



Stage A | Concept Design Report

Architectural Design for Proposed Refurbishment
Eastside Educational Trust
December 2021

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Please note that the proposed refurbishment works will not be following the traditional RIBA Plan of Work 2020 stages but will be carried out in accordance with a structure that follows a similar process for the production of architectural information that sits within a development and procurement strategy that follows Eastside procedures.

All information shown here is subject to confirmation by all required external consultants, including but not limited to; Local Planning Authority (Hackney Council), Approved Inspector (Part M + K Building Regulations), structural engineer, quantity surveyor, fire consultant (Part K Building Regulations), MEP consultant and sustainability consultant.

Informal advice has been sought from Hackney Council however formal consultation and full application may be required for aspects of the proposed work indicated in this document. The requirement for formal appointment and consultation for any of the above consultants will be confirmed upon determination of this application.

Outline of Proposed Works

This document sets out the proposal for the refurbishment of the basement space and associated redecoration works to Eastside's premises on Hackney Road. This will support and contribute to Eastside's aim to improve their facilities for staff and visitors. The proposed works are summarised below:

External

- Installation of new handrails to external steps to main building entrance (SA) (AA)
- Installation of new digital screens internally to improve engagement with street, passers-by and visitors (SA)
- Redecoration of street elevation to improve visual outlook of premises and Eastside's street presence
- Install new, glazed main entrance door for easier access (SA)
- Install new entry phone system at main entrance and external lift entrance from street level (SA)

Internal

(Ground Floor from street level)

- Re-open existing lift access and resume lift service to Ground Floor to allow permanent solution for wheelchair access to Ground Floor. Aim to improve overall accessibility with access between Ground Floor and Basement via lift (AA)
- Extend left-hand rail to continue to the top of metal spiral stairs and install metal mesh to close open risers in stairs and improve visual contrast to nosings (AA)
- New temporary lightweight screen/curtain to limit access to office area during events and provide a temporary welcome area for visitors at special events.

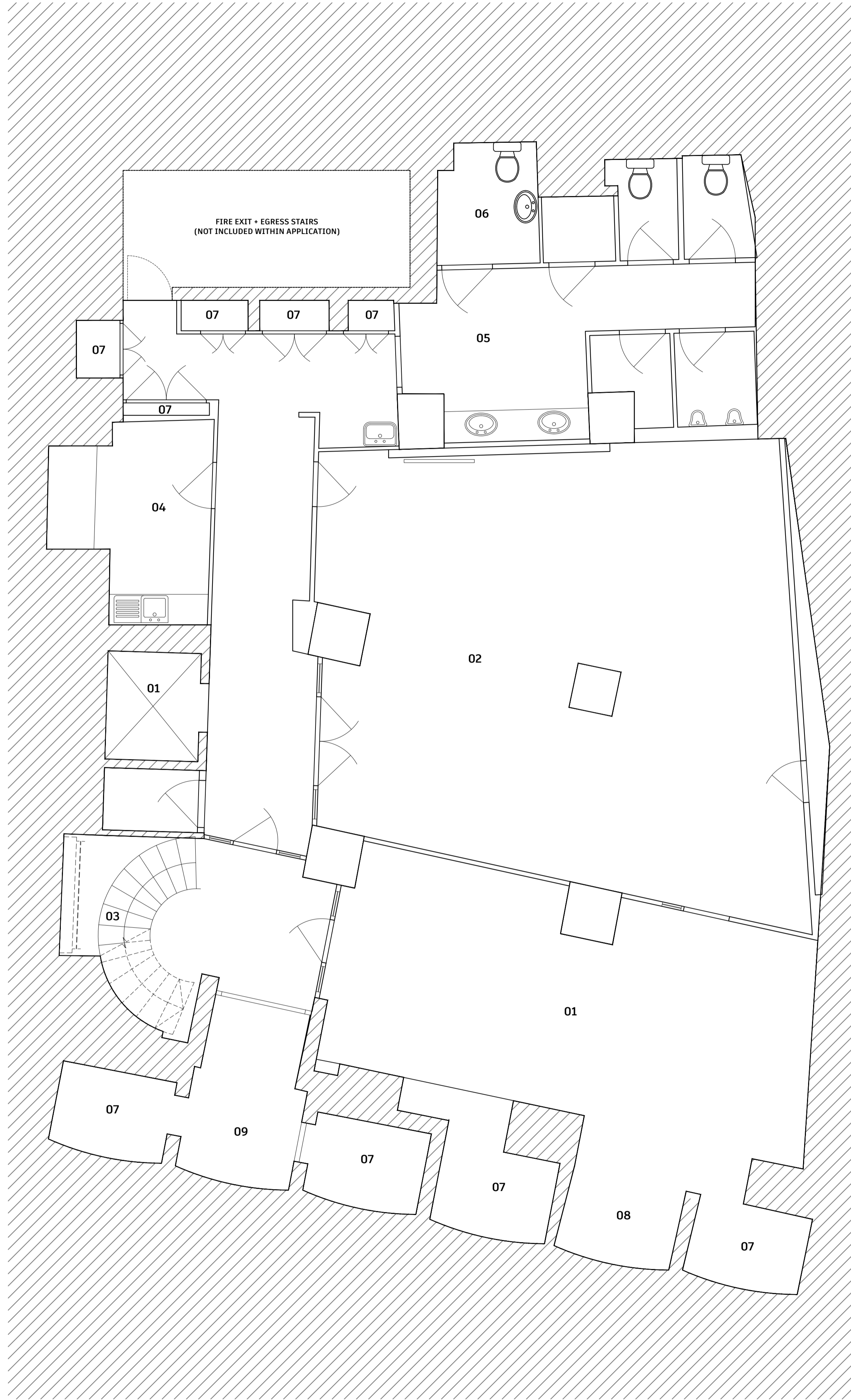
(Basement)

