

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE
PARISH CENTRE REDEVELOPMENT PROJECT



Mary Mother of the Church Catholic Parish Ivanhoe

Redevelopment of Parish Centre

Consolidated Project Brief for discussion

This Project Brief has been prepared following comments from parishioners and considerations by the Parish Pastoral Team. It consolidates the previous work and comments for the Project.

Fr. Bill Edebohls
Parish Priest
January 2019

This is the Project Brief provided to the architects in 2019 for our Parish Centre. Please leave in the Gathering Space for others to read.
Pat Kelly
Project Manager
3 August 2024

**MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE
PARISH CENTRE REDEVELOPMENT PROJECT**

Page intentionally blank

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

BRIEF HISTORY OF OUR REDEVELOPMENT PROJECT

1999	Formation of the Cluster of the Ivanhoe Parishes
2005	The Catholic Parish of Ivanhoe established
2007	Recognition of the poor financial situation of the parish Parish values developed: <i>Hospitality Service Inclusiveness Mission</i>
2008	Parish Master Plan presented by FPPV Architects
2009	Parish agrees to the sale of the former tennis club site Funds held in CDF for future project
2018	Remobilisation of the Parish Master Plan with redevelopment of the Mary Immaculate site Parish of Ivanhoe placed under the patronage and given the title of “Mary Mother of the Church” 16 August 2018
2020	Contract with Raysett Australia PTY Ltd for construction of the Parish Centre
2021	Delays to the project due to Covid restrictions
2022	Sale of Mother of God Presbytery and Church
2023	Occupancy Certificate for the Parish Centre 28 July 2023 First Mass 5 August 2023 Formal blessing by Archbishop Comensoli 1 October 2023
2024	Celebration of one year in the Parish Centre with Mass 3 August 2024

THE OUTCOME

Covid seriously delayed the project with lockdowns and labour and material shortages. However, the project has been delivered within the allocated budget. We now have a Parish Centre that meets the intentions of the Brief and provides a solid base for progressing the Parish values:

Hospitality Service Inclusiveness Mission.

Explanatory note.

You will note in this Consolidated Project Brief that some of the details are different to what has been constructed. The design development process and regulations result in necessary changes and the removal of options. As an example, the sanctuary has tiles whereas the brief proposed carpet. Regulations require the steps to be fitted with contrasting edges.

The metal roof option for the church was not progressed due to structural limitations, planning requirements and expected costs. Full refurbishment of the roof was completed with the removal of skylights and ventilation openings.

**MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE
PARISH CENTRE REDEVELOPMENT PROJECT**

1.	Introduction.....	5
2.	Project Design Overview	5
3.	Project Management.....	6
4.	Project Design – Detail.....	6
5.	Project Design – Detail - The Church	6
6.	Project Design – Detail – New Construction (excluding Presbytery)	10
7.	Project Design – Detail - Presbytery	14
8.	Project Design – Detail – Memorial Garden	14
9.	Project Design – Multimedia Overview	15
10.	Project Design – Detail – Air Conditioning.....	15
11.	Project Design – Detail – CCTV and Intruder Alarm	15
12.	Project Design – Lighting.....	16
13.	Project Design – Solar (photovoltaic) Cells.....	16
14.	Project Design – Rain Water Capture System	16
15.	Project Design – Utilities.....	17
16.	Project Design – Detail - Car parking.....	17
17.	Project Design – Detail – Fencing.....	17
18.	Site at Handover to Contractor.....	17
19.	Contractor Storage, Restoration & Reinstatement Items	18

