

University of Manchester

Heritage Design & Access – William Kay House

September 2025



The University of Manchester

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Reviewed	Fiona Wilford
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Contact

Jason Lloyd	
Jin Lee	

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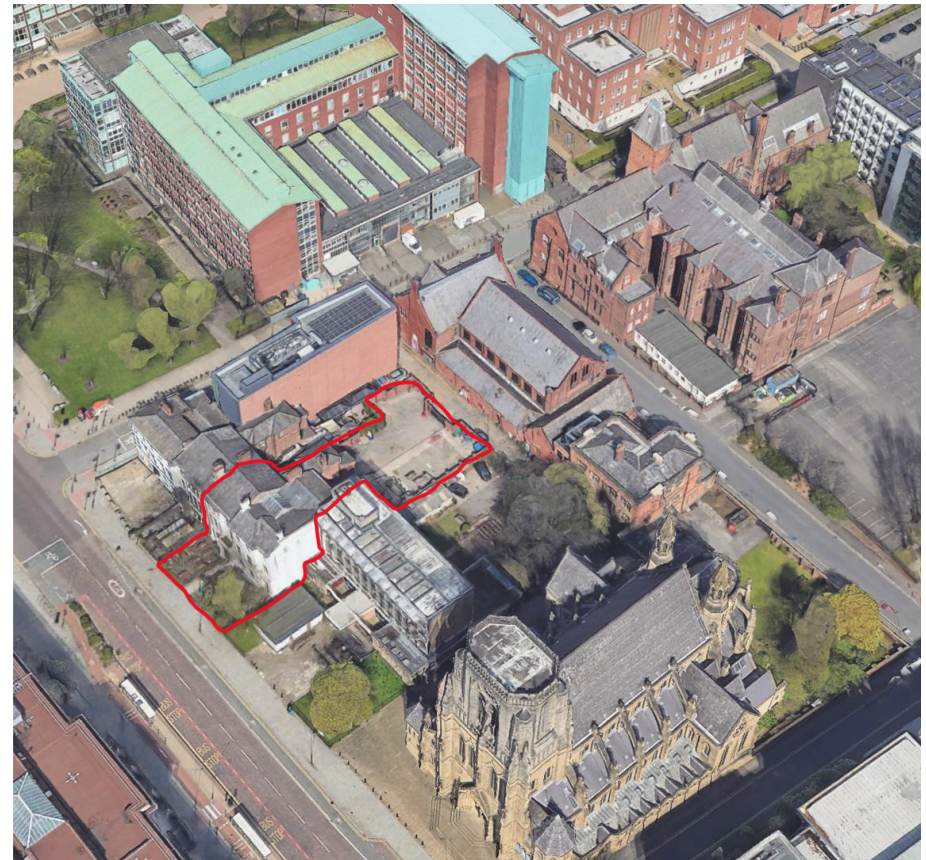
1.0 Introduction

This Heritage Statement is intended to support an application for a Listed Building Consent made by Halliday Meecham Architects on behalf of our Client, The University of Manchester, for consent to refurbish William Kay House on Oxford Road.

The project has been developed by a Team with substantial knowledge and experience of refurbishment works within heritage buildings and is led by Gardiner and Theobald on behalf of the Client. Other team members include Halliday Meecham Architects, Tetrattech and WML Consulting. The proposals have been developed through a heritage-led approach with an understanding of the significance and heritage of William Kay House.

The spaces include several rooms at Basement Level, Ground floor, and Level 1.

Level 2 has since been incorporated into the scope of works. Section 13 has been added at the end of this report to provide further detail.



The University of Manchester

2.0 Historical Context

The buildings historic interest is due to the fashionable nature of the design at the time of building; this terrace of townhouses was originally part of a wealthy residential suburb. The buildings external elevational features are noted as having more architectural and historical interest than the interior spaces.

Previous building uses have included a bank, offices, and residential use. It is currently owned by the University of Manchester and has previously accommodated the Universities Athletics Union Office and Unite, Workers Trade Union.

William Kay House was constructed in the 19th Century. William Kay House is comprised of two late Georgian terraces as part of a row of 4 town houses fronting onto Oxford Road, Manchester.

The building is grade II listed under the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended for its special architectural or historic interest.

The listing number for William Kay House is 1246282 and was first listed on the 03-Oct-1974.

These buildings do not sit within a conservation area.

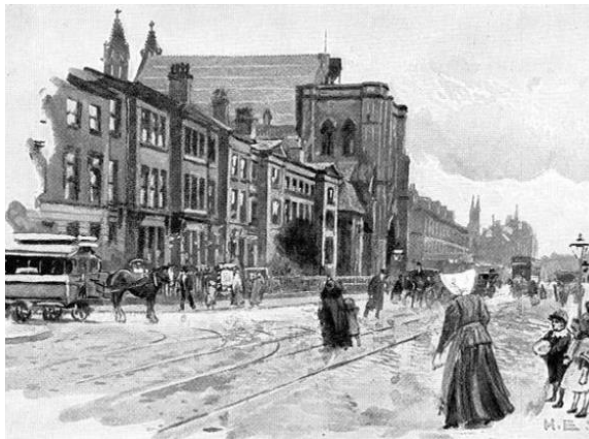


Figure 1: Oxford Road in 1880



Figure 2: William Kay House in 1939



Figure 3: William Kay House in 1959

2.1 Archaeological Interest

The property, although altered, retains a proportion of original fabric externally. Internally, the building has been significantly modified to accommodate commercial, office and university services and has undergone many refurbishments. There are buildings of similar construction, age and appearance within the Manchester area. The building is considered to be of low-medium archaeological interest.

2.2 Architectural and Artistic Interest

The architectural interest of William Kay House is considered to be medium-high, with external features of interest within the elevations. The proposed external works will allow for the repair and redecoration of the existing façade with originally detailing emphasised with a contrasting paint colour to mirror the adjacent Nat West Bank and archive photographs of William Kay House

2.3 Historic Interest

William Kay House was built as part of a row of townhouses in the 19th Century and reflects the style of building from that time. The row of townhouses was listed in 1974, and the historic interest is considered to be high. The internal works over many refurbishments have removed some interior fabric associated with the previous residential use of the building with the interiors now regarded to be of lesser interest to the exterior.

2.4 Historic England Listing

Historic England's Listed Description is below:

'Row of 4 town houses; No.323 now a bank, No.325 now Friendly Society offices, and Nos 327 and 333 now in one as University Athletics Union office. Early to mid C19, altered. Stucco on brick, slate roof. Double-depth plan, No.323 double-fronted and the others all single-fronted, with individual back extensions. Three storeys over cellars. No.323 at the left end is a 5-window symmetrical range, with channelled rustication to ground floor, an altered doorway in the centre, and sashed windows without glazing bars, those at 1st floor with cornices on consoles. Nos 325 and 327 are a reflected pair, each of one and a half bays, the half bays with the entrances (to left and right respectively) having channelled rustication and the full bays between these breaking forwards, with 3-light windows to all floors. No. 325 has a wooden porch with square pillars, and 4-pane sashed windows; No. 327 has a stone porch with Tuscan columns distyle in antis, and top-hung casements imitating 4-pane sashes. No.333 to the right has 2:1 windows like those of No.327, and a recessed doorway to the right with set-in fluted Doric columns. Rear and interior not inspected.'

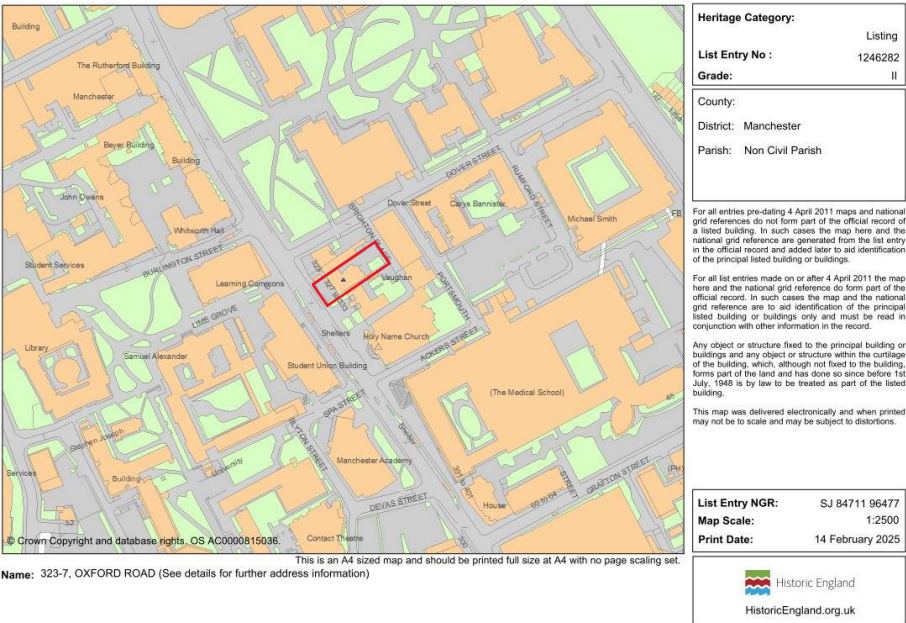


Figure 4: Listed Building Map from Historic England

3.0 Condition Survey

A Photographic Condition Survey was undertaken by HMA in early 2024, see images below

Existing Building Photographic Condition Survey: External Images



Figure 5: Far Right Entrance



Figure 6: Oxford Road Elevation



Figure 7: Elevation Condition



Figure 8: Elevation Condition

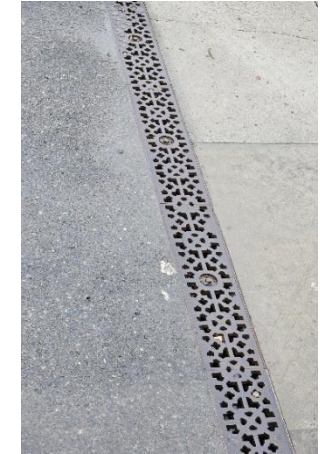


Figure 9: Drain Design



Figure 10: Rear Elevation



Figure 11: Rear Window Detail

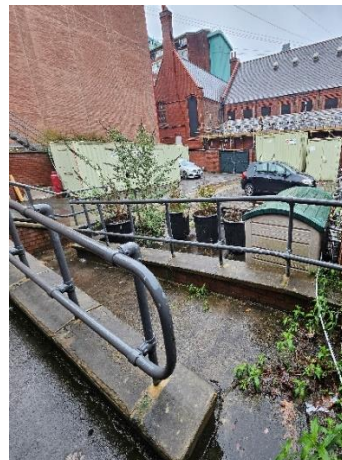


Figure 12: Ramp to rear entry



Figure 13: Basement Steps to front entrance

Existing Building Photographic Condition Survey: Internal Images



Figure 14: Room G.007a



Figure 15: GF Corridor



Figure 16: Coricing to Room G.007a

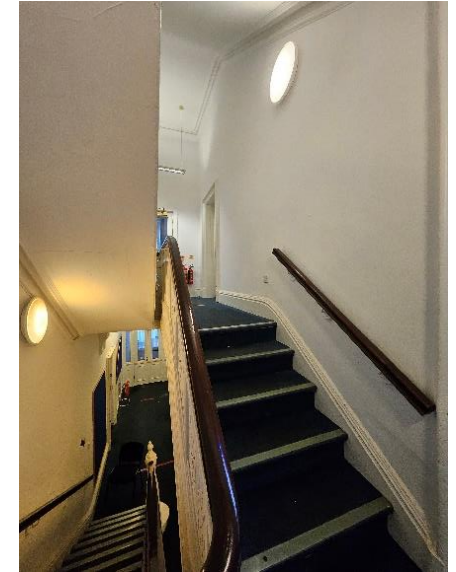


Figure 17: 2nd set of stairs



Figure 18: View onto Oxford Rd.

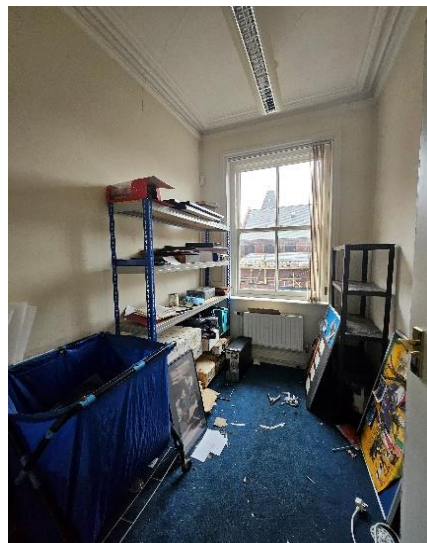


Figure 21: Room 2.09 Out of scope



Figure 19: Coricing Detail

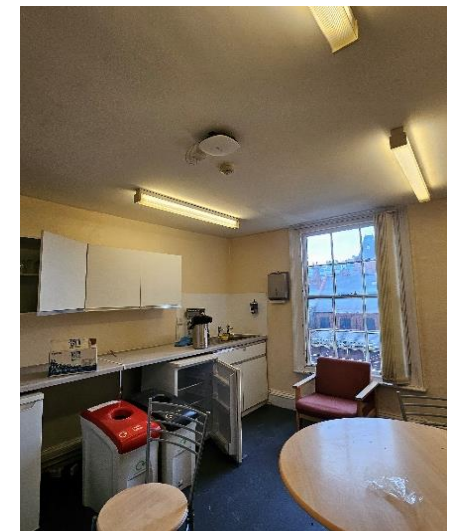


Figure 20: Room 1.05a

Existing Building Photographic Condition Survey: Internal Images



Figure 22: Room G.007a



Figure 23: Store Room G.002

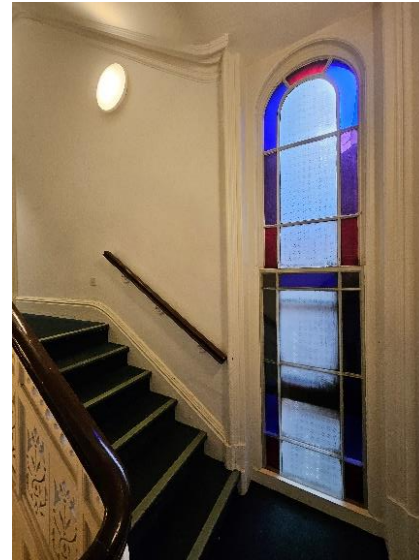


Figure 24: Window Detail

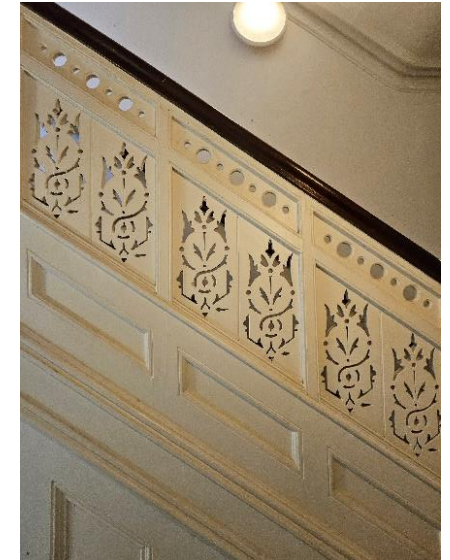


Figure 25: Main Staircase



Figure 27: Room G.007b



Figure 28: Room G.006



Figure 29: Main Staircase

4.0 Conservation Philosophy and Approach

4.1 Overall Philosophy

The overall conservation philosophy for this project is as below. This is in line with the Building Condition Survey conducted by the University of Manchester in-house Estates Building Surveyors in October 2024.