- Improve layout to increase flexibility of available space
- Rearrange and replace toilet and kitchen facilities to increase accessibility and improve function (AA)
- New internal finishes to upgrade space and improve wellbeing of staff and visitors
- Upgrade heating, ventilation and lighting services to improve comfort, efficiency and sustainability
- Redecorate throughout and make good any defects that will not be incorporated into the new internal arrangement works
- Install versatile multi-media suite with integrated workstations
- Upgrade overall ambient lighting and install professional lighting rig with associated green screen capabilities

KEY

AA - Response to feedback from Access Audit Oct 2021 - Please refer to full Audit Report for further detail

SA - Statutory approval such as planning permission will be sought for this aspect of the proposal prior to any work commencing



01 Existing - Basement Floor Plan
01 100 Scale 1:50@A1

- KEY**
- 01 Lift Shaft (TBC - assumed footprint)
 - 02 Meeting Room
 - 03 Existing Metal Staircase
 - 04 Kitchen
 - 05 WC Lobby
 - 06 Accessible WC
 - 07 General storage
 - 08 Informal Seating Area
 - 09 Meeting Nook

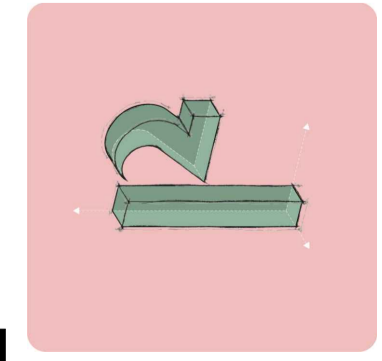
- NOTES**
- A This drawing is for indicative purposes only
 - B Do not use these drawings for construction
 - C Layout shown TBC with structural engineer and subject to compliance with Building Regulations
 - D Advice regarding MEP requirements and integration of services required
 - E This drawing must be read alongside all other drawings from specialist consultants
 - F Proposed work in response to Access Audit carried out in October 2021 - please refer to full document for further detail
 - G Proposed work will require liaison with Hackney Council to obtain planning approval prior to work commencing. Informal advice has been sought to establish required permissions and a formal application will be submitted in prior to any related works commencing



Issue History: _____ Issued for ...