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

1. Introduction

- 1.1 The Catholic Parish of Ivanhoe has concluded a review of all its assets in Ivanhoe, East Ivanhoe and West Ivanhoe to ensure that the Parish facilities meet the present and anticipated future vision and mission of the Parish.
- 1.2 As a result of the review process there is a consensus that our Parish should have one Parish Centre as our place of worship, gathering, administration, community support, interaction and mission.
- 1.3 To that end the Parish has settled upon a complete redevelopment of the Mary Immaculate site on 4 Waverley Avenue, Ivanhoe and this site will be redeveloped as our new Parish Centre believing it will best meet the spiritual, pastoral, social and administrative needs of the parish.
- 1.4 The Parish of Ivanhoe (together with the Archdiocese of Melbourne and supported by the Archdiocesan Building and Property Services) is now working in partnership with FPPV Architecture in redeveloping the above site and bringing this vision to fruition.
- 1.5 The development will be cost neutral to the Parish with an initial input from the Parish of \$3.5m achieved from the sale of the Ford St site to Catholic Homes. Additional funding to be realised from the sale of Mother of God Church and Presbytery.
- 1.6 In our partnership with FPPV we seek to develop an overall plan for the site through discussion with the relevant Parish, Archdiocesan and local Council authorities including concept plans leading to detailed working drawings that will ultimately lead us through a planning permit, building permit and tender process and the completion of the development.
- 1.7 Our architects must be willing to enter the partnership with the Parish via the standard Archdiocesan contract for work undertaken for the Roman Catholic Trusts Corporation.

2. Project Design Overview

- 2.1 To plan for the demolition of all buildings on site except the narthex, nave and sanctuary of the Church. Demolition includes the Lady Chapel and Sacristies attached to the Church, Presbytery and Parish Office, Hall, Toilets and all out buildings.
- 2.2 To plan and design for the restoration and refurbishment of the existing Church.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 2.3 To plan and design for the building of a new Parish Centre that will include Gathering Space, Parish Offices and Presbytery etc. integrated into the existing church.
- 2.4 The site covers original allotments 41, 43, 45, and 47 fronting Upper Heidelberg Road and allotments 2, 4, 6 and 6A fronting Waverley Avenue. The site is within the Ivanhoe Structure Plan of the Banyule Planning Scheme.
- 2.5 The area of the site is approximately 3000m². The southeast corner has a number of significant trees listed for preservation by the local Council.

3. Project Management

- 3.1 The management of the project shall be in accordance with the Building Design Services Agreement for The Roman Catholic Trusts Corporation for the Diocese of Melbourne.
- 3.2 The Client for the project is Fr. Bill Edebohls, Parish Priest.
- 3.3 The Client Representative is Mr Patrick Kelly.

4. Project Design – Detail

Parish Centre: The new Parish Centre will be:

- 4.1 Distinct in its Catholic identity.
- 4.2 Highly visible to the community making best use of the frontage onto Upper Heidelberg Road.
- 4.3 Open, welcoming and accessible to all.
- 4.4 Secure but also open to those wishing to use the chapel during the day.
- 4.5 A high quality design and build that is at the same time inspirational, practical, energy efficient and speaks of environmental sustainability.

5. Project Design – Detail - The Church

Church External Refurbishment:

- 5.1 The external form of the church is to be retained with refurbishment of the structure to ensure its ongoing preservation and functionality.
- 5.2 There are skylights above the altar and rain has entered the building, which may be associated with the skylights. The skylights are to be removed and the roof made good to prevent the ingress of rain.
- 5.3 The roof is vented at the apex. This ventilation will not be required with the installation of air conditioning. The vented area is to be sealed and made good.
- 5.4 Water ingress also occurs at the base of the spire and in the narthex. The spire and roof are to be made good to prevent the ingress of water. No major alterations other than ensuring that the church is waterproof are to be made to the spire.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 5.5 All roof alterations and repair is to be done with tiles matching the existing.
- 5.6 Restorative maintenance is to be made to all exposed timber including fascia, window frames, guttering and down pipes. A coordinated colour scheme for the entire completed structure is required.
- 5.7 The statue mounted high on the eastern wall of the church is to be removed and any damage to the brickwork made good. The statue is to be protected and reinstalled, integrated into the overall design of the Parish Centre. A schedule of all existing items to be removed by the contractor, stored and installed in the final structure is included in this Brief.
- 5.8 Existing windows of the church, which are retained following the additions of the Parish Centre, are to be modified or replaced to achieve a high thermal rating. Options including double-glazing may be appropriate.
- 5.9 The banner fitted externally to the eastern windows of the church is to be removed and discarded.

