

# DESIGN AND ACCESS STATEMENT

*London Film School, 39-41 Parker Street*

**21/07/2023**

*Revision A*

*London Film School*

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# INTRODUCTION

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This Design and Access statement is submitted on behalf of London Film School for the change of use at 39-41 Parker Street, Covent Garden, London, WC2B 5PQ7, London ('the Site').

The project is a unique opportunity and involves a partial conversion of existing office space into an educational facility. This document aims to provide an overview of the proposed design approach, highlighting the objectives, strategies and considerations involved in creating an environment that caters to both office and educational requirements.

Design plays a significant role in shaping the atmosphere of a space, and in this project, we have the exciting opportunity to transform an existing office area into a vibrant, engaging, and adaptable educational facility. The design aims to create an environment that encourages creativity, collaboration, and learning, while still maintaining the professional and functional aspects required for an office space.

The purpose of this design and access statement is to outline the vision and goals of the interior design project. The statement emphasises the importance of integrating the needs of both office and educational functions, ensuring a seamless transition and optimal use of the available area.

Inclusivity and accessibility are key considerations in our design process. We recognise the importance of creating an environment that is welcoming and accommodating to individuals of all abilities, including students, teachers, office staff, and visitors. Our design will ensure that the space is accessible, safe, and comfortable for everyone. We will pay special attention to elements such as clear way-finding, appropriate lighting, promoting an inclusive and supportive educational environment.

Sustainability is a fundamental aspect of our design philosophy. Throughout the interior design project, we are committed to incorporating sustainable practices and utilizing environmentally friendly materials. By employing energy-efficient lighting, incorporating natural ventilation, and selecting sustainable materials, we aim to minimize the project's environmental impact while creating a healthy and eco-friendly interior space.



*View from outside the Parker Street entrance to the Garden Cinema looking east towards 33 Newton Street*

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# EXISTING SITE ANALYSIS

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## **Section 1 - Building and Surrounding Area**

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1.1 - The building is situated in Central London, between Covent Garden and Holborn, within the London Borough of Camden Authority area. The building sits at the north west corner of the junction of Parker Street and Newton Street.

1.2 The Site is located within the Seven Dials Conservation Area and the building is recognised as making an ‘important contribution to the character and appearance of the Conservation Area’.

1.3 The surrounding area is a wide variety of mixed use buildings.

1.4 -The building itself comprises ground and three upper storeys (currently vacant office) with a mansard extension and basement. The basement and part of the ground floor is mixed use (primarily office with cinema), consented under ref: 2013/3792/P.

1.5 - The cinema currently operates as The Garden Cinema, a two screen, digitally equipped, independent cinema with an ancillary café/bar.

1.6 - The mansard extension (4th floor) is out of the scope of this application, but the floor is currently in use as office space and will continue to be used as such. Part of Level 1 is also out of scope of this project, please refer to the proposed plans for the extent of the proposed design.

1.7 - As access to floors 1 to 3 are only possible via the basement and ground floor, so additional consideration will be given to routes through these floor.

1.8 - The proposed design for part of the ground floor, part of level 1, plus 2<sup>nd</sup> and 3<sup>rd</sup> floors will have very little impact on the streetscape and external appearance of the building, as viewed from street level or adjacent buildings.

Photographs showing the context of the site can be found within appendix A.

