





Written Scheme of Investigation

Pontardawe Arts Centre

This document is in support of the planning application to Pontardawe Arts Centre, outlining the scope and methodology for historic building recording work to be carried out.

Date: Oct 2023
Revision /

**CHILDS
SULZMANN**
ARCHITECTS

www.cs-architects.co.uk

9th Floor Colston Tower
Colston Street
Bristol
BS1 4XE
01179 300010

mike.cox@cs-architects.co.uk

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1.0 Introduction

1.1 Project and Planning Background

1.1.1. Childs Sulzmann Architects has been commissioned on behalf of Pontardawe Arts Centre (hereafter, 'the Client'), to produce a written scheme of investigation (WSI) for historic building recording of Pontardawe Arts Centre, 60 Herbert Street, Pontardawe, SA8 4ED centred on National Grid Reference (NGR) SN7230303976 (*Figure 1*). The building is not statutorily listed or situated within a conservation area.

1.1.2. Pontardawe Arts Centre was constructed in 1908 as a Public Hall and Institute (which first opened its doors in 1909 by the opera singer Adelina Patti). Pontardawe Hall and Institute occupied the building until 1994, with the building first opening as Pontardawe Arts Centre in 1996.

1.1.3. Planning permission (ref: P2022/0956) has been conditionally granted by Neath Port Talbot County Borough Council for works to build a new cinema extension to Pontardawe Arts Centre, as well as works to reconfigure the ground floor bar and cafe spaces to improve the operation of the centre. Due to the buildings reputation as an important cultural centre in South Wales, pre-commencement Condition 03 of the Planning Submission states:

No works to which this consent relates shall commence until an appropriate programme of historic building recording and analysis (a minimum Level 2 survey) has been secured and implemented in accordance with a written scheme of investigation which has been submitted to and approved in writing by the local planning authority.

Reason:

As the building is of architectural and cultural significance the specified records are required to mitigate impact.

1.2 Scope of Document

1.2.1 This WSI sets out the aims of the historic building recording and the methods and standards that will be employed. In format and content, it conforms to current best practice, as well as to the guidance set out by Historic England in *Understanding Historic Buildings A Guide to Good Recording Practice HEAG099* (Historic England 2016).

1.3 Site Location and Brief Description

1.3.1 Pontardawe Art Centre is located along the main high street, Herbert Street, in Pontardawe, Swansea, centred on National Grid Reference (NGR) SN7230303976.

1.3.2 The building measures approximately 37m in length along its east-west cross section and 30m in width at its widest extent on the north-south cross section.



Figure 1 - Site National Grid Reference

2.0 Historical Background

2.1 Origins, design and ownership 1908 - Present

2.1.1 Pontardawe Arts Centre was designed by W. Beddoe of Cardiff and constructed by Raford and Greaves of Derby in 1908.

2.1.2 The original building, Pontardawe Public Hall and Institute opened in 1909, containing a Reading Room, Billiards Room, and Club Rooms, The Public Hall originally had a capacity of 1,500 people. The building was maintained by a management committee comprised of representatives from local chapels and trade unions.

2.1.3 The building was designed as three separate architectural volumes, which are still externally distinguishable today. The first volume, original institute, housed the administrative spaces and a library. The middle one storey section was the Billiards Hall. The largest volume, was the original Public Hall, which is used today as the main auditorium.

2.1.4 Pontardawe Public Hall and Institute remained open until 1994 when the committee transferred ownership to the then Lliw Valley Borough Council, superseded nowadays by Neath Port Talbot County Borough Council. Neath Port Talbot County Borough Council secured the building seeking to improve the cultural offerings of the town.

2.1.5 The new art centre opened in 1996 and contained a new box office, the Oriel Lliw Art Gallery, a dance studio, meetings rooms, the restored snooker hall, a theatre bar, and grand auditorium.

3.0 Aims + Objectives

3.1 Aims

3.1.1 The aims or purpose of the historic building record, in line with Historic England's *Understanding Historic Buildings A Guide to Good Recording Practice* HEAG099 (Historic England 2016), are to:

- Establish the character, history, dating, form and development of a specific building or structure

3.2 Objectives

3.1.2 The aims of the historic building record will be achieved by making a record of the Pontardawe Arts Centre building, in order to:

- Provide a better understanding of the building structure (where possible within the confines of the works), compile a lasting record, analyse the findings / record and then disseminate the results.

3.2.2 The recorded data from the building record will be made publicly available via the resulting report.

4.0 Methodology

4.1 Introduction

4.1.1 Prior to the commencement of the development works, a Level 2 (descriptive) record will be made of the Pontardawe Arts Centre building. The specific methods that will be used to achieve the requirements are outlined below.

4.2 Research

4.2.1 The historical background for the site has been previously researched from existing sources in order to inform this document. No further background research will be undertaken by Childs Sulzmann Architects as part of this phase of works.