Priced Option

Remove the existing tiled roof, insulate the ceiling in accordance with current Standards and fit a metal roof. Integrate the design and construction of the new roof with new guttering and downpipes.

Church Internal Refurbishment:

- 5.10 The church interior is to be modified, restored and refurbished to improve amenity and to comply with current environmental and disability access standards.
- 5.11 The existing Lady Chapel and sacristies are removed and a new entrance to the church constructed.
- 5.12 Prior to demolition of the Lady Chapel and Sacristy the following are required: The central altar stone containing relics is to be removed by the client before the Lady Chapel altar is removed. The contractor is to remove and store the statue of the BVM above the Lady Chapel altar and to reinstate it in the new structure; the tabernacle on the west wall of the Lady Chapel (the original) is to be removed, restored and reinstated directly behind the altar in the new reredos directly below the crucifix; the wardrobe and vestment drawers are to be removed, stored and used in the new work sacristy.
- 5.13 Advice is requested as to the practicality and the merit of reusing some of the glass of the Lady Chapel against a new feature that may or may not use the glass in the new structure.

Floor and Pews

- 5.14 The existing carpet and floor tiles in the sanctuary and nave are to be removed and the entire floor made good for the installation of carpet. The pews are fixed in position and the fixing bolts may require removal also. The floor tiles are vinyl and most likely asbestos backed. Asbestos is to be removed in accordance with applicable regulations.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 5.15 The floor below the organ is a timber floor over a previous organ pit. The floor is to be reconstructed and made consistent with the rest of the floor structure.
- 5.16 The floor of the sanctuary and nave is to be fitted with carpet.
- 5.17 The floor of the narthex is to be concrete or tiles visually integrated with the floor of the new entry and the Gathering Space.
- 5.18 The foot mats adjacent to the existing entry doors to the narthex are to be removed and the area made good to a consistent floor level throughout the new entry, existing narthex and Gathering Space.
- 5.19 The pew arrangement will remain largely as at present with the following modifications
 - 5.19.1 The two pews both sides at the rear of the nave are to be removed
 - 5.19.2 The organ and its associated remote speakers are to be removed and stored by the contractor for the duration of the works. It is to be returned to the church and located towards the western wall to permit three pews to be located to the front of the nave section. The three pews will replicate the form on the eastern side of the nave.
 - 5.19.3 The four pews removed from the rear of the nave are to be used to construct the new pews on the western section and 4 – 6 single seats for altar servers or visiting priests in the sanctuary.
- 5.20 The pews installed on the carpeted floor shall be fixed to the floor to prevent them being moved by members of the congregation. The pews are to be placed in the positions from which they were removed. A new layout or repositioning of the pews is not acceptable except as detailed here.

Sanctuary

- 5.21 The altar is to remain in its present position. It is to be protected against damage during the refurbishment works.
- 5.22 The existing reredos and the canopy are to be removed and the ceiling and floor made good.
- 5.23 The removal of the Lady Chapel provides the opportunity for a new glazed reredos at the rear of the altar to artistically and symbolically complement the existing crucifix and tabernacle, which will be fixed centrally within the new reredos.
- 5.24 A new sanctuary lamp (provided by the client) is to be affixed to the left of the new reredos in relationship to the tabernacle. The lamp will require a concealed electrical outlet.
- 5.25 The predella is to be extended to abut the northern wall with the steps extended both sides from the existing to match the extended predella.

Nave

- 5.26 The confessional at the rear of the nave is to be removed and the wall made good.
- 5.27 The false organ pipes and loft are to be removed. The wall is to be made good and the former access door to the loft secured shut.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 5.28 All walls are to be painted. Advice is requested as to whether the steel structures remain as a feature or are painted out.
- 5.29 Advice is also requested as to the treatment of the interior walls where discontinuities in the brick construction are evident.
- 5.30 Holy water stoups in nave to be removed, replated/repolished, and reinstated.

