

Consolidated Facilities Requirements

Author: Church Leadership Team

Recipient: Facilities Director

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narara valley baptist church

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Definitions

Page No.	Title	Definition
5	Facilities Director	The person appointed to oversee the re-building of the church
6	Vision Leadership Team	A team established in 2005 to discern and communicate vision for the church. This team was concluded in July 2009.
6	The Hub	The term used to describe the facilities of Narara Valley Baptist Church
7	Church Leadership Team (2005-July 2009) (August 2009-Present)	The overall leadership group comprising: the Vision Leadership Team, Pastors/Staff and Administrator. This team was concluded in July 2009. The overall leadership group comprising: the Elders, Pastors/Staff Team and Church Board
8	Newcomer	A person who has come to Narara Valley Baptist church recently
9	Kids' Church	Children's program for Pre School to year 6 which is run in conjunction with the morning church service
9	Ignite	Youth program for students in years 7-9 which is run in conjunction with the morning church service
9	CoastHope	A series of programs which seek to bring health and wholeness to the complete person - body, mind and spirit
9	CrossTraining	A series of training programs which seeks to equip people with a variety of skills
9	Touch of Love	A ministry which prays for God's

		healing for spiritual, mental and physical issues
9	Girls Brigade	A children's/youth program for girls in Kindergarten to Year 12
9	Playgroup	A program for mums/dads and their preschool child/ren
9	Youth Connect Groups	Groups of high school aged young people who meet to encourage one another, pray and study the Bible.
9	Wet areas	Areas where wet activities can take place without fear of creating water damage
18	Baptismal	A pool used to baptise people by immersion
26	OOSHC	Outside Of School Hours Care – a Before and After School Program run for children
43	Pathways	A series of programs designed to assist people to grow spiritually

Section #1: Introduction

Aim

The aim of this document is to provide the Facilities Director with a facilities brief which is:

- **integrated** (considers all facilities requirements rather than just the main auditorium)
- **considered** (well researched and thought through)
- **consultative** (has engaged key stake holders when considering facilities requirements {eg. ministry leaders})

so that the Facilities Director and his team can begin to approach architects for designs.

Overview Of Process

Following this introduction, Section #2 seeks to describe the specification of each building space in terms of:

- area – where known (in m²)
- users, and
- features

These specifications have been summarised from the Section #3 appendices which provide rationale.

These appendices have been written by either the key stakeholders themselves, or following collaboration with the key stakeholders. Where professional qualifications and/or experience are in evidence from these stakeholders, these qualifications and/or experience has been noted.

Objectives

In the course of preparing this document it has become evident that there are certain objectives we want to achieve when considering the building of new facilities. These values are:

- **multifunctionality** – we have a long history of using facilities seven-days-a-week. Therefore any facility needs are to have flexibility of usage in mind.
- **effectiveness** – our facilities need to enhance the effectiveness of ministry rather than generate frustration. Given that most ministry is conducted by volunteers, we want their experience to be a positive one.

- **attractiveness** – when describing the ambience of the facilities we are not wanting the ‘Taj Mahal’, nor are we wanting a lifeless ‘shack’. Rather we are hopeful that the facilities will be attractive and welcoming.
- **integration** – when looking at many church facilities it becomes apparent that often times a piecemeal approach is used (ie. ‘tack on’ additions and extensions are often the norm). We value an integrated look to the facilities both in functionality and ambience.
- **economic** – as a not-for-profit organisation, this church seeks to wisely steward the resources entrusted to it. We believe that excellence honours God and inspires people, therefore we are wanting to get maximum benefit from the monies invested.
- **quality** – we recognise that ultimately ‘you get what you pay for’. Therefore in the use of materials and the overall presentation of the facility, we believe that wherever possible, quality should be a priority.
- **can be staged** – given the priority of the main auditorium and the likely significant financial costs involved, it may be helpful to stage out construction. It should be noted however that the functionality of the main auditorium (the first priority) will be significantly affected by timely construction of other facilities, especially the multifunctional meeting rooms.

Brief History

The journey of identifying both the needs for future facilities and the way to meet those needs, has been a significant one in the life of Narara Valley Baptist Church (NVBC).

At the end of 2005 the Vision Leadership Team was established to identify current challenges and future directions for NVBC.

In late 2006, after significant prayer, research and discussions, the Vision Leadership Team discerned a vision for NVBC, and as part of that vision, identified that there were five ‘Mountains’ (large projects), which we should embark upon. One of these mountains was the renewal of our facilities at NVBC. This mountain became known as ‘The Hub’.

It was called ‘The Hub’ as it was envisaged that these facilities would become a hub within our local community – a central place of gathering, relationships and meeting.

In July 2007, Pastor Craig Corkill was asked to visit all Growth Groups during Term 3 to ask three questions:

1. what is it about our current facilities that you like or loath?
2. if we were to relocate entirely, what would be the northern, southern, eastern and western boundaries for that?
3. what fears, if any, do you have about this?

Feedback from the Growth Groups was collected and presented to the Vision Leadership Team in mid-October 2007¹.

At the same time, the Vision Leadership Team began to consider a document which came to be known as “The Church We See”² which sought to paint a fuller picture of the sort of church we see ourselves becoming. The facilities we will require into the future will be those that assist us to ensure “The Church We See” becomes a reality.

On Sunday 21st October 2007, the roof of the Main Auditorium of NVBC suffered structural failure and collapsed.

Following the collapse of the roof and the investigation as to why the roof collapsed, the Church Leadership Team sought to appoint a Facilities Director who was tasked to ‘lead the charge’ in the construction of new facilities which would meet the present and perceived future needs of the church.

Upon his appointment to the role of Facilities Director, Maurice Wrightson began to ask the Church Leadership Team to provide him with a future facilities brief which would be:

- integrated (considers all facilities requirements rather than just the main auditorium)
- considered (well researched and thought through), and
- consultative (has engaged key stake holders when considering facilities requirements {eg. ministry leaders})

so that he and his team could begin to approach architects for designs.

The following report seeks to provide that information.

Recommendations

On the basis of the following report, The Church Leadership Team makes the following recommendations:

¹ . This feedback is included as Attachment #14.

² . “The Church We See” document is included in the appendices of this report.

1. After clarifying any final questions, the Facilities Director engaged at least two architects to present conceptual drawings and estimated costs of facilities that would meet the requirements contained in this report.
2. Following receiving the architects reports, the Facilities Director presented these findings to the Church Leadership Team and subsequently to the church for comment and a clear decision about which plan to pursue.
3. At a time to be decided by the Facilities Director, a team of suitably gifted people be drawn together to provide assistance to the Facilities Director, particularly in the areas of: building; communications; and finance.

Section 2: Building Specifications

Building: Main Auditorium

Area: ???

Users:

- Sunday church services (9:30am, 5:00pm)
- Youth Group (Friday night)
- Functions held periodically by church and community users (eg. performances through to conferences)

Features:

- 500 seat capacity
- part flat floor, part stadium seating
- stage
- PA/AV facilities
- Ability to control lighting
- Acoustic design
- Air conditioning
- Cry room
- Appropriate entry/exit points for fire safety, with a clearly identifiable main entry/exit point into main auditorium
- Large welcoming foyer space which allows a great deal of natural light. In the foyer space we envisage a clearly identifiable information/resource area
- Newcomer lounge
- Café access
- Dedicated prayer room
- Undercover drop off zone
- Pram friendly
- Disabled access
- Music rehearsal area
- Rear of stage vehicle access

Building: Meeting Rooms (x8)

Area: $70\text{m}^2 \times 8 = 560\text{m}^2$

Users:

- Kids' Church (Sunday 9:30am)
- Ignite (Sunday 9:30am)
- CoastHope (Cross Training)
- Touch Of Love
- Girls Brigade
- Playgroup
- Young Adult Teaching Rooms
- Youth Connect Groups

Features:

- Retractable partition walls
- Air conditioning
- High ceiling
- Multimedia Projectors (x5)
- 'Wet' areas
- Provision of toilets for both adults and young children
- Storage (Kids' Church, Playgroup, Young Adults, Girls Brigade, Ignite)

Building: Church Offices

Area: 162m²

Users:

- Pastors/Staff
- Admin volunteers
- Leadership teams

Features:

- 6 offices (5 office being 3x4 metres, 1 office being 5x4 metres)
- Boardroom with seating capacity for 12
- Volunteer workspace (minimum workspace being 5x3 metres)
- Reception
- Kitchen/Lunch space
- Storage for office consumables, files & archiving
- Printer space
- Air conditioning
- Multimedia projector in Board room
- Internet
- Access to toilets

Building: Before/After School Care

Area: 180m²

Users:

- Before/After School Care

Features:

- Dedicated office space (3mx3m)
- Access to parking
- Access to outside play area
- Access to shaded areas outside
- Lockable external garage (5x5 metres)
- Toilets
- Access to kitchen
- Lockable cabinets/cupboards (20 cubic metres approximately)

Building: Kitchen

Area: 48m²

Users:

Most users of facilities indicated that access to kitchen is important

Features:

- Central location to all other facilities
- Commercial dishwasher
- Deep sinks
- Commercial fridge
- Commercial ovens & cook-tops
- Stainless steel bench tops
- Centrality to other buildings

Area: Outdoor Spaces

Area: The size and amenities of this area will be directly affected by the legislative requirements for Before/After School Care.

