

Shoreditch Trust Pitfield Street Civic Hub Hirer Information Pack



Pitfield Street Civic Hub
170 Pitfield Street
London
N1 6JP

About the Pitfield Street Civic Hub

The Shoreditch Trust Pitfield Street Civic Hub is a space for everyone in Hackney who believes in health and wellbeing for all, sustainable social change, advocacy and reducing health inequality.

The accessible, low-cost space on the lower ground floor of the building is available for hire by charities, social enterprises, community groups and not-for-profit organisations, with reductions in hire costs for charities. We offer:

- Spaces for 2 – 20 people.
- A community kitchen for hire.
- Room hire by the hour or day.
- Daytime, evening and weekend hire (additional staffing and cleaning costs may apply).
- Unlimited wifi.
- Secure entry phone system.
- Accessible lift, toilet and shower on site.
- Baby changing facilities.
- Laundry facilities.
- A kitchenette with tea and coffee.

The Hub, in the heart of Hoxton and Shoreditch, is close to bus routes 394, 141, 76, 67, 149 and 242, and a 15 minute walk to Hoxton Overground or Old Street Underground stations. [Click here for a map.](#)

When you hire space at the Civic Hub, you are supporting Shoreditch Trust's work with people across Hackney who are facing challenging circumstances

About Shoreditch Trust

Shoreditch Trust is a health and wellbeing charity in Hackney. We support women and children, young people and people with long term health conditions through group and one-to-one support, peer mentoring, training and community activities. We reach 2000 residents a year, supporting people to create a happier, healthier future for themselves. Our work includes:

- Chef training and support for young people in a live restaurant kitchen.
- Peer mentoring, advice and groups for pregnant woman and new mums who are facing extra challenges.
- Graded walking groups, links to local activities, befriending and support for people managing long term physical and mental health conditions
- Cooking groups, creative classes, wellbeing courses, benefits advice and delivery meals for anyone in need.
- Community involvement and volunteering activities for local residents.

Shoreditch Trust also runs social enterprise training restaurant [WaterHouse](#) which is available for catering, and [affordable workspaces](#) across Hackney.

Contact and Bookings

Whether you are looking for a venue for a meeting or a small conference or a space for regular workshops or therapy sessions, we can accommodate. To view the hub, and discuss any requirements

Contact us: lizzie@shoreditchtrust.org.uk or call **020 7033 8500**.

Find out more: [Shoreditch Trust | Pitfield Street Civic Hub](#)

The Hackney Room (maximum capacity 25)



Description

A bright, flexible space with sliding doors onto the terrace area. The room adjoins the community kitchen adjoins the room and is separated by a metal shutter. The room is frequently used for larger meetings, workshops, exercise classes and cooking groups.

Capacity

Boardroom style: 14

Theatre style: 25

Exercise class e.g. keep fit, yoga: 10

Facilities

- Tables and chairs
- White board
- Projector
- Wifi
- Access to a kitchenette, showers and toilets

Additional bookable facilities

- Extra tables and chairs
- Flip chart
- Stationery pack

Natural light

Yes

Prices

£30 +VAT per hour

£180 +VAT full day hire (9am to 5pm)

The Kitchen



View from the Large Group Room into the kitchen

Description

A small, open plan kitchen adjoining the Large Group Room. The space can also be separated with floor-to-ceiling metal roller shutters. The kitchen can be booked with or without use of the Large Group Room.

Capacity

Cooking session: 4 (kitchen only)

Cooking session: 6-8 (with Large Group Room)

Facilities:

- Fridge
- Freezer
- 1 x under oven
- 1 x waist high oven
- Hob
- 2 x sinks
- Dishwasher
- Cutting boards, utensils, plates and cutlery
- Wifi
- Access to a kitchenette, showers and toilets
- 2 x kitchen prep stations

Natural light

No – unless shutters to the Hackney Room are open

Prices

£20 +VAT per hour (kitchen hire only)

£95 +VAT full day hire (9am to 5pm)

The Shoreditch Room (maximum capacity 15)



Description

A neutral, flexible, space, ideal for group exercise and group therapy sessions, workshops and meetings.

Capacity

Boardroom: 12

Theatre: 14

Exercise class e.g. circuits or yoga: 6 people

Facilities

- Tables and chairs
- Wifi
- Access to a kitchenette, showers and toilets
- Laminate floor

Additional bookable facilities

- Tables and chairs
- Flip chart
- Stationery pack

Natural light: No

Prices

£25 +VAT per hour

£150 +VAT full day hire (9am to 5pm)

Hoxton Studios (maximum 4)



Description

These small, bright rooms overlook the terrace and its mirrored mosaic.
. They are suitable for one-to-one talking or physical therapies, or small meetings.

Capacity

Small meeting: 4

Physical therapy e.g. physio, osteopathy: 2

Talking therapies: 3

Facilities

- Desk and 2-4 comfortable chairs.
- Wifi
- Access to a kitchenette, showers and toilets
- Access to hydraulic massage bed

Additional bookable facilities

- Flip Chart
- Projector
- Stationery pack

Natural light: Yes

Prices:

£15 +VAT per hour

£90 +VAT full day hire (9am to 5pm)

Safeguarding

Shoreditch Trust Safeguarding Leads

If you have any immediate safeguarding concerns, you can contact any of the following people:



Laura Prikken
020 7033 8526
07436 790 140



Jane Lavelle
020 7033 8524
074 4367 0634

City and Hackney Safeguarding contacts

Worried about a child?

City of London Children and Families:
020 7332 3621 or 020 8356 2710 (out of hours)

Hackney First Access and Screening Team:
020 8356 5500 or 020 8356 2710 (out of hours)

Worried about an adult?

	City of London	Hackney
Adult Social Care	020 7332 1224	020 8356 6262
Adult Learning Disability Service	020 8356 7444 / 7400	020 8356 7444 / 7400
Adult Mental Health	020 8510 8011	020 8510 8011
Domestic (Violence and) Abuse Team	020 7601 2940 (Public Protection Unit)	020 8356 4458 / 9
Substance misuse	0300 303 2715 (Square Mile Health)	0300 303 2611 (WDP)

Covid-19 Assurance – Shoreditch Trust's Commitment To You

Shoreditch Trust is committed to ensuring our community can use our spaces safely. To help with this:

- We organise the cleaning of all spaces every day.
- We will make sure any contractors working in the building meet COVID-19 health and safety guidance, as well as our usual health and safety requirements.
- We have implemented cleaning, handwashing and hygiene procedures in line with Government guidance.

We ask that you / your organisation commits to:

- Completing your own health and safety risk assessment and action plan following Covid-19 guidance, and sharing this with Shoreditch Trust when you book the hub.
- Adhering to Shoreditch Trust's health and safety risk management measures, and ensuring that your group participants also do so
- Keeping a daily record of everyone who attends your session, including the date and time they visit, their contact details and who they interact with. This can be destroyed after 21 days have elapsed. Get more advice on this procedure <https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace>
- Co-operating fully with NHS Test and Trace processes in place, and taking action as instructed.
- Calling Hackney Council 020 8356 3000, 9am to 5pm, Monday to Friday if you require further advice.