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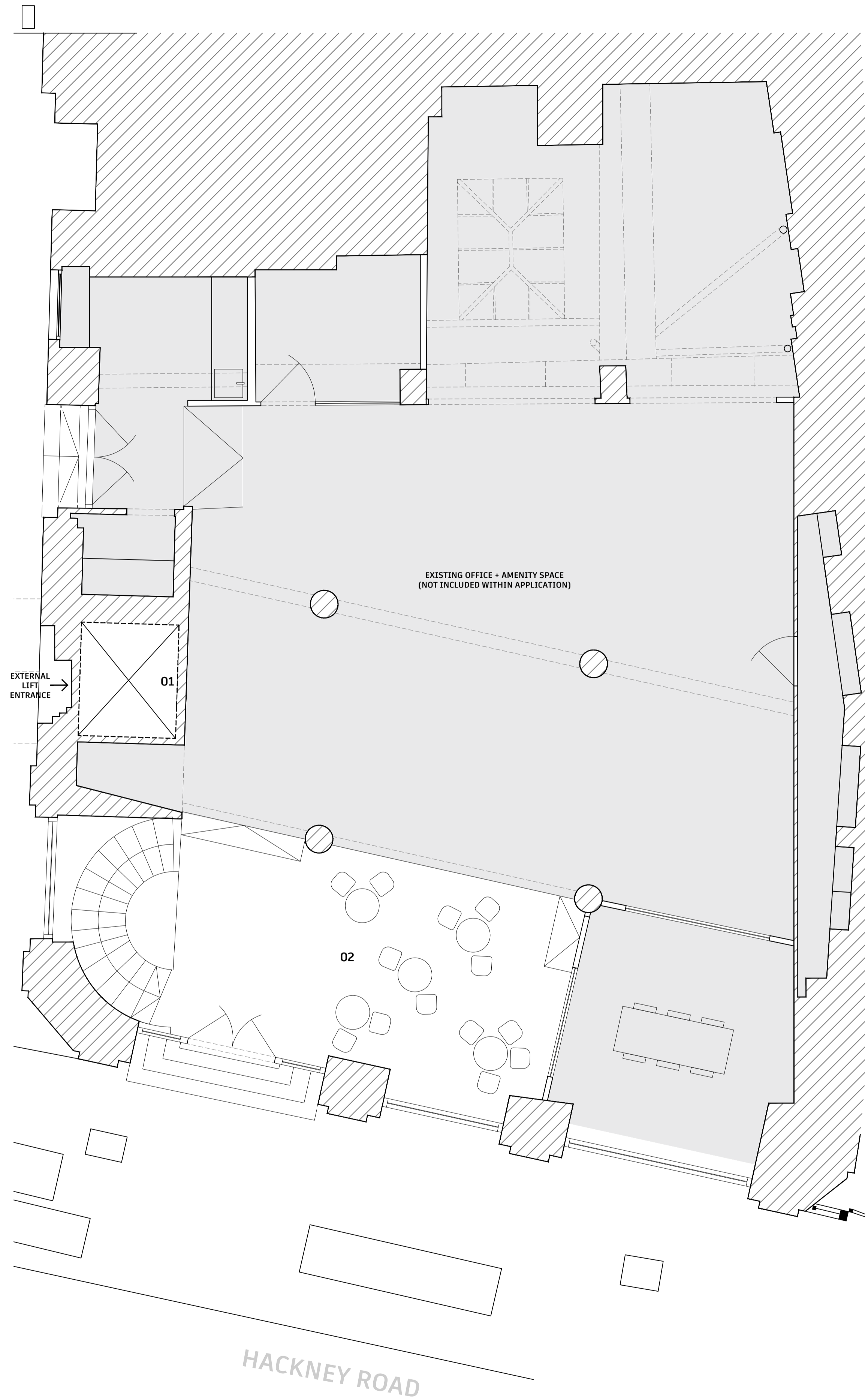
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Client: **Eastside Educational Trust**
Site Address: **37 Hackney Road, Shoreditch, London E2 7NX**
Drawing Title: **Existing Basement Floor Plan**

Scale@A1: **1:50**
Date: **December 2021**
Drawing No: **001_EAS 01 100**

Drawn: **OE** Status: **Stage A**
Checked: **OE** Revision: **.**



- KEY**
- 01 Lift Shaft (TBC - assumed footprint)
 - 02 Break Out and Informal Seating Area
 - ▨ Area not included within proposed works

01 Existing - Ground Floor Plan
01 101 Scale 1:50@A1

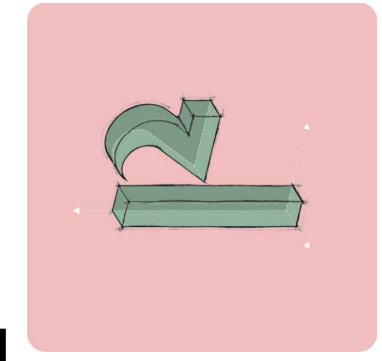
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37 Hackney Road, Shoreditch, London E2 7NX
Drawing Title:
Existing Ground Floor Plan

Scale@A1:
1:50
Date:
December 2021
Drawing No:
001_EAS 01 101

Drawn:
OE
Status:
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OE
Revision:
.