Narthex

- 5.31 The walls and ceiling of the narthex are to be refurbished. The storage space, which also provides an access ladder to the loft supporting the false organ pipes, is to be removed.
- 5.32 The removal of the storage space and the confessional is to be matched on the east side of the narthex with the removal of the wall between the narthex and nave.
- 5.33 Security rated glass panels are to be installed both sides of the existing doors to the nave.
- 5.34 The glass doors are to be replaced with security rated glass doors. The doors shall be lockable from both the narthex and nave.
- 5.35 The area below the spire is being considered as containing an image of the BVM.

Services

- 5.36 Lighting is required throughout the narthex, nave and sanctuary. The lighting shall be high efficient light emitting diodes (LED) or similar. The sanctuary shall be provided with feature lighting to illuminate the crucifix and altar.
- 5.37 The lighting shall be designed to be readily maintained and maintenance access is to be designed into its location and accessibility.
- 5.38 Dual switched socket outlets (SSO) are to be installed as follows
 - 5.38.1 Sanctuary: sanctuary lamp, behind altar, both sides of the predella
 - 5.38.2 Nave: for organ, multimedia centre (two dual SSO), multimedia screens one either side of sanctuary 2.4 metres above floor, two on east wall, two on west wall
 - 5.38.3 Narthex: two, one low and one at ceiling level
 - 5.38.4 The SSOs for the organ and multimedia centre shall be located such that the connecting cables to the devices do not cross the floor or present a hazard to persons.
 - 5.38.5 With the exception of the SSOs in the narthex ceiling area and those for the media screens, all other SSOs shall be a minimum of 150mm above floor level.
- 5.39 The nave and sanctuary shall be air-conditioned.

Multimedia

- 5.40 Multimedia for the church, Gathering Space, office and presbytery is to be designed and constructed. The multimedia is to be controllable within each area with options to relay multimedia from one area to another.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

5.41 A specific requirement is for CCTV to be located in the church to enable transmission of the Mass into the Gathering Space as necessary.

6. Project Design – Detail – New Construction (excluding Presbytery)

Eastern Construction:

- 6.1 The eastern construction comprises new priest's sacristy, servers' room, toilets and entry. The entry is to be through glass security doors.
- 6.2 Referencing the Preliminary Schematic Drawings. Swapping the Priests and Servers sacristies around give flexibility to use the servers sacristy (because of its shape) as a space for children's liturgy / catechist classes / interview room. The room would need to accommodate a wardrobe for robes, storage cupboards and a couple of drawers along full length of east or west wall and a central table that could seat about 10 -12.
- 6.3 The area from the street level to the doors is to be covered by a veranda to keep the area dry in wet weather.
- 6.4 The entry is to be accessible in accordance with current standards.
- 6.5 A St VdeP poor box is to be located near the entry with rear access to remove offerings.

Sacristy and other areas

- 6.6 The priest's sacristy is to contain the following:
 - 6.6.1 A hanging vestment wardrobe
 - 6.6.2 Drawers and cupboards below bench top for laying out vestments – double shelf bookcase above
 - 6.6.3 A small desk and chair
 - 6.6.4 A hand basin
- 6.7 A small sacristy is to be adjacent to the chapel such that the priest is not required to enter the church to robe for services in the chapel.
- 6.8 Two dual SSOs are to be fitted to the priest's sacristy and servers' room.
- 6.9 The passage and the priest's sacristy and servers' room are to be carpeted. The wet areas are to be tiled. The floor of the entry is to match that of the narthex.
- 6.10 Two disabled accessible toilets are to be provided for use by the persons accessing the church.
- 6.11 The sacristy and servers' room are to be air-conditioned.
- 6.12 If it is required for air-conditioning of the church or the rooms of the eastern construction that equipment be mounted on the roof of the eastern construction, such equipment shall be concealed from view by the structure.