4.3 Survey + Drawn Record

4.3.1 The drawn record of the Pontardawe Arts Centre comprises:

- Site location plan
- Floor Plans
- Elevations
- Site Plan

4.3.2 The internal floor plans are based upon dwg drawings provided by the client, the accuracy of which cannot be guaranteed. Childs Sulzmann architects have taken check dimensions using a laser measurer in order to confirm the accuracy of the drawings provided but these checks were not exhaustive so inaccuracies may be present. Scaled floor plan drawings are attached in the appendix of this report.

4.3.3 A measured topographical and external elevation survey has been undertaken by Midland Survey, providing an accurate record of the building site plan and elevations. These drawings are also included within the appendix.

4.3.4 The drawn record includes a scale bar with metric units for reference and are presented at an appropriate scale

4.4 Written Record

4.4.1 A written record will be made of the Pontardawe Arts Centre building and will comprise:

- The building's precise location as an NGR and by address;
- The date the record was made, and the name(s) or the recorder(s);
- A table of contents;
- An introduction, setting out the circumstances in which the record was made, its objectives, methods, scope and limitations, any constraints which limited the achievement of objectives;
- The history of the building as provided in this document;
- A summary of the building's form, function, date and sequence of development. Details of the architects, builders, patrons or owners will be provided if known;

4.1 Methodology

4.5 Photographic Record

4.4.1 A photographic record will be compiled of the Pontardawe Arts Centre building and will include:

- A general view or views of the building in its wider setting or landscape;
- The building's external appearance. Typically captured in a series of oblique views to show all external elevations of the building and give an overall impression of its size and shape. Where individual elevations include complex historical information, it may also be appropriate to take views at right angles to the plane of elevation;
- The overall appearance of the principle rooms and circulation areas on all floors. The approach will be similar to that outlined for the building exterior;
- Structural or decorative details relevant to the building's design, development and use – for example memorials, stained glass windows and religious furnishings such as the altar, font, lectern and pulpit;

- Evidence of removed machinery, fixtures or fittings (where noted);

- Details of dates, signage and marks that contribute to an understanding of the building, such as date stones, maker's marks or graffiti (where noted). A photographic scale of an appropriate size will be included in all detailed views, where possible. The location of photographic views will be recorded on a key plan. Accompanying photographic registers will record, as a minimum, a brief description of the subject and location.

The full photographic record, together with photographic registers will form part of the project archive. Selected images from the photographic record will be used to illustrate the report. The report figures will include plans showing the location of photographic plates used in the report.

