



The New Academic Building **OCCUPANTS' GUIDE**

September 2008

Dear Colleagues,



A very warm welcome to the New Academic Building (NAB). The completion of this project is a vital component of the School's Strategic Plan to improve the quality of the teaching and research environment. After four years of planning, design and construction and the expenditure of some £71m, we now have a building whose quality matches our international academic standing.

I hope you will agree that the NAB marks a step change in the quality of our facilities for teaching and research. We intend it to be a benchmark for the future development of the estate. With the opening of the NAB we will raise the standard of interior design, facilities management and

environmental and waste management. Whilst the Estates Division will be responsible for many of these issues, we will equally be relying on the occupants to contribute to the building's success.

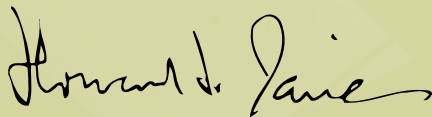
It is the duty of us all to ensure our new building is properly looked after to protect our investment and to prevent it becoming tired and scruffy. In particular the control of posters, notices, non-conforming furniture and general tidiness will need to be managed. To this end we have developed some house rules and employed a NAB Facilities Officer to ensure that the integrity of the design is respected and the building maintained to a high standard so in years to come we will still be proud of it. The building is a 'showcase' for LSE and it is important that the image it portrays is one of professionalism, quality and sustainability.

This guide, produced by the Estates Division, provides essential information about the use and upkeep of the NAB. I do hope you find it useful. It is a first edition and we would welcome suggestions for modifications and improvement which can be included when we update the guide after the first year of use. Indeed any feedback on the operation of the building would be welcome so please feel free to contact the Estates Division, especially if you have suggestions for improvement.

As I am sure most of you are aware new buildings take a time to settle down and there will invariably be some teething issues as we all get used to working in and operating such a major new facility. Please bear with us and report problems through the Estates Helpdesk.

In conclusion I hope you will be very happy in your new surroundings and wish you many pleasant and productive years ahead.

Yours sincerely

A handwritten signature in black ink, which appears to read 'Howard Davies'.

Howard Davies

September 2008



INTRODUCTION

This manual outlines the facilities available in 54, Lincoln's Inn Fields.

The New Academic Building (NAB) will transform the LSE campus, providing contemporary and flexible teaching and learning space for the School and providing new homes for the Department of Law and the Department of Management

In line with good practice, the design and operation of the NAB will be the subject of a formal Post Occupancy Evaluation, where occupants and users will be asked for feedback. This will be undertaken following its first year of operation. In the meantime please use the reporting routes in this guide for immediate issues requiring attention.

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1 BUILDING INFORMATION

1.1 Building location

The New Academic Building is bounded by Kingsway, Sardinia Street and Lincoln's Inn Fields. Entrances are in Kingsway and Lincoln's Inn Fields. The building is located in the London Borough of Camden.

1.2 Building address

New Academic Building,
54, Lincoln's Inn Fields, London WC2A 3LJ

The main School address must be used for mail:

The London School of Economics and Political Science
Houghton Street, London WC2A 2AE

1.3 Useful numbers

Numbers are provided within the LSE phone book and are available on the intranet.

EMERGENCY AT LSE (from any internal phone)	666
EMERGENCIES IN PUBLIC PLACES (fire – police – ambulance)	999
Paul Thornbury (Head of Security)	020 7955 6055 0780 948 1285
Graham Shillabeer (Deputy Head of Security)	020 7955 7978 0774 076 8375
NAB Facilities Officer	1200
NAB Reception	Lincoln's Inn Fields 1234 Kingsway 1240
LSE main switchboard (8.30am to 5.30pm, Monday to Friday)	020 7405 7686
24 hour security control room	020 7955 2000 or Internal 6200
LSE Lost Property Office	020 7955 7988
LSE Medical Centre	020 7955 7016

1.4 Building access and opening hours

Access to the building is on ground floor level from Kingsway and Lincoln's Inn Fields. Both entrances are controlled by swipe card operated turnstiles. Access is available between the hours of 8.30am and 6.30pm. Out of hours access is available until midnight by contacting main security at the Old Building. If your LSE ID swipe card is authorised then out of hours access is available via the side entrance facing Lincoln's Inn Fields.

Restrictions on young children

Children should be accompanied at all times, occupants should be particularly alert to the risks to young children in the vicinity of balustrades.

1.5 Building contents

Sub-basement	Plant rooms Bicycle storage Shower and changing rooms – male/female Recycling store
Lower ground floor	Lecture theatres Green room Rest and first aid room Plant rooms Function space Cloakroom Kitchens Toilets
Ground floor	Security control room Café 54 Retail shop Interactive space Toilets Circulation space and sounding board.
First floor	Teaching rooms Computer room Mezzanine Café Meeting/group study rooms Toilets Informal study space
Second floor	Teaching rooms Informal study/social space Quiet study area Meeting/group study rooms Toilets Computer room
Third floor	Department of Management Toilets
Fourth floor	Department of Management Toilets
Fifth floor	Department of Management Centre for Climate Change Economics and Policy Grantham Research Institute on Climate Change and Environment Toilets
Sixth floor	Law Department Toilets
Seventh floor	Law Department Moot Court Toilets
Eighth floor	Lounge Executive meeting rooms Roof terrace Toilets

1.6 Fire safety and emergency evacuation

The New Academic Building is designed in such a way that any fire developing within the building will have been modelled and risk evaluated, and as a result the building has some unique characteristics, with which you may not be familiar.

The building has been comprehensively fire engineered and is serviced by a full sprinkler system in accordance with the latest fire standards.

The building as a whole will operate on a phased evacuation principle. This allows control of the numbers evacuating the building and also limits the disturbance to large areas of the buildings for false alarms.