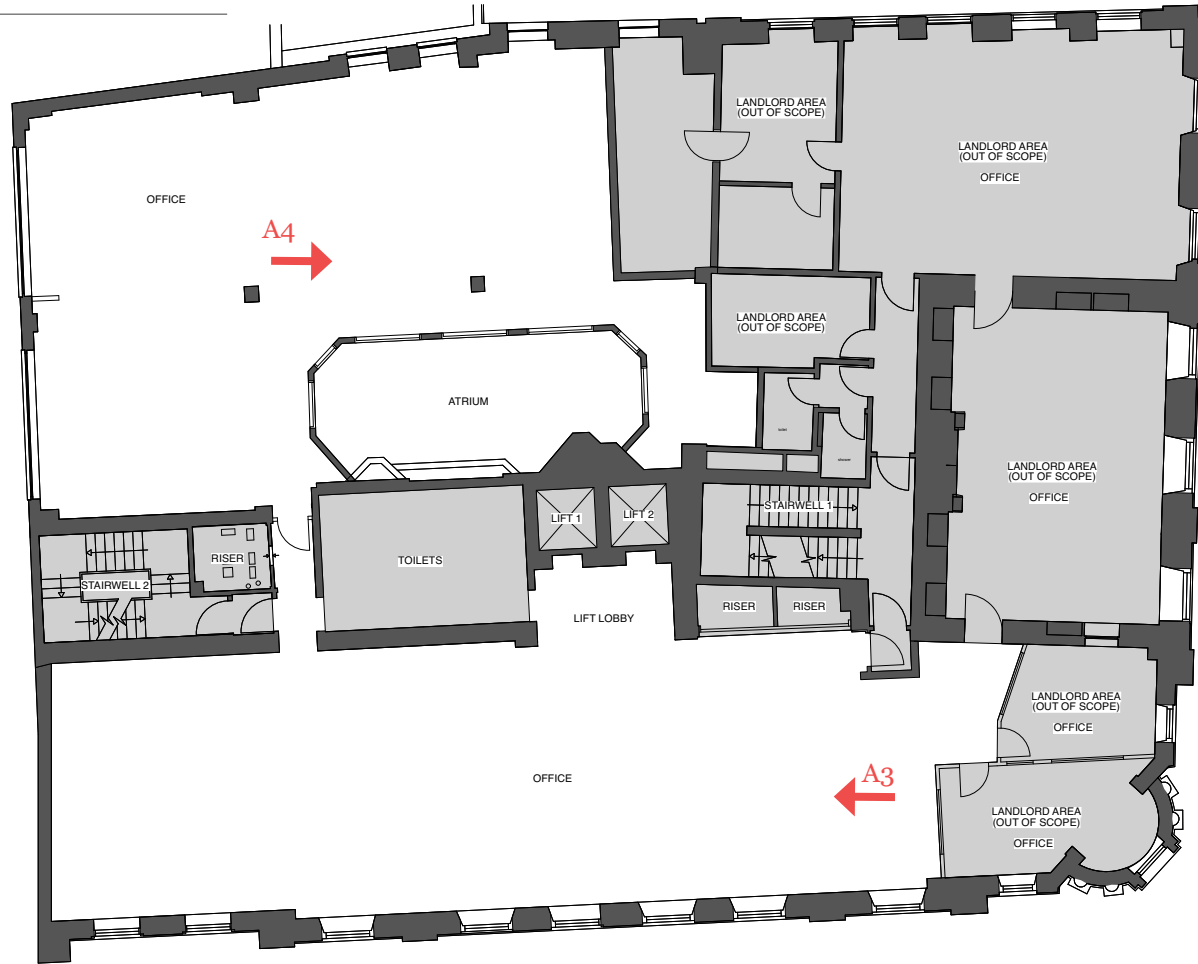
# EXISTING GF



FLOOR 00

SCALE BAR 1:50

# EXISTING 1F

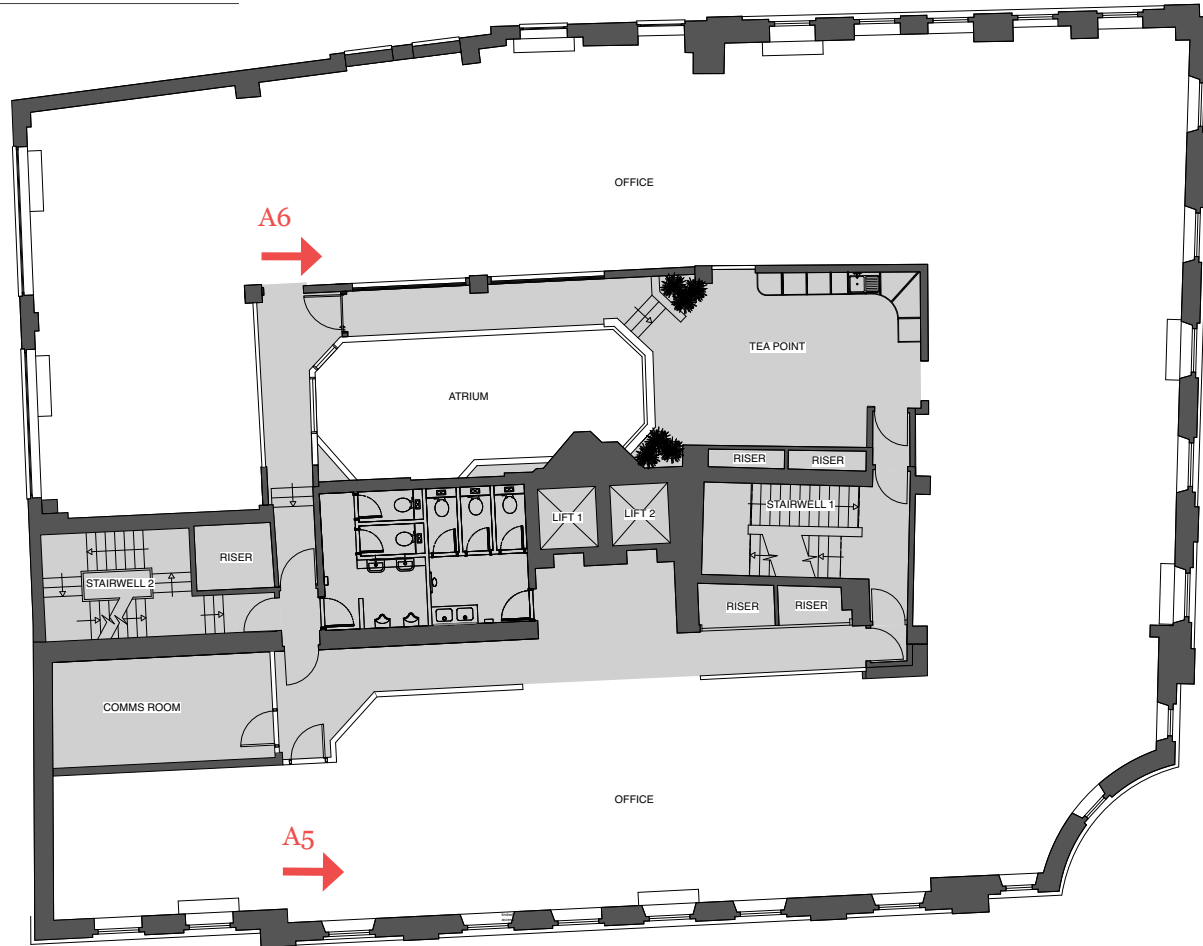


A2

A1

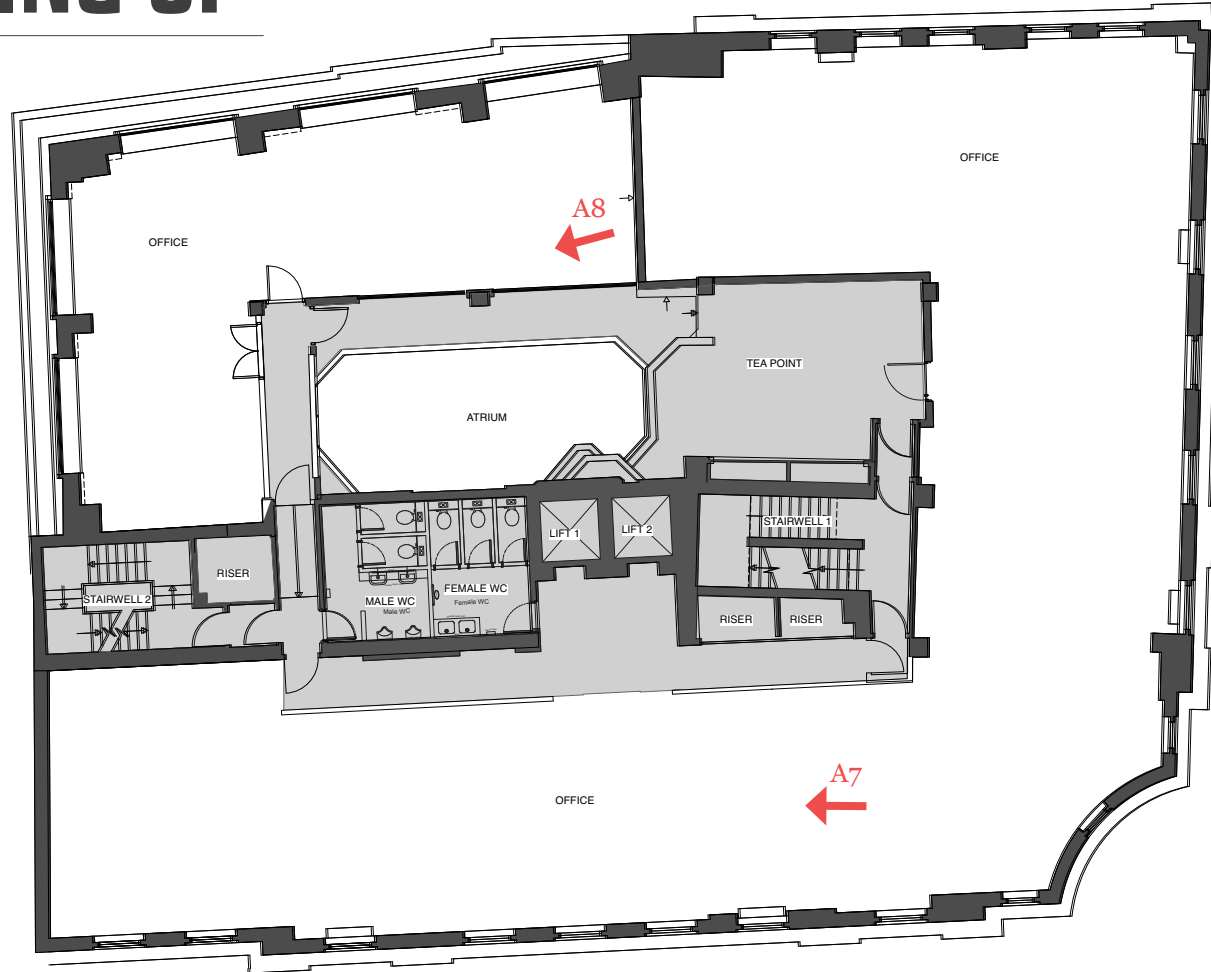