5.0 Reporting

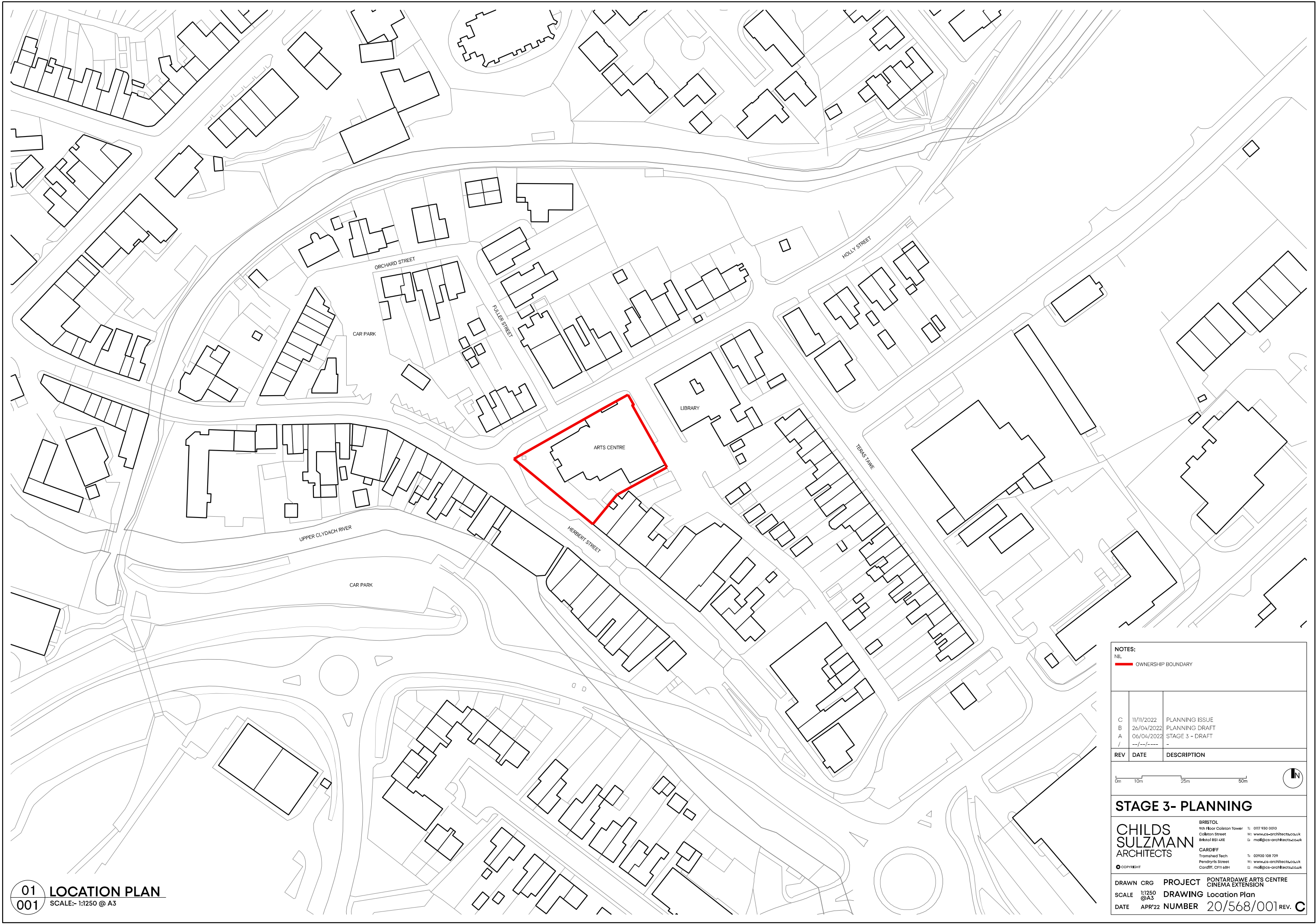
5.1 General

5.1.1 Following the completion of the historic building recording, a draft report will be submitted to the Client and Neath Port Talbot County Borough Council for comment. Following approval, a final version of the report will be issued.

5.1.2 The report will include the following elements;

- A non-technical summary
- Site location (including plan) and NGR;
- The date(s) of the survey;
- The aims, and methods used for the historic building record;
- A description of the building, commensurate with the requirements as set out in section 4.4;
- Selected plates from the photographic record





NOTES:
NIL

OWNERSHIP BOUNDARY

C	11/11/2022	PLANNING ISSUE
B	26/04/2022	PLANNING DRAFT
A	06/04/2022	STAGE 3 - DRAFT
/	-/-/-	-
REV	DATE	DESCRIPTION

0m10m25m50m

STAGE 3- PLANNING

CHILDS
SULZMANN
ARCHITECTS

BRISTOL
9th floor Colston Tower
Colston Street
Bristol BS1 4XE
T: 0117 930 0010
W: www.cs-architects.co.uk
E: mail@cs-architects.co.uk

CARDIFF
Tramshed Tech
Pendryfa Street
Cardiff, CF11 6BH
T: 02920 108 729
W: www.cs-architects.co.uk
E: mail@cs-architects.co.uk

01
001

LOCATION PLAN
SCALE:- 1:1250 @ A3

DRAWN CRG
SCALE 1:1250 @A3
DATE APR'22

PROJECT
DRAWING
NUMBER

PONTARDAWE ARTS CENTRE
CINEMA EXTENSION
Location Plan
20/568/001 REV. C



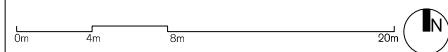
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005

PLAN-SITE-EXISTING
SCALE:- 1:400 @ A3

NOTES:

C	11/11/2022	PLANNING ISSUE
B	26/04/2022	PLANNING DRAFT
B	06/04/2022	STAGE 3-DRAFT
A	08/12/2020	Drawing updated to include topo
/	02/07/2020	Drawing issued to obtain survey quotes

REV	DATE	DESCRIPTION
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STAGE 3-PLANNING