The system is a traditional claxon fire alarm system with intermittent voice instructions. There are two types, one to tell you to evacuate the buildings and one to notify you of an alarm activation but advising you to stay where you are until further instructions are issued.

This system operates within all the academic and teaching floors and will cut out any AV systems to enable staff and students to hear the appropriate instructions and bring back on the house lights.

Please follow the instructions of the system and only leave when told to do so. The exit doors to LSE NAB are clearly marked by illuminated exit signs. Please locate the one closest to your location.

If you are instructed to evacuate the building you should go straight to the designated fire assembly point across the road on the corner of Lincoln’s Inn Fields opposite Coopers Wine Bar. You should stay there until all occupants have been accounted for, or until advised otherwise by a fire warden.

Those with disabilities who require assistance should convene at the fire refuge on the stair landings to north and south stairwells.

Fire safety training and regular drills will be organised in accordance with LSE policy.

1.7 Meeting rooms

Meeting rooms are located as follows:

Floor	Room number	Seating capacity
1	1.15	4
1	1.03	4
2	2.18	4
2	2.15	4
2	2.17	6
2	2.03	6
8	8.01	12*
8	8.02	12*
8	8.03	12*
8	8.04	12*

*The rooms are centrally booked through room bookings

1.8 Passenger lifts and goods lifts

There are four 21 person passenger lifts on the Sardinia Street side of building which serve the lower ground floor and ground to eighth floors, one fire fighting lift/passenger lift on the Kingsway side and one fire fighting/goods lift on the Lincoln’s Inn Fields side which serve all floors including the sub basement.

Please give priority to those most in need of using the lift and remember taking the stairs is often the quickest way of travelling to nearby floors and keeps you fit. A 15 second lift ride uses approximately 60w of energy – the same as a 60w light bulb in one hour.

Bikes should be taken down to the cycle store in the sub-basement in the goods lift. Do not use the stairs for bicycles as this may cause damage and congestion.



1.9 Toilet facilities

There are male, female and disabled toilets on all floors with the exception of the sub-basement, which does not have a disabled facility. Toilets in public access areas are provided with Dyson air blade driers for maximum sustainability. All sanitary ware has been fitted with water saving devices.

1.10 Catering facilities

There is a café on the ground floor which incorporates the forecourt on Lincoln's Inn Fields. An area on the first level mezzanine floor incorporates a juice and coffee bar for NAB building users. All catering outlets in the building are operated by LSE Catering Services.

1.11 Teaching rooms and lecture theatres

Timetabled teaching rooms and lecture theatres are located on the lower floors of the building.

Floor	Room no.	Type of room	Seating capacity
Lower ground	LG08	Lecture theatre	400
	LG02	Lecture theatre	130
	LG09	Harvard lecture theatre	70
	LG03	Harvard lecture theatre	61
First floor	1.04	Seminar room	80
	1.15	Seminar room	50
	1.07	Seminar room	50
	1.14	Seminar room	30
	1.10	Seminar room	30
	1.09	Seminar room	30
	1.18	Seminar room	25
	1.17	Seminar room	25
	1.19	Seminar room	25
Second floor	2.04	Seminar room	80
	2.14	Seminar room	50
	2.06	Seminar room	50
	2.13	Seminar room	25
	2.08	Seminar room	25
	2.16	Seminar room	25
	2.09	Seminar room	25

1.12 Green room

A green room is located in the lower ground floor in LG12. The room is for use by visiting dignitaries/speakers and is controlled by the Conference and Events Office. Access can be arranged from security by calling **extension 1234**.

1.13 Bicycle parking and associated facilities

Bicycle racks and associated changing facilities are provided in the sub-basement. Access is via the goods lift on the Lincoln's Inn Fields side. Showers and changing facilities with lockers for

cyclists are located adjacent to the bicycle racks. Bicycles are not permitted on any other floors of the buildings. Motorcycles or mopeds must not be brought into the building.

There are two male and two female shower cubicles and changing space with lockers which are coin operated and intended for the use of cyclists.

Bicycles shall be secured by the owner's own lock. The School can not be responsible for the loss or damage to cycling equipment.

Any bikes left over a period of time will be removed to ensure availability of these facilities for those who need them on a daily basis.

1.14 Shop

The Shop is located on the ground floor and is open between 8.45am – 6.30pm. It will be operated by the Students' Union providing a general service.

1.15 Lockers

Lockers managed by the relevant academic department are available for PhD students only in the open plan office areas on floors 3, 4, 5, 6 and 7.

1.16 Wireless

A Wireless network is available throughout the building including the forecourt.

Contact IT Helpdesk on **extension 5081** or email on **it.support.acad1@lse.ac.uk** for guidance on making a connection.

1.17 Induction loop systems

Induction loop systems are incorporated in all teaching areas and the two main reception desks for further details please contact the AV Department **extension 7437** or email **avunit@lse.ac.uk**

1.18 Group study facilities

A number of ad-hoc locations in the building are designated study points and used on a first come first served basis. These include six group study rooms on the first and second floors. There are also specific areas on the first and second mezzanine floors that can be used for study.

1.19 Pavilion and roof terrace

The pavilion is located on the eighth floor and houses four executive meeting rooms, a lounge and a catering facility. The pavilion leads onto a roof terrace with seating and tables for up to 60 people.

During the week it is bookable for use by commercial customers, academic departments based in NAB, post-public lecture dinners and by other LSE staff for similar high profile PR functions.

The central lounge area and terrace will normally be available for general LSE staff and students on an 'un-booked' informal use on Friday evenings, unless otherwise reserved for a special event.