↑ Photo Locations  
Appendix A

# EXISTING 2F



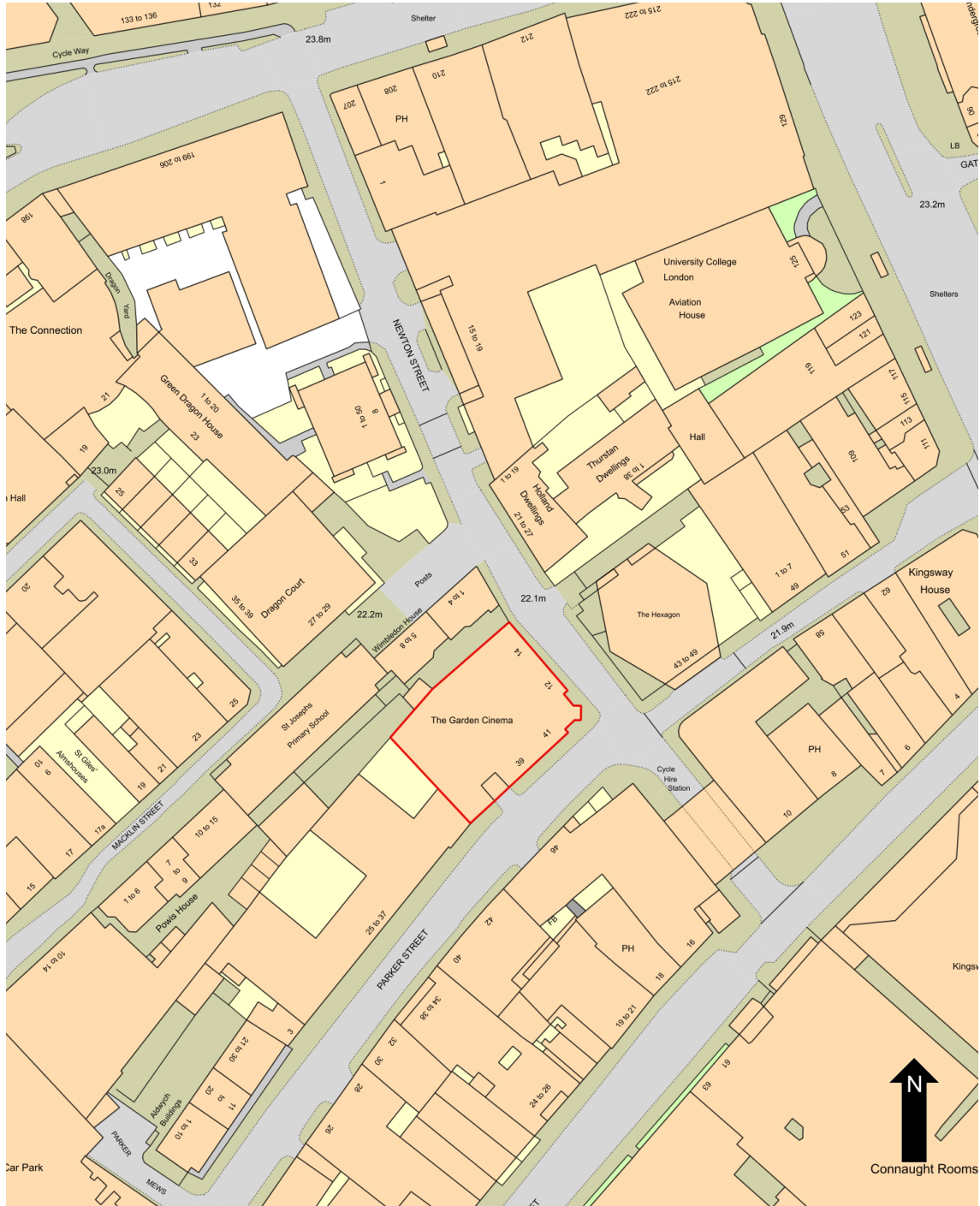


# EXISTING 3F



# SITE LOCATION PLAN

## Section 1 - Building and Surrounding Area



Site Plan - Scale 1:1250 @ A4

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# OUTLINE DESIGN PROPOSAL

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## Section 2 - Existing Building and Proposed Design

