

NATIONAL INSTITUTE FOR RESEARCH IN NUCLEAR SCIENCEGENERAL PURPOSES COMMITTEEAdditional Office Accommodation at the Rutherford LaboratoryNote by T. G. Pickavance

1. The original planning of accommodation at the Rutherford Laboratory was based upon ideas about staff numbers which were found to be quite inadequate when more detailed plans began to take shape during 1958. More realistic complement figures were approved in September 1959 and September 1960, and were in fact one of the major factors leading to the decision that the staff should not continue to be provided by the A.E.A., but should be directly employed by the Institute. This decision itself increased the load, by requiring a bigger Institute administration. Further, a number of additional tasks, for example general accelerator research and the assistance to University accelerator projects, have been added to the work transferred with their staff from the A.E.R.E. to the Institute.

From time to time additional accommodation at the Rutherford Laboratory has been approved, meeting parts of the additional requirement, but no general review has been submitted hitherto. In this paper, a general review of office accommodation requirements is made, on the basis of the staff complement figures for 1962/63 submitted in September 1960. (NI/GP/60/37) It now seems probable that when the time comes to ask for actual approval of a complement for 1962/63 the numbers submitted will be greater. No account has been taken of any such increase, except in the case of "additional engineering services" which it was indicated in NI/GP/60/37 might be taken over from A.E.R.E. It is in fact now proposed to begin to take over the outside manufacture and inspection services and the additional 30 staff shown in the footnote on NI/GP/60/37 have therefore been allowed for. In addition, office accommodation will have to be provided for an estimated 85 University Visitors and for 15 staff of the Southern Works Organisation who are expected to remain on the site until 1964 or 1965. When this space is eventually vacated by the Southern Works Organisation it can be used for accommodating additional Institute staff who will by then be necessary.

2. An analysis according to the expected numbers in each grade of the 1962/63 complement with the additions mentioned in para. 2 has shown that on the basis of the normal civil service space module formula (see Appendix A) a total of 63,000 square feet of office space will be required for Institute staff and University Visitors by March 1963. In addition about 1,300 sq. feet of space will be required for the Southern Works Organisation staff mentioned in paragraph 2 above, making 64,300 sq. feet of office space in all.
3. The office space already available or approved for building totals 57,700 sq. feet. This figure assumes that the additional accommodation requested in paper NI/GP/61/7 (extension of Building R.2) will become available. The figure of 57,700 sq. feet is made up as follows:-

Office Accommodation (sq. ft.)

(a) At present occupied

<u>Permanent</u>	Building R.1	6,000
	R.2	400
	R.3	200
	R.8	700
	R.9	250
	R.12	4,600
	R.15	700
	R.18	250
	R.20	8,750
<u>Temporary</u>	R.12	3,600
	R.16	1,800
	R.19	1,200

(b) Additions and Extensions approved

<u>Permanent</u>	R.1 Link	9,250	(Phase II)
	R.1 Extn.	7,100	(Phase II)
	R.12	2,400	(GP/60/9)
	R.20	2,500	(GP/60/48)

(c) <u>Extension proposed in paper GP/61/7</u>	R.2	8,000
		<u>57,700</u>

The additional requirement is therefore 64,300 - 57,700 sq. ft. i.e. 6,500 square feet, but 6,600 sq. ft. of the existing accommodation is temporary and will have to be replaced. The total additional requirement is thus 6,500 + 6,600 sq. ft. i.e. 13,100 sq. ft.

4. It is not proposed to seek approval now for the construction of the total additional office space which the review indicates will be required by 1963. It should be possible to economise on space to the extent that some staff, particularly technical grades on shift work, can share desks. It is clear, however, that an additional 10,000 sq. ft. of office space will be required and that if the provision of office accommodation is to catch up and keep pace with recruitment, it should be provided without delay. It has recently become necessary to add to the temporary sub-standard office accommodation already on the site. The position will, of course, be eased when the approved extension to R.1 and R.20 are ready and if the proposal now submitted in respect of an extension to R.2 is accepted; but if recruitment proceeds as we hope and expect and if a start is to be made towards replacing temporary sub-standard accommodation and easing the present cramped conditions, then we should plan now for the estimated overall requirements to accommodate the 1962/63 complement.
5. A review is now being undertaken of the corresponding additional requirements for laboratory space and a comprehensive paper on the subject will be submitted as soon as possible. It may be found to be convenient and economical to convert some present office space to laboratories, particularly in the present R.1 Building which was designed with this in mind. To the extent that this was done, there would be a further small additional requirement for office space; this has not been taken into account in the present paper.

6. It is therefore recommended that a new three storey office building, giving approximately 10,000 sq. ft. of office space be built. It should be so designed and sited that, if it should prove to be necessary upon further review at a later date, an extension of the same size and design can be added. The building should be so designed that the ground floor can be converted if required for use as laboratories. The Southern Works Organisation has suggested that a simple reinforced concrete building would be suitably designed so that offices can be arranged to required sizes. A suggested plan has been prepared by the Southern Works Organisation. Copies will be brought to the meeting, as well as a proposed siting plan. The gross floor area is 14,800 sq. ft. and the token estimate of cost is as follows:-

Building	£78,000
Furniture	£10,000
Fees	£12,000
Total	£100,000

Adequate provision has been made in estimates.

(Note In addition, expenditure on levelling the site and on external services such as local drains and roads would be involved. It is intended to seek approval for this expenditure separately. The cost has been estimated for this building and the heavy laboratories (paper 61/8) together, since it is now proposed to site them together. The token estimate is:-

External Drains and Services	£30,000
Earth moving	£15,000
Total	£45,000

Since the heavy laboratory is the larger, it may be assumed that about £30,000 of this sum would be associated with the heavy laboratories and about £15,000 with the new office block.)

7. The Committee is invited to approve the recommendations set out in paragraph 6 above.

APPENDIX A

Office Space Module for Staff

Status/Grade	Sq. ft. of space
Director including Secretary	600
Deputy Director including Secretary	400
Chief Engineer including Secretary	400
N.I.R.N.S. Secretary including Secretary	400
Banded, including Secretary	300
P.S.O./Eng. I	150
S.S.O./Eng. II	100
S.O./Eng. III	75
Tech. I, II and III	75
Chief Experimental Officer	150
Senior Experimental Officer	100/150
Experimental Officer	75
Chief Executive Officer	150
Senior Executive Officer	100/150
Higher Executive Officer	100
Executive Officer	75
Clerical	60
Typist	60
Non-Tech. II and III including their records	150
Assistant Design Engineers and Draughtsmen	100
Photoprinter	200