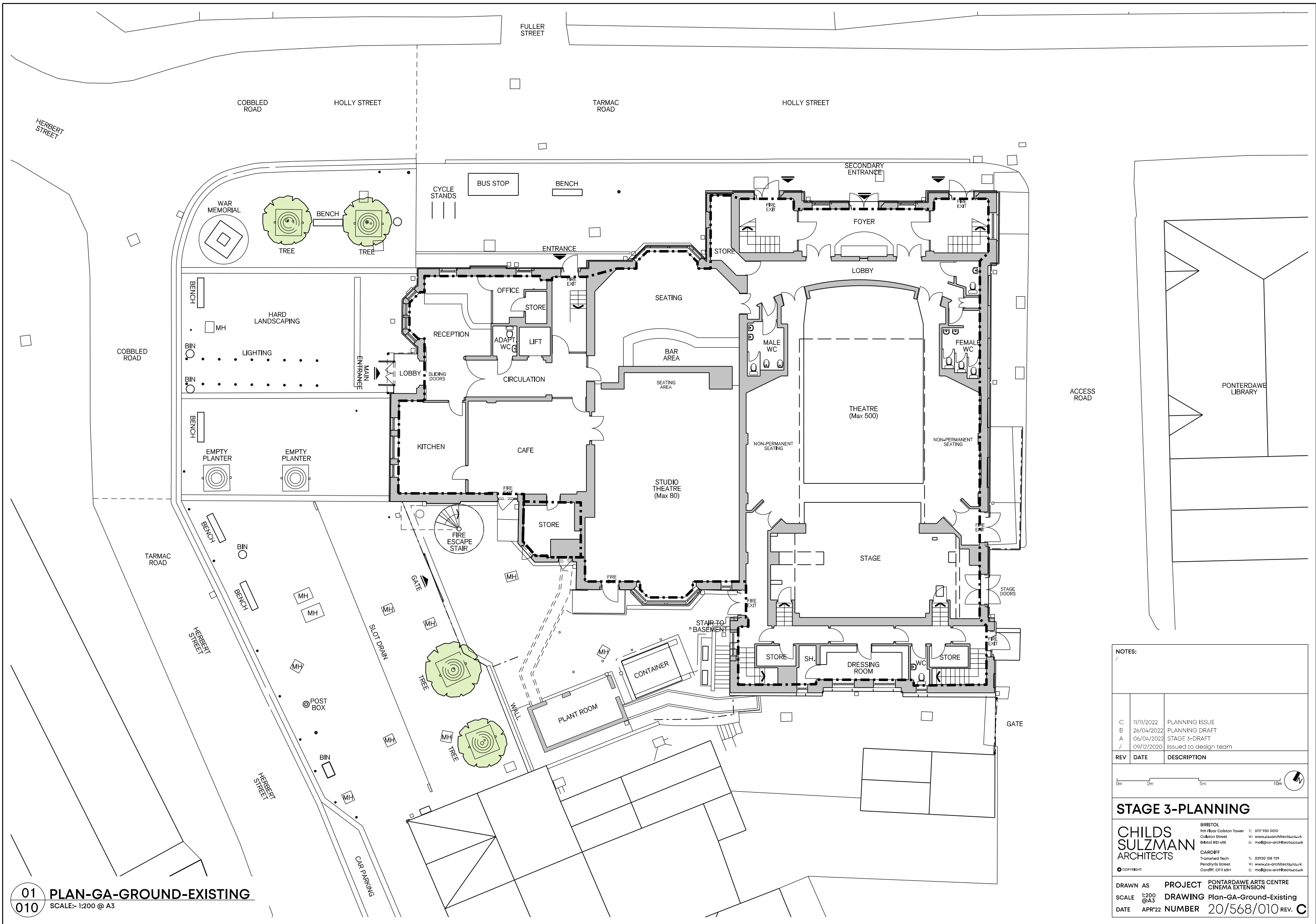
**CHILDS
SULZMANN
ARCHITECTS**

BRISTOL
9th floor Colston Tower
Colston Street
Bristol BS1 4XE
T: 0117 930 0010
W: www.cs-architects.co.uk
E: info@cs-architects.co.uk

CARDIFF
Tramshed Tech
Pendryffe Street
Cardiff, CF11 6BH
T: 02920 108 729
W: www.cs-architects.co.uk
E: info@cs-architects.co.uk

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DRAWN AS	PROJECT	PONTARDAWE ARTS CENTRE CINEMA EXTENSION
SCALE 1:400 @A3	DRAWING	Plan-Site-Existing
DATE APR'22	NUMBER	20/568/005 REV. C



01 PLAN-GA-GROUND-EXISTING
SCALE:- 1:200 @ A3

NOTES:

C	11/11/2022	PLANNING ISSUE
B	26/04/2022	PLANNING DRAFT
A	06/04/2022	STAGE 3-DRAFT
/	09/12/2020	Issued to design team
REV	DATE	DESCRIPTION