Reservation for the pavilion should be made through Conference and Events Office Helpdesk **extension 3623** or email **conferences@lse.ac.uk**

1.20 Rest and first aid room

Is located in room LG10 on the lower ground level adjacent to the green room on the Kingsway side of the building. For your own security and safety this room is controlled, by NAB reception/Security. Please contact **020 7955 2000** or **Internal 6200** for access.

1.21 Function space

A function space is situated on the lower ground floor adjacent to the main theatres and can be booked for events. Please contact the Conference and Events Office Helpdesk **extension 3623** or email **conferences@lse.ac.uk** for more details.

1.22 Cloakroom

This is located adjacent to the function space on the lower ground floor beside the lecture theatres, and will be staffed during major events.

This will be managed by the Conference and Events Office Helpdesk **extension 3623** or email **conferences@lse.ac.uk** and will be dependent on the events being held.

1.23 Lincoln's Inn Fields forecourt

The Lincoln's Inn Fields forecourt provides café type seating and tables for 40 people together with a stepped terrace for informal seating. Catering is provided from the café on the ground floor. Wireless is also available. Please leave this area as you would wish to find it and make use of the nearby recycling and waste bins.

1.24 Environment and ecology

To meet the LSE Environmental Policy, the New Academic Building has been designed to achieve a BREEAM (Building Research Establishment Environmental Assessment Methodology) excellent rating.

The eighth floor terrace is seasonally planted to provide food for birds and insects. It also incorporates bird boxes and bat boxes to encourage local species to the building. These are housed away from mechanical plant and social spaces. Please ensure waste is disposed of in the correct recycling or waste bins.

1.25 Social interactive space and common areas

There are a number of spaces around the building which can be used by students to work, or meet socially to relax. These include some open access study rooms, with wireless facilities and other spaces provided with a combination of loose and fixed furniture. Please leave these areas as you would wish to find them and make use of the nearby recycling and waste bins. Locations are as follows:

Lower ground floor – adjacent to Lecture Theatres 1, 3 and 4.

Ground floor – central atrium perimeter and external forecourt and steps.

First floor – around the atrium and first floor mezzanine level which includes a juice/coffee bar.

Second floor – around the atrium perimeter and second floor mezzanine.

1.26 Security

The NAB has a higher level of access control than other buildings on the campus. You will be required to use your LSE ID card to gain access through the security turnstiles. However, due to the number of public events large numbers of visitors will have access. For this reason you should exercise the same levels of caution as you would in other parts of the School with regard to personal belongings.

Please keep the door to your office locked when you are not there and do not leave valuables unattended. Due to the large number of visitors and walk in guests, LSE will not accept responsibility for lost or stolen items. Offices have filing cabinets or desk drawers that lock; please use them. Ask the office manager for a key to be made available if one has not already been issued to you.

Emergency procedures will be covered during orientation.

1.27 Mail

Incoming mail – Mail for individual visitors will be distributed by LSE post room staff. Our mailing address for external mail is: The London School of Economics and Political Sciences
Houghton Street
London WC2A 2AE

Couriered mail – For items to be sent directly to the NAB the address is:

New Academic Building,
54, Lincoln's Inn Fields,
London WC2A 3LJ.

Campus mail – To send mail to another office on campus you will need a reusable internal mail envelope with addressee room number and building included. Do not use new envelopes for internal mail.

1.28 Furniture

In compliance with the LSE Environmental Policy, the furniture for the New Academic Building was selected to meet high environmental criteria. For example the Herman Miller office chairs are 95 per cent recyclable.

An operational manual is attached to all office chairs together with detailed operating instructions. Further information is available from the following web pages:

Chairs to teaching floors and Harvard theatres: Aeron
www.hmeurope.com/our-products/seating/mirra/

Chairs to office floors:
www.hmeurope.biz/IncludeFiles/User%20instructions/English/AdjustingYourAeron

Teaching room tables: Flexible teaching tables are provided in all teaching rooms, these can be dismantled easily for storage

or for readjusting the room layouts. Details of how to adjust the tables can be found at www.howe.com/docs/doc_1525.asp

1.29 Keys

The issue of keys is covered under the moves instruction guide. See your department manager on how to acquire additional or replacement keys.

1.30 Telephones and telephone usage

Telephones have been installed in each room. Existing and new extension numbers have been agreed with your department. Please see your department manager for more details.

1.31 Smoking

In line with statutory provisions all buildings on the campus are smoke free. No one is allowed to smoke inside the NAB, but you may smoke in adjacent areas outside the building as long as you are at least two meters away from any doors, windows, ventilation grilles or other openings which may cause tobacco fumes to enter the workplace. If you must smoke, you are also asked to show consideration to other non smoking users by ensuring a clear pathway to all entrances. Please deposit used cigarettes ends in an appropriate bin and do not stub cigarettes out on the pavements, planters or street furniture, where someone else has to clear up the resultant litter. Smoking is not permitted on the eighth floor terrace.

1.32 Water fountains

Water fountains are provided throughout the building with an immediate drink facility and a swan neck tap for refilling reusable bottles. Building users are encouraged to make use of the free water facilities to avoid the environmental impact of bottled water. LSE Catering outlets now place an environmental levy of 10 pence on each bottled water purchase. Revenue will go to an LSE Environmental Improvement Projects.

1.33 Waste/recycling

LSE have provided recycling bins through the building. Please co-operate with the LSE Environment Policy and ensure that materials are placed in the appropriate bins. Individual office bins are not provided as standard in order to increase recycling rates. This is a pilot initiative and will be kept under close review. Desk caddies will be provided in offices for occupants to transfer to their nearest recycling provision. See 2.2 for full details.

1.34 Notice boards and reducing paper waste/fly posters

Notice boards are provided in various strategic locations. They are intended to inform and to prevent notices or posters being put up in any other parts of the premises. This will protect NAB from becoming untidy and the walls from being damaged with residue of bluetack or sellotape. Notices must not be placed on the building walls or windows.