Users:

- Kids' Church (Sunday 9:30am)
- Youth (Friday Night)
- Before/After School Care
- Playgroup
- Girls Brigade

Structured Areas:

- Structured areas for children age 0-5 segregated from children age 6-12
- Quality play equipment for children with soft-fall
- Provision of shade sails or other shade structures in line with legislative requirements
- Proximity to Before/After School Care
- Proximity to café and kitchen

Open Areas:

- Flat grassed area (suitable for outdoor games) with appropriate drainage. This grassed area would be in line with legislative requirements for Before/After School Care.

Area: Car Parking

Area: ???

Users:

- All

Features:

- Asphalt
- Disabled parking
- 82 car spaces was the maximum number which Vision Structures allowed for in their report based on use of our land only (ie. not incorporating the land next door). 82 car spaces @ \$2,200 per car space = \$180,400
- According to Christianity Today, churches in the USA should try to provide car spaces in the ration of 1 car space for every 2-4 seats in the main auditorium. If we were to adopt the upper end of this ratio we'd need 125 car spaces (based on a 500 seat auditorium). 125 car spaces @ \$2,200 per car space = \$275,000.
- Currently the ratio required by Gosford City Council is 1:10³

³ . Source: Vision Structures report

Section 3: Appendices

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Appendix 1: “The Church We See”

Put simply our vision for Narara Valley Baptist Church is that:

We see a church where people far from God are becoming fully devoted followers of Jesus.

As NVBC partners with God, and this vision become reality ...

We see a church that shapes and influences culture. A church where the frequency and magnitude of life change is so significant that it cannot be ignored.

We see a church that continually seeks God, like lungs seek air. A church where faith-filled prayer intersects with the power and will of God, and earth reflects heaven.

We see a church that communicates the Gospel so clearly in word, deed and sign that daily people are becoming followers of Jesus. A church that knows that the stakes we're dealing with are eternal and seeks to invest there.

We see a church that reflects God's heart for the nations. A church that desires to see God's kingdom grow beyond the borders of its own region, to our nation and the world.

We see a church that creatively engages our senses and imaginations whenever and wherever we meet. A church where creativity honours God, inspires people and is released to be a blessing beyond its own boundaries.

We see a church where facilities overflow with the volume of people becoming followers of Jesus and enables creativity to be expressed with excellence.

We see a church that is renowned for its depth of love. A church of such irresistible acceptance and belonging that people are: drawn to it, changed by it, and begin to exhibit it.

We see a church that is a voice of hope to those who have none. A church where the marginalised, the broken, the crushed and the dejected are welcomed, empowered, find greater wholeness and are released to be a blessing to others.

We see a church that walks by faith. A church that laughs at complacency and where faith-based risks are taken because the hand of God is evident.

We see a church that is generous. A church that holds resources God has entrusted to us with an open hand and is a river of blessing to others.

We see a church where the generations join together to worship and serve God. A church that honours those who have gone before and the wisdom they bring, yet continues to connect in contemporary ways with this generation.

We see a church that is energized and excited by God's empowering presence. A church where enthusiasm and passion are the norm. A church where the sound of laughter echoes throughout our hallways.

Appendix 2: Ambience & Environment Issues Report

Authors: Pastors/Staff Team

Aim: To provide the Church Leadership Team (CLT) with a theologically and practically informed opinion regarding issues of ambience and environment for the proposed main auditorium of Narara Valley Baptist Church.

Background: At the CLT meeting on April 2nd, the Pastors and Staff team were asked to provide the CLT with their thoughts regarding the following issues:

1. need for baptismal
2. ability to participate/spectate
3. provision of technologies to address green-house emissions
4. the degree to which we should be able to control the environment (eg. lighting, PA, climate control)

Need For Baptismal

Within the pages of the New Testament we do not see any evidence of internal baptismal pools being constructed. All baptisms were conducted outside.

Baptisms varied between events that most (if not all), of the local church and other on-lookers would witness (Acts 2:41) and events that only a handful of believers would witness (Acts 8:38), but again were open to other on-lookers.

With this in mind, we feel that providing options for people being baptised is a helpful way forward. Some may wish to be baptised in the church building where most of the church gathers, others may prefer to be baptised at the beach.

We feel that for some in our congregation, to avoid construction of a baptistery would provide a significant stumbling block.

With large water tanks (which we imagine will be mandatory), the issue of water usage should become a non-issue.

With this in mind we recommend the construction of a baptismal.

2. Ability To Participate/Spectate

It is becoming increasingly apparent that our society values the ability to participate in a learning environment, rather than merely spectate. Adult learning strategies increasingly highlight the value of people not just passively receiving information, but rather actively engaging in learning.

In late 2008 and into 2009 at our NVBC services, we have sought to provide a range of participatory experiences for people.

At a very basic level, this has seen us encourage personal testimonies almost every week from people at NVBC which focus on what God is doing in their life, rather than just hearing from one of the pastors.

At a higher level, this has seen:

- a whole congregation participate in a time of foot washing
- multiple 'open mic' sharing services
- use of various 'stations' (discreet spaces within the building) where people can go to

With this in mind we recommend that the main auditorium space provide the ability to create discreet spaces (probably using lighting rather than partitions), and have a flat floor which will allow more flexible use of the space for participatory exercises.

3. 'Green' Design & Technologies

From the very outset of the Bible, we observe that humanity is called to take care of the world God created (Genesis 2:15). It is apparent we have historically done a poor job of this, yet as stewards of God's creation we desire to reflect care for the environment in the proposed facility.

As a minimum we see that the design of the facility in terms of airflow and aspect would seek to reduce the need for excessive use of air conditioning. Equally we see the use of water storage tanks to capture run-off from the roof, as imperative.

Whilst wanting to look at the cost/benefit of solar technologies, we genuinely desire to explore solar options for hot water and also electricity generation in an attempt to reduce or offset carbon emissions.

With this in mind we recommend that where possible, issues of green design be incorporated into the facility. Equally we recommend exploration of solar technologies to reduce or offset carbon emissions.

4. Environment Control

Much of the discussion on this issue saw us in agreement about key areas of environment control. The provision of PA facilities that enable a large congregation to hear clearly is seen as imperative in the main auditorium.

Equally the inclusion of air conditioning to provide a comfortable environment in which people can worship and learn is also seen as imperative. One of the reflections we have had for some time now is that in terms of attracting new comers (particularly those who don't know Jesus), NVBC services are not 'competing' with other churches (we're all on the same team), in many respects we are 'competing' with Erina Fair, Tuggerah Westfields, Hoyts Cinemas or any other public venue. For more than 30 years, the expectation of people is that they won't be part of a larger gathering that causes them to sweat profusely or requires them to bring a blanket.

In our former main auditorium, it was regularly fed back to the Pastors/Staff team that people avoided coming to church on hot days (particularly in the PM service where the auditorium had had a chance to 'warm up' during the day). While we may say that 'people are just soft!', the reality is that excessive heat and cold impedes concentration, increases self-consciousness and lowers participation/attendance.

With this in mind we recommend that the main auditorium provide appropriate PA and air conditioning facilities.

Of all three ambience/environment issues, the one that created the most discussion, was in the area of lighting - the pros and cons of natural and artificial lighting.

Some stated that natural lighting:

1. reduced our ability to 'manipulate' a 'vibe' in the auditorium. It must be said that those who held this view do not see that this is or has happened at NVBC.
2. provided us with the ability to readily reflect on God's creativity and power. The understanding here was that sunlight is an expression of God's creative design and that we are intentionally acknowledging that we are wanting to create a space where God's power is displayed as opposed to an environment where humans have total control.

Others stated that artificial lighting:

1. provided the ability to create discreet spaces for participation
2. enabled us to lead by providing a visual focus for people
3. assisted in the clarity of multimedia communication (eg. song words, video clips in sermons)
4. assists in the acoustic insulation of the building as sound will often travel more readily through glass than brick/concrete.
5. is almost exclusively used at the current Seventh Day Adventist (SDA) facility⁴ as natural light sees some in the congregation being heated up by the sun, whilst others are cool. This goes back to the climate control issue discussed earlier.
6. reduces problems of people having the sun in their eyes during services as happened at 127.

We include both perspectives intentionally as they both have insights worth considering.

After considering both sides of the issue, it is recommended that the foyer area of the church utilise natural light⁵. In the main auditorium area, it is the recommendation that we seek to use artificial lighting.

With this in mind the recommendation is that the foyer utilises natural lighting and the main auditorium utilises artificial lighting.

⁴ . Our current practice is to close the blinds each week.

⁵ . It is understood that there may well be construction issues at play here.

Appendix 3: Children's Ministry Requirements

“Providing a fun, safe and creative environment where all children are accepted and empowered to reflect Jesus' heart in their community”

Author: Matt Rosee (Children's Pastor)

Scope

This paper addresses the needs of the following departments of Kids' Church:

- Crèche (Ages 0-2)
- Nursery (Ages 2-3)
- Preschool & Kindergarten (Ages 4-6)
- Years 1 & 2 (Ages 7-8)
- Primary (Ages 9-11)

Background

In 1978 Kid's Church was established by Rob Bateman, Claire Mercer, Ken Murray and Kay Murray with approximately ten children attending during the early stages. As there were no formal facilities at this time the programs were conducted in Claire Mercer's home prior to the morning service. Upon the commencement of the morning service the Kids' Church children, along with the leaders, would attend and participate in the morning service

Within 12 months Kids' Church had grown to approximately 50 children at which time the Church had moved location to 127 Narara Valley Dr. It was at this time, a decision was made by the Pastoral staff that the participation of children in the morning service would cease. Consequently Kid's Church met in the Hall, albeit in inadequate facilities, with the Nursery section meeting in the kitchen whilst the hall was divided with temporary partitions providing 'rooms' for the other sections.