Exterior of premises
Main, stepped entrance



Exterior
Main street frontage to Hackney Road



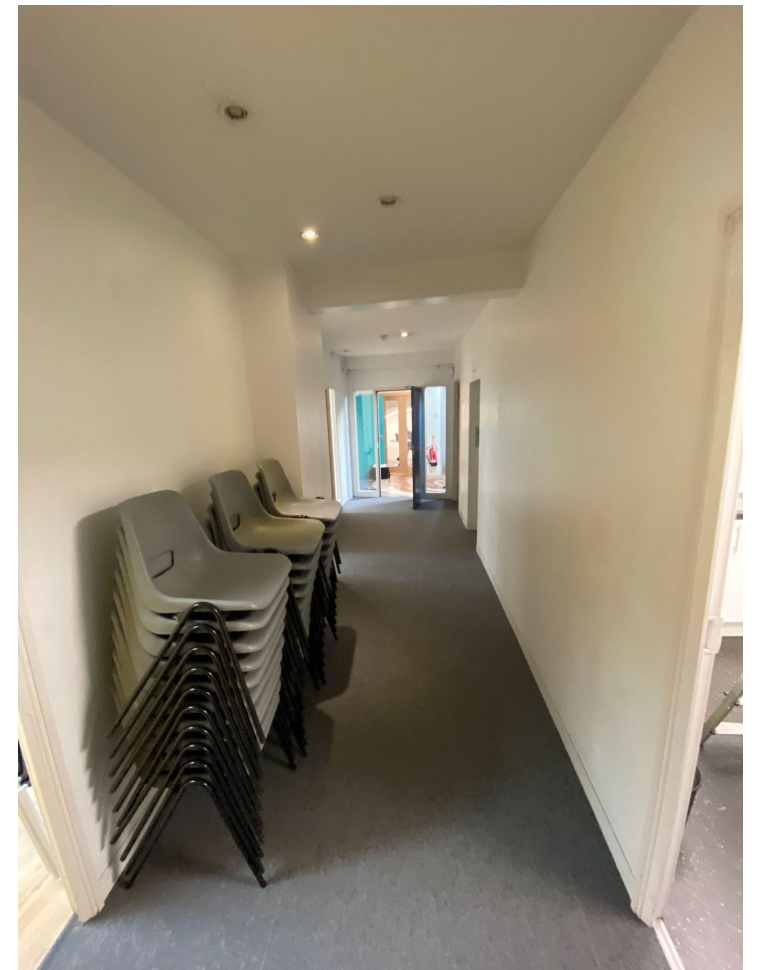
Exterior
Secondary side access and external lift entrance



Interior (Ground Floor to Basement)
Metal, spiral staircase



Interior (Basement)
Main meeting room/workspace



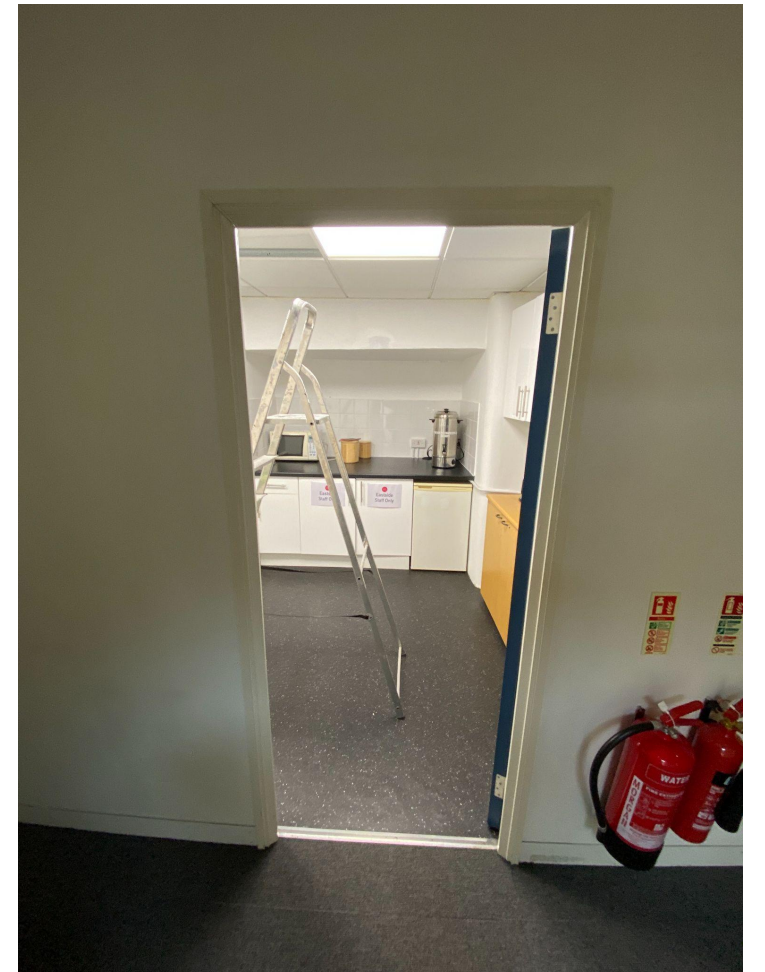
Interior (Basement)
Main access corridor