1.35 IT and sustainable use of computers

IT Services have paid particular attention to minimising the environmental impact of IT equipment in the NAB and give the following advice for IT users:

All computers to be powered down and screens switched off at end of day.

The last person in each office area to power down printer and the last person on Fridays to power down copiers.

It is illegal to send unwanted IT equipment to landfill and it must be disposed of legally through the correct channels

Contact the IT Helpdesk on **extension 5081** for further details, or email it.support.acad1@lse.ac.uk

1.36 NAB Facilities Officer

The Facilities Officer is part of the Schools Facilities Team having specific responsibilities for the New Academic Building and will take ownership of the day-to-day operational management of the building. The Facilities Officer will play a key role in the smooth running of the New Academic Building and will be the initial point of contact for all facilities management related matters, eg cleaning and maintenance. Contact the NAB Facilities Officer on **extension 1200**.

1.37 Fault reporting repairs and maintenance

The Estates Division website has full details of how to report a fault or request a repair through the Maintenance Helpdesk, but this is summarised below.

In an emergency

For serious faults such as a flood, blocked WC, loss of power, or a health and safety hazard etc, please dial **2444** (or **#6 2444** if calling from a public access phone), but please note that this number is staffed between Monday to Friday, 8am and 5pm; outside these hours you should call security on **2000**.

Non urgent reports

To request any basic maintenance work, please use the online maintenance request form at www.lse.ac.uk/collections/EstatesDivision. Please give as much detail as possible including the exact location of room/floor/building and the area within the room where necessary and also what work is being requested and convenient times of access etc. If you use this website for job requests estates can track the progress of all such maintenance works and ensure that it is completed as soon as reasonably possible.

Once your request is logged, this also enables the Estates Helpdesk to automatically keep you informed of the progress of a current job, and you will be notified on completion of the work with a request for feedback. You are encouraged to give constructive feedback, including when justified honest criticism, which helps to improve the service.

In case of problems you may contact **Beni Ahjem** (Helpdesk Manager) on a.ahjem@lse.ac.uk, **extension 7778** or one of the maintenance supervisors.

Telephone maintenance

Any problems with phones should be reported separately to Telecoms on **extension 2222** and email telecoms@lse.ac.uk

2 INFORMATION FOR ACADEMIC DEPARTMENTS

2.1 Reception area

Departmental reception desks are positioned on the third and sixth floors, facing the lifts, for the Department of Management and Law Department respectively.

2.2 Tea point

Tea points are provided on all academic floors and are generally located behind the lifts.

All electrical appliances are 'A' rated for environmental performance.

Please leave this area as you would wish to find it and ensure any spillages are cleaned up immediately.

Individual departments are responsible for stocking kitchen areas but to comply with the Environmental Policy, the following recommendations are made:

- Wash mugs and glasses rather than using disposable containers
- Buy organic and fair trade tea, coffee and other refreshments
- Do not buy in bottled water, use the tap water and serve in a jug for meetings
- Avoid packaging wherever possible and recycle where appropriate facilities are provided
- Use tea towels rather than disposable kitchen roll
- Buy eco-friendly washing up liquid and other cleaning products.

Recycling and waste bins are provided in the kitchen areas and you are asked to separate your waste in the following ways:

Organic/food waste: This will be emptied daily by cleaners. To include all food such as teabags, coffee grinds, fruit, vegetables, dairy, meat, fish and napkins.

Co-mingle recycling: All plastics including bottles and tops, sandwich packets, yoghurt pots, juice cartons and tetrapaks, waxed paper cups, Also tin food cans and glass jars – rinsed please, aluminium drink cans and glass bottles – drained in sink first please.

Paper/card: From packaging, including newspapers. Please put your white paper into the white paper recycling facilities near copiers and printers.

Rubbish (waste to energy): This includes crisp packets, chocolate wrappers, polystyrene.

2.3 PhD study areas

PhD study areas are located at the following:

7.13, 6.22 (and area just outside in open plan)

5.25 (and area just outside in open plan)

5.17, 4.25 (and area just outside in open plan)

4.12, 3.25 (and area just outside in open plan)

... and are provided with desks, chairs, PCs, storage units that are allocated by the relevant academic department.



2.4 Individual offices

The design of the building has been based on maximising the use of the central internal floor areas by utilising borrowed natural light from cellular offices located around the perimeter. This creates a better working environment for those less fortunate who do not have an individual office, allowing daylight to come in and affords pleasant views of the outside world. For this reason it is essential that all the glass screens and partitions are kept clear and unobstructed at all times so as not to compromise the daylight into the open plan areas.

We would appreciate your co-operation in this matter, but please note that facilities staff have been instructed to enforce this policy and remove any posters, notices or other obstruction, and relocate filing cabinets or other furniture which obstructs daylight to inner areas.

2.5 Photocopying and sustainable use of paper and hardware

There are photocopying stations on each of the academic floors. Each station is provided with a white paper recycling bin. Please do not put your newspaper or card recycling in this bin but look for the appropriate card and newsprint recycling points in communal areas. White paper recycling will be emptied every other day by the cleaners. Please contact Estates Helpdesk if you require further information or additional collections.

2.6 Partitions/shelving

Partitions are constructed from acoustic plasterboard walls. Shelves have been fixed to the supporting studwork, so they are able to accommodate standard book sizes. Please be careful not to be overloaded with multi-stacking of books.

2.7 Blinds

Operation of roller blinds is by draw string. Please use with care so as not to break the operating mechanism which is vulnerable to misuse. Please use with care and do not pull the blind itself which may break the operating mechanism

2.8 Windows

Can be opened but are on restricted settings to ensure safety.