In the mid-late 1980's Kids' Church grew significantly reaching a peak of approximately 200 children. At this time, and under the supervision of Rod and Margaret Smart who were the Kids' Church Superintendents, the demountable buildings were erected at the rear of the hall at 127 Narara Valley Drive. Kids'

Church at this time was a significant outreach as a number of children who attended came from non-church families.

Commencing in the early-mid 1990's the Church's focus centred on Youth and hence the subsequent engagement of a Youth Pastor. At this time, Kids' Church numbers commenced a steady decline however, Kids' Church continued to function due to the dedication and commitment of a number of leaders who gave their time and resources.

Kids Church Leadership

In August 2008, the Church appointed a Children's Pastor two days a week which has enabled support primarily for Kids' Church and policy issues.

Upon commencement the Children's Pastor has commenced a process of reinvigorating the leaders in Kids' Church and educating and stimulating the Church family as to the importance of Children and Children's ministry. In this regard, a survey was undertaken in late 2008 of all leaders involved in Kids' Church, which identified the current successes and strengths as well as areas where improvement could be made. Strategies are being established to build upon our strengths and make necessary improvements to address our weaknesses.

In 2009 Kids' Church commenced a transformation starting with:

- the development of a vision – “Providing a fun, safe and creative environment where all children are accepted and empowered to reflect Jesus' heart in their community”
- the recruitment of a number of new leaders (46% of the leaders in Kids' Church commenced in 2009);
- part-year leadership enabling flexibility as well as preventing leader 'burn-out';
- the re-establishment of the Pre-school and Kindergarten Room;
- a quarterly Church wide newsletter providing updates on events;
- a parent newsletter detailing the scriptures that will be learnt to enable ongoing discipleship at home;
- integration between groups;

- the training of all leaders in safe churches policy; and
- team building and encouragement activities

The Future

Kids' Church currently incorporates the following sections Crèche (0-2 years), Nursery (2-3 years), Preschool and Kindergarten (4-6 years), Years 1 and 2 (7-8 years), and Primary (9-11 years). Based on information obtained during the February – July 2009 period, it is estimated that attendees of Kids' Church equate for between on average, 20% of the total Church population on any given Sunday. The table on the following page details the weekly figures.

The Pastors' brief provided to the CLT at its meeting in February 2009, indicated that any new facility should include seating for 500 people, including children. As Kids' Church on average equates for 20% of the total congregation it is considered an appropriate, conservative estimate that Kids' Church would grow to 100 attendees using existing attendance patterns. It should be noted however, that the Kids' Church leadership is committed to seeing continual growth and consequently additional strategies are being discussed to see this ministry grow beyond 100 in the future.

Additionally, it is the belief of the Kids' Church leadership that Kids' Church will be the key strategy which will result in Narara Valley Baptist Church 'filling' its new facility and hence seeing people far from God coming to Jesus. When appropriate support and resources are dedicated to Children's ministry, resulting in children having a positive experience, families lives often experience transformation⁶.

⁶ . See *"Making your children's ministry the best hour of every week"* S. Miller (Zondervan Publishing, 2004)

Kids' Church Attendance Figures v Church Attendance Figures				
Date	Church Attendance	Kids' Church Attendance	Total Attendance	% of KC attendees to Church
1/02/2009	246	81	327	25%
8/02/2009	237	77	314	25%
15/02/2009	223	51	274	19%
22/02/2009	273	58	331	18%
1/03/2009	258	42	300	14%
8/03/2009	216	52	268	19%
15/03/2009	260	51	311	16%
22/03/2009	291	77	368	21%
29/03/2009	220	60	280	21%
5/04/2009	257	56	313	18%
12/04/2009	400	School Hols	400	
19/04/2009	208	School Hols	208	
26/06/2009	265	School Hols	265	
3/05/2009	284	70	354	20%
10/05/2009	253	71	324	22%
17/05/2009	316	68	384	18%
24/05/2009	289	61	350	17%
31/05/2009	261	66	327	20%
7/06/2009	244	53	297	18%
14/06/2009	261	67	328	20%
21/06/2009	258	70	328	21%
28/06/2009	285	74	359	21%
5/07/2009	239	School Hols	239	
12/07/2009	250	School Hols	250	
19/07/2009	273	School Hols	273	
25/07/2009	257	69	326	21%
Average	263	64	312	20%
Future:	400	100	500	20%

As indicated previously many strategies are being established to ensure that our program is exciting and engages children across all ages. However, the success of these programs will require a paradigm shift by the existing Church by recognising the potential of children and integrating them fully into our community. Also this applies vice versa where it will be essential for our Church to integrate themselves into Kids' Church and other children's ministries through the volunteering of their time even if it is only once a year!

Future Requirements

Each Room Leader, along with their team is responsible for developing and implementing a program that is suited to the age group they minister to. In this regard, discussions were conducted with the leaders to ascertain the resources they need to continue the transformation of Kids' Church to enable it to meet its vision. The following is a summary of the resources required:

Room Requirements:

As mentioned previously, Kids' Church currently has five rooms (Crèche, Nursery, Preschool and Kinder, Year 1 & 2, Primary). Presently, the split of children into these rooms is possible with the facilities we have at SDA. At 127 Narara Valley Dr it is also possible to have this room split, although the Primary room utilises the hall, which is shared by a number of ministries, including OOSHC.

Going forward, and envisaging numbers will grow, it may be necessary to separate our Primary section into Years 3 & 4 and Years 5 & 6 which would result in Kids' Church requiring 6 rooms. However, at this time it is considered sufficient to have 5 rooms available for Kids' Church. If possible, it would be preferable not to share any of the Kids' Church rooms with OOSHC due to the restrictions of being able to customise the room for program purposes. *(It is also noted that the 'existing Church Policy' does not allow for people to be at 127 Narara Valley Drive whilst OOSHC is operating. In this regard CLT will need to consider the appropriateness of having a multi-user facility if it cannot be accessed whilst OOSHC is operating, regardless of whether it is a Children's ministry or other ministry).*

A goal of Kids' Church going forward is to have integration between our rooms. In this regard, it would be beneficial to have the rooms separated by retractable partitions, similar to the SDA church. This would enable our rooms to join in common time together for games and worship as well as separate for specific

program purposes. Upon speaking with other facilities users it would also appear that the ability to have small rooms, which could convert into a large hall area would be beneficial.

Requirements:

- Five rooms available for Kids' Church
- Where possible, Kids' Church rooms do not utilise the area designated for OOSHC; and
- Retractable walls between the Kids' Church rooms.

Room Size:

The current rooms at the SDA facility are 10m x 6.75m (67.5m²). These rooms are bigger than the demountable rooms at 127 Narara Valley Dr, which are 6m x 6m (36m²). The Primary section meets in a room that is 10m x 15m (150m²) which is bigger than the hall at 127 Narara Valley Dr which is 8m x 16m (128m²).

It is noted that the room area specifications in some drafts plans allowed 70m² which is comparable to the SDA facility for Crèche, Nursery, Preschool and Kinder and Years 1 & 2.

It should be noted that **Clause 30, Space requirements: centre based children's services** of the *Children's Services Regulation 2004*⁷ indicates:

(2) The premises of a centre based children's service must have at least 3.25 square metres of unencumbered indoor play space per child that is exclusively for the use of children provided with education and care while in attendance at the service.

(3) For the purposes of calculating unencumbered indoor play space, items such as any passage way or thoroughfare, door swing areas, kitchen, cot rooms, toilet or shower areas located in the building or any other facility such as cupboards and areas set aside as referred to in subclause (1) are to be excluded.

The unencumbered indoor play space detailed in the Regulation should be used as a guide, as NVBC is not providing a centre-based children's service. However, it should be noted that allowing for a 70m² room as per the plans received to date adequately fits within the Regulation based on current numbers and would allow growth (using the 500 figure as an estimate) in the Crèche, Nursery, Preschool and Kinder and Years 1 & 2 rooms.

⁷. The Children's Services Regulation 2004 is legislation from the NSW Government.
See: <http://www.legislation.nsw.gov.au/fullhtml/inforce/subordleg+260+2004+FIRST+0+N>

Requirements:

- The Room Leaders in Crèche, Nursery, Preschool and Kinder and Years 1 & 2, indicated that the current room size at the SDA facility (70m²) would be sufficient should the numbers increase to between 115 and 150;
- The primary room to maintain a room size of 150m².
- To enhance the possibility of combined activities such as combined worship and games between groups it would be beneficial if there could be retractable walls between rooms.

Room Location:

The current rooms at the SDA facility are at the front of the main worship auditorium. The Kids' Church leaders have expressed a desire, where possible, to continue this arrangement in any new facility. The location of the Kids' Church rooms at the front of the auditorium has resulted in the Kids' Church leaders experiencing a greater sense of connection to the Church community compared to 127 Narara Valley Drive. This is primarily through the requirement of all congregational members having to walk past the rooms to attend Church and when doing so there is regular engagement between the parties. At 127 the only engagement would be with the parents of children and hence the feeling of separation.

Requirements:

- The Room Leaders indicated that, where possible, the Kids' Church rooms remain at the entrance to the main worship auditorium upon relocation to 127 Narara Valley Dr.

Room Facilities:**Multimedia & Audiovisual Requirements**

Many exciting and engaging resources are now available online to assist Children's ministry leaders. However, most of these resources are available electronically and/or require presentation via electronic means. In both the current SDA facility and at 127 Narara Valley Dr there is limited technology support, which enables Kid's Church to utilise these resources. As many children are engaged, both at home and at school through multimedia, it is essential that our Kids' Church also use this medium to evangelise to children.