- Existing historic elements that are in good condition are to be retained.
- Existing historic elements that are of high value are to be retained.
- New proposals are to complement the existing rather than replicate.
- Works to historic elements are to be as minimal as possible to retain character and decorative features
- Features of little historic interest or importance may be removed.

4.2 External Conservation Scope

- Level changes are to be considered to make the building accessible to front and rear of site. The proposal is currently under review and will be made on a separate application.
- Repainting of the exterior, with black banding added back to mirror the external appearance as seen on the historic images of the site (see figure 3). Doors are to be painted in a heritage colour yet to be confirmed by the client.
- All the remaining original late Georgian elements are to be retained.

4.3 Internal Conservation Scope

- The proposal does not involve the modification of any original internal features.
- All the remaining original late Victorian elements are to be retained.
- Layout is to be retained
- No original partitions are to be removed
- Contemporary additions to the design are to be included.

Works to (or relevant to) existing historic elements are noted in blue in Section 07 per room proposal

5.0 Site

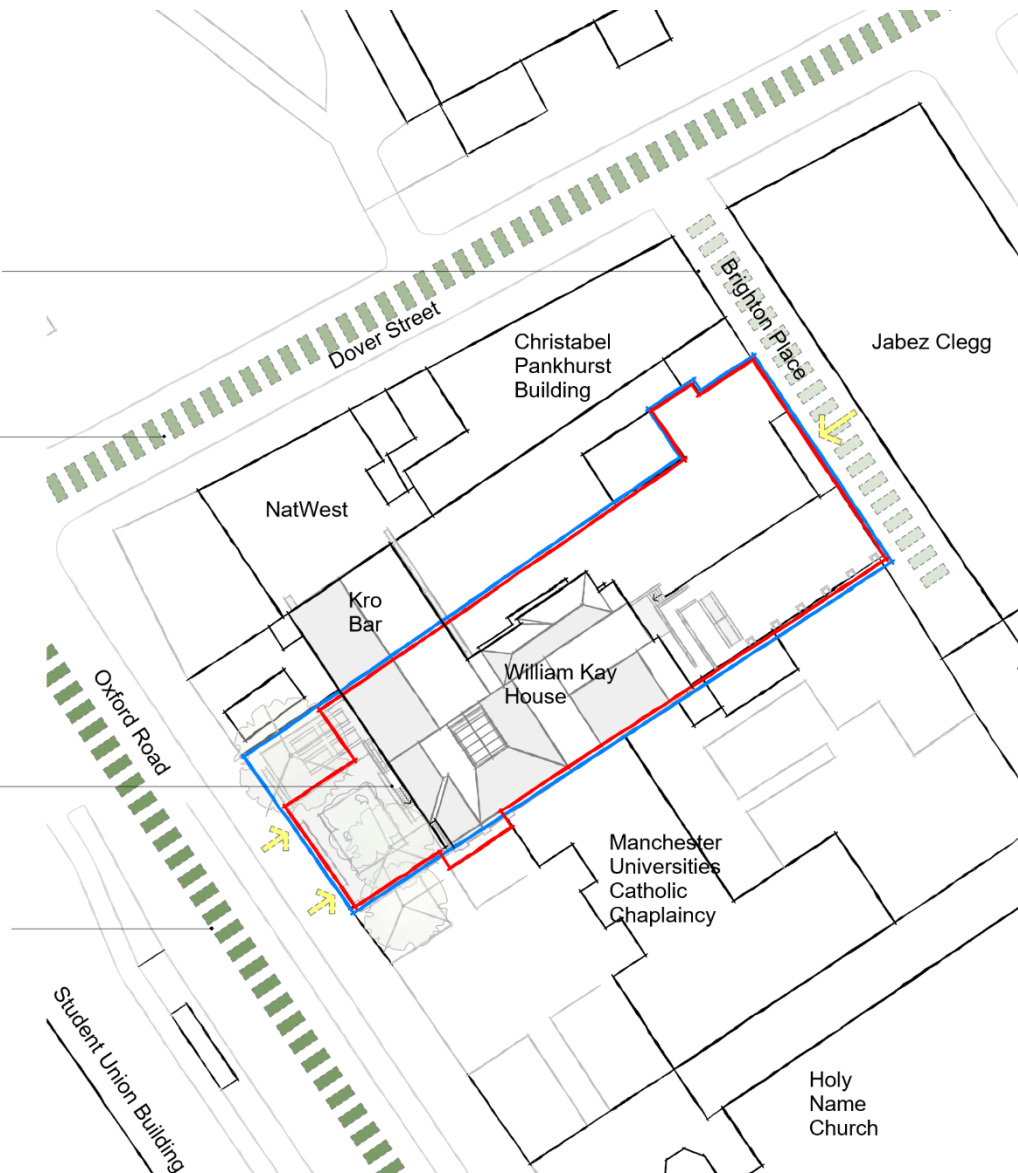
5.1 Site Analysis

Brighton Place is used as rear access to William Kay House. Not a through route.

Quieter pedestrian route down Dover Street

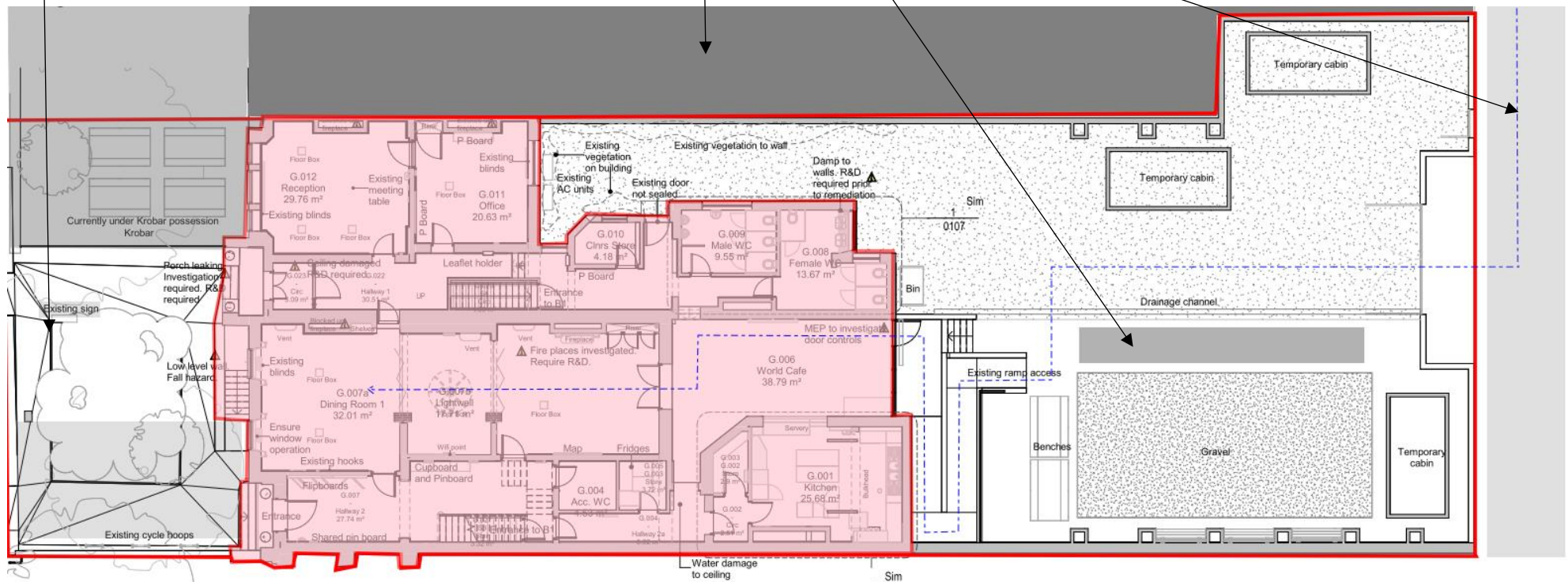
Horizontal black banding to street facade lost over time (as shown in figure 3)

Busy thoroughfare / key route through centre of University



5.2 Site Constraints

- William Kay House site on Oxford Road and is bounded by Kro Bar to the North, Avila House Chaplaincy to the South, with Brighton Place to the East (rear of the site)
- Existing signage is to remain visible. Bushes are to be retained but cut down.
- William Kay is accessed via 4.no. steps from Oxford Road (both entrances). Existing step free access is via Brighton Place over cobbled and unlevelled surfaces. Access also needs to navigate street furniture
- Neighbouring terrace is not under possession by the client



6.0 Project Proposals

6.1 Purpose of Project

The purpose of the project is to provide space for a University of Manchester (UoM) Enterprise Hub, that will provide a convening point for some of the core university business engagement and innovation functions, and key strategic and commercial partners and collaborators.

This helps the University undertake activities related to its Social Responsibility, to those related to the University itself, those in the vicinity of the University, and its global responsibility.

William Kay House, on Oxford Road, has been identified as a suitable location for the Innovation Hub given its availability, its prominent location on campus and general good condition.

6.2 Design Summary

The project includes external redecoration works which includes:

- External façade including window frames, window cills, timber fascia, timber soffit boards and doors to be redecorated.
- Knocking off damaged and patching of existing render to walls and new flashing
- The existing plinth signage to the front of the site is to be removed and replaced with a new design, in line with UoM's signage design for the Whitworth Gallery.
- relaying of the stone slabs to the front of the entrance.
- Turf to the rear yard to be reinstated
- Vegetation to the building and site will be removed.
-

The project includes an internal refurbishment to upgrade existing rooms:

- The existing kitchen, dining and WC areas on the Ground Floor are to be refurbished to include meeting rooms, hot desking, dining, WCs, kitchen and a new shower.

- The existing staff offices to the 1st floor are to receive new decoration, lighting and floor finishes. A meeting 'booth' replaces the existing kitchen.
- Fire remedials and compartmentation are proposed to the Basement.
- Windows frames, window cills and doors also to be redecorated internally.
- New floor finishes are to be provided throughout the Ground and First Floor
- All existing blinds to be removed and replaced.
- Existing walls, ceilings, ceiling coving, ornamental woodwork, skirting, architraves and doors are to be cleaned and repainted where required
- Existing Store to become shower room, works include new floor finish, ceiling, and shower and wall panels.
- Boarding of fireplace in the breakout space is to be removed to expose original features.

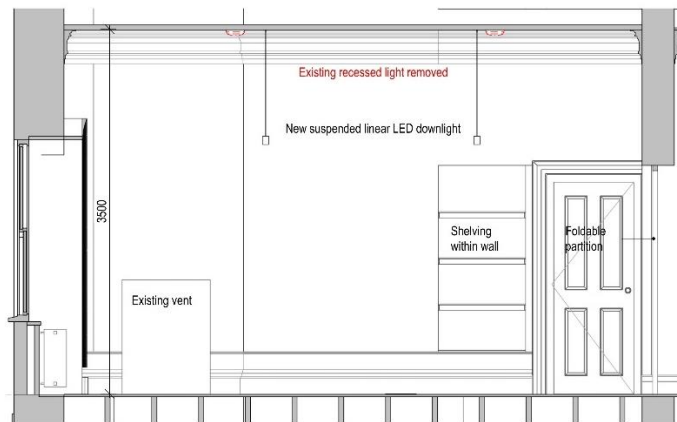
6.3 Proposal Per Room

Room Layouts for key rooms are as follows:

Works to (or relevant to) existing historic elements are noted in blue

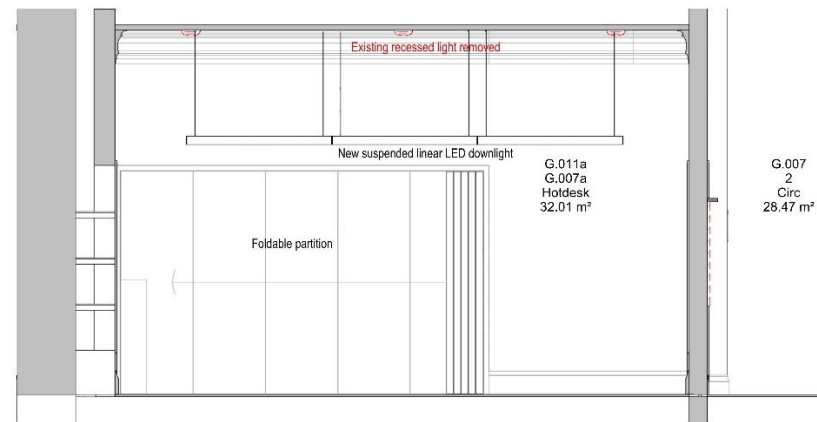
G.007a

- Localised repairs to cornices, walls, ceiling where required to make good. See Figures 14 and 16 for example of cornicing.
- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client
- Cleaning of doors, woodwork and mouldings. Localised spot decoration where required to ensure that existing detail is retained. See Figure 22 for example of shuttering to windows
- Removal of existing hooks and associated making good of the walls.
- New flooring to be laid with protective underlayer to ensure existing floorboard condition is retained.