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STAGE 3-PLANNING

CHILDS
SULZMANN
ARCHITECTS

BRISTOL

9th floor Colston Tower
Colston Street
Bristol BS1 4XE

T: 0117 930 0010
W: www.cs-architects.co.uk
E: mail@cs-architects.co.uk

CARDIFF

Tramshed Tech
Pendryffe Street
Cardiff, CF11 6BH

T: 02920 108 729
W: www.cs-architects.co.uk
E: mail@cs-architects.co.uk

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DATE APR'22

PROJECT

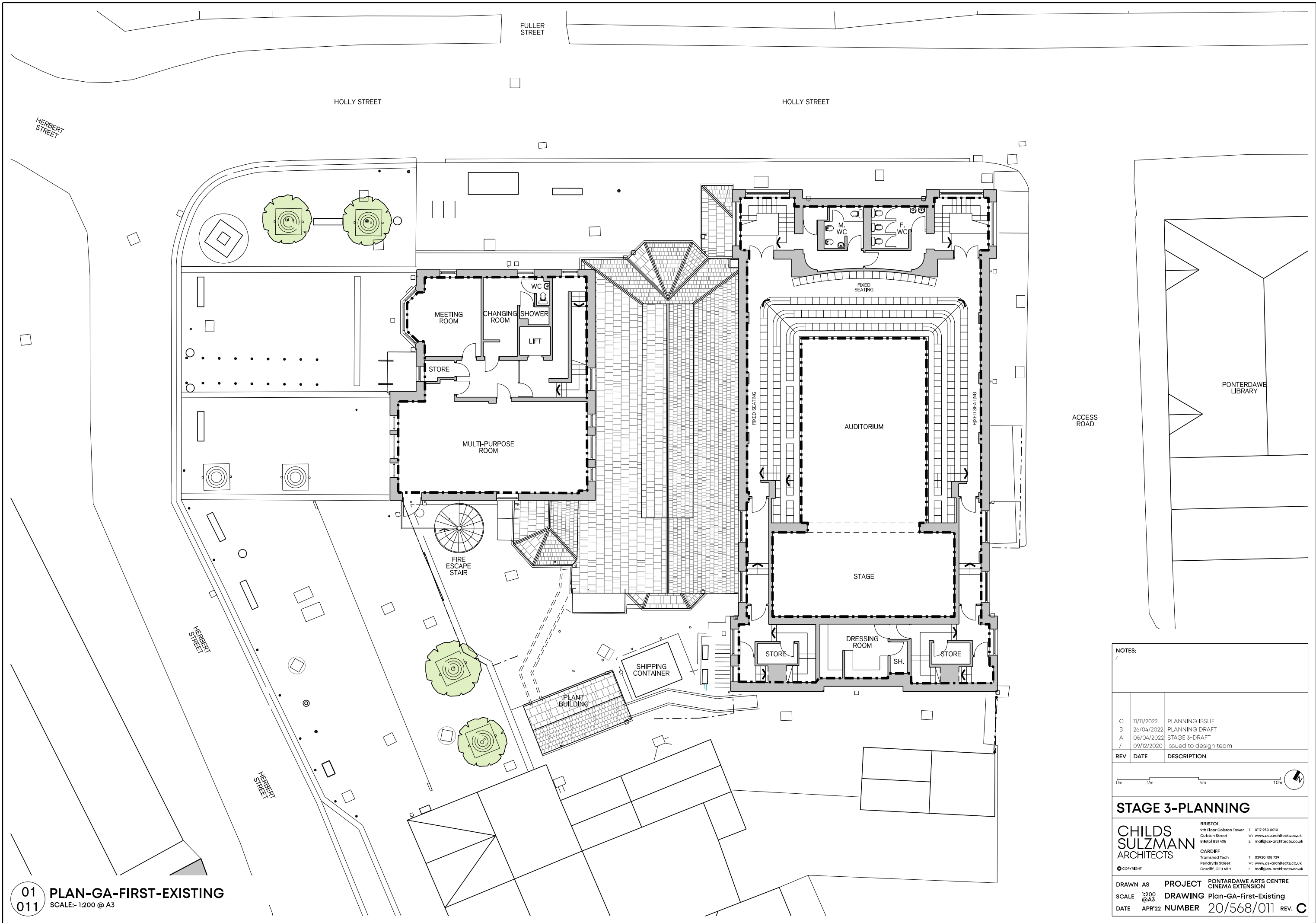
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NUMBER

PONTARDAWE ARTS CENTRE
CINEMA EXTENSION

Plan-GA-Ground-Existing

20/568/010 REV. C



NOTES:

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A	06/04/2022	STAGE 3-DRAFT
/	09/12/2020	Issued to design team

REV	DATE	DESCRIPTION
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STAGE 3-PLANNING