Additionally, the worship undertaken in each room is generally undertaken using a portable CD player, however, with the correct facilities there are many resources available that would engage our children in worship.

Requirements:

- Each Room to have the following integrated (plug-in) multimedia and audiovisual facilities;
 - ◆ A multimedia projector;
 - ◆ DVD; and
 - ◆ Sound system

Air Conditioning

The rooms at the SDA facility can be air-conditioned which enhances the learning environment.

Requirements:

- Each Room to have air conditioning capability.

Storage

If the ability to join rooms through opening retractable walls occurs, careful consideration must be given to the storage facilities. Additionally, appropriate storage is critical as it prevents the leaders from having to store and transport resources off site and hence reduces the workload on the volunteers.

In this regard, storage needs to be available for the day-to-day items such as craft materials instruments and general toys. However, storage will also need to incorporate items such as tables and chairs so the Kids' Church rooms have "unencumbered" indoor play space. Ensuring that resources are 'packed' away will enable the rooms to be used by other users.

Requirements:

- Each room to have appropriate storage such as locked cupboards; and
- Storage facilities to include room to store chairs and tables. (*This may result in new tables and chairs that can be stored adequately*).

Toilet Facilities

The location of toilets is crucial in the design of any new facility. Previously at 127 Narara Valley Dr, the location of the Kids' Church rooms and the toilets were unsatisfactory on a number of levels as well as and from a safe church point of view.

Requirements:

- Toilet facilities to be located near the Kids' Church facilities; or
- Where possible there are designated Children's toilets; and
- Baby change room facilities made available.

Wet Area Facilities

To ensure that attendees are engaged in programs it is essential for diversity in teaching which includes various forms of creative expression such as painting and craft (ie messy activities). The current SDA facilities and 127 Narara Valley Dr facilities do not provide leaders with the freedom to undertake these activities as there are no adequate preparation and cleaning areas. To assist the leaders in providing an opportunity for children to be creative it would be beneficial to have a wet area facility that has access to a sink and running water in a common area such as those in schools.

Requirements:

- The establishment of a wet area facility to enable 'messy' activities to be undertaken which includes a sink and running water. This may be a common area used by all rooms.

Outdoor Facilities

The leaders at Kids' Church were unanimous in requesting appropriate outdoor facilities for children. Such facilities would include play equipment, grass area, cooking facilities (BBQ), appropriate shading and vegetation. Such facilities would be incorporated into the programming of Kids' Church activities. These outdoor facilities would enhance the community environment by providing a communal area for morning teas etc.

It should also be noted that the location of the Kids' Church buildings at 127 Narara Valley Dr also resulted in greater disconnect between families with children and the Church community. This was evident at morning tea time which was served on the

veranda, although many parents remained at the Kids' Church rooms supervising their children who were playing in the children's playground, behind the hall and hence the disconnect.

Requirements:

- An outdoor play area, that included both grass and equipment, be established;
- Such an area would provide a designated 'morning tea area' that would enable all generations to join in community following a service.

Appendix 4: Girl's Brigade Requirements

Author: Matt Rosee (Children's Pastor)

This paper is for the Church Leadership Team (CLT) detailing the requirements of Girls' Brigade in a new facility at 127 Narara Valley Drive.

Scope

This paper addresses the needs of the following departments of Girls' Brigade (Brigade):

- Cadets (Ages 5-7)
- Juniors (Ages 8-11)
- Seniors (Ages 11-14)
- Pioneers (Ages 15-21)

Background

Brigade has been operating at Narara Valley Baptist Church for over 10 years and accommodates approximately 20 – 25 girls each week.

Future Requirements

Discussions were held with the leader of Brigade and following is a summary of the resources required:

Room Requirements:

Presently, Brigade meets in the hall at 127 Narara Valley Drive which is 8m x 16m (128m²). Following a time together the groups are broken into Cadets, Mini Juniors and Advance Juniors. The Cadets are taken to a Kids' Church room, whilst the Junior groups remain in the hall, although they undertake separate activities.

Ideally, it would be beneficial to maintain a common meeting place for all groups with the ability to have separate meeting spaces when undertaking specific group work.

In this regard, it would be beneficial to have a facility where the main meeting room could be divided by partitions following the group meeting.

Requirements:

- A hall area comparable to 127 Narara Valley Drive, that is 128m²; and
- Retractable walls to enable separation of the hall area for specific group activities.

Room Size:

The hall at 127 Narara Valley Dr, which is 8m x 16m.

It is noted that the room area specifications in the Vision Structures drawings (Option B1 – C1) allowed 70m² for the Kid’s Church rooms. Based on the number of attendees at Brigade rooms of 70m² would be sufficient when Brigade breaks into small groups. However, the OOSH facility will only be 100m² which is less than the current hall facility. (Refer to the Kids’ Church CLT Paper for space requirements as per the *Children’s Services Regulation 2004*.)

Requirements:

- A hall area of at least 128m² to enable combined meetings and games; and
- The ability to separate the hall into smaller rooms through retractable walls for group specific work.

Room Facilities

Multimedia & Audiovisual Requirements

Many exciting and engaging resources are now available online to assist Children’s ministry leaders, including those involved in Brigade. However, most of these resources are available electronically and/or require presentation via electronic means. At 127 Narara Valley Dr there is limited technology support, which enables Brigade to utilise these resources. As many children are engaged, both at home and at school through multimedia, it is essential that our Brigade also uses this medium to evangelise to children.

Additionally, the worship undertaken in each room is generally undertaken using a portable CD player, however, with the correct facilities there are many resources available that would engage our children in worship.

Requirements:

- Each Room to have the following integrated (plug-in) multimedia and audiovisual facilities;
 - ◆ A multimedia projector;
 - ◆ DVD; and
 - ◆ Sound system

- It should be noted that following the implementation of lights in to the hall at 127 Narara Valley Drive, Brigade has not played any ball games due to a concern that the lights may be broken during such activities. Therefore, consideration needs to be given to the securing of such technology so that ball games can still be played in the hall.

Air Conditioning

The hall at 127 Narara Valley Drive is not air conditioned and subsequently does not enhance the learning environment.

Requirements:

- Each Room to have air conditioning capability.

Storage

If the ability to join rooms through opening retractable walls occurs careful consideration must be given to the storage facilities. Additionally, appropriate storage is critical as it prevents the leaders from having to store and transport resources off site and hence reduces the workload on the volunteers.

In this regard, storage needs to be available for the day-to-day items such as craft materials, administration resources and general toys. However, storage will also need to incorporate items such as tables and chairs so the hall and subsequent rooms can be utilised by other users.

Requirements:

- Each room to have appropriate storage such as locked cupboards; and
- Storage facilities to include room to store chairs and tables. (*This may result in new tables and chairs that can be stored adequately*).

Wet Area Facilities

To ensure that attendees are engaged in programs it is essential for diversity in teaching which includes various forms of creative expression such as painting and craft (ie messy activities). The 127 Narara Valley Dr facilities do not provide leaders with the freedom to undertake these activities as there are no adequate preparation and cleaning areas. To assist the leaders in providing an opportunity for children to be creative it would be beneficial to have a wet area facility that is, access to a sink and running water in a common area such as those in schools.

Requirements:

- The establishment of a wet area facility to enable 'messy' activities to be undertaken with sink and water access.

Outdoor Facilities

Outdoor facilities for children such as play equipment, grass area, cooking facilities (BBQ), appropriate shading and vegetation would enhance the community environment by providing a communal area. These facilities would need adequate lighting as the activities would be conducted in the evening. Such facilities would also be incorporated into the programming of Brigade activities.

Requirements:

- A designated community outdoor facility.

Kitchen Facilities

Brigade utilises the kitchen facilities at 127 Narara Valley Drive to support their program. It would be necessary that Brigade have access to kitchen amenities in any new facility.

Requirements:

- Access to kitchen amenities that meet health regulations and correct functional design.

Toilet Facilities

The location of toilets is crucial in the design of any new facility. Previously at 127 Narara Valley Dr, the location of the Kids' Church rooms and the toilets were unsatisfactory on a number of levels as well as and from a safe church point of view.

Requirements:

- Toilet facilities to be located near the Kids' Church facilities; or
- Where possible there are designated Children's toilets

Appendix 5: Youth Ministry Requirements

Author: Phill Pallas (Youth Pastor)

A PLATFORM TO GATHER, GROW AND REACH OUT

A brief on the facility needs of the Youth Community at Narara Valley Baptist Church

Youth Pastors and leaders are charged with a very significant mission – to see young people far from God become fully devoted followers of Jesus Christ. If we are to ensure that the Church has a strong future, we must take very seriously the charge to place the gospel firmly in the hands of the next generation. A vital resource for this task is the physical space where young people can gather, grow and reach out. Our facilities make a strong statement about our mission and provide an expressive base from which our leaders and young people can bring change to their world.

The following brief has been prepared at the request of the Church Leadership Team and the Facilities Director, to provide comment on the facility needs of the youth community, projected for a ten year time frame from when the facility becomes operational.

1. The value of young people at Narara Valley Baptist Church

Narara Valley Baptist Church has always placed significant value upon young people. Budget allocations and paid staff placements have spoken loudly of this. Currently the church employs a full time Youth Pastor, with one day being dedicated to work in Narara Valley High School. There are currently 20 young adults who volunteer their time to form the Youth Team, and young people are beginning to play a very active role in the church, including Sunday services.