2.9 Lighting

Lighting is operated by motion sensor detecting system to activate off/on if there is no movement within the room, the lights will go off. A simple movement will reactivate the sensor to turn the lights back on.

2.10 Power/data

Each office is provided with:

1 x double wall mounted power socket

1 x double wall mounted data socket

1 x double power socket in floor box

1 x double data socket in floor box.

Open plan office areas generally have power and data provided in floor boxes.

2.11 Ventilation/cooling

Heating and cooling is provided via ceiling mounted fan coil units (FCU), these provide cool or warm air depending on the outside conditions. Within individual offices there is a control switch that can adjust the temperature +/- 2 deg/c or on/off. This will be overridden in certain conditions to keep the open plan environment comfortable for other users.

Please note that if you choose to open your window, you should switch off the FCU.

2.12 Moot Court

Is located on seventh floor, and booked via Conference and Events Central Booking. During term times the Law Department have priority. Out of term, the facility is available for commercial bookings.

Estates Division website

For any further information not found in this guide please access **www.lse.ac.uk/collections/estatesDivision**



The New Academic Building

BUILDING USE FLOORPLANS



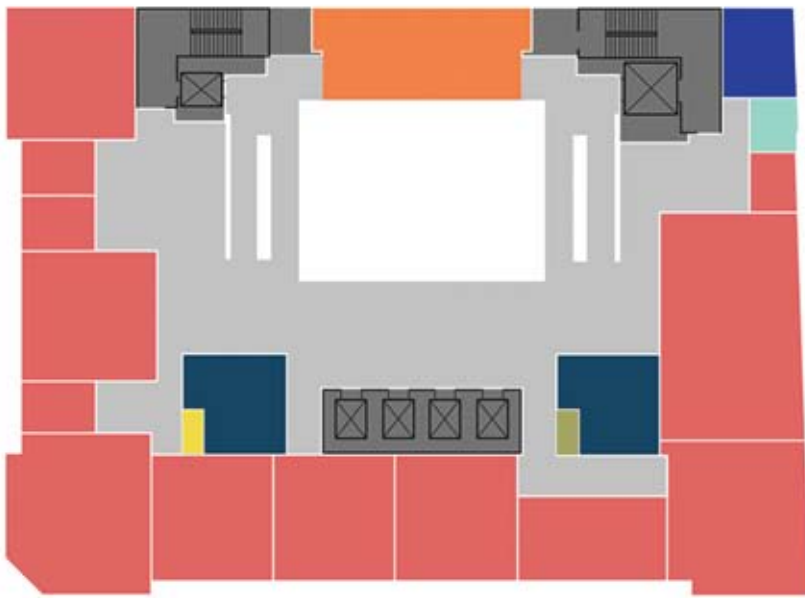
- Teaching accommodation
- Social spaces
- Offices – Department of Management
- Offices – Climate Change Centre
- Offices – Department of Law
- Roof pavilion, lounge and executive meeting rooms
- Roof pavilion terrace and seating area
- Stair / lift / services core
- WC cores
- Circulation / open plan areas
- Students' Union
- Communication / IT
- Cleaners' cupboard
- Estates general
- Estates maintenance
- Estates security
- Catering
- AV / teaching store
- Conferences
- Bike store
- External relations

SUB-BASEMENT



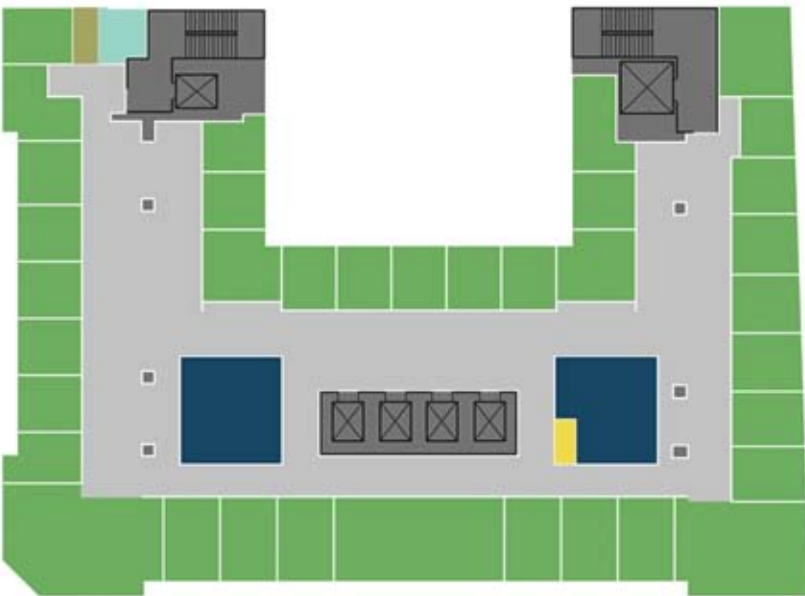
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LOWER GROUND FLOOR



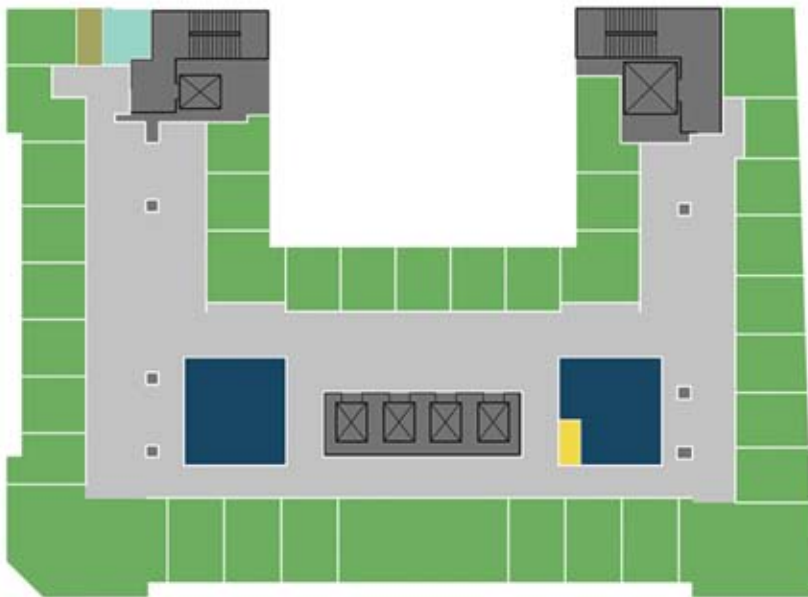
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- External relations