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2.1 - The existing ground floor building has a single main entrance (refer to Section 3: Access and Circulation)

2.2 - The building features an atrium extending from ground floor to a glass roof, with each floor (1-3) allocating around 27sqm to the atrium opening.

2.3 - Shell and core access routes will only receive minimal decorations and will not be modified structurally, this includes the existing lifts and stairwells.

2.4 - Access is granted through the GF, and floors 1, 2, and 3 are occupied by the London Film School, making them the main focus of this document.

2.5 - Level 1 has just over half the floor space given over to LFS. The rest of the floor is landlord space and will therefore fall outside the scope of works and remain as 'Office' Class E(g).

2.6 - Areas of Level 1 within the scope of works are to be modified to accommodate 2 film studios and storage areas for LFS and will therefore be mixed education and office use (Sui Generis).

2.7 - A significant number of new partitions are required for the new layout (refer to proposed General Arrangement Plans). We are also proposing to include new blinds for

the windows on all sides of the building, and in some instances a layer of secondary glazing to the interior of the window openings.

2.8 - Level 2 works include a reception/ breakout space, new kitchenette, a large open-plan staff office, and various meeting/teaching rooms, all considered mixed education and office use (Sui Generis).

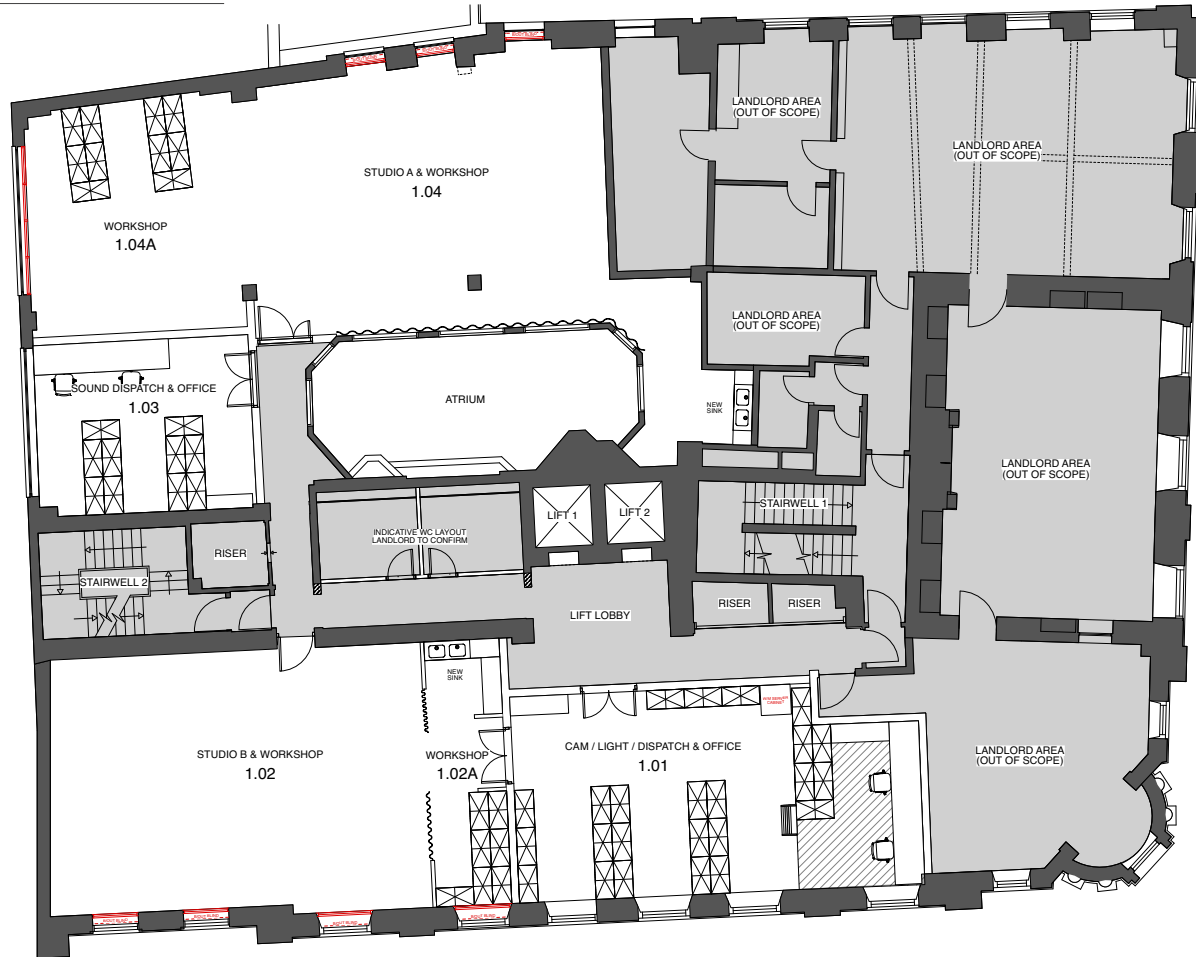
2.9 - Level 3 works are a mixture of large teaching / meeting rooms and smaller bespoke film editing suites for private working. All Level 3 is to be considered as mixed education and office use (Sui Generis).