2. History of facility use by the youth community

The Friday night youth program has, until very recently, utilised the main auditorium. On Sunday mornings there has been no onsite facility available for our junior high program, Ignite. This program has been run offsite for many years at Niagara Park Public School. When this program operated offsite the leaders of this program felt undervalued and disconnected from the wider church community.

After our building sustained severe structural damage, Friday night programs were facilitated for three terms in the hall of Niagara Park Primary School, and two terms at Narara Valley High School. The drawbacks of these facilities were very significant, including:

- the space was difficult to control as young people were able to roam everywhere due to multiple entry and exit points and no controlled outdoor space
- the lack of access to kitchen facilities
- the lack of storage space
- the time required to set up sound and lighting requirements
- the space in both locations represented 'education' and 'authority' to many of our young people. As a result, many of our young people's behaviour became negative and difficult to manage
- there were times when the facility was unavailable on Friday nights

3. Current facilities utilised by the youth community

Our Friday night program (called BAM), currently utilises the lower hall at '127', whilst our Sunday morning program, (called IGNITE), meets in a room at the SDA facility.

4. Vision for youth community

At the core of our youth community is the desire to see young people have a real encounter with Jesus, experience transformation and become revolutionaries in their world. Whilst researching data from Gosford Shire Council's Social Plan, the Youth Pastor had a significant moment when he realised that there are over 5000 young people within a ten minute drive of our facility at 127 Narara Valley Drive. The harvest certainly is plentiful!

As part of our vision, therefore, we see the 5000 young people living in our immediate sphere of influence having a real opportunity to come to know God. We will have a powerful weekly gathering where real freedom is found, grace reigns and the miraculous power of God is experienced. Our heart is also to see our youth ministry become a household name because we are recognised as part of the 'solution'; we are truly accessible and seen as a genuine place of restoration, healing and hope.

5. Strategy for youth community relating to facility needs

The strategy to achieve what we believe God is calling us to in our youth community is focussed on six core components.

- i. Presence in High Schools
- ii. Friday Night Gatherings
- iii. Connect Groups
- iv. Sunday Church
- v. Leadership Teams

vi. Camps and experiences

We believe that young people generally will move through these components. For example, a young person will have contact with Youth Workers and Christian students at school, then attend a Friday night gathering. After some time they may join a connect group or begin coming to Sunday Church and eventually get involved in a leadership capacity either in the youth community or another ministry. Young people may also have contact with our youth community through camps and experiences.

In terms of the future facility to be located at 127 Narara Valley Drive, Narara. The youth community's two main uses for this facility will be our large Friday night gatherings and our Sunday morning program, Ignite. In addition, connect groups and leadership teams will also have specific needs in relation to the facility.

6. Capacity requirements for the Friday night gathering

The first two years of Phill's ministry has been focussed on establishing a biblical standard of leadership, discerning and casting clear vision and building unity within the team. This year the focus is on developing our core young people through connect groups.

Connect groups are a vital part of our strategy. We believe that the number of young people that we are able to impact is primarily limited by the number of leaders we have actively discipling young people through connect groups.

We believe that a youth leader is able to very effectively disciple five young people (many youth ministries use a ratio of 10:1 or 12:1). We have recently launched six connect groups to add significantly to our existing two connect groups. There are two leaders in each group, enabling the group to split and continue to grow when the group becomes larger than 12 people. Currently we have 15 leaders that are actively involved in discipling young people through connect groups, with 40 young people attending.

As we currently have 15 leaders actively discipling young people, we have a capacity to be effectively discipling 75 young people in our youth community. However, for the purpose of determining a facility capacity for our Friday night gathering, it is expected that 30% of young people who attend Friday nights will not be in connect groups (for example, they may have only just started attending the Friday night program).

In addition to this, we have a goal to double our youth leadership team every three years. The figure below projects our growth over the next ten years.

Fig 1. Future growth projections for youth community

Year end	No of Leaders	Connect Groups	Friday Nights
2009	15	75	107
2012	30	150	214
2015	60	300	428
2018	120	600	856

Whilst it is difficult to project figures into the future, these figures are presented with real and confident expectation. Four years before Phill was appointed as the Youth Pastor, he believes God revealed a vision of him speaking in front of hundreds of young people. At the time many people interpreted that Narara would be a training ground for his ministry and he would go on to see this vision come to pass elsewhere. However, Phill has always maintained, now more strongly than ever, that this vision will come to pass at Narara. It is where he is meant to be.

7. Functional specifications

Friday Night Gathering (All ages, Bam)

Time required: Every Friday night of the school term from 5pm until 10:30pm

Activities: Worship meeting, games that are able to be played in an auditorium, outdoor café, and outdoor games such as football

Primary facility

- The primary facility will have capacity for 488 people (2015 projection of youth attending with the number of leaders).
- This facility will be fitted with part stadium seating and part flat floor (see Hillsong's Hub building for example).
- This facility will be equipped with necessary stage, sound and lighting requirements for a worship meeting as well as professional back of house facilities including 'green room'. Stage access will be provided for musicians to easily 'bump in'.
- This facility will have minimal entry and exit points to allow for effective crowd control and management.

- This facility will be air conditioned.
- This facility will have no natural light to allow for control of lighting and atmosphere.
- It is likely that this facility will be the same facility utilised for Sunday church services. The Youth Pastor does not see the need for a dedicated youth facility of this kind at this stage.

Secondary facility

- At some stage it will be likely that we will split age groups and need a space for leaders meetings before the main program. A smaller facility will also allow us to grow into the main auditorium.
- The secondary facility will have capacity for 250 – 300 people.
- This facility will have a flat floor and be equipped with necessary stage, sound and lighting requirements for a worship meeting.
- This facility will have minimal entry and exit points to allow for effective crowd control and management.
- This facility will be air conditioned.

Other shared facilities and considerations

- **Outside space**
Adequate, controlled outdoor space is a priority for young people to gather and 'sign in' for the night. An outdoor space where access can be managed in a way that young people will not be able to leave once onsite (this is to ensure our duty of care). In this space we will have our café and be able to play outdoor games such as football.
- **Kitchen**
Access to a kitchen facility and storage for our food for café is essential.
- **Post-altar call counselling rooms**
A room available to be praying and counselling people after the altar call or for ministry after the main meeting.
- **Practice room**
A music practice room for musicians to run through last minute changes.
- **Storage**
Adequate storage for youth props (a room approx 3m x 3m).
- **Access to toilets**
Access to toilets is essential.

Sunday morning program (Ignite {Junior High ages})

Time required: Every Sunday morning of the school term, 1hr before morning service and 30 minutes after (currently 8:30am until 11:30am)

Activities: Worship meeting, games that are able to be played in an auditorium, small groups

Primary facility

- The primary facility will have capacity 60 people (figure based on projected growth of morning service and kids church that feeds into youth ministry)
- This facility will have a flat floor and be equipped with necessary stage, sound and lighting requirements for a worship meeting.
- This facility will have minimal entry and exit points to allow for effective crowd control and management.
- This facility will be air conditioned.
- This facility will have retractable walls to allow for smaller rooms to be formed for small group sessions.

Other facility requirements for the youth community

Connect groups

Time required: various afternoons and evenings, for 2½ hours

Activities: small groups

- A number of rooms (two or three would be adequate) with the capacity for 15 people to engage in small groups.

Multimedia suite

Time required: various

Activities: production of video and graphics to be used in youth programs and Sunday church services

- A professional multimedia suite will benefit our leaders and young people in being able to produce materials that can be used in programs and Sunday services to effectively communicate within our church.

Appendix 6: Pastoral Care Requirements

Author: Bryan Shirley (Pastoral Care Pastor)

HOSPITALITY

- Large area adjacent to/part of foyer/entry area to main auditorium.
- Tables and chairs to accommodate approx. 100 people
- Special lounge area for newcomers
- Café/meal serving facilities.
- Section of hospitality area to face outwards into enclosed area for children.
- Information area, on the opposite side to the hospitality area, also adjacent to /part of foyer/entry area.

PRAYER MINISTRY

- Room to double as 'prayer chapel' and 'waiting room' for healing ministry.
- To accommodate approx. 50 people.
- Several lounges needed for healing ministry.
- Four other rooms to double as prayer ministry rooms and other compatible church ministries.
- Rooms to be easily accessible for after AM and PM services, and during the week, as required.
- Provision of sound/DVD facilities.

PATHWAYS

- Room that doubles as 'board' /'training room/small group activity
- To accommodate approx. 12-16 people.
- To include large table, and sound /DVD facilities

Appendix 7: Multimedia Suite Report

Author: Matt Andrew

Note: Given that in our initial investigations a number of stake-holders expressed a desire for some form of multimedia suite, Pastor Matt Andrew was asked by the CLT to explore the nature of the need and possible ways of meeting this need.

Aim

The aim of this report is to provide an overview of the resources that would be necessary to facilitate the operation of the creative ministry in a new church building.

Scope

This report takes account of the creative ministry as it currently is, and as it may grow to be in the future. I have taken creative ministry to include: graphic design, videography, music composition, drama, website design and other facets of the visual, auditory and performance arts. It is important to note that the worship ministry's needs, as it operates on a Sunday, are not addressed (this is done in a separate report).

Background

Cultural Background

This current generation is bombarded with more messages (TV, internet, radio, signs, etc) in a single day than their grandparents were in a whole month⁸. The world is media-saturated. People are forced to make split-second decisions about the relevance of a message. It would seem that part of the decision making criteria of whether to pay attention to the message is the quality of the message's presentation.