Interior (Basement)
WC Lobby and corridor of storage



Interior (Basement)
Staff changing and locker cupboard



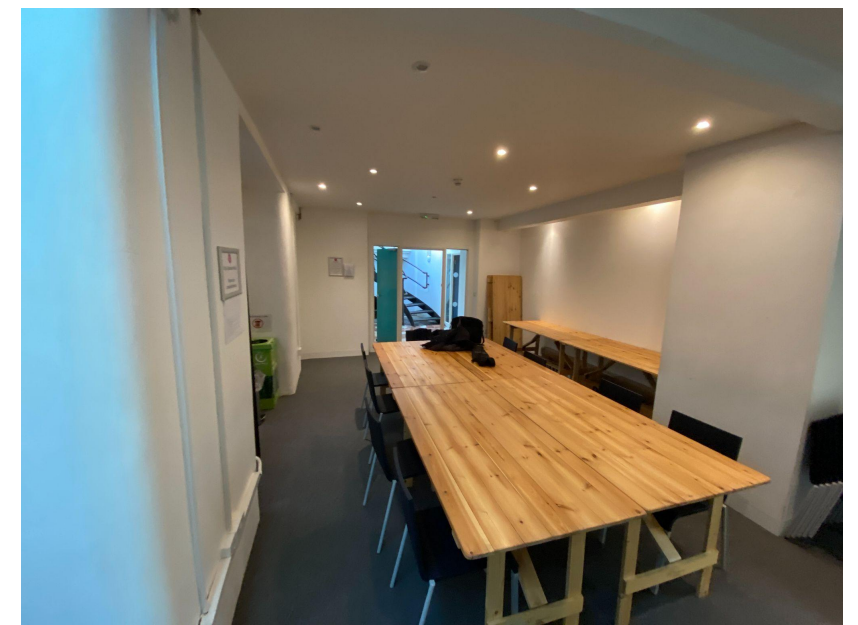
Interior (Basement)
Kitchen area and breakout space



Interior (Basement)
Main studio space



Interior (Basement)
Door to main studio space from meeting space



Interior (Basement)
Main meeting room/workspace



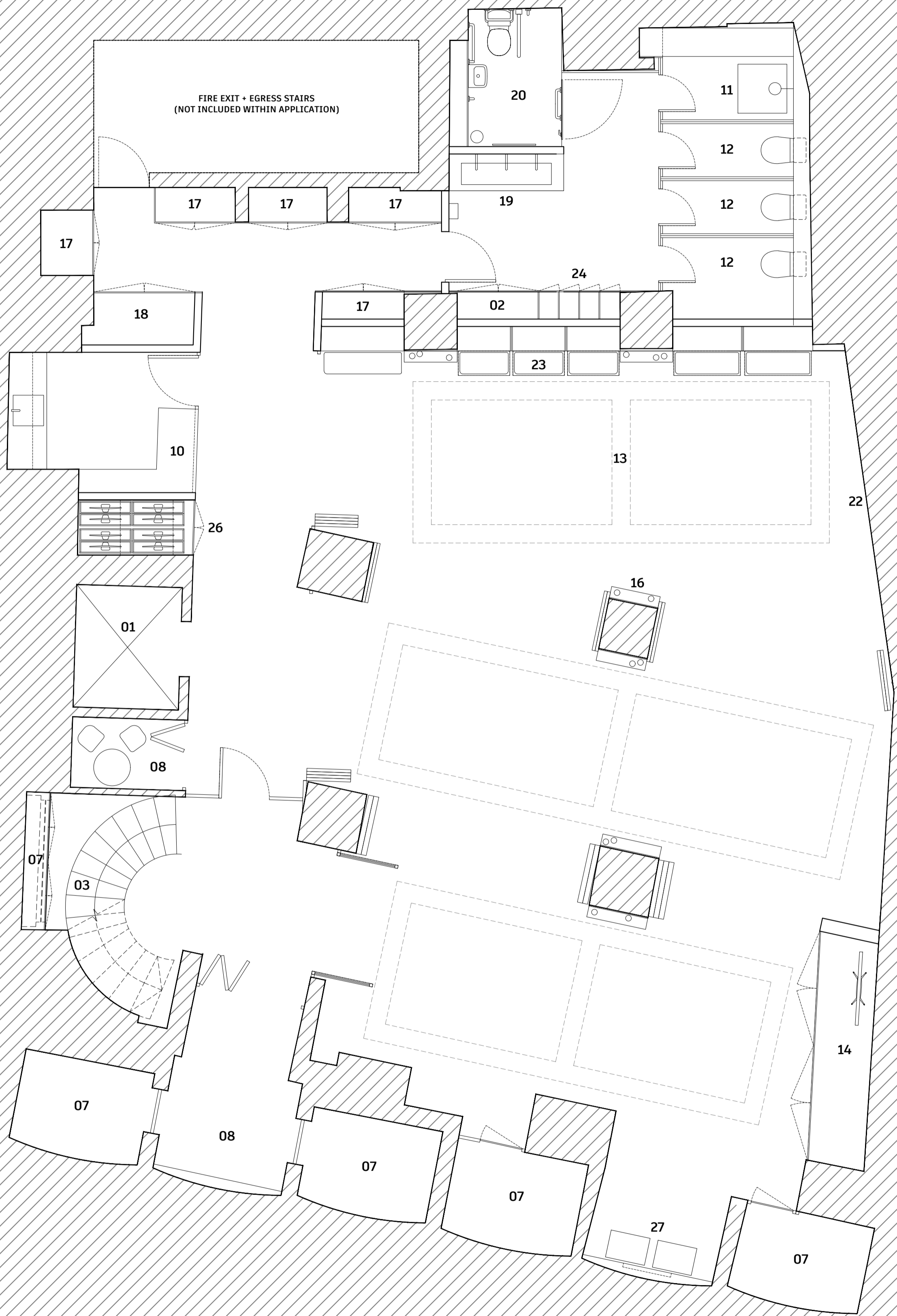
Interior (Lift Shaft)
Existing lift shaft to building, currently serving Basement