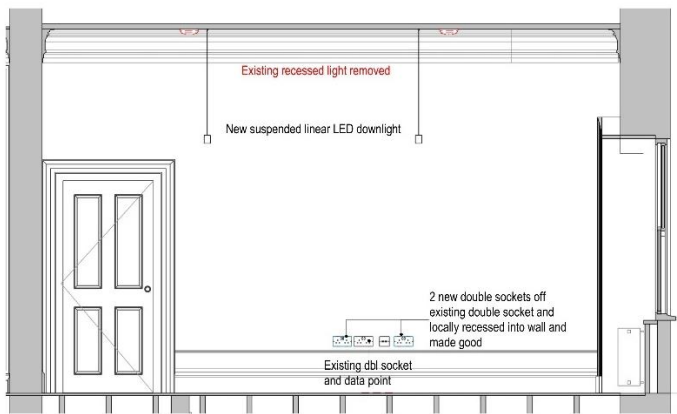
G.007a Hotdesk - Elevation A

1:25 @ A1



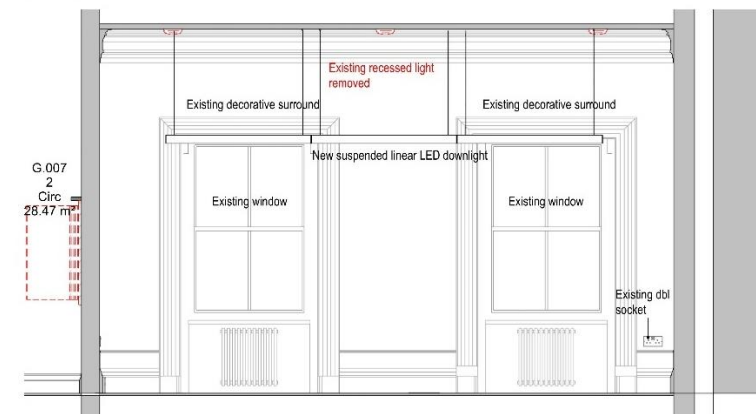
G.007a Hotdesk - Elevation B

1:25 @ A1



G.007a Hotdesk - Elevation C

1:25 @ A1

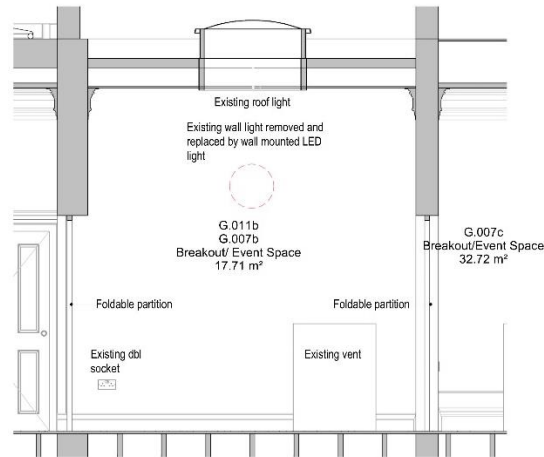


G.007a Hotdesk - Elevation D

1:25 @ A1

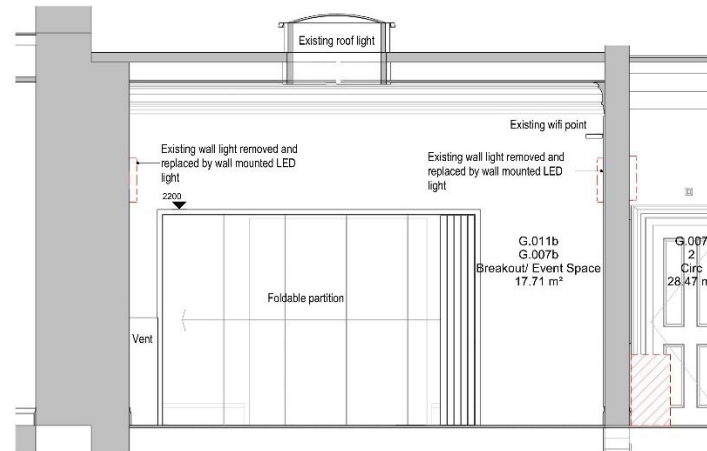
G.007b

- Localised repairs to cornices, walls, ceiling where required to make good. See figure 27
- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client
- Cleaning of doors, woodwork and mouldings. Localised spot decoration where required to ensure that existing detail is retained
- New flooring to be laid with protective underlayer to ensure existing floorboard condition is retained.



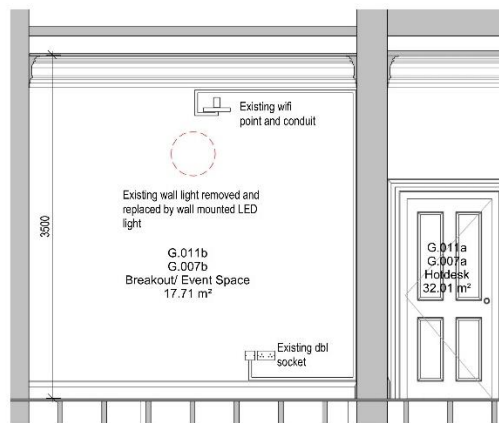
G.007b Breakout - Elevation A

1:25 @ A1



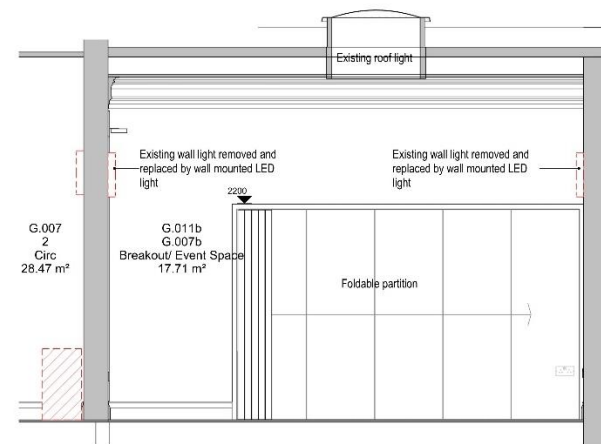
G.007b Breakout - Elevation B

1:25 @ A1



G.007b Breakout - Elevation C

1:25 @ A1

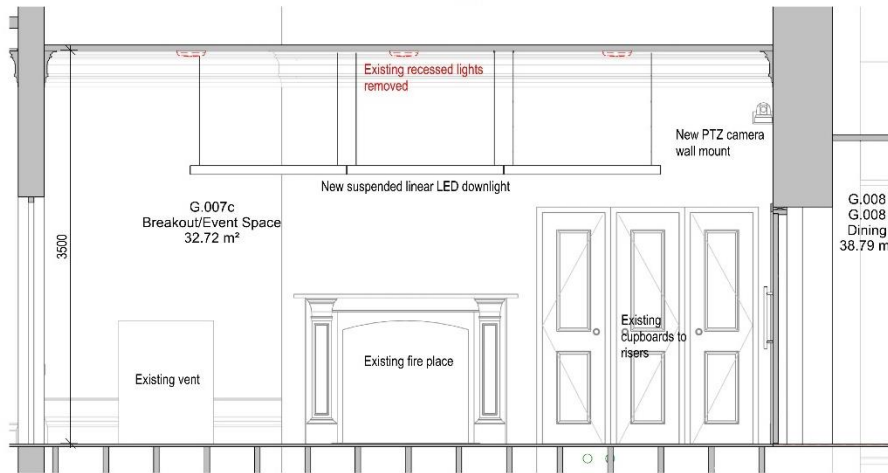


G.007b Breakout - Elevation D

1:25 @ A1

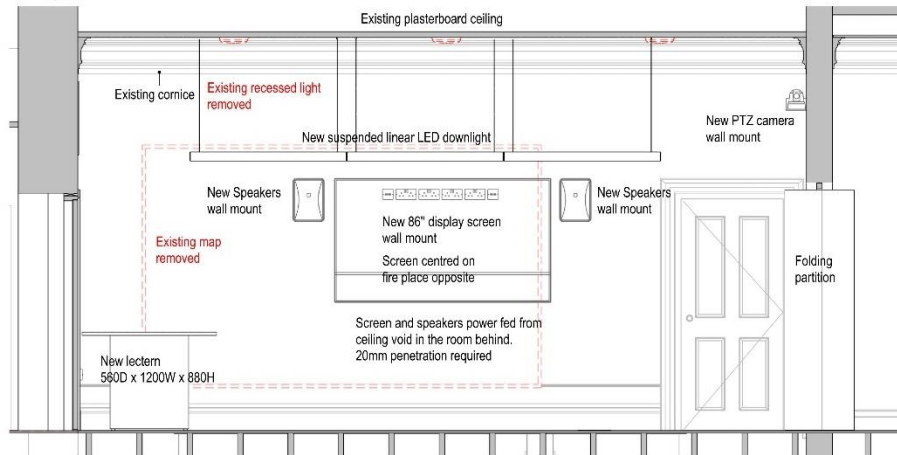
G.007c

- Localised repairs to cornices, walls, ceiling where required to make good.
- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client
- Cleaning of doors, woodwork and mouldings. Localised spot decoration where required to ensure that existing detail is retained
- New flooring to be laid with protective underlayer to ensure existing floorboard condition is retained.



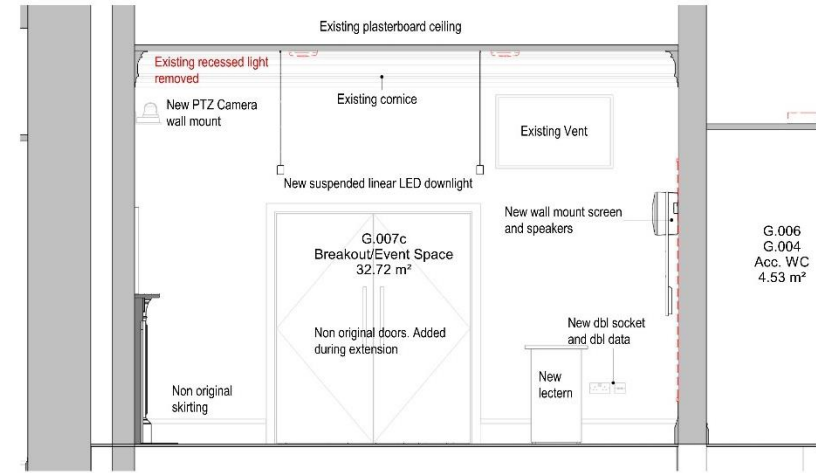
G.007c Breakout - Elevation A

1 : 25 @ A1



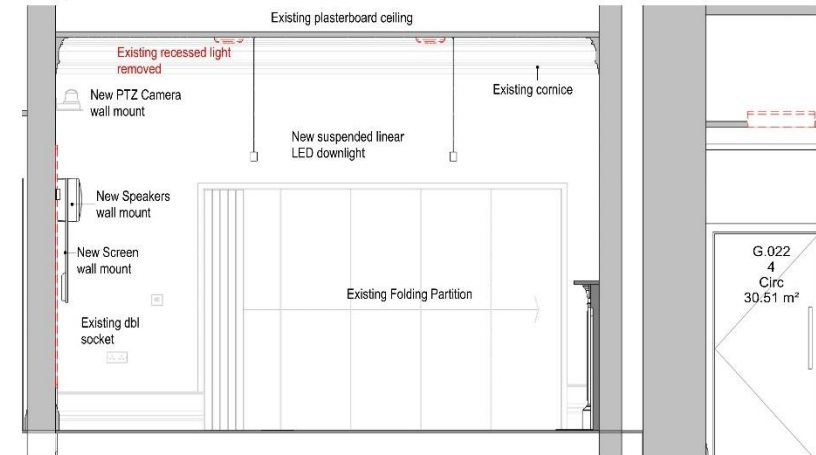
G.007c Breakout - Elevation C

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G.007c Breakout - Elevation B

1 : 25 @ A1

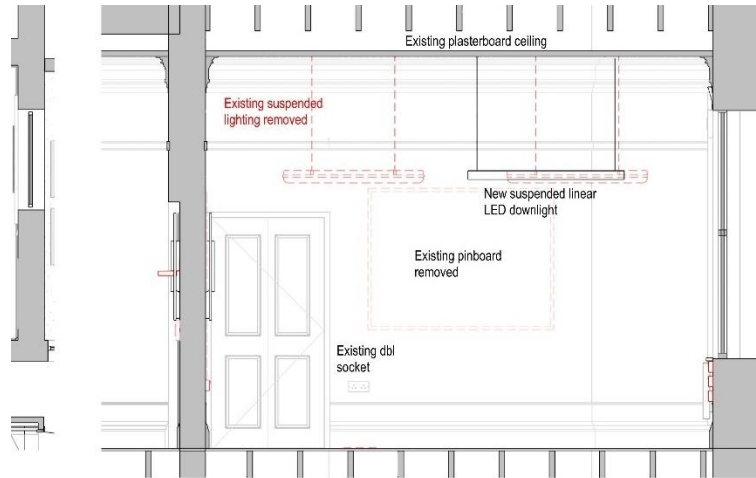


G.007c Breakout - Elevation D

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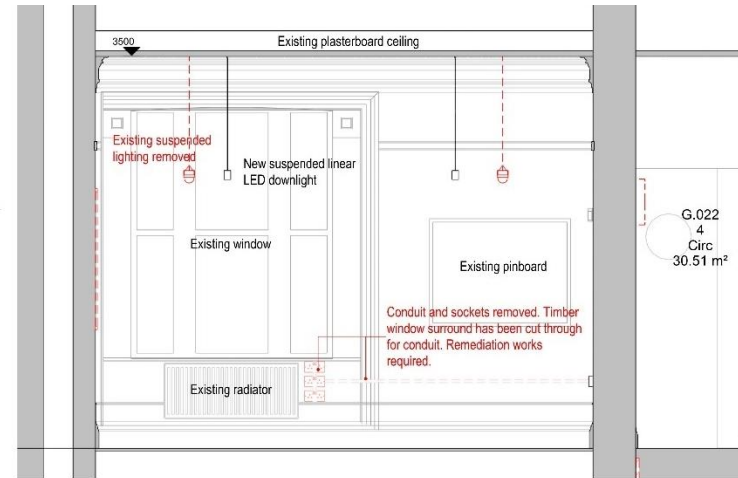
G.0011

- Localised repairs to cornices, walls, ceiling where required to make good.
- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client



