Design & Access Statement
Blackley Cemetery Office & Yard – Solar Car Port
Manchester City Council

September 2025

Blackley Cemetery Office & Yard
Victoria Avenue
Blackley
Manchester
M9 8JP

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1.0 Introduction

This Design & Access Statement has been prepared by Drees & Sommer UK Ltd on behalf of Manchester City Council, to support the planning and listed building consent application submissions for works associated with decarbonisation comprising the following:

i. Installation of Carport Structure and Solar PV

Blackley Cemetery Office and Yard is within the curtilage of the Grade II Listed Blackley Crematorium and it is considered to be a part of the listing. The information provided in this report is specific to the Office and Yard in order to clearly demonstrate the work content and any impact on the Grade II Listed areas of the building.

The potential impact of the proposed works on the Grade II Listed Building is discussed in further detail in the accompanying Heritage Statement. This document has been prepared in accordance with the requirements of DCLG Circular 01/2006 and the CABE Publication Guidance "Design and Access Statements".

The report considers:

- Scope of Works
- Methods of Construction
- Impact on Building Structure, Fabric and Finishes
- Outline Specifications

Instructions

Client
Manchester City Council
Town Hall
Albert Square
Manchester M60 2LA

Property Discussed in this Report
Blackley Cemetery Office & Yard
Victoria Avenue
Blackley
Manchester M9 8JP

Lead Consultant/Designer
Drees & Sommer UK Ltd
1.06 South Harrington Building, 182 Sefton Street, Liverpool L3 4BQ

2.0 Background

2.1 Project Need

Manchester City Council (MCC) is committed to becoming a more sustainable organisation, with a key component to achieving this being the decarbonisation of their corporate estate. The council has targeted Net Zero Carbon status by 2038.

Surveys have been undertaken of the building stock, a number of potential decarbonisation measures were reviewed which prioritised the use of the energy hierarchy model to initially look to reduce energy demand and improve efficiency, followed by installing low or zero carbon solutions including renewable energy before finally looking to offset remaining emissions.

Various mechanical and electrical upgrades have been proposed for MCC buildings which include installation of solar PV carport structure.

2.2 Existing Site

Blackley Cemetery Office and Yard was constructed in 1959. Whilst not individually listed, by virtue of the relationship with the Grade II Listed Blackley Crematorium, the Offices and Yard is considered to be curtilage listed. The building comprises office accommodation connected to the memorial chapel situated to the front west facing elevation. The Yard building is adjoined to the rear of the Office which houses plant rooms drying room, toilets, mess room and storage.

The building is single storey which is raised above the street scene due to the topography of the site. The walls are of cavity construction which are uninsulated. Steel lattice beams and internal walls support the woodwool flat roof structures which are weathered with high-tensile mineral felt. There are several single skin skylights throughout the building and the original windows are single-glazed with aluminium frames .

The Crematorium and Chapels currently utilise 169,558 kWh of natural gas and 17,442 kWh of electricity per annum. All of the natural gas usage on site is used for space heating.

There have been several upgrades to the building since its original construction including recovering flat roofs with rigid insulation in 2011, and replacing many of the original single-glazed windows with aluminium and Upvc framed double-glazed windows in 2013. Planning permission has recently been obtained to replace the existing windows with triple and double-glazed aluminium framed windows, overlay the existing roof covering, install cavity wall insulation, and install Air Source Heat Pumps with these works due to start imminently.

This report provides a route to Net Zero for Blackley Cemetery Office and Yard with harm minimised and avoided where possible.

3.0 The Development

3.1 Outline Scope of Works

The proposed development will provide a positive contribution to decarbonising the existing buildings which includes the following works:

1. Installation of 35No. Solar PV panels mounted to a steel carport structure within the rear Yard compound (refer to Image 01). PV array is to be laid at 10° pitch with the highest points slightly protruding above the Office and Yard flat roof to minimise visual impact as detailed on drawing ref: 24606.300, 24606.301 and 24606.302.