Parish Office/Administration:

- 6.13 The Parish Office is the '*shop front*' and must *present* the Parish to all persons entering. The reception area shall be open and welcoming but also afford protection to the receptionist against personal threat. The building shall be in

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

keeping with the Parish Values and sympathetic to the adjacent church and commercial structures.

6.14 Referencing the Preliminary Schematic Drawings. It is proposed to move the office entry close to the street and with the floor level near to that of the footpath. Direct entry without steps or ramps is required.

6.15 The entry is to be protected against rain by a veranda, which may with Council agreement project over the footpath.

6.16 The office comprises the following:

6.16.1 Reception area that includes workstations for parish secretary, accountant and pastoral associate; large photocopier, shelving for files, waiting area for 5 – 6 people.

6.16.2 Private office for the parish priest, incorporating a desk, office chair, 1200mm round table, two visitors' chairs and two filing cabinets. The desk is to accommodate a computer and an open workspace.

6.16.3 Private office for the pastoral associate. The items to be accommodated in this office are to be similar to that for the parish priest.

6.16.4 Meeting Room 1 to fit 16 people around a boardroom table and provision for audio-visual projection.

6.16.5 A second room that will be a designated staff meeting and meal room. The room will be used rarely as a meeting room but is to accommodate 12 people around a table and have provision for audio-visual projection.

6.16.6 Tea and coffee making facilities and storage for crockery and a refrigerator are to be provided. These facilities may be provided in the Meeting rooms 1 and 2 as described following with a sink, boiling water unit with space for a bar refrigerator, under bench top storage cupboards and drawers for crockery and cutlery and equipment for those regularly using the rooms. Alternatively, a utility space in close proximity to the rooms incorporating all the facilities may be provided. A sink and area to place a microwave oven are also to be provided.

6.16.7 All offices used for private consultation shall be insulated against transmission of sound.

6.16.8 Storage Room for archives, compactus, paper and stationary storage.

6.16.9 A floor to ceiling cupboard or utility room is to be provided to house the Internet and related devices and the control panel for the security system for the site. The screen of the CCTV system and its operating and image storing system will also be located in the cupboard. The cupboard is to be away from the general access to the office in one of the rear rooms.

6.16.10 Access to the buildings is to be controlled through the use of smart access devices which will interface to a security system to record the person gaining access, the time of access/exit and disarm/arm the security system on entry and exit.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 6.16.11 Toilet (unisex) for office staff and all using administration offices and meeting rooms.
- 6.16.12 Toilet (unisex/disability) for use of those in the waiting area, those using the chapel and anyone straight off the street.
- 6.16.13 If required by regulation, a sick bay is to be provided.
- 6.16.14 The floor of the general office area is to be carpeted. The entrance area is to be tiles or other long wearing non slip material.
- 6.16.15 The design will ensure that adequate natural light is able to filter into the space giving consideration to appropriate light wells and/or internal courtyard.
- 6.16.16 Switched socket outlets are to be installed for all desks and office equipment including photocopiers and shredders.
- 6.16.17 The office is to be cabled for computer systems and Internet access. Cabling is to be provided. Others will provide all office equipment.

Chapel:

- 6.17 The chapel is to be entered through the waiting room where the receptionist is to have clear vision of a person entering and exiting the chapel.
- 6.18 The chapel will seat 30 persons. Others will provide an altar, lectern, priest's chair and chairs for the congregation.
- 6.19 A tabernacle provided by the client is to be fitted integral to the wall of the chapel and behind the position of the altar.
- 6.20 The priest shall be able to robe in a small sacristy immediately adjacent to the chapel.
- 6.21 A reconciliation room is to be provided with access from the chapel. It may be integrated into the chapel sacristy.
- 6.22 SSOs are to be provided for a sanctuary lamp and general use. A minimum of two dual SSOs are to be provided to each wall of the chapel.
- 6.23 The chapel floor is to be carpeted.