Theological Background

There is a clear theological imperative to avoid the outright manipulation that advertising, for example, has as its goal. The goal of using multimedia is not to be a bit better at the game the world plays. We are to abide by totally different rules.

⁸ Len Masterman. Excerpted with permission from *Teaching the Media*. London: Routledge, 1985

This does not, however, mean that we cannot communicate in culturally relevant ways. In Acts 17 Paul uses the altar to the 'unknown god' and the Greek poets⁹ as a hook into that culture to communicate the Gospel. Accountability and reflection are obviously necessary to ensure we don't go too far, but there is an apparent theological legitimacy to communicating through multimedia.

Church Background

There is no team currently operating for the purpose of multimedia/creative. The efforts at this time are exclusively ad-hoc. Narara has historically had active creative projects (such as the news videos), but even when creative leadership was present, the focus was primarily music.

Given the current lack of structure, but burgeoning interest from both congregation and leadership in a creative team that covers graphic design, videography, music composition, drama, website design and other facets of the visual, auditory and performance arts, this proposal tries to extrapolate the needs of such a creative ministry. The consequence of this tentative foundation is addressed in the conclusion.

Needs

Conversations with those who have a creative gift and desire to serve with that gift indicate the following issues need to be considered when evaluating requirements of the creative ministry:

- Many people involved in such a ministry will want to work at church outside of normal church hours¹⁰ (after works for example)
- Many people will already have resources at home, configured the way they like, and will prefer to work there

Given then the uncertainty over how well resources would be employed, and no historical data to draw on, all the suggestions included in this report are for spaces that are as multifunctional as possible.

⁹ Acts 17:16-34

¹⁰ One anecdotal report was someone saying that they always work at 1am, because that is when they are most creative

Physical

Conversations with those who have a creative gift and desire to serve with that gift indicate the physical (space) requirements for the creative ministry:

- Rehearsal/recording space for music
- Rehearsal/recording space for performance arts
- Collaboration/computer space
- Out of normal office hours access

Suggestion:

- Look at sound-proofing one of the multi-functional rooms to provide an area for music practise, video and sound recording, and other rehearsal needs.
 - Provide network jacks in these rooms so any recording equipment brought in can easily access the church network.
 - Location as far from background noise as possible
- Design a volunteer area similarly to the one present at the current church offices, which will allow collaboration when possible
- Creative team leader to have access to the church building?

Technological

Whilst this is beyond the scope of this report, this is included to elucidate the totality of the financial costs of commitment to this ministry. Conversations with those who have a creative gift and desire to serve with that gift indicate the technological requirements for the creative ministry:

- The current computers in the office have Pentium Dual Core 2.0 Ghz CPUs with on-board graphics cards. For a decent video, sound and graphics editing computer, a quad core CPU with at least 4 gigs of RAM and a mid-high spec graphics cards is ideal¹¹
- Provision of some recording equipment, such as HD capable camera, M-Box, etc.

¹¹ This is based on a reasonable extrapolation from the minimum requirements for Adobe Production Premium at: <http://www.adobe.com/products/creativesuite/production/systemreqs/>

Suggestion:

- Two work-stations in the volunteer area with appropriate specs and software loaded on to them. Remote access made possible in order for people to work from home?

Financial

Physical resources are the concern of this report. Thus I envisage that the main cost associated with this proposal will be the marginal cost of adding sound-proofing and network jacks to a multifunctional room.

The following need to be part of the larger conversation however:

- There are significant technological costs – computers, recording equipment¹², etc. Not everything will be needed or justifiable; however there will still be a large start-up cost.
- There will be significant on-going costs – software licensing, image royalties, movie royalties will all need to be taken in to consideration.

Conclusions

A way forward

It seems that the most obvious points of action from this report are:

- Expanding the multifunctional capability of a room by sound proofing it and providing network jacks.
- Replicating the volunteer work area in the new office design

Issues for further inquiry

- The marginal cost associated with sufficiently sound proofing a room requires further investigation. I imagine that this will be the deciding factor.
- A report on the acoustics necessary for a recording space would be helpful, as this could potentially affect the suitability of certain rooms as candidates for sound-proofing. Contracting someone qualified to design a well-soundproofed space would be wise.

¹² It was indicated to me that many people would be able to bring in, for example, recording equipment from home. However these are not guaranteed resources.

- The creative ministry as conceived here is not yet operational and there is no guarantee of its success (In other words this proposal is contingent on the viability and shape of the creative ministry at NVBC. This question is beyond the scope of this report but critical). This needs to be taken into the decision making process.

Appendix 8: Outside School Hours Care Facility Requirements

Author: Jon Gould (Vision Leadership Team member)

This paper is prepared for the Church Leadership Team and sets out the current facility use and future facility requirements as seen in the context of the Outside School Hours Care ministry.

The term Outside School Hours Care (OSHC) is used to care provided for children before school and /or after School. The two periods of care are similar but different.

[Outside School Hours Care is different to 'Long Day care' which is a type of care offered at some centres and is where children (possibly from infant or toddler age) are cared for long(er) periods throughout the day – perhaps the full day.]

Part A: Context ('the Story')

Brief history of the ministry

The After School Care ministry at NVBC commenced during 1991 with 6 children. At that time it was operated by Clare Mercer and Dorothy Duke.

Before School Care commenced in 1995 with 5 children. That aspect of the ministry was operated by Donna Boyd and was operated out of their home.

Currently, supervisors of Before School Care (Kay Murray) and After School Care (Ruth Hynd) meet weekly to discuss operating methods as well as any joint administration requirements such as accounting. Communication occurs regularly throughout the week through phone calls and on a daily basis in communication books and diaries.

Since the outset, Ken Murray has acted as the Business Manager (including Book-keeping and Accountancy) for the centre.

During 2001, 4 of the staff undertook formal training and completed the Certificate 3 course in Children's Services Outside School Hours Care, followed by a Certificate 3 in Centre-based Care.

In 2003, Ruth Hynd and Kay Murray completed the Diploma in Child Care of Out of School Hours Care.

Under current guidelines, a government recognised a centre must be run by a (minimum) diploma qualified person.

Particular values held

Narara Valley Baptist Before and After School Hours Care seeks to provide a happy, safe, caring and consistent environment for school aged children needing care on school days (Kindergarten to Year 6).

The centre caters for children within our church family and also the local community. It aims to provide a wide variety of supervised play and recreational activities using quality and relevant resources to assist the social, emotional, creative and physical age appropriate development of all children in our care.

The staff pride themselves in the quality of personalised care.

Strategic planning

There has not been any specific strategic planning of the centre. It hasn't seemed necessary as the growth of the centre has happened mostly by natural growth.

There is currently in place a regulatory limit of 45 children for AM and 60 children for PM. These numbers are viewed as optimum for the facility size and there is no inclination to try and increase these numbers.

Staff to child ratio is 1 :15

Average daily attendance to date this year is 55 children coming from 35 different families units.

We currently have 120 children enrolled, catering to 85 family units.

Income / Expenditure

2007

Income	\$143,500
Wages	\$128,600
Other expenses	\$19,400
Profit / Loss	-\$4500

2008

Income	\$148,400
Wages	\$115,460
Other expenses	\$24840
Profit / Loss	+\$8100

Hopes for the future

The OSHC ministry continues to be a great way for the church to connect with our local community. It is quite common for parents to say ... “I don’t know what we would do without you.” Opportunities regularly arise for sharing Jesus with children and parents as well as prayer support for parents in distress/crisis.

It is hoped that this significant ministry will receive commensurate support (in various ways) and that it continues to have a felt role in our community.

Part B: Facility Considerations

Current Facility Use

1	What is the current status of the ministry? (ie. operating / in recess / in decline / in growth)	Operating – at near maximum capacity.
2	Current people / children numbers involved (leaders / children)	Children 60 (40-50) per day Staff on payroll: 8
3	Current floor area utilised (Sq Metres - or Dimensions)	The centre currently utilises the lower hall 128 SqM (8x16) Plus one to two of the Sunday school rooms is often used 36 SqM (6 x 6) Grassed and sealed play areas 1200sq m
4	Frequency of use	Monday – Friday During school term

5	Time requirement of facility use (number of hours)	6:00 – 9:15 AM (3.25 hrs) 2:00 – 6:15 PM (4.25 hrs) Mon – Fri
6	Current storage use (cubic area)	Indoor – 18 cub m Kitchen – 4 cub m (not incl fridge/freezer space) Outdoor – 8 cub m (shed)
7	Types of activities involved (large meeting / training / Crafts / games energetic / games composed / music / discussion group)	Crafts / Outdoor (energetic) and Indoor Games / Soft toys / TV Viewing / Computer games / Meals
8	Inadequacies of current facility arrangement (identify current limitations and deficiencies)	No quiet area for kids No place to converse with parents No office space No hot plates in kitchen Very little outside shade Hot in summer Cold in winter Lack of Hot & cold water in toilets Extra toilet cubicle Set/up pack up laborious Limited display areas Limited community info areas
9	Ministry to church attendance interdependency (The way in which this ministry relates to church size)	The interdependency between church size and the size of this ministry is considered to be tenuous as it is more school size dependant than church size.

