

Venue hire pack



The ONE Centre

More than a venue. A place where your work helps strengthen our community.

At the ONE Centre, every booking tells a bigger story.

When you hire one of our spaces, you are not simply reserving a room. You are helping build a stronger, more connected community across the North East. Every penny generated through venue hire goes directly back into supporting the work of our charity and the community we work with.

Our facilities provide a practical, well equipped and welcoming environment for your work. Bright, flexible spaces are designed to help people think clearly, collaborate easily and create something meaningful together.

We are easy to reach for guests and colleagues, within walking distance of Pelaw Metro station and with free onsite

parking available, making it simple and convenient for people to attend meetings, events and workshops.

Our spaces are ideal for:

- small, comfortable rooms for 1 to 1 meetings and conversations
- welcoming meeting rooms for teams and community groups
- flexible hot desking space for freelancers and remote workers
- inspiring venues for workshops, training sessions and conferences for up to 160 people
- creative studio space for podcasts, livestreams and social media broadcasts

Whether you are planning a team meeting, hosting a workshop, producing a podcast or bringing people together to share ideas, the ONE Centre provides a comfortable, professional and creative environment where people can focus, collaborate and be inspired.

Book with Purpose

When you choose the ONE Centre, you are choosing more than a venue. You are investing in a place that supports people, strengthens communities and helps important work happen.

From charities and grassroots organisations to businesses, freelancers and partners, this is a place where people, ideas and purpose come together.

And we make it affordable.

To celebrate the launch of the ONE Centre, we are offering **50 percent off all midweek bookings for a limited time.**

It is our way of making our spaces as accessible and affordable as possible, ensuring cost is never a barrier to bringing people together, sharing ideas and making things happen.

Explore our spaces and let's start a conversation about how the ONE Centre can support your next meeting, event or idea.

Conference and Event Spaces

Our conference and event spaces are designed to bring people together in a welcoming, professional and inspiring environment.

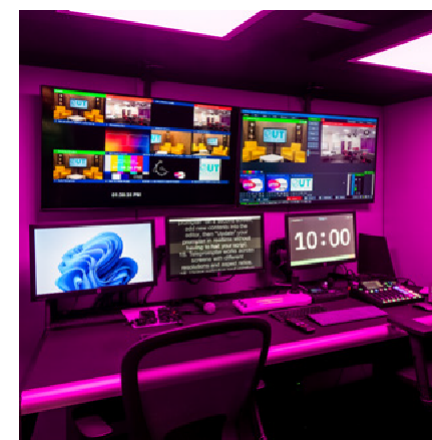
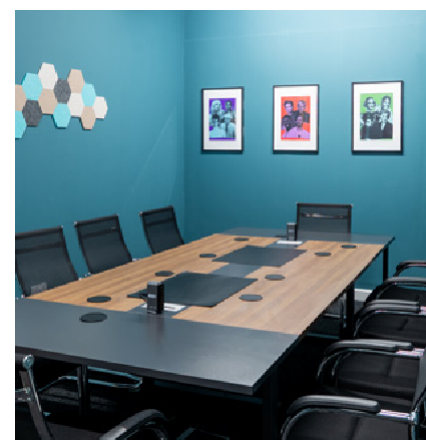
Whether you are hosting a small team meeting, delivering training, running a workshop or organising a large conference, our flexible rooms can be arranged to suit your event. With spaces that accommodate everything from boardroom discussions to conferences for up to 160 people, the ONE Centre provides the perfect setting for conversations, collaboration and learning.

Many of our rooms are named after LGBTQ+ icons and important moments in history, celebrating individuals and milestones that have helped shape equality and progress. These names help give each space its own character and story, adding an extra sense of inspiration to the conversations and ideas shared within them.

Each space is bright, adaptable and supported by excellent presentation facilities, making it easy to deliver engaging sessions and memorable events. From community groups and charities to businesses, partners and public sector organisations, our rooms provide the perfect place to share ideas and connect with others.

And when you book with us, your event does more than bring people together. Every booking helps support our charity and the communities we serve.

Explore our conference and meeting spaces and find the perfect room for your next event.





Stonewall

Stonewall is more than just a meeting room. It's a relaxed, creative space where people can connect, think differently and feel comfortable while they work.

Set up boardroom style for up to 10 people, the room also includes comfy sofas, a pool

table, table tennis, a darts board and a large 85" screen. It blends the feel of a professional meeting space with a more relaxed environment where conversations flow and ideas can grow.