Interior (Basement)
Access to lift from basement corridor



PARTITIONED WORKING SPACES



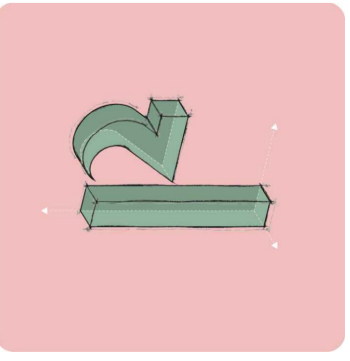
OPEN-PLAN EVENT SPACE

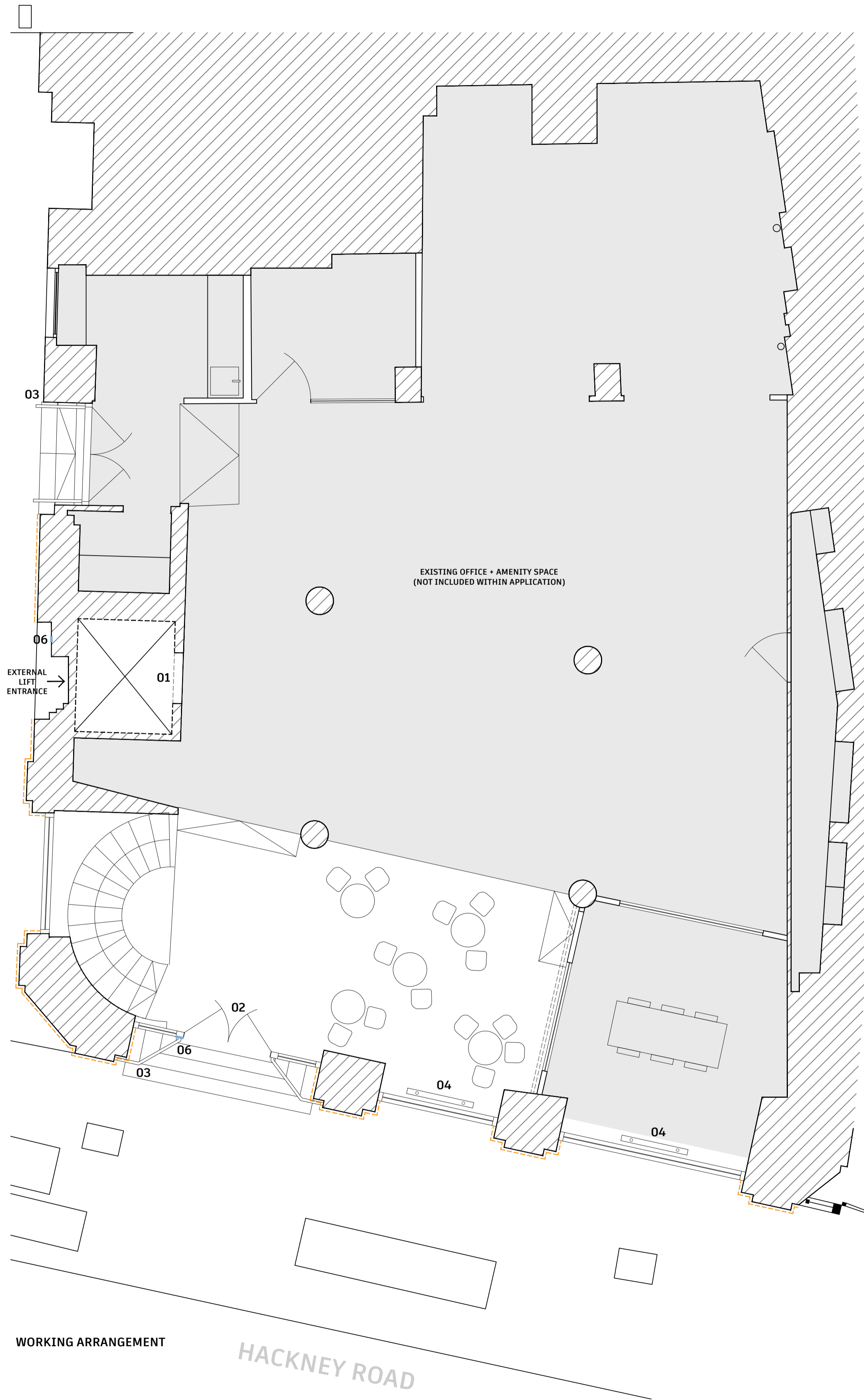
KEY

- 01 Lift Shaft (TBC - assumed footprint)
- 02 Cleaners Storage
- 03 Existing metal staircase with metal mesh trims to close treads - spray paint finish in bold colour
- 04 Portable, integrated Mac workstations
- 05 Sliding acoustic partitions
- 06 Sliding flexible partitions
- 07 General storage
- 08 Meeting nooks with movable furniture
- 09 Kitchen area enclosed for staff/hire clients
- 10 'Open' bar area for special events (hirable asset)
- 11 Shower provision with changing area + bench
- 12 New WC cubicles with concealed services
- 13 Lighting rig for light(s) and projector - (potential to attach simple curtain track)
- 14 Storage for large screen TV and conferencing kit