SECOND FLOOR



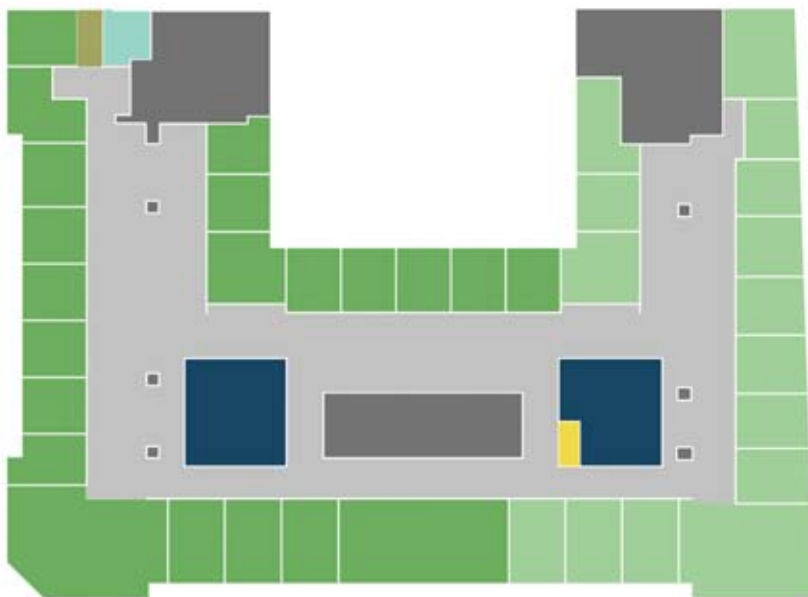
- Teaching accommodation
- Social spaces
- Offices – Department of Management
- Offices – Climate Change Centre
- Offices – Department of Law
- Roof pavilion, lounge and executive meeting rooms
- Roof pavilion terrace and seating area
- Stair / lift / services core
- WC cores
- Circulation / open plan areas
- Students' Union
- Communication / IT
- Cleaners' cupboard
- Estates general
- Estates maintenance
- Estates security
- Catering
- AV / teaching store
- Conferences
- Bike store
- External relations

THIRD FLOOR



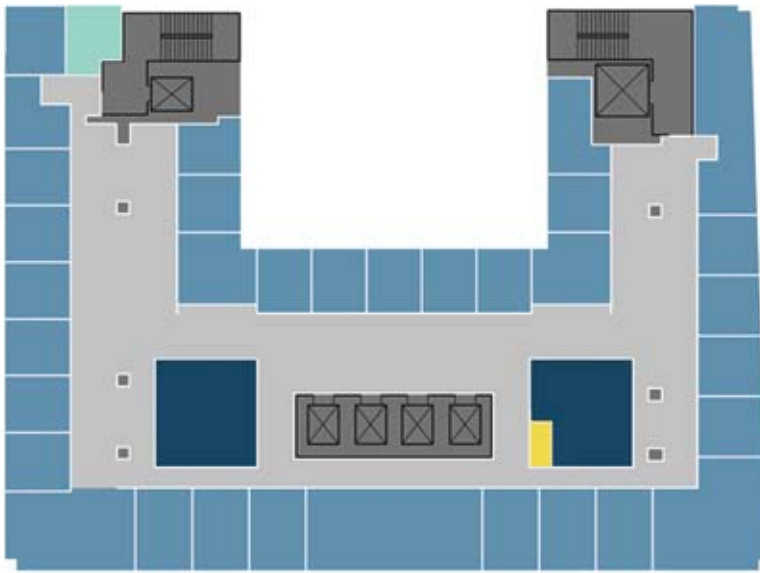
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FOURTH FLOOR



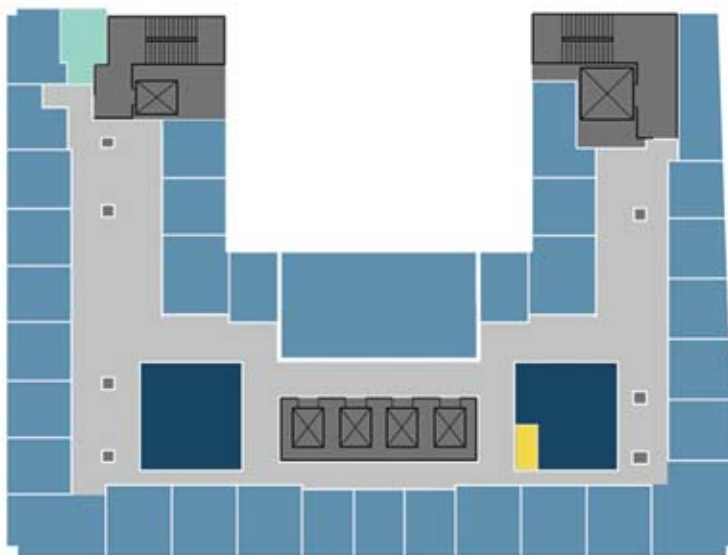
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FIFTH FLOOR



