

# Office Specification.

## 18 Hanover Square

### 1 GENERAL DESCRIPTION

18 Hanover Square comprises lower ground and ground floors plus eight storeys of new build office accommodation located immediately above the forthcoming Elizabeth line Underground station on the corner of Hanover Square and Tenterden Street.

The south side of the ground floor faces into the new public piazza and the north-west corner faces Oxford Street, up Dering Street, both of which incorporate new ground floor retail units, whilst accommodating Crossrail's back of house access/egress and technical functions.

### 2 OFFICE DESIGN CRITERIA

#### Floor occupancy

Office floors and building services have been designed to an occupational density capable of 1 person per 8 sq m.

### 3 OFFICE ACCOMMODATION

#### Net internal areas

First floor	1,529.8 sq m 16,467 sq ft
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Reception	212.6 sq m 2,288sq ft
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#### Planning grid

The office accommodation can be divided into cellular, mixed or open plan layouts. A 1,500 mm internal planning module has been adopted for the design of the office accommodation.

#### Clear ceiling heights

These are measured from the upper face of the raised floor to the underside of the ceiling:

First floor	2,695 mm
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### 4 MEANS OF ESCAPE

The building has two internal 1.2 m wide circulation and escape stairs designed for a density of 6 sq m per person with phased evacuation, serving all upper floors. The southernmost of these 2 internal stairs also serves the lower ground floor providing a protected means of escape from lower ground floor to ground floor.

### 5 INTERNAL FINISHES

#### Flooring

Metal tile fully accessible raised access floor. Nominal 150 mm overall raised floor zone, inclusive of floor tile and finish with the exception of a 950 mm wide zone to the eastern elevation which provides 75 mm (due to a Crossrail transfer structure). Floor finishes by the Tenant.

#### Walls

Painted plasterboard drylining to the external perimeter. Painted MDF lining to the core.

#### Ceilings

Metal tile ceiling.

#### Internal doors

Fully glazed steel framed doors to the main core entrances. Teak veneered doors with vision panels to the WCs, laminate faced solid core stair access doors. Access control containment provided to the core access and stair doors. Painted timber riser doors, inclusive of signage and locks, concealed behind painted MDF doors.

#### Ironmongery

Stainless steel ironmongery throughout.

### 6 TOILET ACCOMMODATION

#### First floor

Dedicated male and female WCs, plus one accessible WC.

#### Flooring

Pietra Serena natural Italian sandstone.

#### Sanitaryware

White glazed porcelain.

#### Walls

Fluted Corian, painted plasterboard and full height mirrors.

#### Vanity units

Purpose made stainless steel and mirror faced vanity units with concealed waste disposal bins within, face mounted sensor taps and manual soap dispensers.

#### Ceiling

Painted plasterboard.

#### Lighting

Recessed circular LED downlights.

### 7 RECEPTION

#### Entrance screen

Stainless steel framed fixed glazing, with frameless glass power assisted revolving door and adjacent frameless glass pass door. Projecting stainless steel canopies above the entirety of the entrance screen.

#### Ceiling

Bespoke 'coffered' ceiling comprising GRG recessed profiles within an acoustically absorbent suspended ceiling. Bespoke cast acrylic pendant feature lighting detail and integrated LED downlights.

#### Walls

Large format oak veneer profiled wall panelling, with bronze dado panel and skirting profile below. Decorative cassette feature in a combination of brass and stainless steel. Bronze fin feature wall with acoustically absorbent backing. Tenant directory and facility for art hanging.

#### Flooring

Large format Pietra Serena sandstone tiles in a combination of finishes. Assoluto Nero black granite margins with a drained matwell to the entrance area.

#### Furniture

Purpose made bronze and leather upholstered reception desk. Bespoke free standing furniture incorporating storage and a hot and cold drinks point.