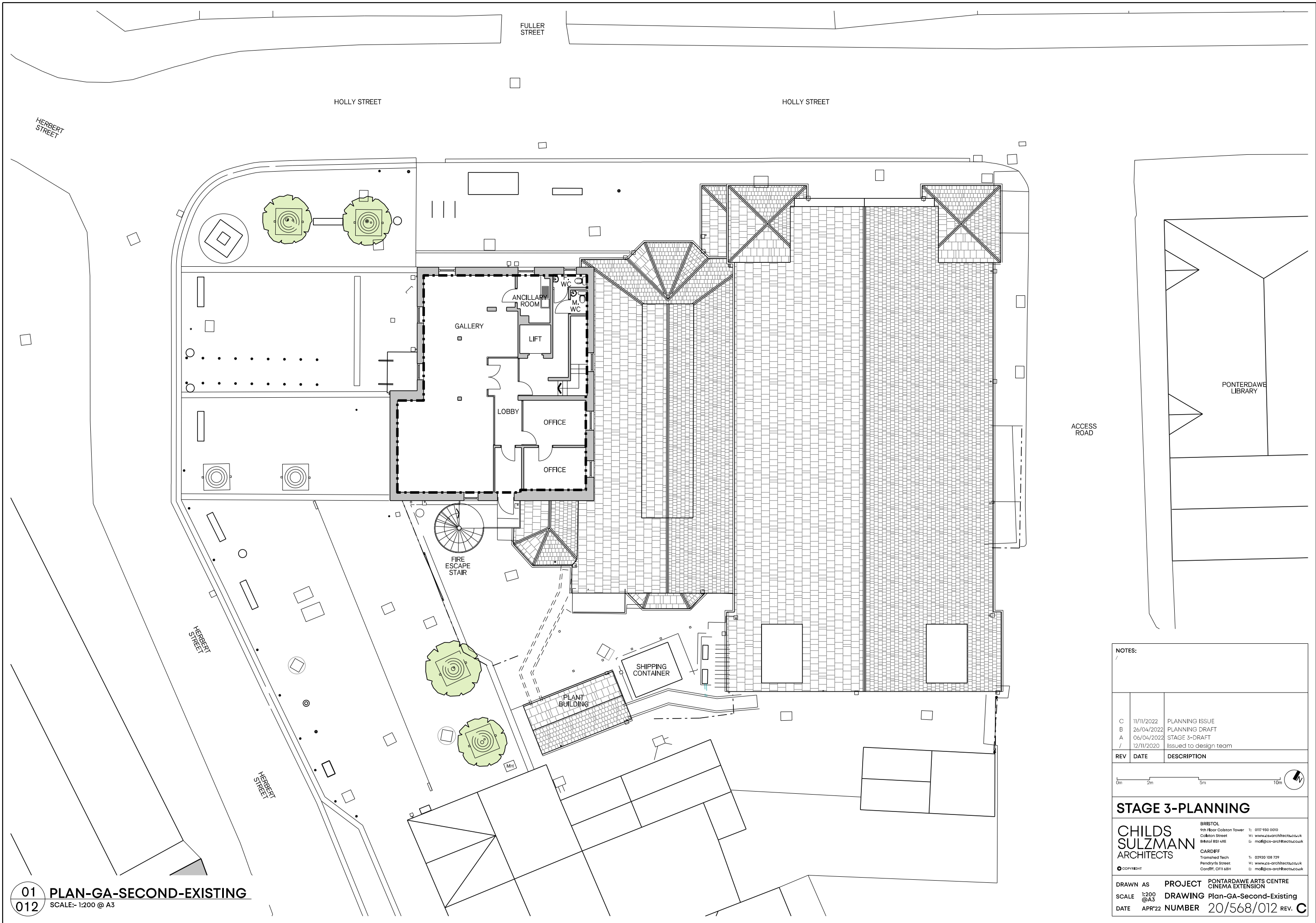
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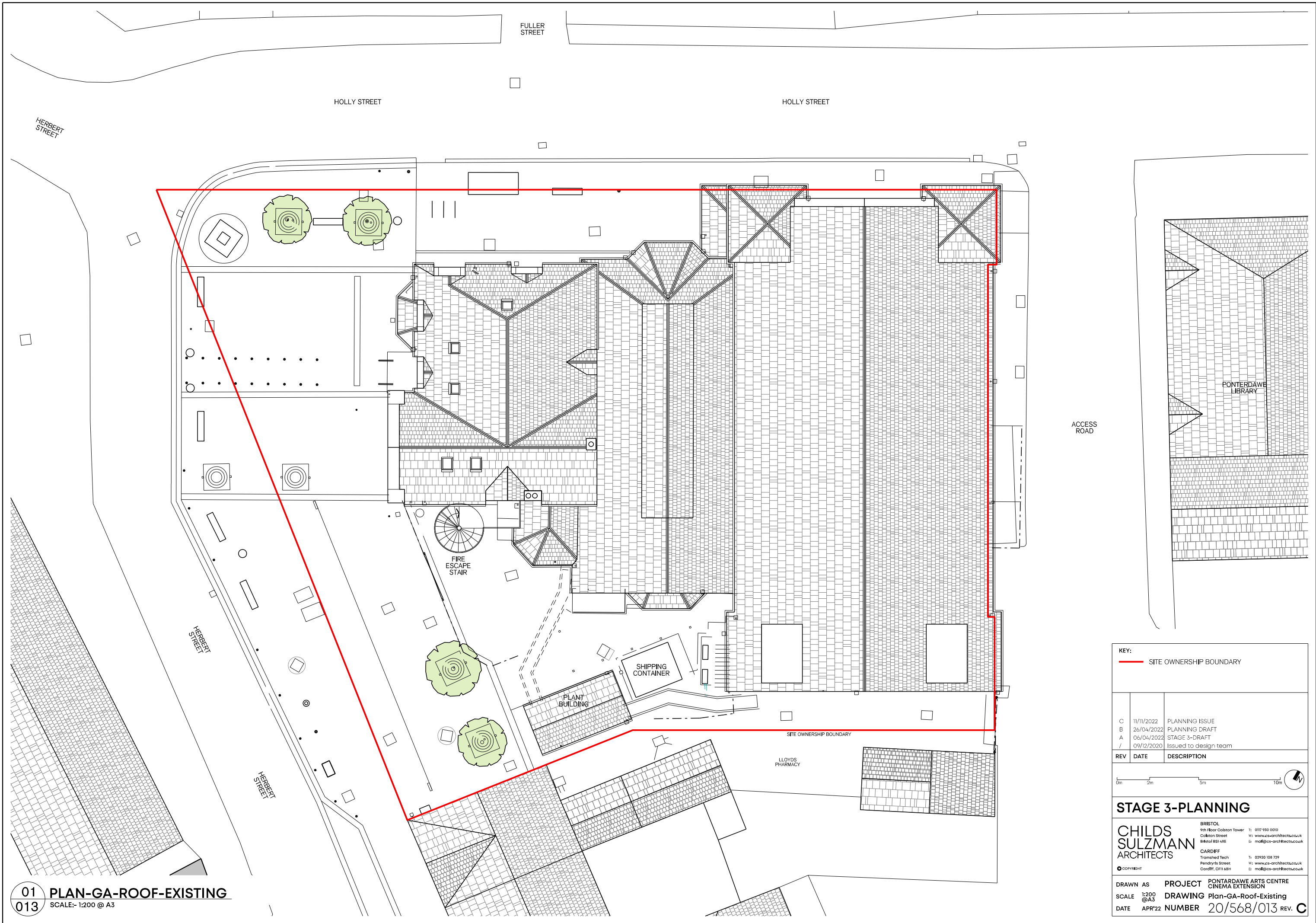
BRISTOL
9th floor Colston Tower
Colston Street
Bristol BS1 4XE
T: 0117 930 0010
W: www.cs-architects.co.uk
E: mail@cs-architects.co.uk