Whether you're planning a team meeting, creative session or workshop, Stonewall offers something a little different from a traditional meeting room.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£65 / £48.75	£40 / £30	N/A	£30 / ND	N/A	N/A	N/A



Tatchell

Named after human rights activist Peter Tatchell, this private space is designed for focused work and confidential conversations.

Tatchell is a soundproof office pod equipped with a desk, chair and a small conference table that comfortably seats up to four people. It is ideal for private meetings, interviews, online calls or quiet work away from the main activity of the building.

Compact, comfortable and practical, Tatchell provides a professional space when you need privacy and focus.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£85 / £63.50	£60 / £45	N/A	N/A	N/A	N/A	N/A



Osborne

Named after Kate Osborne MP, this spacious and versatile room is ideal for larger meetings, events and presentations.

Osborne can host up to 84 people theatre style, 48 on round tables, or 28 people in a boardroom layout, making it a flexible space for conferences, training sessions and workshops.

The room includes a stage, lights and

amplified lectern with two additional radio microphones, along with two large 100" screens, providing excellent visibility and a professional setup for presentations, panel discussions and events. We can also record and live stream events from the space.

Whether you are hosting a conference, delivering training or bringing people together for an important conversation, Osborne provides a comfortable and well-equipped space to make your event a success.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£180 / £135	£120/ £90	£40 / £30	£60 / ND	£280 / £210	£220 / £165	£60 /ND



Cashman

Named after LGBTQ+ activist and icon Lord Michael Cashman CBE, this welcoming and versatile space is ideal for meetings, workshops and events.

Cashman can comfortably host up to 40 people theatre style, 32 cabaret style on round tables, or 28 people in a boardroom layout, making it a flexible room for training sessions, team meetings and community gatherings.

The space has a sound system with the option of a 65" or 100" screen, Colorama frame and a lighting bar which makes the space suitable as a photography studio.

The room also features commissioned artwork celebrating Pride in the North East, creating a space that reflects the history, visibility and strength of the region's LGBTQ+ community.

Comfortable, professional and full of character, Cashman offers an inspiring setting for conversations, collaboration and learning.



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£120 / £90	£90 / £67.50	£30 / £22.50	£50 / ND	£220 / £165	£190 / £142.50	£50 / ND

Osborne and Cashman Combined

Osborne and Cashman can be opened together to create one large, flexible space for

bigger events and gatherings.

Combined, the rooms can host up to 160 people theatre style or 80 people on round tables, making it an excellent choice for conferences, large workshops, community events and celebrations.

With plenty of space, strong presentation facilities and a bright, welcoming atmosphere, the combined room offers a unique setting for bringing people together, sharing ideas and creating memorable events.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£250 / £187.50	£180 / £135	£60 / £45	£80 / ND	£350 / £262.50	£280 / £210	£80 / ND



McKellen

Named after LGBTQ+ activist and acclaimed actor **Sir Ian McKellen**, this comfortable boardroom provides the perfect setting for smaller meetings and focused discussions.

McKellen seats up to 10 people in a boardroom layout and includes a 65" screen, making it ideal for presentations, video calls and collaborative working.

Professional, quiet and well equipped, McKellen offers a welcoming space for team meetings, planning sessions and conversations that matter.



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£85 / £63.75	£60 / £45	£20 / £15	N/A	N/A	N/A	N/A

Hot Desking

Hot desks are available if you need a workspace around your meeting or event.

Perfect if you are travelling and need somewhere to work between appointments, or if you usually work from home and would benefit from a professional office environment for the day.

Our hot desking spaces offer a comfortable and flexible place to catch up on emails, prepare for meetings or simply get some focused work done while you are at the ONE Centre.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£20 / £15	N/A	N/A	N/A	N/A	N/A	N/A

Community Kitchen

The Community Kitchen is a welcoming and relaxed space, perfect for informal gatherings, drop-in sessions or small workshops.

With seating for up to 12 people, it provides a comfortable environment for group conversations, community activities or collaborative discussions.

Whether you are hosting a small workshop, bringing people together for a discussion or creating a relaxed drop-in session, the Community Kitchen offers a friendly and practical space for people to connect.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£65 / £48.75	£40 / £30	£15 / £11.25	N/A	N/A	N/A	N/A

Catering

Tea and coffee are available at £3.75 per person, which includes unlimited cups throughout your booking. This can be provided for the duration of your event and is a simple option to keep guests refreshed during meetings, workshops, or training sessions.