Image 01: Office & Yard Solar PV Roof Reference Plan

2. Solid timber gates with fence side panels are to be installed to the Yard entrance to a height of 2.6m, that would replace the existing vehicular barrier (refer to image 05 in Appendix A). The gates would assist to screen and minimise the visual impact of the Carport structure as detailed on drawing ref: P24606.301.



Image 02: Yard Compound Entrance

3.2 Method Statement for Solar Carport Structure

Independent flat roof steel framed structure is proposed to be installed within the rear Yard area located to the rear of office building (refer to 24606.200 for rendered proposals). Steel columns would be installed on new pad foundations to support perimeter beams and roof joists having overhead clearance of 2.4m to the underside of frame, there is to be no roof covering enclosing the structure.

The solar PV array is to be secured to supporting galvanised steel tilted framework mounted on the steel beam and joist structure with suitable fixings to accommodate wind uplift. PV panels and cable connections would be accessible to be safely maintained from below the structure avoiding the need to access from height above the roof.

Cables trays are also to be supported and fixed to the steel framework, the cable route would be via underground ducting and to enter the building and terminate within the below store room.

Please also refer to the photos in Appendix 'B' providing reference to the building fabric locations.



Image 03: Office & Yard Proposed Carport Location

3.3 Method Statement for Vehicular Gates

The existing metal vehicle swing barrier is to be removed from the wall and made good with matching materials.

Timber double gates and fencing side panels to height of 2.6m are proposed to conceal and secure the Solar Carport located on the Yard compound (refer to image 4 & 5). Steel gate posts would be constructed independently, and not fixed to the existing building, posts are to be set in concrete with sufficient embedment as outlined by the manufacturer, refer to Section 5.0 of this report for details and specification.

Timber gates are to be located on the West facing elevation sized appropriately sized for medium wheelbase vans to access the compound.



Image 4: Office & Yard Compound Gates



Image 5: Office & Yard Compound Fence

4.0 Building Fabric / Finishes and Structural Considerations

4.1 Solar Carport

The intended carport design is the fabrication of a flat roof steel frame structure from which the proposed PV array would be mounted, sat on supporting galvanised steel framework tilted at 10° pitch.

The carport structure is to be self-supporting with 6nr. steel columns placed on new pad foundations to the required depth. The Carport structure will be independent from the buildings and not connected to the existing structure. The span of columns have been designed at 6.0m centers with height of beams to have 2.4m overhead clearance to accommodate vehicular movement.

Following confirmation of acceptance of the proposed scheme, a more detailed technical appraisal and design of the structure will be undertaken by a structural engineer to ensure suitability and safety of the structure taking into consideration ground conditions, collision of vehicles and wind uplift. Site Investigation report has been commissioned to confirm suitability of ground conditions and design is appropriate.

The forming of holes to allow distribution routes through external walls and floor slab cable duct entry points will first be assessed by a Structural Engineer to ensure there is no structural impact to the existing building wall and floor structures.

4.2 Fencing and Gates

To minimise visibility and impact of the solar carport structure, the yard compound is to be enclosed with 2.6m high timber gates and fence panels (refer to images 4 & 5). Steel fence and gate posts are to be built independently and set in concrete footings, which are not reliant on support from any of the existing walls. The gates are to be 3.6m wide with timber fence side panels infilled to suit existing opening size, enabling vehicular access to the compound area.

5.0 Specifications

5.1 Vehicular Entrance Timber Fencing & Gates

Fencing to the yard is to be constructed with Jacksons Flat Top Tongue & Groove fence panel system up to 2.6m in height as detailed below.

DRB Reviewed AT 03/03/2022 JFT/MKT/SPC/TG/V2

Tongue and Groove Vertical Panel - Flat Top

Jacksons Fencing





Tongue and Groove Effect panels are a mainstay of our premium panels range and available with a Level or Convex top. They feature a mortice and tenon jointed frame for extra strength while the infill is constructed using Tongue and Groove Effect boards, which incidentally match the infill used on our Courtyard gates.