CARDIFF
Tramshed Tech
Pendryffe Street
Cardiff, CF11 6BH
T: 02920 108 729
W: www.cs-architects.co.uk
E: mail@cs-architects.co.uk

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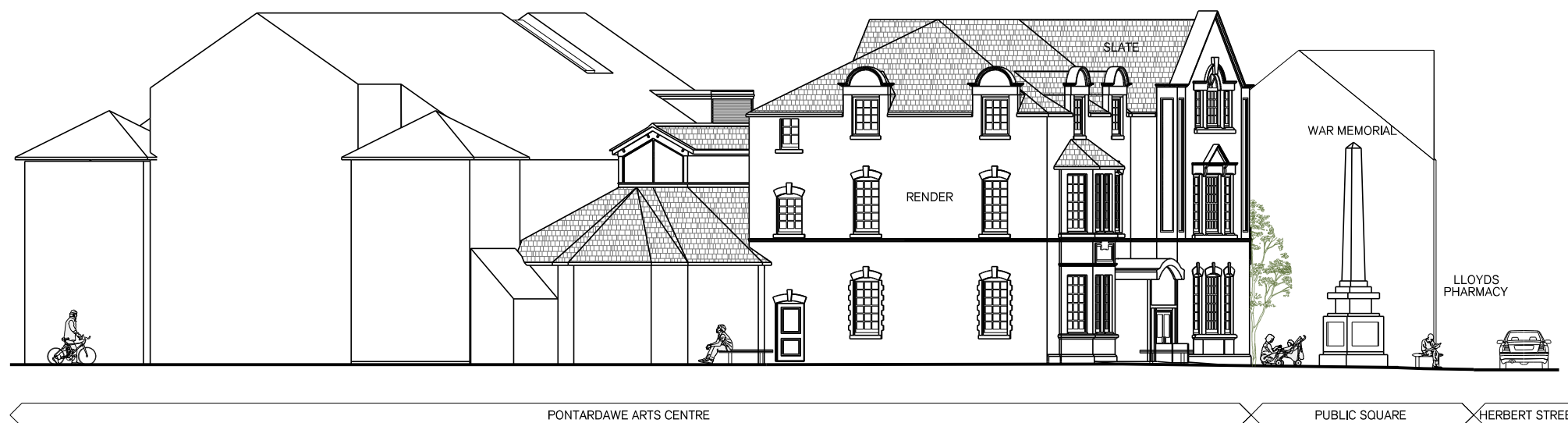
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DATE APR'22	NUMBER	20/568/011 REV. C