We can also help arrange external catering for breakfasts or lunches if required. A range of options can be sourced to suit different group sizes and budgets, including light breakfasts, sandwich platters, or hot lunch options. Please let us know your catering needs in advance of your booking, including any dietary requirements, and we will do our best to accommodate them.





Studios and Creative Production Spaces

Our studios provide professional, fully equipped environments for creating high quality digital content, broadcasts and recordings.

Designed for flexibility and ease of use, these spaces support everything from podcasts and interviews to multi camera video productions and livestream broadcasts. Whether you are producing corporate content, recording a panel discussion or delivering online training, our studios offer the tools and space to bring your ideas to life.

With dedicated production areas, professional audio and video equipment, and spaces designed for presenters and guests to feel comfortable on camera, the ONE Centre makes it easy to create engaging content in a professional setting.

Ideal for organisations, creators and teams looking to produce podcasts, video content, livestream events or training materials, our studios combine professional technology with a welcoming creative environment.

Explore our studios and discover how the ONE Centre can support your next production.

Studio 1 and Production Gallery

Our multi camera video studio provides a fully equipped production space for high quality recordings and live broadcasts. Designed for professional yet accessible content creation, the studio is ideal for interviews, panel discussions, presentations and livestream events.

The studio features two flexible sets for up to four presenters, along with a dedicated changing room, allowing guests and speakers to prepare comfortably before going live or recording.

Cameras and Control

- 3 Sony BRC H900 PTZ cameras
- Sony RM IP10 PTZ camera controller

Monitoring and Prompters

- 2 x 24" autocue teleprompter screens
- 2 x 10" countdown monitors

Any HDMI source can be displayed.

Lighting

- Bi colour adjustable lighting rig with two lighting sets

Displays

- 2 x 55" Samsung LED screens

Content can be displayed directly from

the gallery.

Audio

- 4 Rode Wireless GO microphone systems

Ideal For

- talk shows
- corporate video productions
- livestream broadcasts
- interviews and panel discussions
- training and educational content

Production Gallery

Our central production gallery gives full control over recording, switching and streaming, enabling professional quality production in a controlled environment.

Equipment

- 2 x 50" Samsung LED monitors
- fully licensed vMix production PC
- Rodecaster Pro II audio console
- dedicated teleprompter PC
- additional Windows production PC for production tasks or NDI input to vMix

Capabilities

- live switching between cameras
- livestream production
- teleprompter control
- NDI video workflows
- real time monitoring and recording



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£650 / £487.50	£450 / £337.50	£125 / £112.50	£160 / ND	£850 / ND	£650 / ND	£160 / ND

Studio 2 – Podcast and Remote Broadcast Studio

Studio 2 is designed for podcasts, radio style broadcasts, interviews and remote productions, providing a professional yet easy to use environment for high quality audio content.

Whether you are recording a podcast episode, hosting an online discussion or connecting with guests remotely, the studio offers reliable equipment and flexible connectivity to support your production.

Audio and Connectivity

- Rodecaster Pro II professional audio console with mix minus to PC
- SIP dialling capability to connect with SIP addresses and Comrex units
- “Call Me” remote guest feature, allowing guests to join easily via a shared link