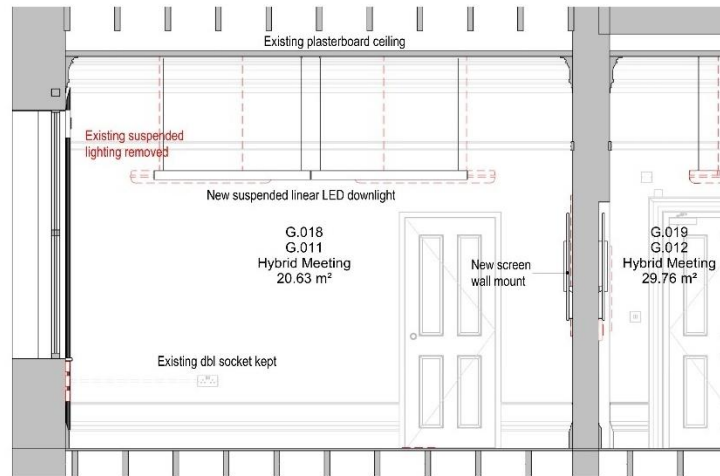
G.011 Hybrid Meeting - Elevation A

1:25 @ A1



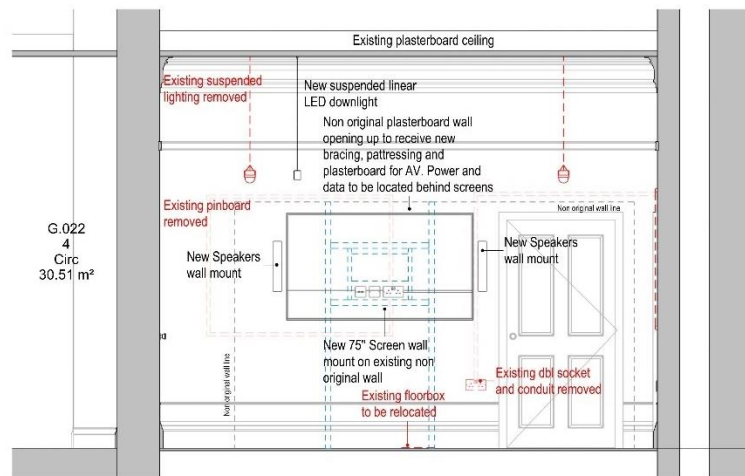
G.011 Hybrid Meeting - Elevation B

1:25 @ A1



G.011 Hybrid Meeting - Elevation C

1:25 @ A1

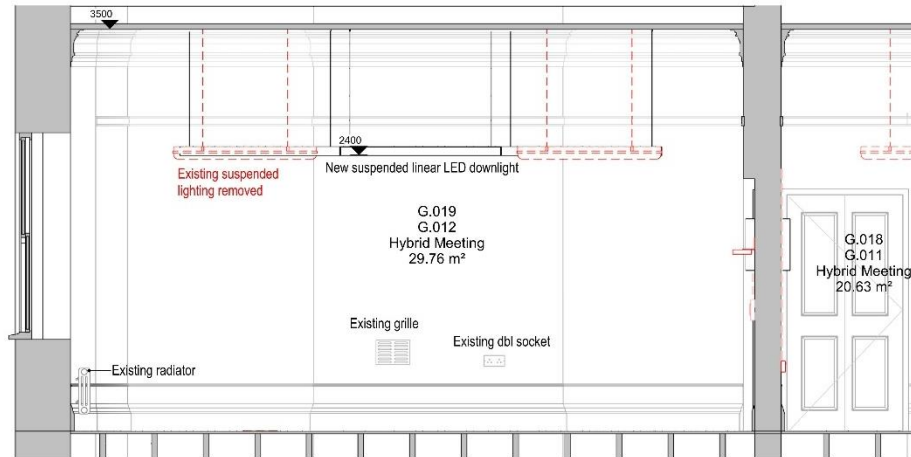


G.011 Hybrid Meeting - Elevation D

1:25 @ A1

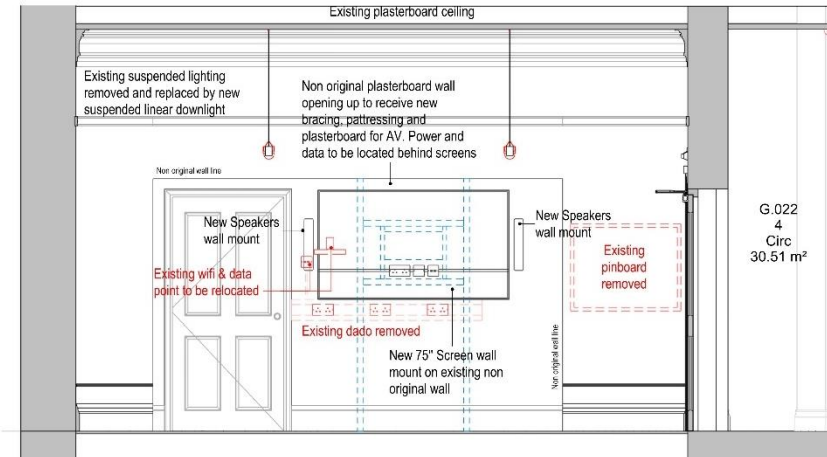
G.0012

- Localised repairs to cornices, walls, ceiling where required to make good.
- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client
- Cleaning of doors, woodwork and mouldings. Localised spot decoration where required to ensure that existing detail is retained



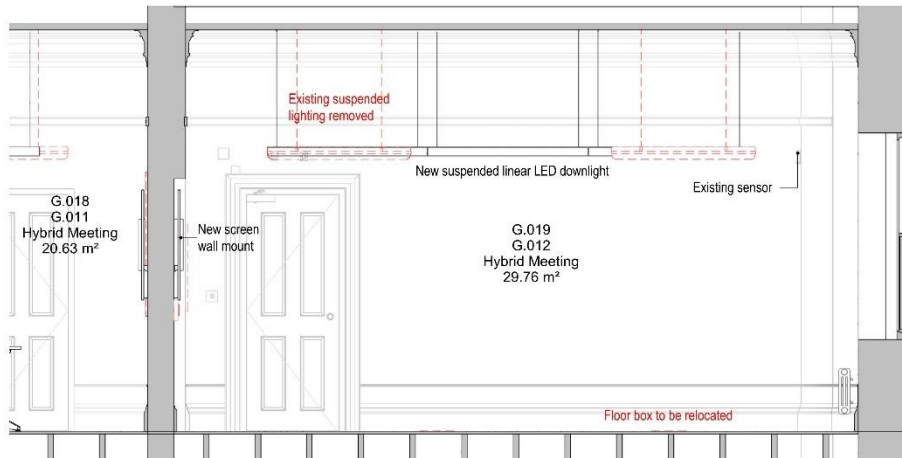
G.012 Hybrid Meeting - Elevation A

1 : 25 @ A1



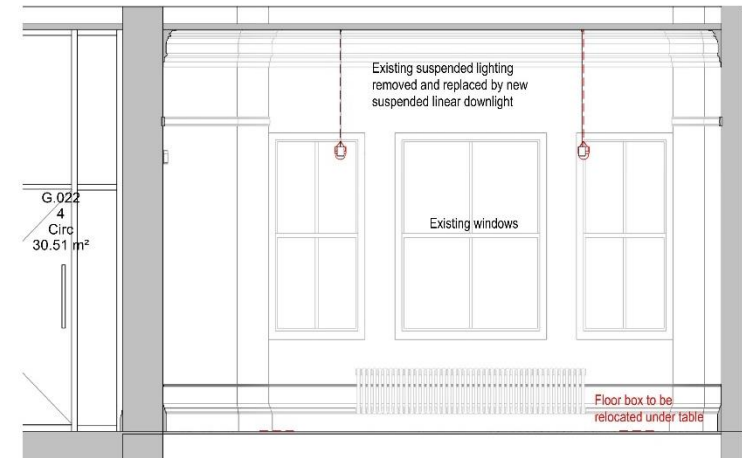
G.012 Hybrid Meeting - Elevation B

1 : 25 @ A1



G.012 Hybrid Meeting - Elevation C

1 : 25 @ A1

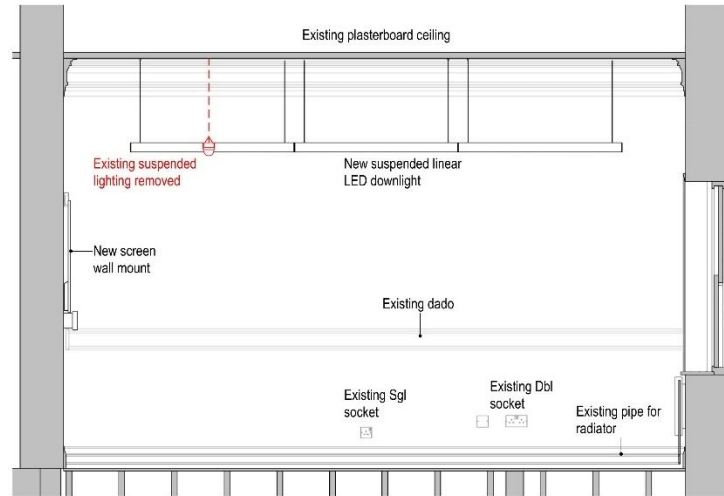


G.012 Hybrid Meeting - Elevation D

1 : 25 @ A1

1.005

- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client



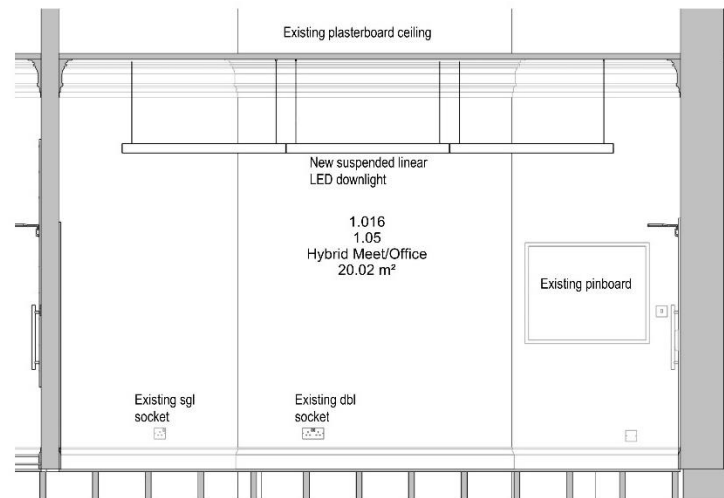
1.05 Hybrid Meeting/ Office - Elevation A

1 : 25 @ A1



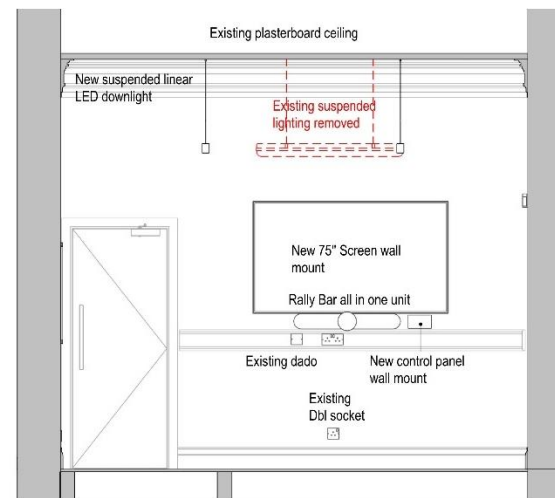
1.05 Hybrid Meeting/ Office - Elevation B

1 : 25 @ A1



1.05 Hybrid Meeting/ Office - Elevation C

1 : 25 @ A1

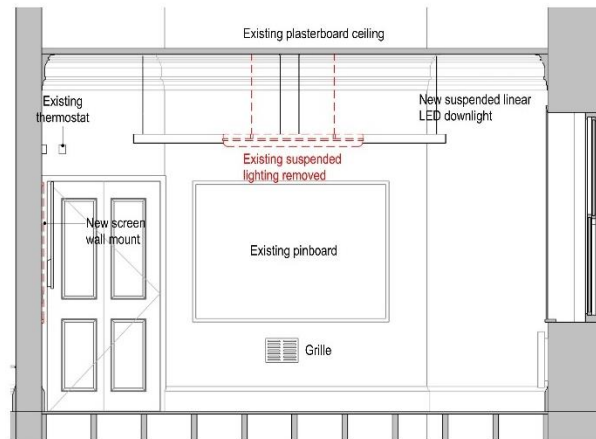


1.05 Hybrid Meeting/ Office - Elevation D

1 : 25 @ A1

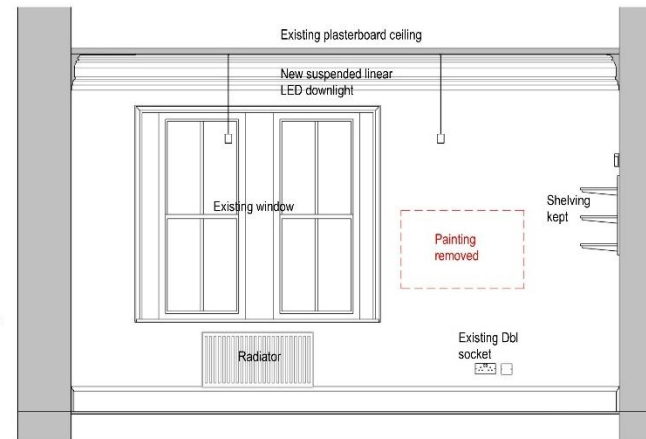
1.002

- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client



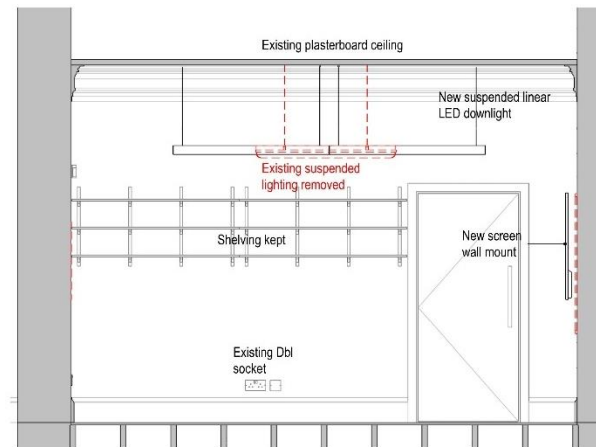
1.02 Hybrid Meeting - Elevation A

1:25 @ A1



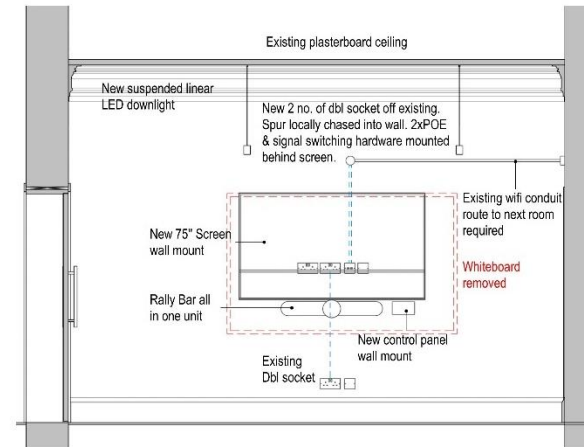
1.02 Hybrid Meeting - Elevation B

1:25 @ A1



1.02 Hybrid Meeting - Elevation C

1:25 @ A1

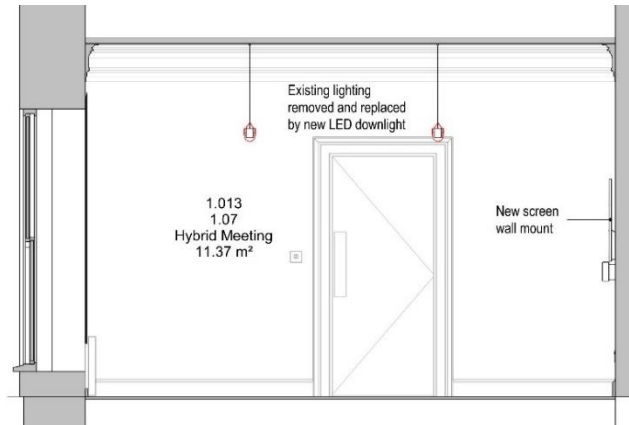


1.02 Hybrid Meeting - Elevation D

1:25 @ A1

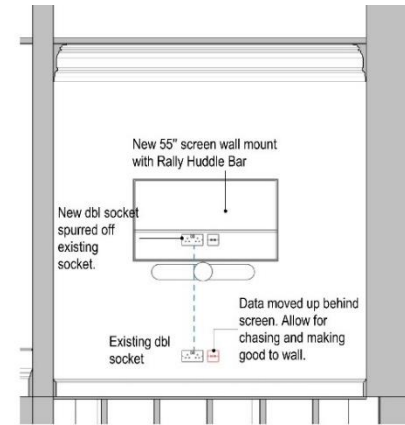
1.007

- Walls and ceilings to be painted in line with suitable heritage colourways. Colour TBC by Architect and Client
- New flooring to be laid with protective underlayer to ensure existing floorboard condition is retained.



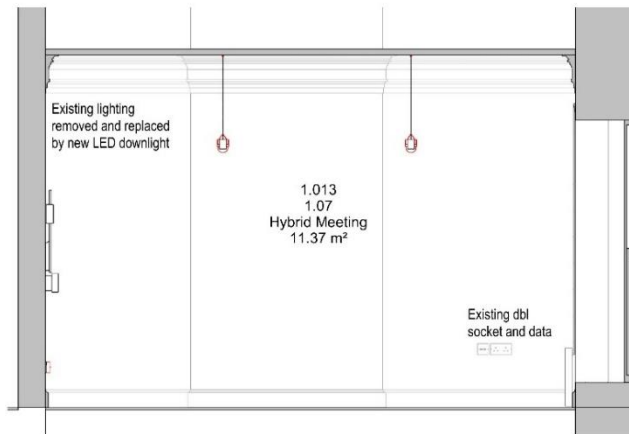
1.07 Hybrid Meeting - Elevation A

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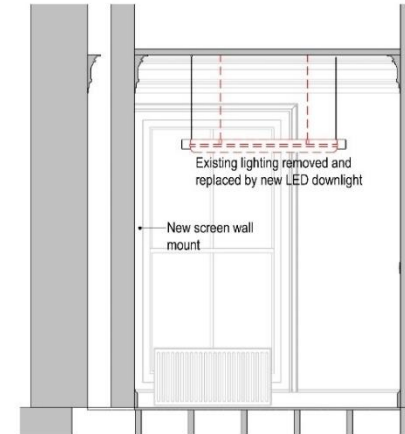
1.07 Hybrid Meeting - Elevation B

1 : 25 @ A1



1.07 Hybrid Meeting - Elevation C

1 : 25 @ A1



1.07 Hybrid Meeting - Elevation D

1 : 25 @ A1

Media Service Concept

The below shows a summary of equipment specified by the Media Services Team at UoM for new meeting rooms. The items have been shown on the above room elevations.