Gathering Space:

- 6.24 The Gathering Space is to be constructed to the west of the church, integrated into the structure to provide connectivity between the narthex and the Space.
- 6.25 Referencing the Preliminary Schematic Drawings. An alternative design is capable of providing more open area within the room if the kitchen is moved to be adjacent and closer to Waverley Avenue and the toilets are located to the north of the structure.
- 6.26 The Space will also have direct entry from Waverley Avenue. Another entry/exit is to be provided at the west of the building.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 6.27 The floor level throughout the Gathering Space and its entries and exits shall be at the level of the church floor.
- 6.28 The Gathering Space is to accommodate 120 persons seated comfortably at dining tables.
- 6.29 The Space is to be used by the Parish to support community groups. Extensive cupboards for storage are to be provided for the use of the Parish and the community groups. Storage for 140 chairs and children's play equipment is required with areas for additional items.
- 6.30 The Gathering Space shall be designed such that activities may be held in the church and the Gathering Space simultaneously without disruption or disturbance to either area. Acoustic and visual screening may be used.
- 6.31 For major liturgical events the Gathering Space will form an overflow area to the church.
- 6.32 A kitchen is to be provided for the Gathering Space, capable of efficiently supporting the preparation of 120 meals from first principles. The kitchen is to be fitted with hot and cold water, a sink, and oven. Room is to be provided for a large refrigerator, dishwasher, microwave oven and food warmers. Draws and cupboards to accommodate 150 sets of cutlery, dinner plates and accessories are to be built into the kitchen area.
- 6.33 An external area in proximity to the western entry doors of the Gathering Space building shall accommodate a large BBQ for outdoor cooking. The BBQ is to be supplied from a fixed line and not from portable fuel. The area is to be tiled.
- 6.34 The Gathering Space shall be fitted with multimedia screens for the presentation of Mass to the Gathering Space and for general use within the Gathering Space.
- 6.35 Dual switched socket outlets shall be provided as follows:
 - 6.35.1 In the kitchen, adjacent to all appliances and at 1 metre intervals across all bench tops.
 - 6.35.2 At 5 metre spacing along the eastern wall of the Gathering Space
 - 6.35.3 At two locations on the western wall, three or more metres apart.
 - 6.35.4 At the multimedia station, two dual SSOs.
- 6.36 The floor of the Gathering Space is to be carpet tiles. The floor of the access to Waverley Avenue will be the same as that of the narthex. The kitchen and wet areas are to be tiled.
- 6.37 General and disabled access toilets are to be provided within the Gathering Space structure.
- 6.38 If it is required for air-conditioning of the church or the rooms of the Gathering Space that equipment be mounted on the roof of the structure, such equipment shall be concealed from view by the structure.

Work Sacristy:

- 6.39 The work sacristy is to provide all facilities for preparation of the liturgy and cleaning of the church.
- 6.40 The wardrobe and vestment drawers from old sacristy, bookcase, space for a filing cabinet, sink with hot and cold water are to be provided.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 6.41 The sacrarium (piscina) from the demolished sacristy is to be installed in the work sacristy.
- 6.42 A safe to hold the sacred vessels and all valuables is to be installed.
- 6.43 Two separate workbenches are required one for general use and a second with a sink for cleaning items.
- 6.44 Cupboards to hold altar cloths, the Advent Wreath, books, candles and other items used by the church throughout the liturgical year are required.
- 6.45 A cleaner's cupboard to hold brooms, vacuum cleaner and cleaning materials is required.
- 6.46 Six dual SSOs are to be placed in the sacristy, two over the workbenches and two to the walls.
- 6.47 The floor to the sacristy is to be tiled.

