Project Name: RSA Horsham Office Refurbishment
Address: Spartan House, North Street, Horsham, West Sussex RH12 1RD



RSA Insurance Horsham Office Refurbishment

The proposed works comprise of a Cat B internal fit out of a commercial office building, Spartan House, a four-storey building with basement carparking. The floors are currently unoccupied and available for office use tenancy. RSA Insurance Group will be renting the entire building.

The applicant is taking over the vacant three floor tenancy and carrying out the Cat B works that will include: strip out of existing ceilings and partitions and relevant electrical and mechanical services to meet current regulations and their office requirements.

PLANNING ITEM-1: VENTILATION LOUVRES

Proposed new internal partitions and ceilings will be installed to create the open plan desk area, meeting rooms and tea point arrangements.
New mechanical and electrical services will also be installed to serve the new layout.
There is currently a shortage of fresh air in the existing ventilation arrangement, and a new ventilation installation will be required to provide sufficient fresh air to areas of the ground floor and 2nd floor.

New inlet and extract louvres will be required externally as part of the new ventilation works. Five new ventilation louvres are proposed, one on the West façade and four on the South façade. The one on the West facade will be approximately 1no. 750mm wide x 300mm high. Those on the South façade will be 2no. 300 wide x 200mm, 1no. 750 x 300 mm and 1no. 200 x 200mm.

The intention is to minimise the impact on the facade as much as possible. The louvres within the brickwork on the West & South façade will be powder coated in a RAL colour to match the existing glazing window frames.

PLANNING ITEM-2: WHEELCHAIR ACCESS TO THE FRONT ENTRANCE

The existing building doesn't have wheelchair access into the front entrance. Access for wheelchair users is via the rear service entrance via a ramp.

The applicant has a number of disabled employees and possible visitors; therefore, the existing arrangements are not suitable.

The proposed new entrance access is to be an installed wheelchair access platform lift along with new steps and handrails. The main entrance door will be replaced with the automatic bi-part sliding doors through to the reception area.

The door finishes will be a powder coated in a RAL colour to match existing window frames. New steps and paving will also match the existing paving. The inclusion of hazard tactile paving at the bottom of the stairs will assist those employees & visitors who are visually impaired to understand there is a change to be aware of before they reach the new steps.

PLANNING ITEM-3: SECOND FLOOR EXTERNAL TERRACE BALUSTRADE

The existing second floor terrace balustrade does not comply with current Building Regulations safety regulations.

Horizontal stainless-steel wires at 100mm centres will be added into the vertical balustrade posts to bring the installation into line with current regulations.

PLANNING ITEM-4: EAST ELEVATION GABLE CLADDING

The timber boarding external cladding to the East elevation gable is deteriorating and requires replacement.

Access to this gable is difficult and the proposed replacement cladding is a proprietary back vented cement board system on metal framing. Colour (mid grey) to match the replaced boarding.

The cement board should be more durable and require less maintenance than the existing timber boarding.

23.04.2025