G.007c - Live Event Space 'Seminar Room'

In person and hybrid event and seminar space with dedicated PC, Solstice wireless and cabled laptop connectivity to large format display screen and speakers. 2x pan, tilt, Zoom (PTZ) cameras for hybrid events and live streaming via Zoom and MS Teams 2x handheld and 2x lapel wireless microphones for voice reinforcement in the room and for hybrid/live streaming.

G.019 – Video Conference Boardroom

G.018 – Video Conference Boardroom

Boardroom style room with desktop microphones and laptop connection (HDMI, USBC, USB3.0 and Solstice wireless) to large format display with camera for hybrid meetings using Zoom/MS Teams.

1.021 – Video Conference Room

1.016 – Video Conference Room

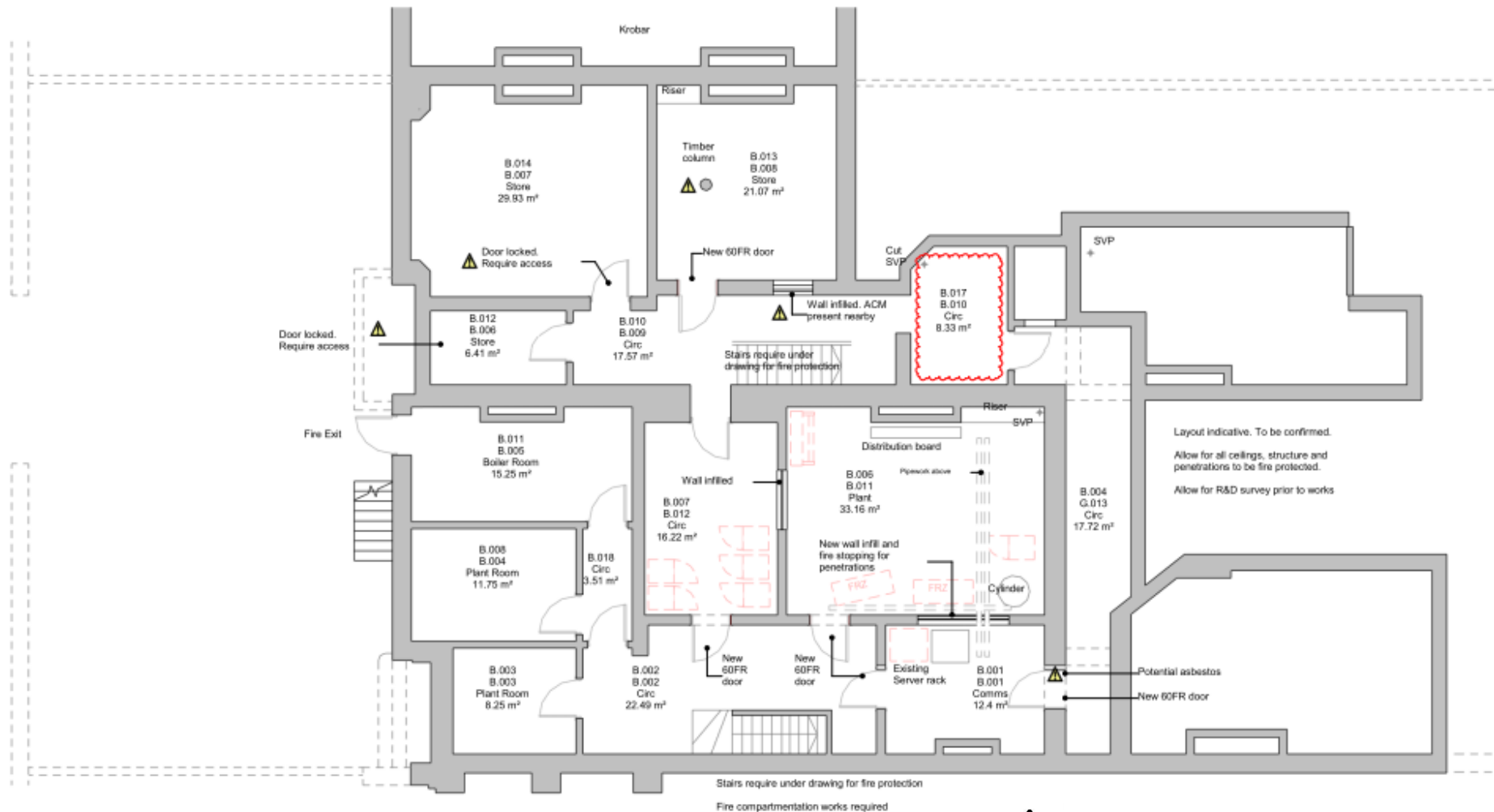
Video Conference room with a Logitech Rally Bar speaker, camera and microphone with laptop connection (HDMI, USBC, USB3.0 and Solstice wireless) to large format display for hybrid meetings using Zoom/MS Teams.

1.013 – Small Video Conference Room

Huddle space hybrid meeting room with large format display, all in one video conferencing huddle bar with button panel control and laptop connectivity for hybrid meetings on Zoom or MS Teams.



Level -01



Extent of works in relation to Fire Compartmentation subject to Stage 4 design process, review with Building Control, review with UoM Fire Officer, and Fire Consultant if required



Wall infills and fire stopping required for penetrations of mechanical or electrical equipment.

Internal Proposal

HMA have considered the mood boards and aspirations conveyed in meetings with University stakeholders and produced two options. The architectural difference between the options includes the refurbishment of the ground floor WCs, dining and kitchen areas.

Option 01 was chosen to be taken forward. Including a full refurbishment of the kitchen (world café), dining area and same sex WCs.

The images below show the existing spaces.



Kitchen looking to the rear of the building



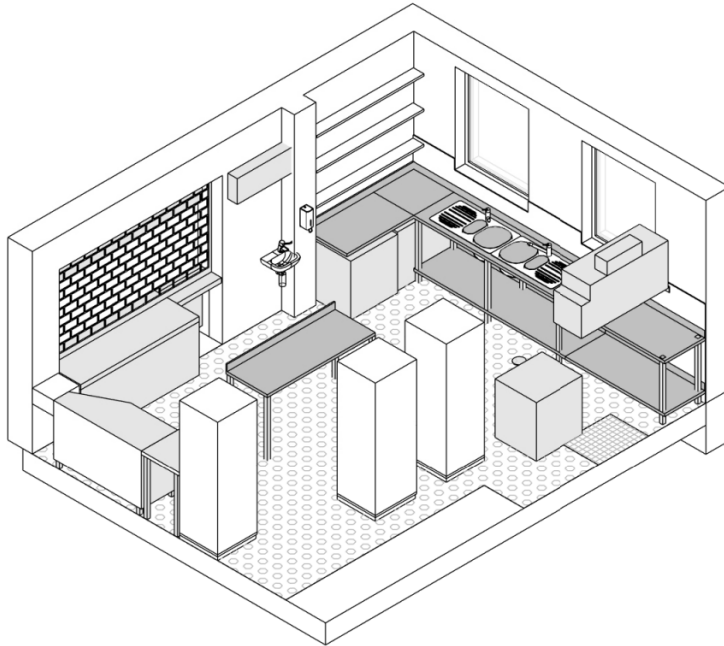
Dining area looking to the rear of the building.



Female WCs

Kitchen Refurbishment

The brief was to provide space for a large dining table that people could commune around and share ideas and hold informal meetings. It would act as a centre point for staff using the building. This part of the building is in a later extension to the original building. Therefore, adaptations are more acceptable to the heritage officer. New barrier matting will be provided to the rear access door to ensure wet and dirt is not tracked into the space. New pendant lighting sits above the table to zone the area.



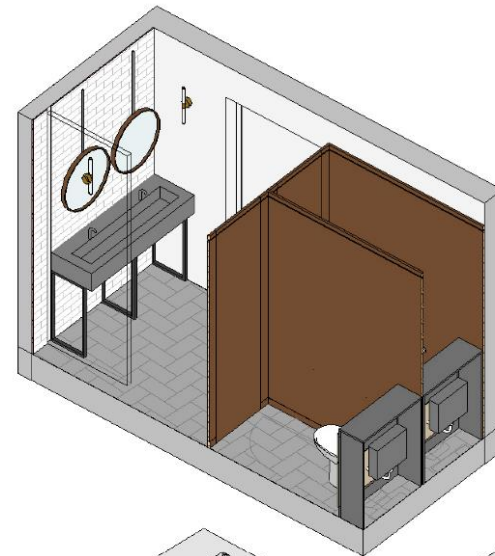
Dining Area Refurbishment

The brief was to provide space for a large dining table that people could commune around and share ideas and hold informal meetings. It would act as a centre point for staff using the building. This part of the building is in a later extension to the original building. Therefore, adaptations are more acceptable to the heritage officer. New barrier matting will be provided to the rear access door to ensure wet and dirt is not tracked into the space. New pendant lighting sits above the table to zone the area.



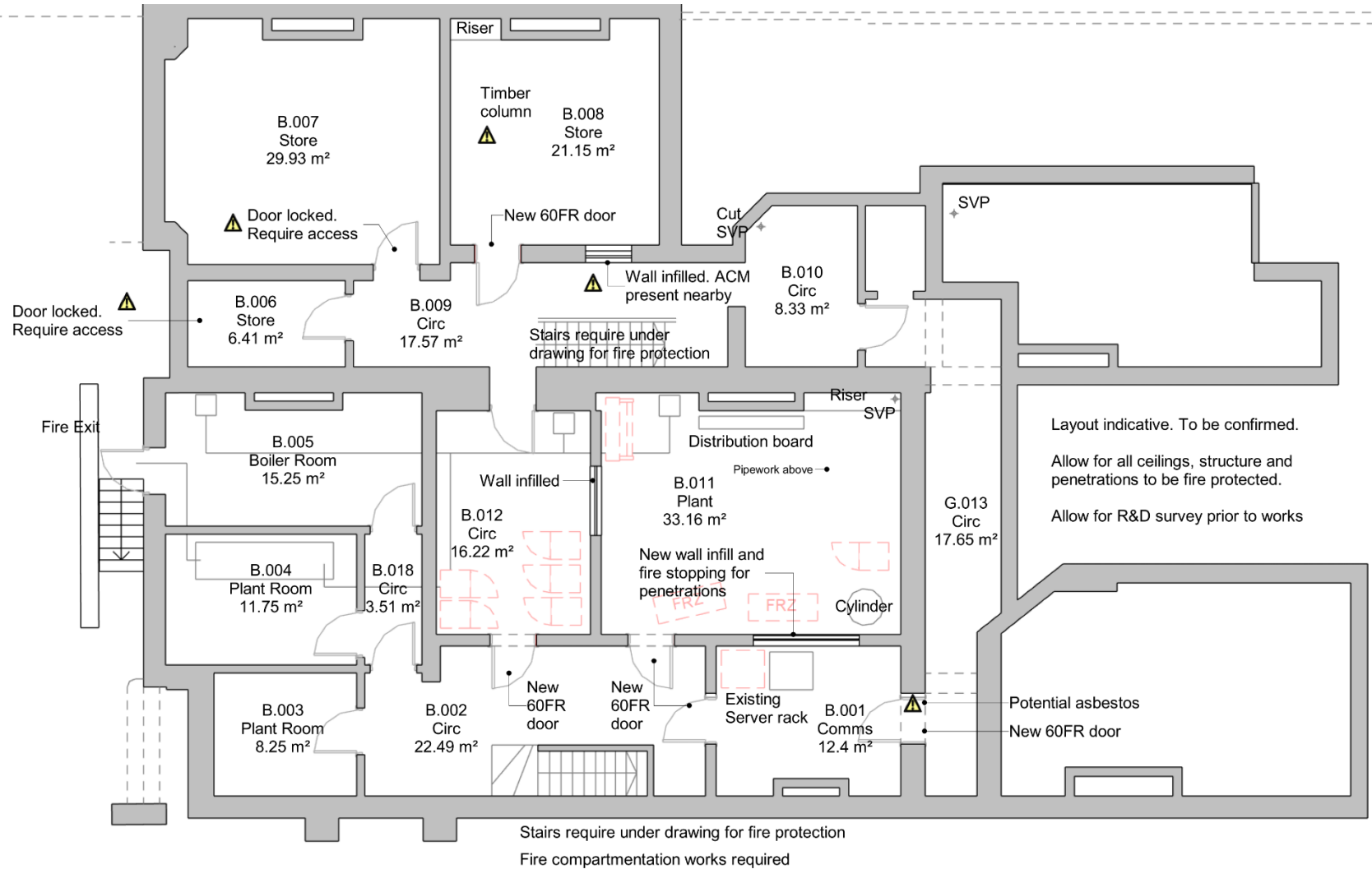
WC Refurbishment

As these newly refurbished spaces will provide a convening point for some of the core university business engagement and innovation functions the toilet facilities require refurbishment also. Full refurbishment of toilets including cubicles, sinks, toilets, floors, ceilings and decoration.