7. Project Design – Detail - Presbytery

- 7.1 An apartment for the parish priest to be built above the parish office / administration area. The design of is to comply with the requirements of 'Designing for Mission' (DfM) published by the Catholic Archdiocese of Melbourne. Requirements specific to the site follow.
- 7.2 Access to the presbytery from Upper Heidelberg Road is to be through the Parish Office. A separate entry under the control of the priest is required.
- 7.3 Provide external entry from the west side and internally connected to the administration centre on ground level and to the sacristy, chapel and church.
- 7.4 The stair access to administration and priest's office on ground level for interviews should be as close to the entry door as possible.
- 7.5 A double garage with auto roller door is required [see DfM 3.14 & 3.15]. In addition to the accommodation for two medium sized vehicles, the garage will have a minimum of 9 square metres for garden tools and like items. The garage is to be accessible from the car park and/or new lane off Abbotsford Lane (being provided as part of new next door apartment development). Direct entry from within the garage into the apartment is required.
- 7.6 The outdoor space [see DfM 3.16] to include BBQ area, (separate to the BBQ adjacent to the Gathering Space) retractable clothesline, pot plant area etc. The outdoor space shall be a private area with a preference for an internal courtyard if the design can provide for light and physical access into adjacent rooms.

8. Project Design – Detail – Memorial Garden

- 8.1 The movement of the office closer to Upper Heidelberg Road provides a space between the new chapel and the boundary for a memorial garden. This site is larger than the earlier proposed site and parishioners prefer the burial of ashes.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 8.2 The memorial garden is to be as large as is practical whilst the functionality of the surrounding areas is not compromised.
- 8.3 The memorial garden is to be accessed through the church with no other entry.
- 8.4 A feature fence on the boundary is required to protect the garden.

9. Project Design – Multimedia Overview

- 9.1 The site is to have accessible Wi-Fi. The multimedia in the church and Gathering Space is to be capable of independent use as well as co-ordinated use where the same media is displayed in both areas.

10. Project Design – Detail – Air Conditioning

- 10.1 Air conditioning and heating provided to the whole facility with the ability to independently select / isolate / control separate areas: church / Gathering Space / chapel / reconciliation room / offices / presbytery.

11. Project Design – Detail – CCTV and Intruder Alarm

- 11.1 The project shall design and install a security system for the site. The following is a concept of the various areas requiring protection. However design of all communication items is required including doorbells, intercoms duress alarm for the office etc.
- 11.2 The site is divided into 9 regions for security purposes. Each site is to be fitted with intruder alarms and CCTV as detailed below. The project is to provide all power supplies (SSOs) and cabling for the alarm and CCTV systems. The intruder alarms and CCTV are to be provided by others.

Upper Heidelberg Road Frontage

- 11.3 CCTV cameras are to be placed to survey the entire frontage as far as is practical from within the property. Cabling is required to all cameras.

Waverley Avenue Frontage

- 11.4 CCTV cameras are to be placed to survey the entire frontage as far as is practical from within the property. Cabling is required to all cameras.

Gathering Space and Presbytery

- 11.5 CCTV cameras are to be placed to survey the western side of the Gathering Space and the entry and garage for the presbytery. Cabling is required to all cameras.

Car Park

- 11.6 CCTV surveillance of the perimeter of the car park is required. Cabling is required to all cameras.

Office and Chapel

- 11.7 CCTV is to be placed to record all persons entering the office and the chapel. When the office is closed intruder alarms are to be active in the office reception and the chapel.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

Church

11.8 No CCTV surveillance is required for the church. The church is to be fitted with intruder alarms.

Gathering Space

11.9 The Gathering Space is to be fitted with CCTV to the entries and exits only. It is to be fitted with intruder alarms.

Sacristies

11.10 No CCTV is required for the priest's sacristy, altar servers' room or the work sacristy. All are to be provided with intruder alarms.

Presbytery

11.11 The presbytery is to be provided with intruder alarms.

12. Project Design – Lighting

12.1 All illumination for the internal structures and external areas of the site are to be LED or similar modern efficient devices.