Future Facility Considerations

1	<p>What impact would a church of 500 (as opposed to 200) have on the ministry?</p> <p>(none / a little / significant / %)</p>	<p>If church attendance doubled, there would be little direct impact on the OSCH centre in terms of numbers wanting to attend.</p>
2	<p>Future plans</p> <p>(are there independent plans that would impact on facility size?)</p>	<p>There are no current independent plans afoot that would have any impact on facility requirements.</p>
3	<p>Floor area requirement - future</p>	<p>Similar to current - unencumbered</p>
4	<p>Room use and Level of amenity</p> <p>(practical / tasteful / ..)</p>	<p>Practical; clean; lots of wall area; suitable floor covering.</p>
5	<p>Particular inclusions</p> <p>(special requirements – technical / aesthetic etc)</p>	<p>Specifically designed lockable cupboards for Video monitor and games. And all other equipment.</p> <p>Outdoor equipment storage needs to be outdoors to allow ease of operation as well as limit dirt/sand etc indoors</p> <p>Centre-based office area (privacy with parents/records vital) – ability to view/supervise children’s play area (eg glassed panelled wall)</p> <p>Heating/cooling</p> <p>Washroom to include running water (to allow multiple numbers to use concurrently) – also for craft prep</p> <p>Toilet/bathrooms to be within child-safe and supervision area</p> <p>Water drinking fountain/bubblers (water needs to be available at all times)</p> <p>Food preparation area – inclusive of</p>

		fridge, freezer and dishwasher spaces (may be standards under www.foodauthority.nsw.gov.au)
6	Access requirements (pedestrian / disabled / vehicle)	Pedestrian / disabled. Staff and parent parking needs to be in the near vicinity but there does also need to be a direct vehicle loading access (supplies etc)
7	Ideal adjacent spaces (eg. Kitchen/ play equipmen / grass area/courtyard)	Co-located kitchen essential as a level of supervision takes place from there. Children's playground Safe (<u>no vehicle access</u>) outdoor areas / grass & asphalt Shaded areas for outside play. Indoor/outdoor areas to be "flowed through" to accommodate supervision levels (it is essential that all areas be able to be easily supervised without increasing staff/child ratios)
8	Storage requirements – future (cubic Metres)	1. Storage room for supplies, tables & chairs within the facility (approximately 20 cubic metres) 2. Small lockable 'garage' which is part of the structure (not a stand-alone shed) approximately 5x5 metres, and accessible externally through a lockable garage door. This 'garage' would be used for outdoor Sports equipment storage area (funding is being received for operating a sports program and provisions of quality sports equipment happens and requires housing).

		3. A ceiling to floor double pantry for storage of foodstuffs.
9	Relevant legislation guidelines	Child Care Services Handbook 2009. It was thought that any church facility requirements would also meet OSHC requirements. www.deewr.gov.au/childcarehandbook www.ncac.gov.au (accreditation) (?may be standards for kitchens www.foodauthority.nsw.gov.au)
10	Space sharing thoughts	It is understood that some space sharing is necessity however, continual set up and pack down is laborious and tiresome and it is hoped that ways can be sought to alleviate this. An OSCH facility could well be utilised over the weekends for youth activities or divided to provide Sunday school classrooms

OSHC Document History

Document writer		Jon Gould
Collaboration		Kay Murray / Ken Murray / Libby Gould / Ruth Hynd
Revisions		
20/04/09	Draft	
22/ 04/09	Issue 1	First Release
20/08/09	Issue 2	Further collaboration with Ruth Hynd

Appendix 9: The Main Auditorium Facilities Requirements

Authors: Jon Gould & Phill Pallas (Vision Leadership Team members)

The Hub main auditorium is part of a group of facilities that will effectively and excellently house our essence and drive our activity. Its prime purpose is to assist us in seeing people far from God become fully devoted followers of Jesus.

The main auditorium's design makes it ideal for our Sunday Services. This facility may also double as a modern Conference Centre, one that is desirable and hireable by businesses, groups and individuals for hosting conference, performances and functions.

FUNCTIONAL SPECIFICATIONS

- A venue whose amenity and foyer areas are large and provide an open-to-all feel (an example of this type of foyer is "Longford Baptist Church" in Tasmania. A basic floor plan of this auditorium is included in Appendix 14)
- A venue with a seating capacity of 500, fitted with part flat floor and part stadium seating (an example of this style of auditorium is the 'Melbourne Worship Centre. A floor plan of this auditorium is included in Appendix 14)
- There is a resource area for information and sale of books & CD's
- A reception/information desk is located in the foyer
- Stage and back stage areas are suitable for various performance activities
- The facility is pram & wheelchair friendly
- There exist minimal entry and exit points for management of large groups of people
- The stage area is resourced with musical equipment as appropriate
- The space is fitted with stage lighting and sound system that are commensurate with the venue
- There is external loading access for the stage area
- There is adequate storage for equipment and props
- The main auditorium has a measure of acoustic design

- There is a 'green' room (pre-service room)
- There is a music rehearsal studio
- A multimedia suite for the production of video and other multimedia resources
- A prayer room is located near the main auditorium
- There is a café adjacent to the main foyer area
- There is a new friends lounge for those new to or visiting NVBC
- There is an undercover drop off and pick up zone
- A cry room is available for parents

Appendix 10: Main Auditorium Acoustic Requirements

Author: Joel Parry-Jones (Masters In Audio Design, 6 years working with PKA Acoustic Consulting)

Background

When sound is contained within a space, the nature of that space greatly affects the acoustics. The auditorium shape, dimensions and reverberation can either create or eliminate acoustic problems such as unintelligible speech, echoes, booming low frequencies, etc.

Usually acoustic advice is typically sought *after* architects and structural engineers have designed the space, leaving the acoustic consultant to address any problems once construction is complete. This places great limitations on the space's acoustic properties therefore I suggest acoustic advice, whether formal or informal, be sought *early* on in the design phase.

Shape / Dimensions

Typically a purpose-built auditorium is a semicircular or trapezium shape. This allows amplified sound from the stage (small wall) to *spread* out till it reaches the back wall without being interrupted by the side walls. These shapes are by far the best for acoustic performance, but these shapes are not so practical if the room requires multi-purpose use.

Multi-purpose spaces are usually rectangular which restricts the natural spread of sound causing the side walls to have a greater impact on the amplified stage sound. With rectangular spaces, the dimensions are to be carefully selected as sound can be amplified if the ratios are similar in order. Suggested ratios are as follows:

Sepmeyer 1 : 1.4 : 1.39

Louden 1 : 1.4 : 1.9

Reflection / Absorption / Diffusion

Once the auditorium shape and dimensions have been established, furnishings create the *experience* felt within the space. Although there is wide variety of subjective experiences, they typically fall into two categories: *live* or *dead*.

Live - acoustically *reflective* - clear audience response, loud amplified music

Dead - acoustically *absorptive* - clear amplified music, quiet audience response

As modern churches involve audience singing *and* amplified music the space would aim to accommodate both aspects. Unfortunately this can be quite difficult to achieve. *Diffusion*, when properly designed, can create a space which is acoustically reflective, yet *disperses* the sound minimising any unwanted music amplification. Diffusion can be incorporated into the furnish design by having reflective wall/ceiling with protruding features such as wood designs, lights, etc that help to break up the flat surface. Diffusion detail would require professional advice.

Furnishings such as seating choice, floor covering, ceiling design all impact the acoustic properties of a space and would also require professional advice, depending on the overall purpose of the proposed space.

Appendix 11: Main Auditorium Electrical/PA/AV Requirements

Author: David Sproule (PA/AV Student)

The information below is for the benefit of those who are involved in the initial structural planning stages of the new church building for NVBC in regards to future PA/AV/Lighting requirements. These are merely suggestions and are hopefully of some assistance in future planning. For more info please contact:

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- *Conduit:* The future installation of a PA/AV/Lighting system for the new church building will require numerous cables including power, signal and data that will need to be run. Many conduits (*potentially from PVC piping*), should be run within the concrete slab and through the walls and roof. These should have string “pull throughs” to assist feeding cables.
- *Rigging:* A suitable “*grid iron*” or structural frame should be above the stage to allow for lighting rigging bars and/or truss to be flown in the future installation. This should be apart of the building structural design and capable of handling heavy loads.
- *Electrical Isolation:*
- *3 Phase:* Due to the high power requirements of lighting and audio, adequate site power should be ensured. This may include provisions for 3 phase outlets (*minimum 32A*) in a number of key locations, including multiple outlets of stage and next lighting dimmer location.
- *Audio Circuits:* “*Earth loops*” can cause hums, buzzes and other interference within and audio system, often a result of interference from the lighting system. Separate labelled audio, lighting and AV circuits should be installed. Audio circuits should have their earth wires grounded directly to the earth stake from each outlet to avoid earth loops between equipment as should the AV equipment.
- *Screen Space:* In whatever room design is decided, there should be adequate wall space for a screen that will not obstruct view to the stage.
- *Room Shape and Acoustics:* Advice from an acoustics consultant should be obtained (*suggestion Joel Parry-Jones*) in regards to the best structural shape for an auditorium, and also what shapes to avoid.

- *Consultancy*: Whilst NVBC has many people skilled in the area of PA/AV, I think it would be wise to consult two experienced guys, Trevor Beck and Adrian Tindel in this area. Both have extensive technical expertise in this area and would most likely offer some good suggestions. To get in contact with these guys please talk to Dave Sproule.

Appendix 12: Kitchen Facility Requirements

Author: *Bob Boyd (Vision Leadership Team member)*

Following are suggestions for consideration for Kitchen Facilities in new premises. These suggestions came from professional chefs Renee Bratby and Darryl Eyb.

After meeting with Renee and Darryl we used the SDA kitchen as a starting point.