- 15 Translucent corridor partition/meeting room entrance
- 16 Fold-down drink shelf
- 17 Secure, lockable storage for equipment
- 18 Furniture storage
- 19 Communal handwash area with mirror
- 20 Accessible WC
- 21 Pull-down presentation screen for projector
- 22 Indicative video wall location
- 23 Pull-out bench seating
- 24 Staff lockers
- 25 Fixed, wall-integrated Mac workstations
- 26 Storage area for portable Mac workstations and high level storage for green screen curtains
- 27 Informal Seating Area
- X Potential location for attaching projector - projectors can be mounted and dismantled from overhead lighting rig
- ~ Curtain/lightweight screen when media suite is set up as photoshoot/film studio

NOTES

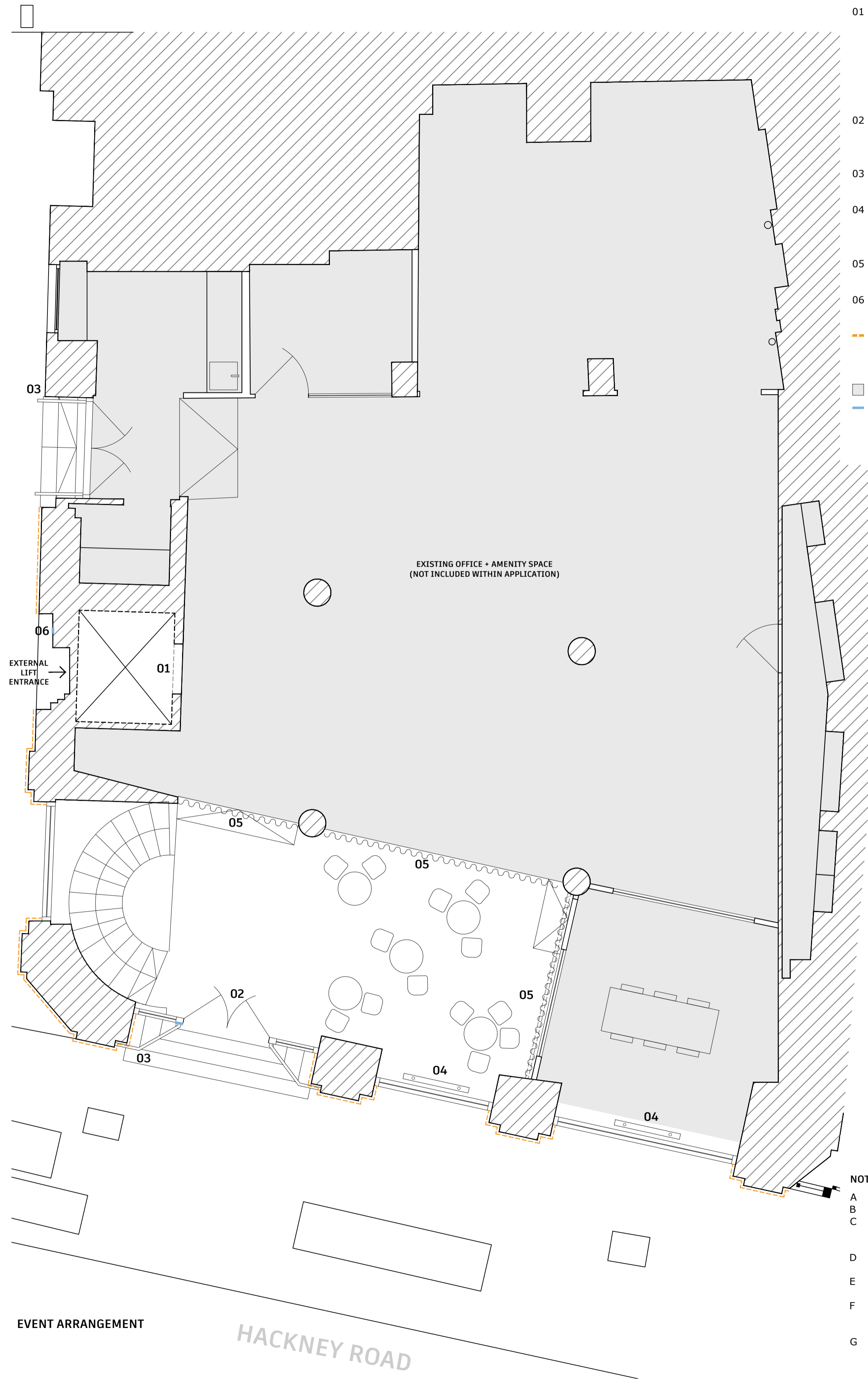
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WORKING ARRANGEMENT