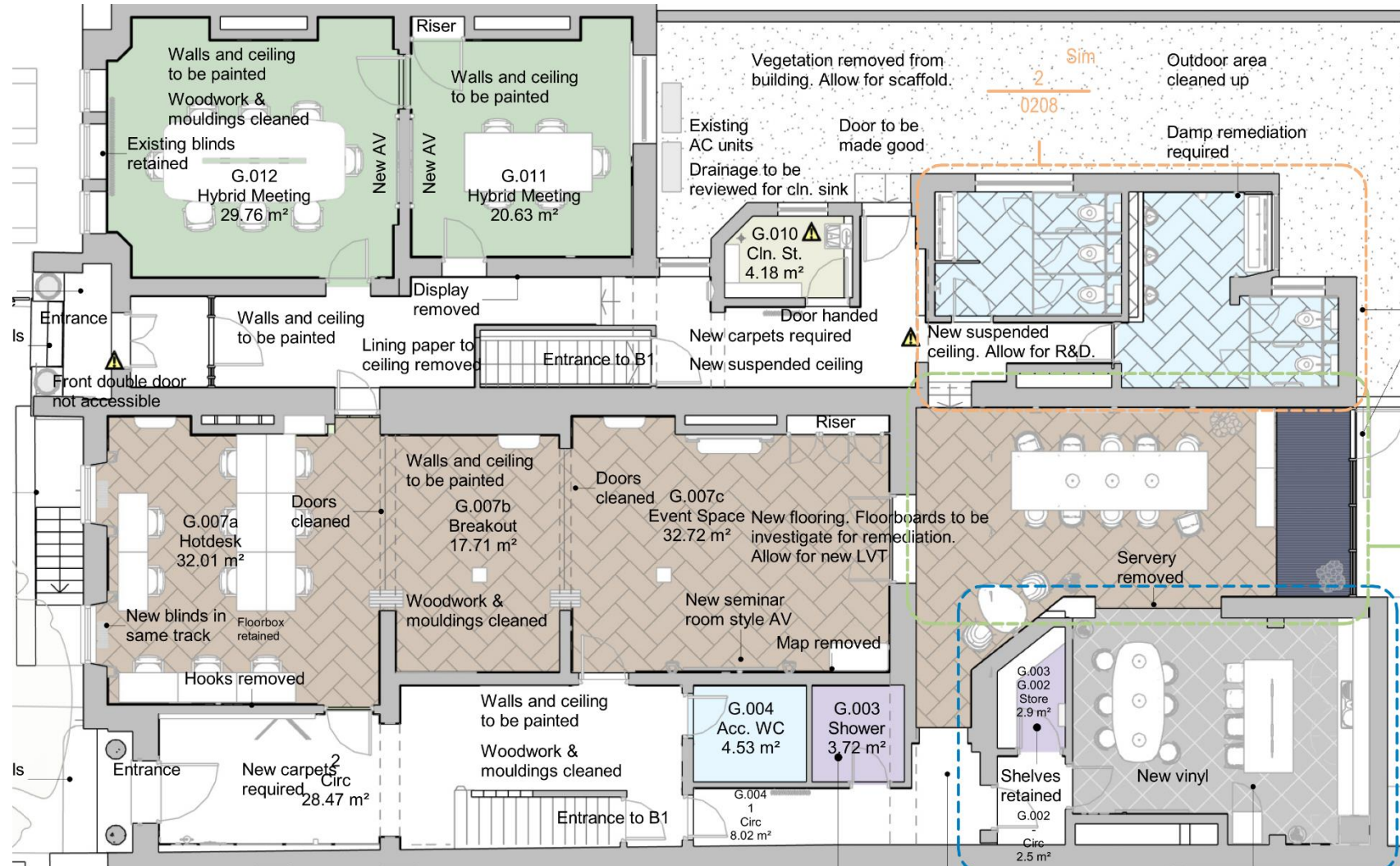
Basement Works

Fire remedial and compartmentation works required. A new compartmented comms room is to be provided. All items have now been removed to reduce fire and access risk.



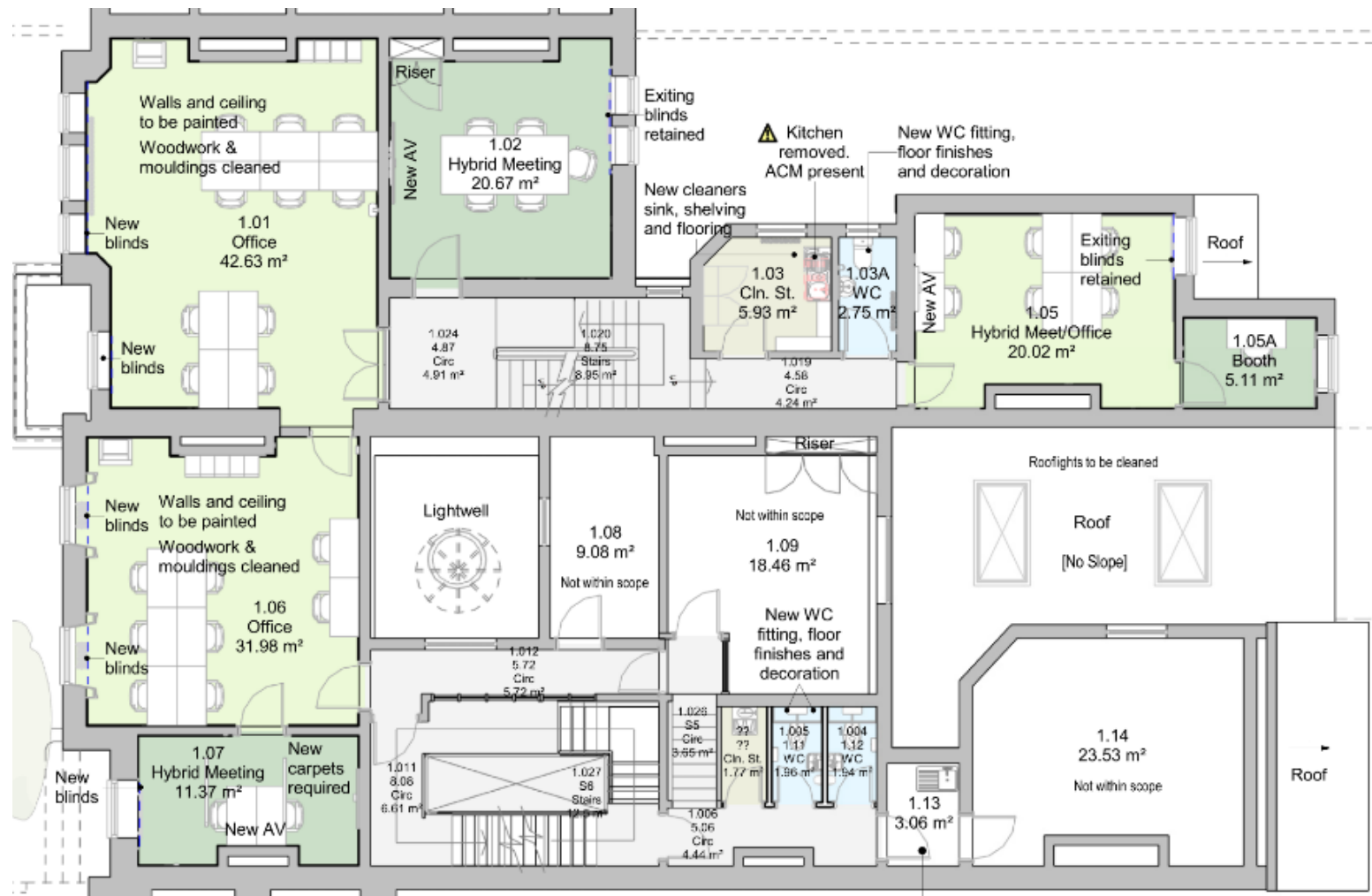
Level 0 (Ground Floor) Works

The ground floor is proposed for communal spaces comprising of meeting rooms, hot desking, dining, WCs, kitchen and a new shower. The end users have confirmed their requirements for new AV and preferred floor finishes for the main spaces.



Level 1 (First Floor) Works

The first floor is for office staff. Rooms will receive new decoration, lighting and floor finishes. The end users have specified which rooms they would like as meeting rooms. House Services requested cleaner's sinks to both sides of the building as there are flights between them. This has led to WC remodel on the southern side of the building. However, the FMC report advised all WCs require refurbishment.



External Proposal

The cabins to the rear of the site are to be removed with all cracked flags to be remediated and reinstatement of the grass where gravel is currently. Vegetation to the building and site will be removed.

Vegetation growing at roof level to the party wall was mentioned in the FMC comments tracker. However, this is out of the projects reach of scope.

The rear garden can be used as parking for guest and disabled parking. It was confirmed with Simon Atkinson that a new enclosed bin store was not needed and bins could be located in their previous location in the corner of the site near the rear gates.

The wall facing the Holy Church required remediation as the structural report by WML outlines.

It has been confirmed that the rear ramp is not compliant for wheelchair users.



Rear access of the site



Rear of the building

The existing plinth signage to the front of the site is to be removed and replaced with a new design, in line with UoM's signage design for the Whitworth Gallery. Heritage and Planning accepted the new monolith as it is more slim line. Please see image right.

An allowance has been made in the cost report for repainting the front elevation of the building. An allowance has been made for decorating the existing entrance doors.

The client has been made aware that the low wall to the basement is a fall hazard and therefore a railing is required. Heritage accepted the need for a railing and to detail on an elevation.

The front vegetation will be managed and cut back to allow passive supervision.

An allowance has been made for relaying the stone slabs due to their movement over time.

Timber fascia and soffit boards have been identified for replacement and painting.

Surveys to the render and roof are to be carried out once scaffold is erected for the painting of the building. Provisionally this may lead to repairs and new flashing to the gable elevation.



Front of the building



Signage Precedent

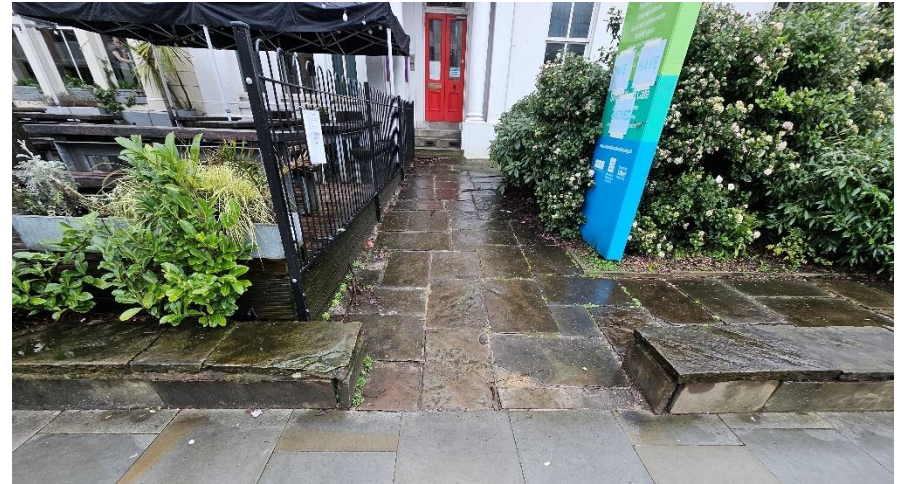
Accessibility

The front entrance to William Kay is currently not accessible by wheelchair. The rear of the building has an existing, ramped access for wheelchair access.

The Building Condition Survey, compiled by UoM and received 8th November 2024, states the ramp is in poor repair and does not meet current building regulations for accessibility. The rear yard has vehicular access via Brighton Place. There is an accessible WC located in the entrance lobby on the ground floor. No lift is provided within the existing building. All ground floor rooms are accessible except for the communal WCs which have a single step to the entrance lobby.

Accessibility Proposal

HMA received a levels survey of the front garden which proves the threshold is generally 1.3m above the street level and has therefore complicated a ramp design. An access proposal for the building is still in abeyance at this time. The proposal will be made as a separate application to this one.



Front of the site. Left.



Front of the site. Right.

6.5 External Elevations

Elevation paint as Existing



Elevation paint as Proposed

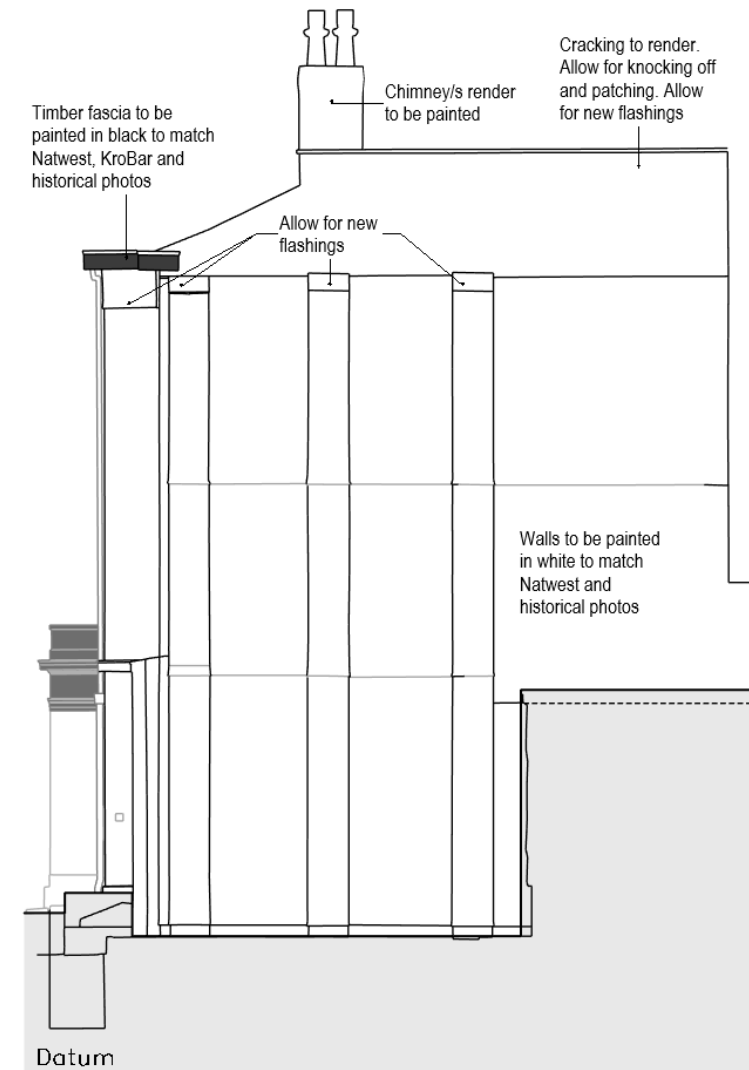


Elevation paint as Proposed



William Kay South West Elevation as Proposed

1:50 @ A1



William Kay South East Elevation as Proposed

1:50 @ A1

7.0 Access

7.1 Consultant Advice

The project has been reviewed with the Universities EDI Directorate on 13-01-25.

The following recommendations were made, Design Team to review.

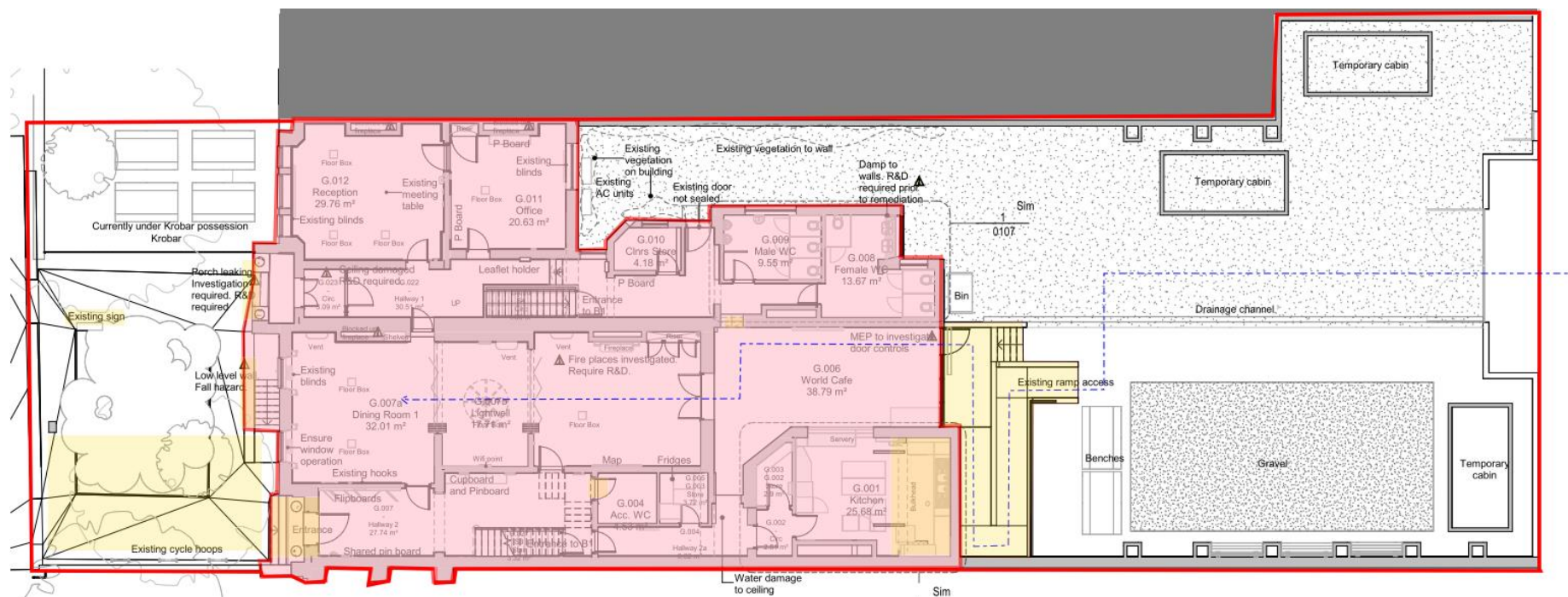
- A ramp to either one of the front entrance doors to allow for wheelchair access from Oxford Road. Ramp and Lift options to be considered under separate application
- Wheelchair access to the ground floor only was acceptable, however a variety of workspaces should be provided.
- Parking to the rear for accessible parking.
- Automated doors to be considered to ground floor. To be reviewed with Heritage and MEP.
- Push button access to Accessible WC should be considered. To be reviewed with Heritage and MEP.
- Variable height worktop in the kitchen should be provided.
- Dimmable lighting to support a Neurodiverse range of people should be provided.
- Handrail to the steps down to the WCs should be provided. WCs located 1no. step down below Ground Floor level.
- Braille to signage should be considered.
- To consider using document PAS6453:2022 in further design development.

