sufficient contrast, aiding individuals with visual impairments in distinguishing between surfaces and elements within the building. High-contrast finishes on walls, floors, and doorways will enhance visibility and promote wayfinding throughout the space.

4.3 ECOLOGY AND BIODIVERSITY

The positioning of the building is within an area predominantly characterized by soft landscaping, primarily grass, with no notable planting or ecological significance, and various trees on either side enclosing the site from the school. As such, the construction of the building is anticipated to have a negligible impact on the local ecology of the area. There will be a loss of the grassed area to the front of the proposal; however, the proposal does not include any removal of trees or significant planting. A Biodiversity Net Gain assessment is included with this application.

4.4 ARBORICULTURAL

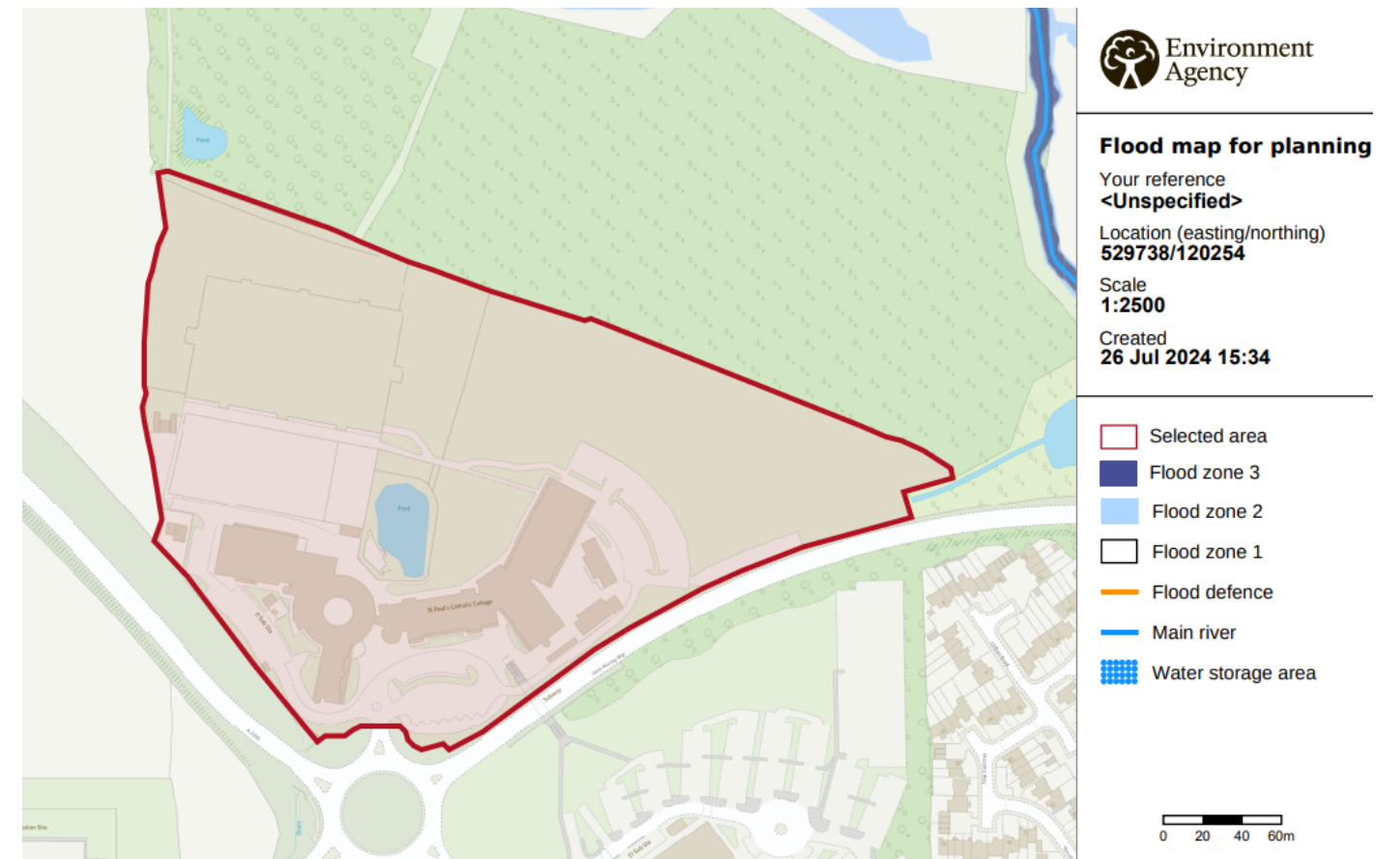
The proposal does not foresee the removal of any trees. The existing trees will continue to provide a screening either side of the proposed building.

4.5 SUSTAINABILITY

The placement of new proposed windows optimize natural lighting and thermal comfort while reducing energy consumption. Renewable energy systems are also proposed, including solar panels, to reduce the building's reliance on non-renewable energy sources and lower its carbon footprint. In addition, the system will be supported by an air source heat pump installation.

4.6 FLOOD RISK ASSESSMENT

The proposed site is located in Flood Risk Zone 1, which is classified as having a low probability of flooding. This classification ensures that the likelihood of flood-related incidents is minimal, making it a suitable location for development with reduced risk to property and safety.