01 | Proposed - Ground Floor Plan
02 101 | Scale 1:50@A1



EVENT ARRANGEMENT

02 | Proposed - Ground Floor Plan
02 101 | Scale 1:50@A1

KEY

- 01 Existing Lift Shaft (TBC - assumed footprint)
Existing, blocked-up opening to lift shaft re-opened. Lift service resumed to provide level access between basement and ground floor. There will now be level access between street level, ground floor and basement
- 02 Existing glazed doors replaced to improve opening mechanism and ease of opening for staff and visitors
- 03 Handrails to stepped entrances from street level at front and side of building (see Note F)
- 04 Ceiling mounted/suspended digital screen for advertising and wayfinding to Hackney Road (see Note G)
- 05 Full-height curtain to provide temporary screening to welcome area for events
- 06 New phone entry system to assist visitors and help staff manage people entering the premises
- Redecoration to front and side elevation to improve street presence - walls repainted and made good with new overhead signage (see Note G)
- Area not included within proposed works
- Phone entry system mounted to exterior of main entrance and external lift entrance at street level

NOTES

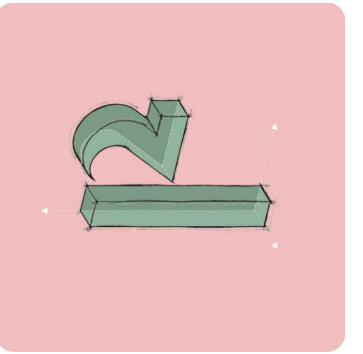
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Scale@A1: **1:50**
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Status: **Stage A**

Checked: **OE**
Revision: .









Material Palette

Eastside’s wider commitment to improving sustainability and achieve net-zero carbon by 2025 has driven the material expression for their renewed space.

Careful consideration will be made to specify sustainable and healthy materials that promote wellbeing and have minimal impact on the environment. Where possible materials will be reused and repurposed. Where this is not possible, new finishes will be derived from recycled materials and/or be easily recycled at the end of their lifetime. The colour palette has been derived from Eastside branding for continuity and to compliment the proposed material palette.

The palette of materials aims to offer durability, easy maintenance, non-toxicity and tactility. We aim to suggest honest materials that create a vibrant and functional space.

- 01** Plasticsiet
Fully-recycled post-consumer plastic surfaces for kitchen + washroom worktops
- 02** Polycarbonate
Fully-recyclable alternative to glass that is easier to install and more cost-effective
- 03** Plywood
Easily available, layered softwood sheet material with good acoustics and natural warmth
- 04** Steel/Aluminium Mesh
Lightweight + durable finish with perforations to maximise natural light in hard to reach areas
- 05** Bio-polymer resin floor
Seamless finish derived from natural polymers designed for high traffic areas
- 06** Accent Colours
Eastside’s primary and secondary branding colours