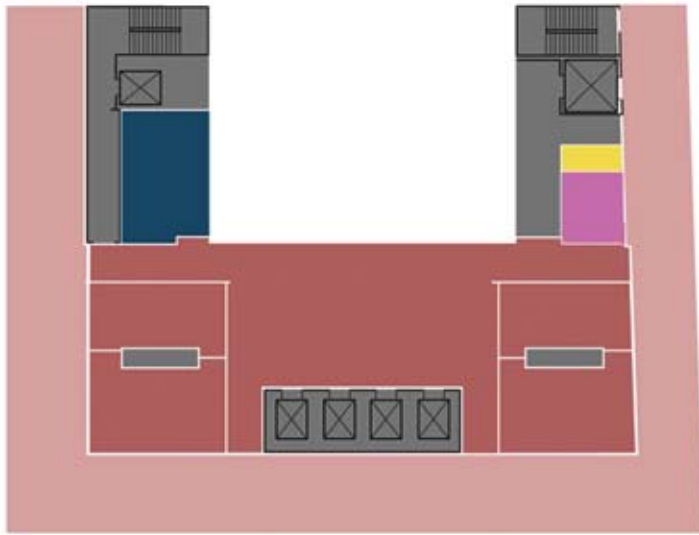
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- External relations

SIXTH FLOOR



- Teaching accommodation
- Social spaces
- Offices – Department of Management
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- External relations

SEVENTH FLOOR



- Teaching accommodation
- Social spaces
- Offices – Department of Management
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EIGHTH FLOOR



NEW ACADEMIC BUILDING EXPLODED VIEW

ROOF PLANT LEVEL

Solar hot water collectors have been mounted on the roof and photovoltaic panels are planned to provide additional power.

LEVEL 8: ROOF PAVILION

The pavilion is an outward-looking space with views across London containing a staff lounge and meetings facility, reconfigurable to form a large function space, surrounded by an external terrace and sunshading loggia.

LEVELS 3-7: DEPARTMENTAL SPACE

These levels will contain academic, administrative and PhD research space, as well as meeting rooms and break out space. As part of improvements to the existing facade, the windows have been replaced with double glazed openable casement windows.

LEVELS 1-2: TEACHING SPACE

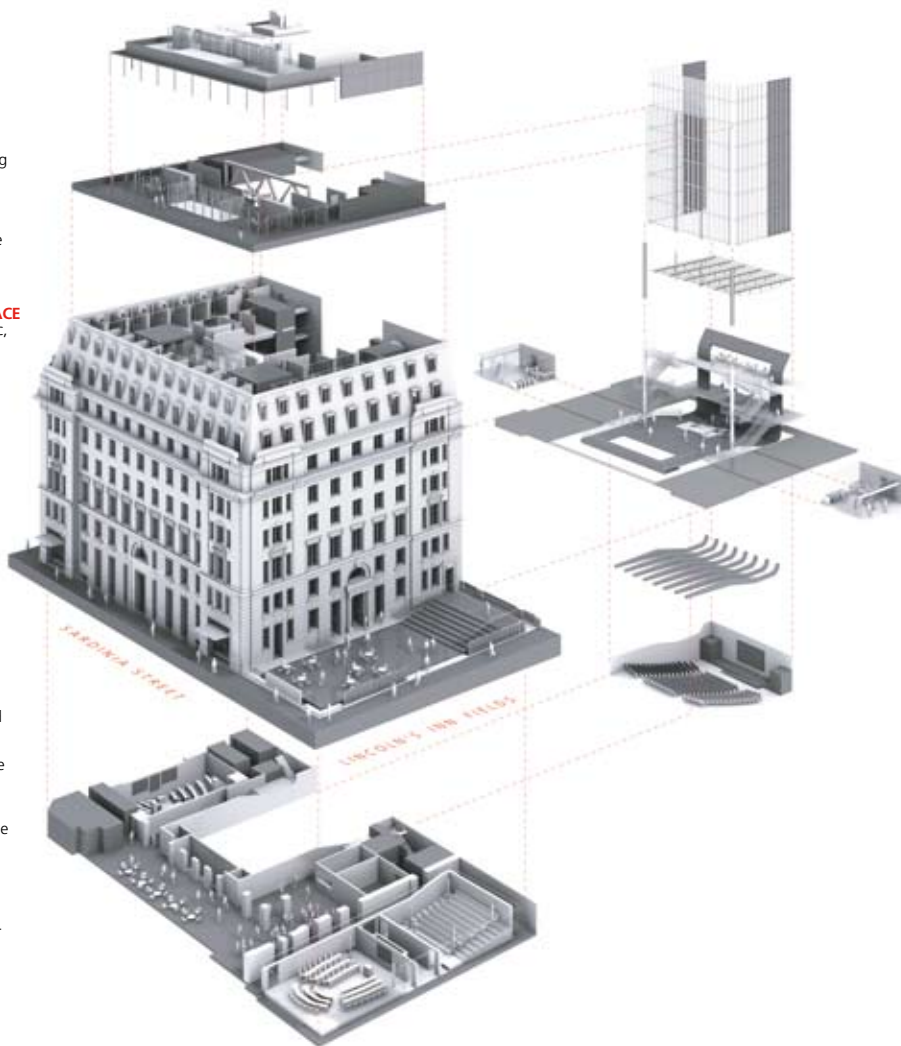
These levels provide 16 reconfigurable seminar rooms, two PC teaching rooms, quiet study space, and meeting rooms, arranged around open informal study and social interactive space including a coffee bar.

FORECOURT

The forecourt connects the NAB to the rest of the LSE campus and the surrounding public realm. A bank of tiered seating acts as a backdrop to the building entrance and the external cafe terrace. The adjacent cafe, located in the corner of the building, will be accessible by both members of the public and the LSE population.