Size: The size of the SDA kitchen is 10m x 4.8 (approx). This is larger than would be necessary and a reduced length would be more practical (less distance to walk) the size could be reduced to 8m 4.8

Layout: The basic layout was fine with some minor adjustments. The sinks at the window of the kitchen should incorporate the industrial dish washer. The sinks could also be deeper, better for washing salad greens etc. Stainless steel bench tops should be considered as they are much better for cleaning.

The island bench and under cupboard setup was very functional but could incorporate under bench refrigerators opposite the stoves and cook tops. The bench was approx 5.4m x 1.2 this size would need to be reduced to fit in shorter room. There was some talk about having a walk through or break in the bench to reduce walking distances to serving area.

The bench top areas and servery were quite workable.

The single sink for personal hygiene would be necessary.

Appliances: The three door industrial refrigerator could be reduced to a two door model if the under bench refrigerators were used.

Industrial dishwasher

Gas cook tops (commercial 6-8 burners with grill plate) and two 900mm wide ovens.

The pie warming ovens and two types or microwave ovens were considered an advantage – at least two microwaves required.

Chris Bratby has also given us a copy of “Design, Construction and Fit Out of Food Premises” Australian Standards and is happy to talk through this with us.

Appendix 13: Key Stakeholders Consulted

1. Vision Leadership Team

- Bob Boyd
- Jenny Jones
- Jon Gould
- Craig Corkill

2. Pastors/Staff & their respective teams

- Phill Pallas – youth team
- Matt Rosee – Kid's Church team
- Bryan Shirley – prayer ministry team and pastoral care team
- Matt Andrew – young adults
- Owen McKay – Administrator

3. PA/AV team & other consultants

- David Spoule
- Joel Parry-Jones

4. Outside School Hours Care

- Kay Murray
- Ken Murray
- Libby Gould

5. CoastCare

- Jenny Jones

6. Kitchen Consultants

- Renee Bratby (Caterer)
- Daryl Eyb (professional chef)

7. Girls Brigade Leader

- Nicola Farrington

8. Growth Groups

- all

Appendix 14: Stay/Go Report Growth Group & Forum Responses

14th October, 2007

Overview

During Term 3 2007, Pastor Craig Corkill visited every Growth Group (groups of NVBC attendees who meet in various homes throughout the week for prayer and Bible Study) and also ran two forums for those not in Growth Groups, to gain insight at the 'grass-roots level' as to the church's views regarding three questions:

- 1) What do you celebrate about our present facilities and what frustrates you?
- 2) If we were to relocate, what would be the geographic 'boundaries' you'd feel comfortable relocating within?
- 3) What fears do you have about staying or relocating?

The responses to these three questions are recorded below.

Growth Group Feedback

Each week groups of NVBC attendees gather in homes across the Coast to meet for “Growth Group”. These groups provide a place for teaching, pastoral care, relationship building and prayer. Between 20/07/07 and 14/10/07, Pastor Craig Corkill visited all the NVBC Growth Groups and asked them four questions:

- What are the things you celebrate about our current facilities?
- What things frustrate you about our current facilities?
- If we were to relocated, what would be geographic boundaries to that move?
- What fears/concerns do you have about this process?

In addition to the Growth Group visits, Pastor Craig Corkill also facilitated two forums where those who are not in Growth Groups were posed the same four questions. The following summary represents the feedback from the Growth Groups and forums.

Question #1:

Things We Celebrate About The Facilities

- Visibility in the community (on a main road)
- NVBC is the church in this community and has a presence here (social capital in existing block)
- Church has a good standing in the community and is ‘known’ here. The ‘church name’ has good standing in the community, and is known that it is at 127 NV drive – It could be hard to pick that up and move it
- Facilities used all throughout the week (multifunctional)
- The moveable seating – it gives us flexibility and the capacity to move around
- Open spaces (grass) for kids to run around
- Served church well to date
- Walking distance to OOSCH
- Good to have OOSCH on site
- Good to actually have facilities rather than meet in a school
- Near public transport
- Love the simplicity
- Garden out the front ... nice to have a bit of greenery
- It’s a large block of land

Things That Frustrate Us About The Facilities

- Acoustics are terrible
- Existing site is too small
- Adequate parking needs to be provided for
- Toilets are embarrassing, disgusting and inappropriate

- So multifunctional that it's cluttered
- Hot in summer, cold in winter (no air conditioning)
- Crèche is too small
- No cry room
- No passive solar
- It's depressing and tired
- We need to be welcoming to everybody – current entry way to auditorium is not very welcoming – small and straight into the hall.
- Toilets and kitchen are inadequate
- Far too small for current usage (especially Kids Church facilities which hold a maximum of 25 children)
- Low roof
- Lacking space for multiple groups to utilise facilities
- The main auditorium is too crowded and small
- Side-screen is off centre and distracts attention
- No prayer spaces
- All buildings are down one side of the property
- Current block doesn't have much capacity to grow
- Current facility isn't very welcoming
- Lack of privacy for prayer and office space
- Coffee and tea facilities are near the toilets
- Poor kitchen facilities with significant OH&S issues
- Chairs are uncomfortable
- Bits and pieces approach
- There are few meeting rooms and other facilities
- No permanent bookshop / resource shop
- Architecturally it doesn't have a presence
- Stairs to lower level are inadequate
- Office facilities are inadequate for current staff and new staff about to start
- Driveway access and parking isn't great and is quite dangerous with little children around
- Disabled access is poor and in breach of OH&S requirements
- Driveway running down the side of the property isn't safe – particularly with little children
- Stage is off-set because of past addition to main auditorium
- Wet weather parking is poor

Question #2: Geographic Boundaries If We Relocate

- To the north ... Ourimbah
- To the south ... West Gosford
- To the east ... this side of the ridge
- To the west ... largely irrelevant as the mountain is there

- No further north than Sara Lee site if we want OOSCH to not require a bus
- Any relocation for OOSCH needs to be within 400M of the school – but realise the sum total of church is not about OOSCH
- West Gosford in the south to Sara Lee in the north.

Question #3: Fears About Staying Or Going

- Will we lose people if we relocate? Will we lose people if we stay? Will we lose people if we do nothing?
- The building needs to be functional and 'corporate', but not too 'flash'. It needs to provide an 'invisible background'. It needs to be 'inviting' not 'minimalist'. New facility needs to be 'personal' and 'functional' rather than either 'extravagant' or 'cheap and nasty'.
- Could we keep the current property for other purposes if we relocate? Cost would be an issue.
- Hesitant about going to an industrial facility because it's not in a community
- Might affect people who currently walk to church
- We're in a central place in this residential community. We wouldn't want to lose the connection with our community.
- Sentimental attachment to the current building, particularly if we leave the current site
- Can we afford the loan repayments?
- Fear of the unknown in changes – too much together with new building, facilities and new location.
- We don't want the equivalent of the Woy Woy Catholic "tin shed"
- We understand that a number of Baptist Churches which have undergone a building / development project have ended up with their Pastor leaving either through the process or shortly after completion. We (NVBC) must be committed to support Craig in particular through the process. We felt we would be very sorry if this were to happen.

Further Thoughts

- OOSCH is a ministry of the church (and wants to be that way) that runs as a business. OOSCH provides us with significant links into the community (approx 100 additional families). There is perceived value in conducting OOSCH off school site – provides differentiation for children – also provides greater opportunity for ministry. If the church moves 'away', perhaps we could set up a dedicated OOSCH facility in a nearby house and act as an annex to main church facility
- This block of land was originally chosen because it was right in the heart of 'the Valley'. At the time, it was reasonably new residential with lots of young families.
- Original land purchase price was \$18,000. Shortly after council brought back a section a the back for easement for \$6000! This allowed us to make a start with facilities.

- Catchment area / demographic. It is currently ideal being right in a residential area and hard to better it or replace (in terms of location)
- The 'stay-go' decision must be (at least partly) made with an understanding demographics – a separate study
- Early years of Sunday school seem to be on the increase again
- Playgroups seem to be on the increase
- Playgroup is another social interaction activity which helps us stay in touch with our community.
- Playgroup is great for light introduction to church - location, facilities, people
- What about buying up the homes next door in Haggerty CI and utilising them for special uses.
- Or buy the lot and bulldoze!
- "I'm just realising this is an amazingly complex consideration"
- These issues are equally as large as the one to purchase property 25 yrs ago – it has come around again
- In terms of general people becoming introduced to church, its 1. location 2. facilities 3. people/friendships 4. Christian concepts / ministry
- This exercise requires significant emotional / prayer investment coupled with professional skill to 'get it right'
- A fair amount of discussion about whether we are a local church or a regional church. In the end there was a reasonable consensus that we are a local church, but also have a significant regional flavour.
- Could we change the orientation of the current main auditorium to help the acoustics?
- Could we move the facility forward on the block?
- In favour of one central office area.

Appendix 15: Sample Floor Plans

Floor Plan #1 – The Melbourne Worship Centre

A floor plan of The Melbourne Worship Centre in Mulgrave, Melbourne is included in this brief only to give an example of a combination of flat floor seating and tiered seating around the perimeter of the auditorium.

Total seating at The Melbourne Worship Centre is 476, yet the proximity of most seats to the stage area is advantageous as:

- a) it assists preachers to communicate with the congregation more readily
- b) the congregation do not have as far to look (particularly those who may suffer some form of vision impairment)
- c) the congregation can feel more engaged as they are physically closer
- d) great visibility is provided by the tiered seating

Floor Plan #2 – Longford Baptist Church

A very basic floor plan of Longford Baptist Church to give an example of a large foyer area with adjacent lounge. Given our desire to create a large welcoming foyer space which allows a great deal of natural light with a clearly identifiable information/resource area and Newcomer lounge.