2.10 - Each level has a central circulation route around the main lift core and atrium, designed for use within a busy educational environment, adhering to Building Regulations Part M 2010 for color differentiation standards to aid visually impaired navigation.

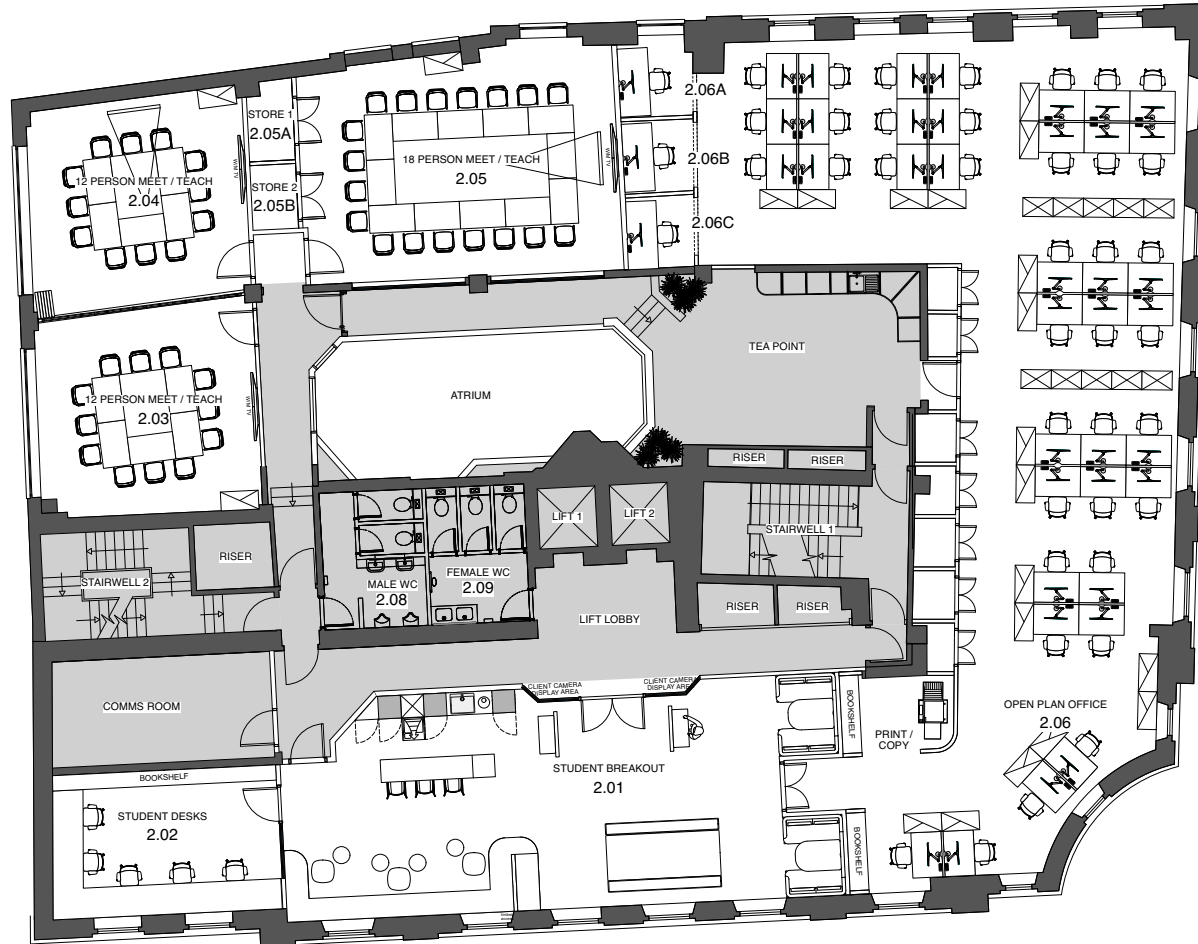
2.11 The Garden Cinema intends to bring forward a third screen, located in the north-west corner of the ground floor (see Proposed Ground Floor Plan on page 12), as part of these proposals. This would facilitate a partnership between LFS and The Garden Cinema to enable the delivery of enhanced training opportunities for LFS students through access to The Garden Cinema's premium cinema screens and opportunities to showcase their work to the local community.