APPENDIX A

BA Drawings Submitted Separately

APPENDIX B

Flood Risk Assessment

Flood map for planning

Your reference
<Unspecified>

Location (easting/northing)
529738/120254

Created
26 Jul 2024 15:34

Your selected location is in flood zone 1, an area with a low probability of flooding.

You will need to do a flood risk assessment if your site is **any of the following**:

- bigger than 1 hectare (ha)
- In an area with critical drainage problems as notified by the Environment Agency
- identified as being at increased flood risk in future by the local authority's strategic flood risk assessment
- at risk from other sources of flooding (such as surface water or reservoirs) and its development would increase the vulnerability of its use (such as constructing an office on an undeveloped site or converting a shop to a dwelling)

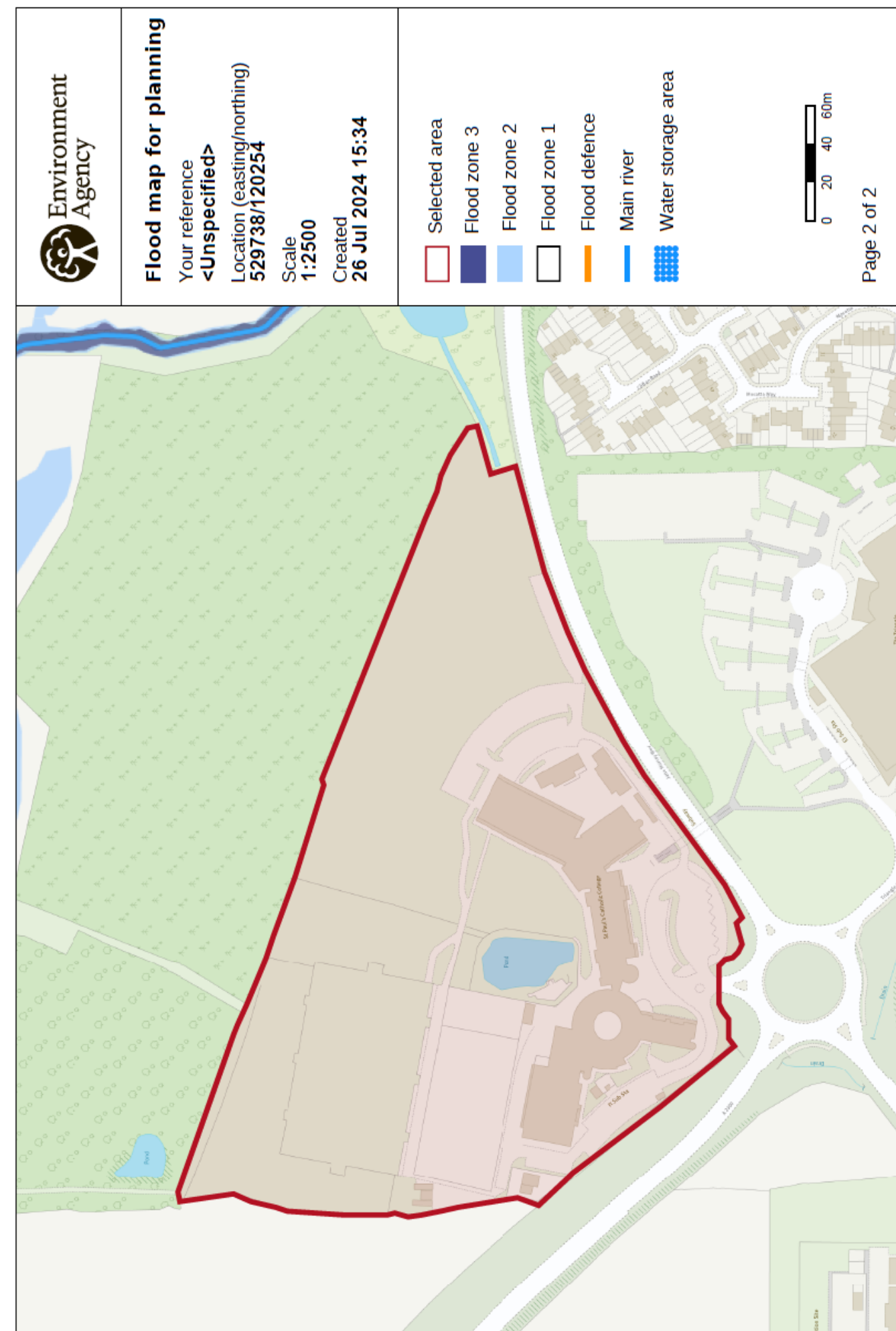
Notes

The flood map for planning shows river and sea flooding data only. It doesn't include other sources of flooding. It is for use in development planning and flood risk assessments.

This information relates to the selected location and is not specific to any property within it. The map is updated regularly and is correct at the time of printing.

Flood risk data is covered by the Open Government Licence **which** sets out the terms and conditions for using government data. <https://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

Use of the address and mapping data is subject to Ordnance Survey public viewing terms under Crown copyright and database rights 2022 OS 100024198. <https://flood-map-for-planning.service.gov.uk/os-terms>



APPENDIX C

Biodiversity Net Gain - Submitted Separately