Further design development will also align with University Disabled Access Guidelines EPM 14

Additional meetings have been held with Planning and Heritage representatives, see further detail in section 12.0.

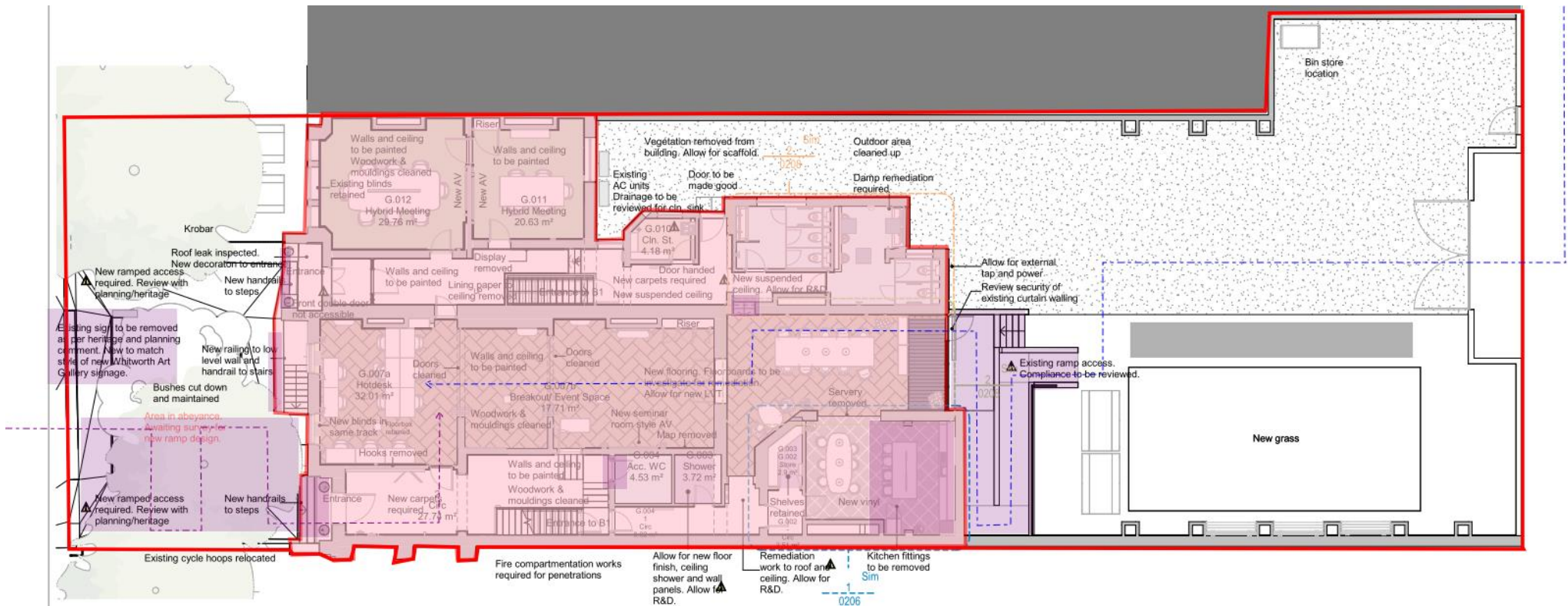
7.2 Existing Condition

- Existing rear ramp not compliant with Approved Document K of Building Regulations.
- Stepped access to front of building
- Manually operated doors throughout
- Non-dimmable lighting to internal spaces
- Signage detracts from front elevation of building
- No Braille to signage
- Kitchen worktop heights are one level
- Lack of handrails to steps both internally and externally



7.3 Proposed Condition

- Compliance of rear ramp to be reviewed against Approved Documents
- New ramped access to front of building to be considered (separate application).
- New automated opening doors with push buttons to be considered.
- New signage to front of building with braille.
- New handrails to stepped access both internally and externally.
- Variable height to proposed kitchen counters, with under sink opening for wheelchair use



8.0 Mechanical and Electrical Proposals

8.1 MEP Philosophy/Approach

New cabling is to be recessed within existing containment where possible. Cabling containment within existing ceiling soffits and concealed by existing ceilings. Where necessary, new cabling is to be housed within steel conduits fixed sympathetically and discretely to not detract from original features, conduits are to be painted to match adjacent surrounding. Where necessary, penetrations between rooms and through existing walls are to be limited to the size of the containment to ensure minimum disruption to the existing fabric. All penetrations are to be made good. Any penetrations to be marked on drawings and approved by heritage officer.

8.2 Lighting

- Wholesale lighting is to be replaced to install new LED lighting.
- Existing suspended lighting is currently singular and each unit requires power.
- Proposed lighting is now connected to each other and therefore required less power drops.
- Proposed lighting is smaller in profile and provides uplighting to the rooms to highlight ornate features.
- HMA have provided room elevations to show the effect of lighting.

8.3 Power and Data

L0

- The existing ground floors uses floor boxes with some power and data chased into perimeter walls.
- The proposal is to reuse and reposition some of the floor boxes.
- Existing power on walls is to be extended locally which will require local chasing and making good to plasterwork.
- New AV power and data is to be routed within non original partitions and hidden behind screens.
- HMA have provided room elevations to show the effect of power and data proposals.

L1

- Existing recessed sockets in the office spaces are to be reused.
- New power and data for AV is to be routed using existing.
- HMA have provided room elevations to show the effect of power and data proposals.

9.0 Surveys

Elevation and topographical surveys of the site have been undertaken, along with a fixed wiring investigation and Fire Risk Assessment.

9.1 Asbestos

Asbestos Management Surveys have been undertaken Annually as instructed by the Client, with the most recent re-inspection report (Survey no RR3309.1 by Trac Associates Technical Team) issued in December 2024. This was a standard management survey and relates to the scope of this project. The latest Asbestos Survey indicates two areas where the encapsulation of asbestos is recommended, and two areas to manage and re inspect, one of which is within the scope of this refurbishment.

Two items of suspected Crocidolite have been identified as *low risk* in rooms to the basement, with encapsulation noted as a recommendation, see schedule below.

In addition to this, paint to previous abatement works in the basement is showing signs of deterioration, there is risk of minor traces present, which will affect the scope of works for this area, in particular the penetration and fire stopping of new/updated mechanical and electrical equipment. The report has recommended that a university approved LARC is appointed to undertake this work.

Chrysotile has been identified as *very low risk* in Cleaner Sink in the 2nd Floor Cleaners Room. This is to be removed as part of the works.

1 - First Floor

Shine	Room	Specific Location	Item	Accessibility	Product Type	Asbestos Type	Extent	Sample Reference	MRA	PAS	TRA	Recommendation	Photograph
IN507	1.018 - Cleaners Store	Sink	Sink Pad	Occasionally Disturbed	Other Bituminous Product	Identified Chrysotile	1 m²	8 (OS)	03	03	06	Manage	
Comments													

-1 - Basement

Shine	Room	Specific Location	Item	Accessibility	Product Type	Asbestos Type	Extent	Sample Reference	MRA	PAS	TRA	Recommendation	Photograph
IN930	B.013 - Store		Residues beneath encapsulated surfaces	Occasionally Disturbed	Other Insulation	Presumed Crocidolite	40 m²	N/A	11	02	13	Encapsulate	
Comments		The walls have been encapsulated with grey paint following abatement works. Minor traces of residual asbestos should be presumed present beneath the paint. Any invasive works to such surfaces should be undertaken by a university approved LARC. Paint wear and deterioration observed											
IN979	B.017 - Store	Wall	Residues beneath encapsulated surfaces	Occasionally Disturbed	Other Insulation	Presumed Crocidolite	10 m²	N/A	11	02	13	Encapsulate	
Comments		The walls have been encapsulated with grey paint following abatement works. Minor traces of residual asbestos should be presumed present beneath the paint. Any invasive works to such surfaces should be undertaken by a university approved LARC. Paint wear and deterioration observed											

10.0 National Planning Policy Framework

Reviewing the proposals described above against the policies of the NPPF we would state the following:

In reference to *Section 16 of the NPPF*:

- No heritage asset will be affected by the Proposed Works.
- The proposals will sustain the significance of the building and ensure that the spaces are viable for use as they were originally intended.
- The building has been well maintained by The University of Manchester and has been heated and ventilated, protecting the historic fabric. There is no evidence of deliberate neglect or damage to the asset.
- William Kay House is grade II listed. The building is 235 years old. The proposal is 'light- touch' with redecoration generally to the existing surfaces, walls, ceilings, and replacement floors. New additions such as partition walls, and replacement kitchen have minimal impact on the existing historic fabric (wall panelling & coving). Works are proportionate to the project and are sympathetic to the original features of the building. The proposals do not involve the alteration of any of the original building fabric, no features will be removed or concealed as part of the proposal. A meeting with the Heritage Officer, Jackie Whelan, was held on site to talk through the proposal. Comments from this are noted in section 12.0.
- The proposal does not involve the alteration of any of the original building fabric, no features will be removed or concealed as part of the proposal. All the original late Victorian elements

are to be retained and touched only for cleaning and painting to make good.

11.0 Local Conservation Policy

Reviewing the proposals described above against the policies of the Planning [Listed Buildings and Conservation Areas] Act 1990) we would state the following about the building for which this application states, William Kay House:

The building is noted as Grade 2 listed, and the proposed works have been developed in line with preserving the architectural, artistic and historic interest. See Section 2 for further detail on the buildings listing description and areas of historical, architectural, artistic, and archaeological interest. Examples can be found in the table below and include reinstating items such as the turf to the back yard, reinstating the black banding to the front elevation, and cleaning and repainting internal architectural detailing.

In reference to paragraph 204 where the desirability of preservation or enhancement of a conservation area is outlined: The building does not lie within a conservation area.

In relation to paragraph 200 of the NPPF: this development can be integrated very easily within existing businesses and community facilities, as the ownership is not changing, and no change of use class has been requested as part of the planning application.

Paragraph 215 of the NPPF states that *‘Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits*

of the proposal including, where appropriate, securing its optimum viable use’. The positive heritage benefit from this proposal is that the works will facilitate the continued use of the building for the University, in a use which is sympathetic to both the existing form and layout of the building, and the current requirements of the business. It is our view that the public benefits of the proposed scheme outweigh the less than substantial harm caused, therefore the policy identified in Paragraphs 207, 215, and 218 are satisfied, whilst other relevant legislation, policy and guidance set out within Section 16 is also complied with.

The impact of the works on the historical aspects of the building have been assessed, please see table below. This is to be read alongside the Architectural and MEP drawings.

Cumulative Impact:

We have believed that we have demonstrated that this proposal demonstrates as required in paragraph 207 of the NPPF that the impact of the works in relation to the historical significance of the building is low and of less than substantial harm to the significance of the building. The works identified in the above table are of minimal intrusion and involve very little disturbance to the original building fabric.

Location	Proposals as per RPS Group Drawings and Report	Impact on Historical Significance	Mitigation required to be undertaken
Mechanical & Electrical Works			
Basement/Ground Floor/First Floor	Primary Plant Locations Existing plant locations are in the basement and include: • Incoming electrical switch room • AHU plantroom • Boiler-room, location for main server rack for the building. • Location for HWS cylinder serving the kitchen. These areas are proposed to remain as existing, however the Client is looking to replace the boilers in their existing location. Throughout the building existing distribution board locations are proposed to remain as existing. Existing riser locations will remain as existing.	No Impact on Historical Significance	No mitigation is required
Ground Floor/First Floor	Power and Data Ground Floor: • The existing ground floors uses floor boxes with some power and data chased into perimeter walls. • The proposal is to reuse and reposition some of the floor boxes. • Existing power on walls is to be extended locally which will require local chasing and making good to plasterwork. • New AV power and data is to be routed within non original partitions and hidden behind screens. • HMA have provided room elevations to show the effect of power and data proposals. First Floor: • Existing recessed sockets in the office spaces are to be reused. • New power and data for AV is to be routed using existing. • HMA have provided room elevations to show the effect of power and data proposals.	Potential damage to the existing structure and aesthetics	New services such as power and data outlet to be surface mounted as much as possible. Dado trunking to be positioned below desk height where possible. Redundant service conduits and dado trunking are to be removed. All new electrical services are to be consolidated. Power and data outlets to be at skirting board height if possible. Damage to existing skirtings is to be avoided Service penetrations are to be consolidated into the least amount of core holes possible. Existing service routes, cable trays and penetrations are to be reused where possible. Where necessary, new cabling is to be housed within steel conduits fixed sympathetically and discretely to not detract from original features, conduits are to be painted to match adjacent surrounding. Where necessary, penetrations between rooms and through existing walls are to be limited to the size of the containment to ensure minimum disruption to the existing fabric. All penetrations are to be made good. Any penetrations to be marked on drawings and approved by heritage officer.