### 8 LIFTS

Four 21 person (1,600 kg) passenger lifts working as a single group of lifts with destination control will be provided for vertical circulation travelling at 2.5 metres per second. 'Hall call' lift control system is linked to security barriers. One of the 21 person passenger lifts doubles as a 1,600 kg fire-fighting lift to comply with BSEN81-72.

A dedicated goods lift is provided within a secondary core of the building, which serves all occupied office floors from the lower ground floor. This lift has 2,500 kg capacity travelling at 1.0 metres per second.

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### 9 BICYCLE PARKING, CHANGING AND SHOWER FACILITIES

Bicycle parking is available at lower ground floor, accessed via the ground floor back-of-house reception area. Double stacked bicycle racks will provide spaces for 191 bicycles with shared across the development.

Changing rooms are provided for office Tenants, consisting of dedicated male and female rooms, inclusive of 225 lockers, towel collection and drop, mirrors, hairdryer points, WC and shower provision. A unisex accessible WC and shower cubicle is also provided at lower ground floor (LG-1) adjacent to the male changing rooms.

Bicycle racks and lockers will be allocated on a pro-rata basis. The allocation for 18 Hanover first floor is as follows:

Bicycle spaces	19
Lockers	22

Shower facilities are not allocated between buildings but are located as follows:

Male showers (LG-1)	9
Female showers (LG-1 Mezzanine)	9
Unisex shower (LG-1)	1

### 10 FAÇADE

High performance aluminium framed floor-to-ceiling double glazed units inset within masonry and stone cladding panel system. High performance aluminium framed doors with structurally bonded glass finish to the external face. Ironmongery selected to suit the architectural design.

### 11 TENANT PLANT SPACE

A dedicated Tenant plant area is available at the 9th floor roof level, on a pro-rata basis.

### 12 FIRE PROTECTION SERVICES

Fire extinguisher cabinets are integrated into each office floors' core wall lining.

Portable fire extinguishers are provided throughout the Landlord areas in accordance with BS5306. Tenants will be responsible for the provision of extinguishers within their demise.

Manual call points at final exits and escape routes, fire alarms throughout the building and automatic detection in line with BS5839 category L3 are provided.

### 13 STRUCTURAL DESIGN CRITERIA

#### Floor loadings (uniform imposed loads):

Office areas	3.00 kN / sq m
Plant areas	7.50 kN / sq m

There is an additional 1 kN / sq m allowance for partitioning.

### 14 SERVICES DESIGN CRITERIA (OFFICE)

Summer temperature	24°C ± 2°C
Winter temperature	20°C ± 2°C

#### Humidity control

No humidity control (space is provided for Tenant fitted humidifier equipment in the main air handling plant).

Cooling systems are sized to an internal design air temperature of 22°C.

#### Small power capacity

25 W / sq m.

In addition, 10 W / sq m spare capacity is included in the low voltage switchgear and busbar risers for all accommodation areas, based on a 15 W / sq m diversified building load.

A further 500 W / sq m power across 3% of NIA is available at the main switchboards.

Occupancy	Capable of 1 person / 8 sq m
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#### Acoustic criteria

Office areas NR 38 (average).

### 15 HEATING, ZOOING AND VENTILATION

The base building services installations provide the necessary infrastructure to allow all office accommodation to be cooled and heated using ceiling mounted fan coil units provided in the Category A fit-out. The fan coil units are connected to the central chilled water and central low temperature heating systems.

#### Heating system

The building is served by a site-wide heating system that incorporates low energy design principles. This system includes Low NOx condensing boilers and heat pumps.

#### Chilled water

Chilled water is generated by high efficiency air cooled electrical chillers. The building has an independent chilled water system.

The chilled water distribution system includes duty and standby primary and secondary inverter driven chilled water pumps, packaged chilled water pressurisation units and associated controls are located in the roof plant rooms. The secondary chilled water distribution system consists of a single circuit serving the air handling plant and the Category A works.