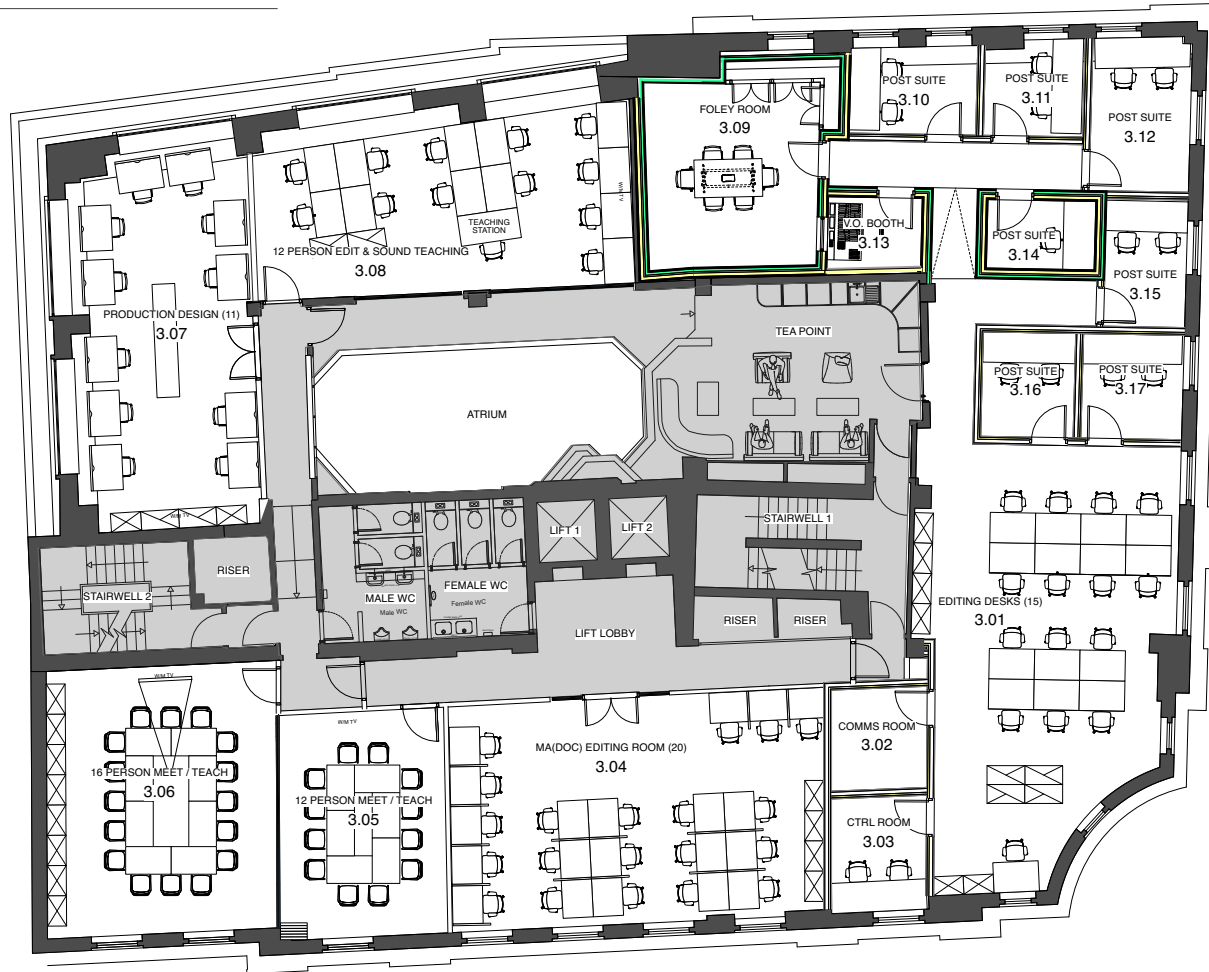
# PROPOSED 1F



# PROPOSED 2F



# PROPOSED 3F



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# ACCESS AND CIRCULATION

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## Section 3

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3.1 - Access to the building can be achieved easily by public transport. The closest tube stations are Covent Garden and Holborn and there are multiple bus stops within walking distance surrounding the building, most notably on the A4200 Kingsway Road and A40 High Holborn.