Basement/Ground Floor/First Floor	New penetrations through the existing structure. New cabling is to be recessed within existing containment where possible. Cabling containment within existing ceiling soffits and concealed by existing ceilings. At this stage we do not envisage any new penetrations through the existing structure or existing elements of the building. However possible considerations that might be required (and to be confirmed through the development of the next RIBA stage) include; • Chases in wall to accommodate specific recessed electrical outlets. • New notches/penetrations through existing floor joists for the routing of cables to new areas. • Making good fire stopping through compartment lines, within the demise of the project. • Holes between rooms, for suspended horizontal electrical containment.	Potential damage to the existing structure and aesthetics	New services such as power and data outlet to be surface mounted as much as possible. Dado trunking to be positioned below desk height where possible. Redundant service conduits and dado trunking are to be removed. All new electrical services are to be consolidated. Power and data outlets to be at skirting board height if possible. Damage to existing skirtings is to be avoided Service penetrations are to be consolidated into the least amount of core holes possible. Existing service routes, cable trays and penetrations are to be reused where possible. Where necessary, new cabling is to be housed within steel conduits fixed sympathetically and discretely to not detract from original features, conduits are to be painted to match adjacent surrounding. Where necessary, penetrations between rooms and through existing walls are to be limited to the size of the containment to ensure minimum disruption to the existing fabric. All penetrations are to be made good. Any penetrations to be marked on drawings and approved by heritage officer.
Basement/Ground Floor/First Floor	Horizontal Services Distribution Containment and ducting routes through the building will remain as existing as far as is possible. At present much of the horizontal electrical distribution is via the timber floors and it is envisaged that new wiring will replace existing and can reuse existing opening in floor joists, once floor-boards are temporarily lifted. However, given the additional wiring necessary as part of the works, it may be necessary to install suspended trunking at soffit level.	Suspended trunking at soffit level may impact on the existing aesthetics.	Service penetrations are to be consolidated into the least amount of core holes possible. Existing service routes, cable trays and penetrations are to be reused where possible. Where new cabling is unavoidable, locations are to be considered to reduce impact.
Basement/Ground Floor/First Floor	Natural Ventilation The project will include the redecoration and easing of the existing sash windows so that occupant have a means of controllable means of natural ventilation. The requirements for background ventilation will, we assume be met by the natural infiltration through the building, given its age and condition.	No Impact on Historical Significance	No mitigation is required

Basement/Ground Floor/First Floor	Building Fabric Performance Standards There are no proposals to upgrade the existing building fabric as part of this specific interior refurbishment.	No Impact on Historical Significance	No mitigation is required
Basement/Ground Floor/First Floor	Lighting It is proposed that the new lighting in all parts of this project's demise will be replaced with new high-efficacy LED luminaires, to the aesthetic fitting for the proposed user and in accordance with Listed Building Conservation Officer requirements. Proposed lighting is smaller in profile and provides uplighting to the rooms to highlight ornate features. HMA have provided room elevations to show the effect of lighting.	Potential impact to the existing aesthetics	Non original wall light fittings to be replaced. Services to suspended light fittings to be re-use existing penetrations.
Basement/Ground Floor/First Floor	Fire Stopping Infills to Walls to maintain fire compartmentation lines Fire Stopping associated with penetrations related to Mechanical and Electrical equipment.	Potential impact to the existing aesthetics	Fire Stopping remediation options are to be considered in regards to aesthetics in publicly accessible spaces

Location	Proposals as shown per HMA Drawings and Report	Impact on Historical Significance	Mitigation required to be undertaken
Architectural Works - External			
External	Elevation Works External façade including window frames, window cills, timber fascia, timber soffit boards and doors to be redecorated. Colours reflect that of neighbouring building and heritage photos. See Elevation drawing on page 42 for details. Knocking off damaged and patching of existing render to walls and new flashings to match existing has also been allowed for. Automated Doors to be considered to Ground Floor. To be considered with Heritage and MEP.	Modification of existing doors to accommodate automation requirements. Potential aesthetic change to any areas of remediation	Heritage Colours, and Automatic Doors are to be agreed with the Listed Building Conservation Officer. Any remediation to the existing render is to be done sympathetically to match the existing condition. Method Statement TBC
Ground Floor	Level Access <i>Ramped Access to front and rear elevations and/or platform lift, and associated railings are to be included in separate application</i>	To be included in separate application	To be included in separate application
External	External Signage The existing plinth signage to the front of the site is to be removed and replaced with a new design, in line with UoM's signage design for the Whitworth Gallery. Heritage and Planning accepted the new monolith as it is more slim line. Please see image on page 38 of the report	No Impact on Historical Significance	No mitigation is required
External	Stone Slabs to external ground An allowance has been made for relaying the stone slabs due to their movement over time.	No Impact on Historical Significance	No mitigation is required
External	Existing Rear Yard Turf to the rear yard to be reinstated	No Impact on Historical Significance	No mitigation is required
External	Existing Rear Elevation Vegetation to the building and site will be removed.	Potential aesthetic or structural change to any areas of remediation	Any remediation to the external walls to be done with care to maintain the existing condition. Method Statement TBC

Location	Proposals as shown per HMA Drawings and Report	Impact on Historical Significance	Mitigation required to be undertaken
Architectural Works - Internal			
Basement/Ground Floor/First Floor	Fire Stopping Infills to Walls to maintain fire compartmentation lines Fire Stopping associated with penetrations related to Mechanical and Electrical equipment.	Potential impact to the existing aesthetics	Fire Stopping remediation options are to be considered in regards to aesthetics in publicly accessible spaces
Ground Floor/First Floor	Windows and Doors Windows frames, window cills and doors also to be redecorated internally. Architect to consider use of 'heritage colours'. Colours TBC Access Control to be added to doors where required	Modification of existing doors to accommodate access control requirements. Potential aesthetic change to any areas of remediation	Heritage Colours, and Access Control requirements are to be agreed with the Listed Building Conservation Officer.
Ground Floor/First Floor	Floor finishes New floor finishes are to be provided throughout the Ground and First Floor (LVT, carpet and vinyl have been requested by the end users).	Potential impact to the existing aesthetics	Remediation to existing floorboards as required. Damage to the original fabric e.g. floorboards is to be avoided.
Ground Floor/First Floor	Window Coverings All existing blinds to be removed and replaced. Heritage have noted a preference for new roller blinds as these are less obtrusive to street view.	Potential impact to the existing aesthetics. Potential remediation to original walls where new fixings are required	Roller blinds and other less obtrusive window coverings are to be considered with the Client
Ground Floor/First Floor	Wall and Ceiling Finishes Existing walls, ceilings, ceiling coving, ornamental woodwork, skirting, architraves and doors are to be cleaned and repainted where required. 'Heritage colours' are to be considered. Localised making good of damaged plasterwork where necessary.	Potential impact to the existing aesthetics	Overpainting is to be avoided, especially to areas of ornate decorative detailing. Heritage Colours are to be agreed with the Listed Building Conservation Officer. Coving, skirtings, window surrounds, architraves, ceiling roses not to be damaged. Restoration where previously damaged should be considered.

Ground Floor/First Floor	Staircases No work is to be done to the Staircases. These are ornamental and valuable features of the building and should be protected.	No Impact on Historical Significance	No mitigation is required
Basement/Ground Floor/First Floor	Ceiling Heights Ceiling heights to be retained to maintain original room volumes and proportions.	No Impact on Historical Significance	No mitigation is required
Ground Floor	Accessible WC and Shower Existing Store to become shower room, works include new floor finish, ceiling, and shower and wall panels. Push button to Accessible WC and handrail to communal WC steps to be considered with Heritage and MEP.	Potential impact to the existing aesthetics. Potential remediation to original walls where new fixings are required	Damage to the existing condition is to be avoided
Ground Floor	Fireplace Boarding of fireplace in the breakout space is to be removed to expose original features.	Potential impact to the existing aesthetics	Existing fireplace surround to be retained and cleaned and not damaged. Review of fireplace to be undertaken following removal of boarding. Restoration where previously damaged should be considered.
Architectural Works to Newer Extension			
Ground Floor	Works to newer extension WCs and Kitchen sited within the newer extension to be fully refurbished to modern standards. Work to include damp remediation and new suspended ceiling to WCs.	No Impact on Historical Significance	No mitigation is required
Location	Proposals as shown per HMA Drawings and Report	Impact on Historical Significance	Mitigation required to be undertaken
Additional Risks			
Basement/Ground Floor/First Floor	Fire Stopping Risk of increased scope as the works are undertaken and visibility of the existing condition is increased.	Potential aesthetic or structural change to any areas of remediation	Any remediation to the original fabric is to be done with care to maintain the existing condition. Method Statement TBC. Fire Stopping remediation options are to be considered in regards to aesthetics in publicly accessible spaces
Basement/Ground Floor/First Floor	Asbestos R+D Survey to be undertaken before works could lead to increased scope, and in particular further work to the existing fabric	Potential aesthetic or structural change to any areas of remediation	Any remediation to the original fabric is to be done with care to maintain the existing condition. Method Statement TBC

12.0 Pre-Planning Advice

The following early engagement meetings have been held to support the design development in relation to accessibility and heritage:

21-10-2024 Planning Meeting with Jennifer Atkinson
20-01-2025 Site Visit with Jennifer Atkinson (Planning) and Jackie Whelan (Heritage)
20-02-2025 Advice on erecting new ramp

Summary of January Site Visit meeting notes is below:

Front Garden

- Building needs to be accessible for wheelchair users. Architects to consider ramped access to front elevation or requirement for platform lift (separate application).
- Fall protection is required to the basement stairwell, architects to coordinate design of railings with requirement for accessible ramp (separate application)
- Planning and Heritage requested details of any proposed railings to the garden.
- External façade including windows frames, window cills and doors to be redecorated. Architect to consider use of 'heritage colours'. Colours TBC
- Architects to research historical photographs to evidence the history of the front access, vegetation and boundary treatment.
- Project to propose new monolith signage (current signage has advertisement consent 109739/AO/2015/C1). A slimline monolith using sympathetic colours to be proposed.

- The existing felting works to the main entrance steps is aesthetically poor and should be reviewed
- Vegetation to be maintained/cut back to enhance front elevation.

Internal

- New floor finishes can be provided throughout however damage to the original fabric e.g. floorboards is to be avoided.
- Existing curtains or blinds can be removed and replaced with a preference for new roller blinds as these are less obtrusive to street view.
- Touch up painting to ceiling coving, ornamental woodwork, skirting, architraves and doors where required but project should avoid overpainting which will remove ornate decorative detailing.
- Staircases are ornamental and valuable features of the building and should be protected.
- Coving, skirtings, window surrounds, architraves, ceiling roses not to be damaged. Restoration where previously damaged should be considered.
- Ceiling heights to be retained to maintain original room volumes and proportions.
- Boarding of fireplace in the breakout space to be removed to expose original features.
- WCs and Kitchen sited within the newer extension to be fully refurbished to modern standards.

Decoration of internal walls with consideration for 'heritage colours'. Localised making good of damaged plasterwork where necessary.

Services

- Consider the removal of modern panel radiators and the replacement with column radiators.
- Non original wall light fittings to be replaced.
- Services to suspended light fittings to be reduced as much as possible.
- Redundant service conduits and dado trunking to be removed. All new electrical services to be consolidated.
- Preference for dado trunking to be positioned below desk height.
- Preference for skirting board height power and data. Avoid damage to existing skirtings.
- Service penetrations to be consolidated into the least amount of core holes possible. Reuse of existing service routes, cable trays and penetrations where possible. Where new cabling is unavoidable, locations to be considered to reduce impact.

Rear Yard

- Turf to the rear yard to be reinstated

13.0 Level 2 Works

Existing Building Photographic Condition Survey: Internal Images



Figure 30: Existing Kitchenette on Level 2

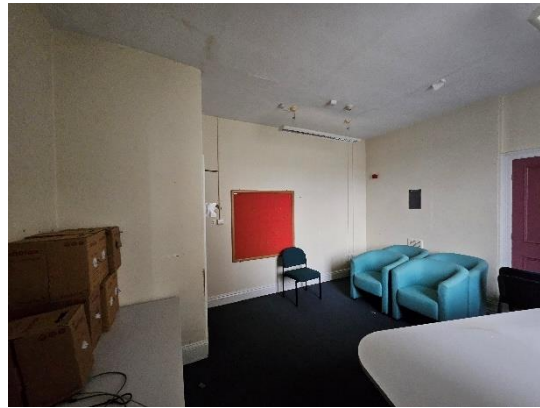


Figure 31 Common Room 2.08



Figure 32 Landing to Main Staircase

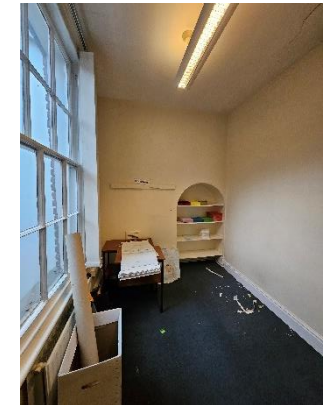


Figure 33 Office 2.08A



Figure 34 Office 2.08A

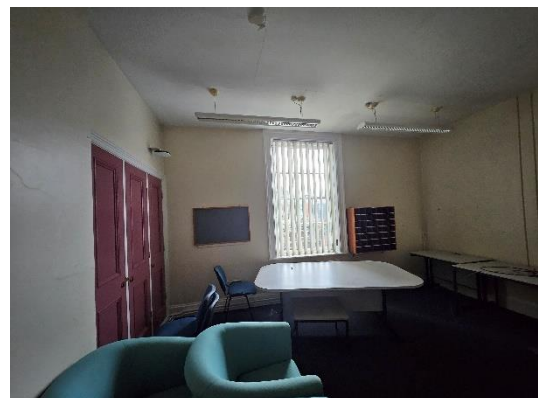


Figure 35 Common Room 2.08



Figure 36 Meeting Room 2.07



Figure 37 Meeting Room M1.02

Level 2 (Second Floor) Works

The second floor is for office staff. Rooms will receive new decoration, lighting, radiators and floor finishes. The end users have specified which rooms they would like as meeting rooms. As part of the works to this floor it is proposed to refurbish the existing Shower Room and Kitchenette.



MEP Philosophy/Approach

Lighting

- Wholesale lighting is to be replaced to install new LED lighting.
- Existing suspended lighting is currently singular and each unit requires power.
- Proposed lighting is now connected to each other and therefore required less power drops.
- Proposed lighting is smaller in profile and provides uplighting to the rooms to highlight ornate features.

Power and Data

L2 – No new power and data.

- Existing recessed sockets in the office spaces are to be reused.

Heating

It is proposed that the existing radiators within the demise of the project are replaced with new on a point-for-point basis. A number of existing radiators are floor mounted cast iron column radiators. It is proposed that these are replaced with new similar cast iron radiators as Stelrad Cast Iron Radiators. The existing wall mounted panel radiators are to be replaced with wall mounted column radiates as Stelrad Classic Column Radiators or equal and approved.



Stelrad cast-iron-radiator with integral feet (left). Stelrad classic column radiator (right)

14.0 Summary

The University of Manchester are proposing to refurbish William Kay House, with works internally where there is low historical interest, and with some minor external works. Internal refurbishments are to improve the usability of the existing spaces by refreshing the look and feel of the furnishings and fittings.

The impact of proposed works

The proposed works are reversible and involve minimal disturbance to sensitive fabric. They are regarded to have little or no impact on the significance or interest of William Kay House.

The changes are necessary to secure the future function of the building and will provide a new facility within the University of Manchester, allowing the building to be occupied, maintained, heated and secured.

The existing building condition has been identified as generally good, and areas of interest to Planning and Heritage as outlined in the site walkaround, as well as the projects conservation philosophy and approach are clearly noted within the report.

15.0 Contact Us

Halliday Meecham Architects

111 Piccadilly Manchester M1 2HY

+44 (0)161 661 5566

4 Devonshire Street London W1W 5DT

+44 (0)203 440 5175

hallidaymeecham.com