- All timber used throughout is superior quality Jakcure® treated softwood guaranteed for 25 years.
- All fixings are stainless steel.
- Designed for use with slotted Jakposts®.
- Panels have a morticed and tenoned frame for extra strength.
- All timber is planed all round.
- Panel is given additional support with one or two 70mm wide rails depending on the fence height.
- Gravel boards are required where panels are in contact with the ground.

Specification

Panel Heights: 0.91m 1.22m 1.52m 1.65m 1.83m
Panel Width: 1.83m
Framing: 70mm top and bottom rail and 45mm side rails.
Panel Thickness: 51mm
Coverage width of a Tongue & Groove board is approx. 80mm.

If you need to reduce the width of a panel on site, a cut down kit is available. Always use Jakcure® End Grain Treatment on any cut timber.

Gates to the yard are to be constructed with Jacksons Standard Courtyard Gates up to 2.6m in height with black powder coated posts as detailed below.

Standard Courtyard Gates

Jacksons Fencing





Our Courtyard gates are perfect for driveways and property entrance ways. Each incorporates a galvanised steel internal frame for strength and durability and to prevent twisting.

- All timber used throughout is superior quality Jakcure® treated softwood guaranteed for 25 years
- All fixings are stainless steel or galvanised as standard
- Gates have integral hinges for maximum flexibility on site
- Hot Dip galvanised internal frame to eliminate twisting and warping
- Easily automated for added convenience and security. Please discuss with our sales team at the time of ordering
- Customisable designs available

Specification

It is strongly advised to purchase our galvanised steel gate posts as these are designed to provide the strength for a trouble free service life.

If you are considering installing onto your own posts or brick piers we recommend seeking advice from a qualified engineer as to the suitability, as these gates are very heavy.

Gate fittings are galvanised as standard, even when posts and hinges are powder coated, the fittings **cannot** be coated, as they are a moving part.

Standard size courtyard gates are available in styles: Rye and Hythe

Sizes
1.8m high x 3.1m clear opening
1.8m high 3.6m clear opening

Our Courtyard gates are manufactured for manual operation as standard. They can be automated, but please call us to discuss exact requirements before ordering, as the gates have to be designed and modified in production for automated operation.

Gate Post Options

We offer three variations of courtyard gate posts. As standard, we supply posts galvanised (C) which means they are silver/grey in colour. We offer additional powder coating in a range of colours, most popular is black (B). Or to keep the timber aesthetic we can timber clad (A) the gate posts.



A B C

6.0 Accessibility

6.1 Solar PV Modules

To ensure safe access is provided for maintaining the Solar PV on a 6 month cycle, it is proposed to construct open roof joist detail enabling access from below the panels via mobile platform steps and low level vertical scissor lift platform when cleaning or repairs are required.

7.0 Conditions of Use of this Report

This report is to be regarded as confidential to and for the sole use of the recipient. Consequently, no responsibility is accepted to any third party in respect of its contents in whole or in part.

APPENDIX A

Drawing Schedule

DRAWING REGISTER

Drawing Owner	Status	Drawing No.	Title	Rev No.
Drees & Sommer	Planning	24606.100	Solar Car Port System Existing General Arrangement	-
	Planning	24606.101	Solar Car Port Existing Elevations 1	-
	Planning	24606.102	Solar Car Port Existing Elevations 2	-
	Planning	24606.103	Solar Car Port Existing Roof Plan	-
	Planning	24606.200	Solar Car Port 3D Renditions	-
	Planning	24606.300	Solar Car Port System Proposed General Arrangement	-
	Planning	24606.301	Solar Car Port Proposed Elevations 1	-
	Planning	24606.302	Solar Car Port Proposed Elevations 2	-
	Planning	24606.303	Solar Car Port Proposed Roof Plan	-
Crookes & Walker	Planning	3384-CWC-ZZ-EX-DR-ME-9001	Site Boundary	P01
	Planning	3384-CWC-ZZ-EX-DR-ME-9002	Location Plan	P01

APPENDIX B

Photographic Schedule



Image 01 – Yard Area Nr.1



Image 02 – Yard Area Nr.2



Image 03 – Yard Entrance



Image 04 – Yard Entrance



Image 05 – Existing Gate to Yard