### 16 ELECTRICAL INSTALLATION

The outgoing ways from switchboards comprise moulded case circuit breakers (MCCBs) and / or fuse switches up to and including a rating of 800 amps.

On each floor there are two electrical riser cupboards within the main core providing power for Tenants' lighting and power. A separate Landlord's riser is provided. These are supplied via a vertical busbar installation.

The building is served via a packaged substation arrangement. 2 x 800 kVA (standby rated) generator sets are provided to support life safety, critical Landlord services and agreed Tenant loads.

Spare generator capacity first floor allocation	140kVA
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### 17 LIGHTING

The internal lighting is of energy efficient design, utilising linear and circular LED luminaires lamps and LED technology as required to suit the architectural design.

Toilets are lit using recessed and concealed LED luminaires. Control of the luminaires are by use of a passive infrared sensor with a variable delay off timer.

Staircases are lit using soffit mounted recessed LED luminaires.

Lift lobby area lighting utilise concealed and recessed LED luminaires and bespoke feature pendants to suit the architectural concept.

Landlord's lighting to the lower ground and plant areas are by single and twin tube fluorescent batten or LED fittings complete with polycarbonate diffusers. The main lower ground circulation route corridors are provided with linear LED luminaires. Control of the luminaires is by use of a passive infrared sensor with a variable delay off timer. Automated testing of the emergency lighting via the lighting control system is provided.

All luminaires are fitted with DALI control gear, with the ability for central control and in order to centrally test the emergency lighting installation.

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### 18 WATER

The building has a boosted potable cold water supply serving the WC and welfare facilities metered at the office floor level.

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### 18 SUSTAINABILITY CRITERIA

The building has been awarded BREEAM 'Excellent' using the BREEAM New Construction 2014 assessment.

The building also incorporates features for Tenant's fit out to achieve 'Well' certification ("Well enabled").

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### 19 ENERGY PERFORMANCE

The building has an Energy Performance Assessment Rating of B.

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### 20 ACCESS CONTROL

A fully functional access control system is provided to all main pedestrian entrances and fire-fighting/goods lifts. Door contacts are provided to all fire exit doors and those doors required by the Landlord.

An entrance intercom system and security turnstiles at ground floor are provided by the Landlord. The intercom system is audio visual with Tenants providing a handset incorporating monitor and door release as required within each Tenant's demise.

The access control system is also linked to the lift "Hall Call" system and is envisaged to be operated by either card or Bluetooth technology, using sesame™, the smart workplace app.

Should the Tenant require their access control system and readers to be compatible with the Landlord card technology to control access to their own tenancy doors, the Tenant will have the facility to use a single card, provided by the Landlord, for access on both the Landlord and Tenants own doors.

Each Tenant door has the facility for override dead lock keys to be added.

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### 21 SECURITY

The building has 24-hour security cover with a security presence in the back-of-house reception and regular out-of-hours security patrols.

The reception and selected areas of the building has CCTV coverage with a recording facility.

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### 22 AERIAL AND SATELLITE FACILITIES

A communal distributed satellite and digital television system installation is provided for the building. The system provides satellite (including Sky digital, Sky+HD and SkyQ), Freesat (standard & high definition) and Freeview (standard and high definition) television services and radio signals including digital, HD and DAB to the Tenants' and Landlord areas.

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### 23 TELECOMS

Sleeves are provided at diverse locations within the lower ground for the future installation of Tenants' communications connections. There are two communications frame rooms at lower ground floor (LG-1) in the building adjacent to these perimeter sleeves. These rooms are for any system equipment/infrastructure and utility connection points.

The sleeves can also be used for the incoming Landlord's services. This includes, but is not limited to, Cable Television and Voice and data service provider's fibres/cables.

Cable trays link the telecommunications room to the incoming ducts and telecomms risers. The telecommunications room provides the following services:

- LED lighting
- Small power socket outlets
- Mechanical ventilation
- Telecomms earth bar