LOWER GROUND LEVEL

This is the principle teaching floor containing four lecture theatres, function/break out space, cloak room, and kitchen. Beneath this level is the sub-basement level containing bike storage, change facilities and plant equipment.



LIGHTWELL FACADE

The new double glazed facade provides improved daylighting and thermal performance.

ATRIUM ROOF

The double-glazed roof, supported on bowstring trusses, allows diffuse daylight entry into the atrium below.

ATRIUM SOUNDING BOARD

The central atrium space is a light-filled, triple-height space with gallery levels to all sides. The atrium floor folds down to link to the lower ground floor, before sweeping up to the atrium roof. This singular element, referred to as the 'sounding board', will define and anchor the atrium space.

BUILDING ENTRIES

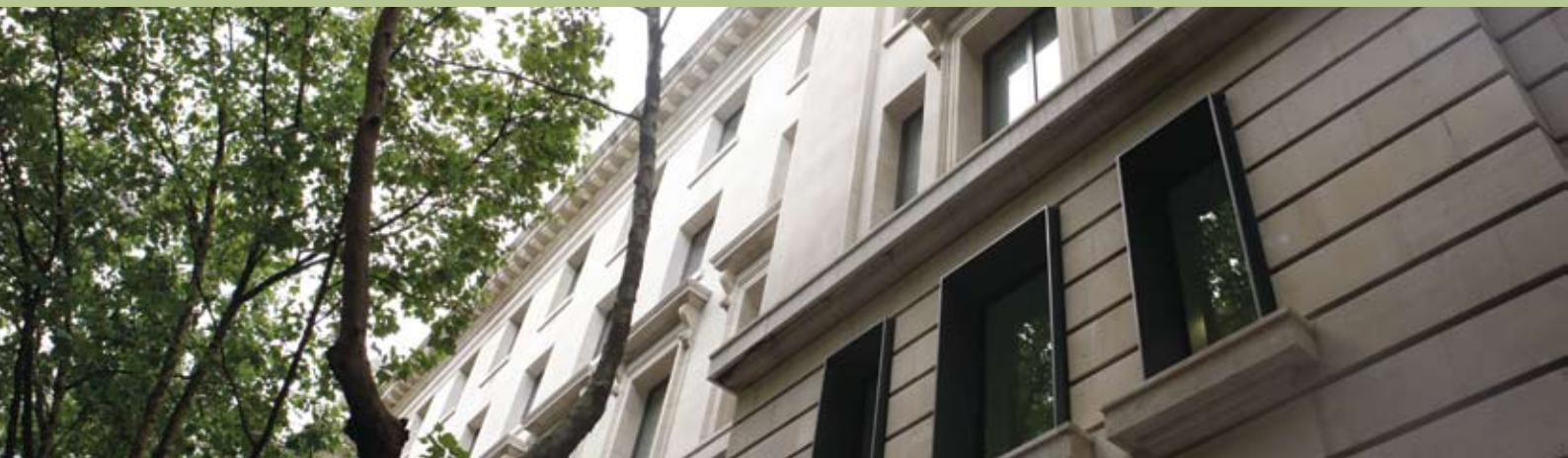
Step-free access will be provided from both Kingsway and Lincoln's Inn Fields, each with a reception point and information screens. An internal street connects the reception areas with the atrium space via glass bridges.

PRECAST BEAMS AND MAIN LECTURE THEATRE

These beams are shaped to follow the 'sounding board' above, connecting it to the 400 seat lecture theatre below.

SUSTAINABILITY

Opportunities for daylighting and natural ventilation are maximised including the use of openable windows. Solar hot water and ground water cooling via 100m deep boreholes will reduce energy consumption, together with improved thermal performance of the building envelope, low energy lighting and efficient ventilation systems and thermal mass. Photovoltaic panels are planned to provide additional power. Existing building materials are salvaged and recycled and a significant proportion of the existing building is reused. The building has achieved an 'Excellent' rating under the BREEAM environmental assessment method.



CAMPUS MAP



- | | |
|--|--|
| A Old Building, Houghton Street | R Lionel Robbins Building, Library and LSE Research Lab |
| AH Aldwych House, Aldwych | S St Clement's, Clare Market |
| B Columbia House, Aldwych | T The Lakatos Building, Portugal Street |
| C Clare Market, Houghton Street | U Tower One, Clement's Inn |
| D Clement House, Aldwych | V Tower Two, Clement's Inn |
| E East Building, Houghton Street | W Tower Three, Clement's Inn |
| G 20 Kingsway | X St Philips – Medical Centre, Sheffield Street |
| H Connaught House, Aldwych | Y St Philips – South Block, Sheffield Street |
| I Peacock Theatre, Portugal Street | Z St Philips – North Block, Sheffield Street |
| J Cowdray House, Portugal Street | |
| K King's Chambers, Portugal Street | |
| L Lincoln Chambers, Portsmouth Street | |
| M 50 Lincoln's Inn Fields, Portsmouth Street | |
| N The Anchorage | |
| NAB New Academic Building, Lincoln's Inn Fields | |
| PH Parish Hall, Sheffield Street | |
| PS 1 Portsmouth Street | |
| Q 9-10 Sheffield Street | |
-

The information in this leaflet can be made available in alternative formats, on request. Please email: m.wilson@lse.ac.uk



75% recycled fibre of which 60% is post-consumer, 15% post industrial and 25% virgin fibre (10% of which is FSC sourced).

Fibrous material suppliers are selected by the paper mills of the Marchi Group on the basis of their sustainable forest development policies. In particular they are asked to respect the criteria and indicators for sustainable forest management.



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