3.2 - The address has the highest possible PTAL forecast rating of 6b.

3.3 - The basement has a small private car park, currently not used for parking. The area is mostly used as storage with potentially 2 to 4 car parking spaces. There are no plans within the scope of this project to increase car parking spaces.

3.4 - Immediately outside the building there is a small public motorcycle parking bay.

3.5 - Access to the interior of the building can be made through 3 possible entrances, all of which are outside the scope of this project and are with the landlord's demise.

3.6 - The main entrance to the building for the client (LFS) and therefore this document, is situated at the corner of Parker Street and Newton Street. There are 4 steps up from street level and then immediately two sets of double doors. The first are a set of painted timber double doors, possibly original. The second are a set of access controlled, glazed,

double doors.

3.7 - The secondary entrances are either from within the basement through a single access door which leads into stairwell 2 (refer to existing and proposed plans), or access can be made into the building through the Garden Cinema entrance on Parker Street (see site image P2 within appendix A).

3.8 - The entrance through the Garden Cinema would require access through a private business and therefore isn't considered as a direct route into the spaces on the 1st to 3rd floors.

3.9 - Once inside the main entrance there are a further six steps to access either the lift core, or the two stairwells.

3.10 - Wheelchair access is provided via a purpose made lift within the adjacent cinema, however the main entrance to the upper floors does not have a similar wheelchair lift. It will be raised with the landlord and further accessibility modifications will be recommended to increase the wheelchair access beyond the current level. The proposed design modifications to levels 1, 2 and 3 will not make the access for wheelchairs worse than existing.



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# SUSTAINABILITY

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## Section 4

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4.1 - All materials to be fire rated to meet British standard regulations.

4.2 - All finishes, materials and equipment to meet BREEAM 'very good' rating.

4.3 - All timber, hardwood and MDF components must be reclaimed or come with a chain of custody from the RSC, PEFC, SFI or CSA forest certification schemes.

4.4 - Products to be supplied with one of the following:

- EPD
- Cradle to Cradle
- Declare
- Have more than 40% recycled content

4.5 - Products are acceptable if they are supplied with an environmental product declaration (EPD), written in accordance with ISO 14025:2010 All timber, hardwood and MDF components must be reclaimed or come with a chain of custody from the RSC, PEFC, SFI or CSA forest certification schemes.

4.6 - Products should be provided with one of the following:

- EPD
- Cradle to Cradle
- Declare
- EU Ecolabel
- Have more than 40% recycled content

4.7 - At least 80% of the materials installed as part of the fit-out meet one of the following criteria:

- Are reused or reclaimed
- Contain at least 80% recycled or recyclable content
- Have an a or A+ rating in BRE's the green guide to specification & database

4.8 - All paints meet at least one of the following criteria:

- Have been awarded the eu ecolable
- Are manufactured with at least 90% recycled content

4.9 - All polishes and varnishes have one of the following criteria:

- Are water based
- Have been awarded the EU ecolable

4.10 - Products are acceptable if they are supplied with an environmental product declaration (EPD), written in accordance with ISO 14025:2010

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# EXTERNAL SITE PHOTOS

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## Appendix A - Existing Building Interior and Exterior Photographs

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Photo A1

Photo of Main Entrance from Newton Street junction with Parker Street.



Photo A2

Photo of Parker Street Facade taken from Parker Street Motorcycle bay.

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# EXISTING FIRST FLOOR

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## *Appendix A - Existing Building Interior and Exterior Photographs*

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Photo A3

Existing first floor office space, Parker Street side of building.



Photo A4

Existing first floor office space, rear of building.

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# EXISTING SECOND FLOOR

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Photo A5

Existing office space from Parker Street side of building, looking towards Newton Street.



Photo A6

Existing office space from rear of building, atrium on right.

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# EXISTING THIRD FLOOR

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Photo A7

Existing office space, Parker Street side of the building.



Photo A8

Existing office space, at rear of building, looking towards atrium.

# iDEA

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