12.2 All internal lighting will be controlled manually. The control is to be such that individual sections of the church and Gathering Space may be illuminated separately. An over-riding master control is required to turn on and off all illumination in the church simultaneously. A similar control is required for the Gathering Space. All other internal areas require only a local manual control.

12.3 External lighting is required to illuminate the site including the car park. The lighting is to be arranged to show the features of the redevelopment at night and to be sectionalised for the different areas requiring illumination. The lighting is to be capable of being selected for manual and automatic sensor operation.

13. Project Design – Solar (photovoltaic) Cells

13.1 The installation of solar cells and storage batteries is an objective of the parish.

13.2 The roofs of the presbytery and Gathering Space provide opportunity for solar cell mountings, which are accessible for maintenance and renewal.

13.3 A priced option for solar cells to the maximum permitted by the electricity supply company is sought.

13.4 A priced option for batteries with the solar cells as a system is also requested.

13.5 The roof structures are to be designed for the loading of the cells. An area external to the proposed structures is to be allocated for the battery installation irrespective of whether or not the client proceeds with the option at this time. Cable routes between the roofs and the allocated area are to be provided.

14. Project Design – Rain Water Capture System

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 14.1 It is required that a rainwater capture system be installed for the collection of water to service the toilets and gardens throughout the site.
- 14.2 A toilet water supply from the water capture tank is to be provided to all toilets. External taps are required for garden use.

15. Project Design – Utilities

- 15.1 The connection point for all utilities for the site is to be the Parish Office.
- 15.2 Water, electricity, gas and Internet/phone connection points are within the office.
- 15.3 The main electrical metering and distribution board is to be in the office remote to the entry but within the public area.
- 15.4 The fire hydrant and booster system is to be located in accordance with the regulations.

16. Project Design – Detail - Car parking

Church Parking:

- 16.1 Car parking for persons attending the church and other facilities at the site is to be provided in accordance with the requirements of the City of Banyule.
- 16.2 A transit and parking area adjacent to the western entry to the narthex is to be provided for funeral and wedding cars and disability drop off.

Private Parking:

- 16.3 Car parking for the parish priest is incorporated into the presbytery building. A double garage is required.

17. Project Design – Detail – Fencing

- 17.1 It is required that the site can be made secure from opportunistic or illegal car parking. Appropriate fencing and gates are required.

18. Site at Handover to Contractor

- 18.1 The client will handover the site to the contractor at 4:00 pm on the due date. The entire site will be provided to the contractor in the following condition. The site is not fenced. It is the contractor's responsibility to manage the site from handover.
- 18.2 The contractor is to remove, store, refurbish and install the items listed in this brief.
- 18.3 All other buildings may be empty or contain existing items located on site not required by the client.
- 18.4 The client will leave utilities available for the contractor. The phone will be removed.

MARY MOTHER OF THE CHURCH CATHOLIC PARISH IVANHOE PARISH CENTRE REDEVELOPMENT PROJECT

- 18.5 From handover of the site until the achievement of practical completion, the contractor is responsible for rubbish and recycling. The client's bins will be removed.
- 18.6 The client will advise the contractor of the significant trees on the site to be protected as required by Banyule City Council and the client.
- 18.7 The client advises that thieves have damaged the safe in the sacristy and that the door is not secure and may fall. Care is required with its removal and demolition.
- 18.8 The client will provide to the contractor all keys and security codes for the site.

19. Contractor Storage, Restoration & Reinstatement Items

- 19.1 The contractor is to remove, hold secure, refurbish items designated with (*) and reinstate the followings into the final structure as determined by design.

Holy water stoups *

Sacrarium *

Stations of the Cross

Crucifix above the altar

All statues, bronze and timber, internal and external

Chapel tabernacle on west wall of Lady Chapel * (new main tabernacle)

Sanctuary tabernacle * (new poor box)

Pews (Current positions to be mapped and pews replaced in position)

Organ and speakers

Vestment chest and wardrobe *

Font

Ambo

Celebrants chair