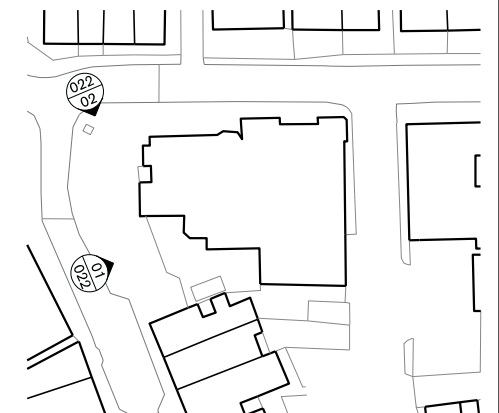


01
022 ELEVATION-NORTH WEST-SOUTH EAST-EXISTING
SCALE:- 1:200 @ A3

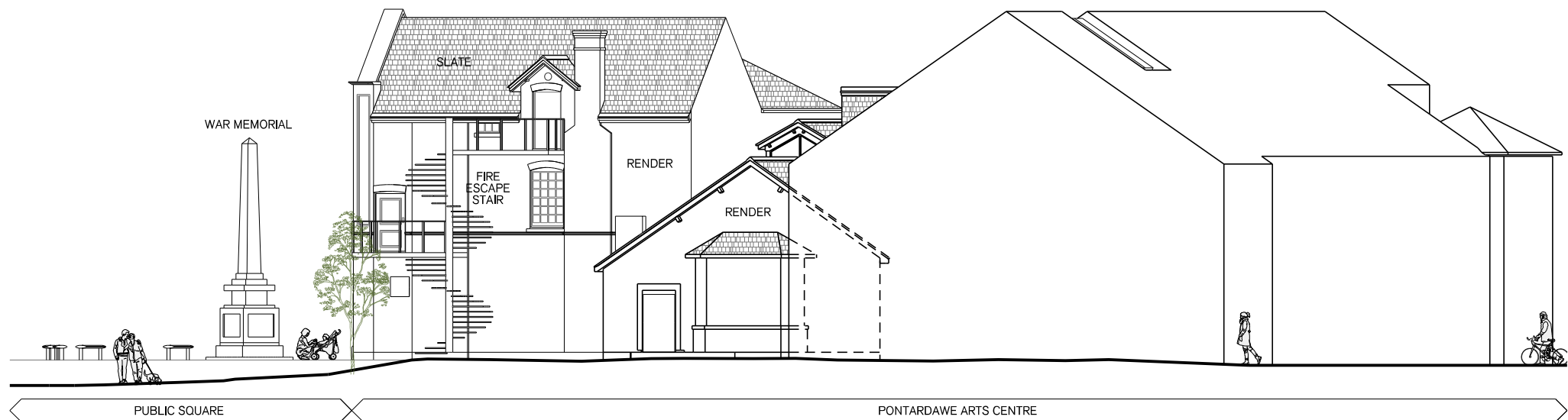


02
022 ELEVATION-EAST WEST-EXISITNG
SCALE:- 1:200 @ A3

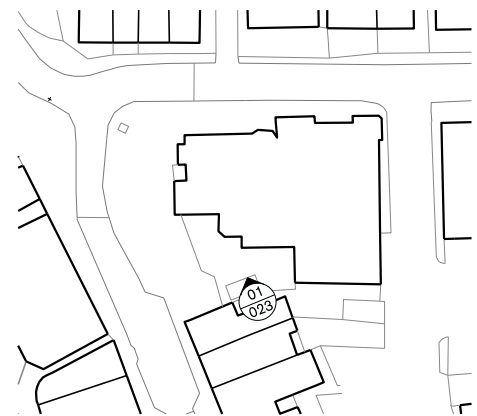
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022 EXISTING ELEVATIONS
SCALE:- 1:200 @ A3



NOTES: NIL		
A	26/04/2022	PLANNING DRAFT
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STAGE 3-PLANNING		
CHILDS SULZMANN ARCHITECTS BRISTOL 9th Floor Colston Tower Colston Street Bristol BS1 4XE T: 0117 930 0010 W: www.cs-architects.co.uk E: mail@cs-architects.co.uk CARDIFF Tramshed Tech Pendryfa Street Cardiff, CF11 6BH T: 02920 108 729 W: www.cs-architects.co.uk E: mail@cs-architects.co.uk		
DRAWN CP PROJECT PONTARDAWE ARTS CENTRE SCALE 1:200 @A3 DRAWING Elevations-Existing DATE APR'22 NUMBER 20/568/022REV. A		



01
023 ELEVATION-WEST EAST-EXISITING
SCALE:- 1:200 @ A3



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CARDIFF Tramshed Tech Pendryrfa Street Cardiff, CF11 6BH T: 02920 108 729 W: www.cs-architects.co.uk E: mail@cs-architects.co.uk		
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023 EXISITING ELEVATIONS
SCALE:- 1:200 @ A3