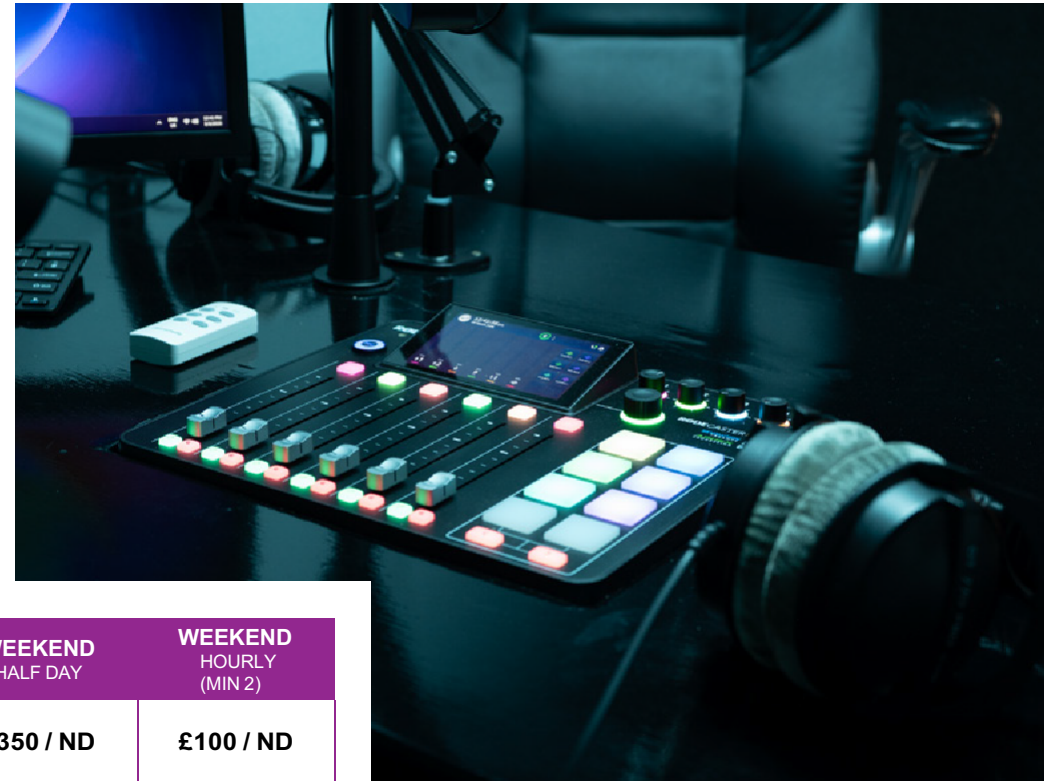
Microphones

- 1 Shure SM7B main broadcast microphone
- 1 Shure MV7X secondary microphone

Ideal For

- podcasts
- remote interviews
- radio style broadcasts
- online panel discussions
- voice recording

Professional, simple to use and fully equipped, Studio 2 provides everything you need to produce clear, high quality audio content.



Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
£250 / £187.50	£150 / £112.50	£50 / £37.50	£95 /ND	£450 / ND	£350 / ND	£100 / ND

Podcast Production

Our team can also support you beyond the space itself.

If you are recording a podcast, producing a broadcast or creating digital content, we offer production and editing support to help bring your ideas to life. Our dedicated team can guide you through the process, whether you need technical assistance, recording support or help shaping your final content.

Prices for production services are available on request.

If you have an idea in mind, let's start a conversation and create a bespoke package that works for you.

Book Your Space. Support Our Charity.

As you can see, the ONE Centre is more than a community hub. It's a conference venue, broadcast studio and creative production space, designed to bring people together, share ideas and create meaningful content.

Whether you are planning a meeting, conference, broadcast, training session or creative project, our spaces and team are here to help make it happen.

And remember, every booking helps support our charity and the communities we serve. When you host your event or deliver your broadcast here, you are helping strengthen our community and make a positive difference.

Let's start a conversation about your next project.

Additional Equipment Hire

We can provide a range of additional equipment to support photography, filming, and creative projects taking place in the venue.

This includes a Colorama backdrop frame with a selection of different coloured Colorama paper, along with studio lighting, making it suitable for photography shoots, portraits, or video production. We also have a pop-up green screen available for filming, live streaming, or digital background work.

Additional filming and broadcast equipment may also be available depending on your requirements. If you need specific equipment for your event or project, please let us know in advance and we will do our best to accommodate your needs.

Contact

Mark Nichols, Centre Manager

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mark@outnortheast.org.uk

www.outnortheast.org.uk

OUT North East, ONE Centre, 2B Stonehills, Pelaw,
Gateshead, NE10 0HW Charity No: 1177074

VENUE <i>RED</i> is the discounted rate!	Mon - Fri DAY RATE	Mon - Fri HALF DAY	Mon-Fri PER HOUR (MIN 2)	Mon-Fri EVENING PER HOUR	WEEKEND FULL DAY	WEEKEND HALF DAY	WEEKEND HOURLY (MIN 2)
Osborne – Medium Function Room 84 theatre style, 48 round table	£180 / <i>£135</i>	£120/ <i>£90</i>	£40 / <i>£30</i>	£60 / ND	£280 / <i>£210</i>	£220 / <i>£165</i>	£60 / ND
Cashman – Small Function room 40 theatre style, 32 round table	£120 / <i>£90</i>	£90 / <i>£67.50</i>	£30 / <i>£22.50</i>	£50 / ND	£220 / <i>£165</i>	£190 / <i>£142.50</i>	£50 / ND
Osborne + Cashman combined 140 theatre style, 80 round table	£250 / <i>£187.50</i>	£180 / <i>£135</i>	£60 / <i>£45</i>	£80 / ND	£350 / <i>£262.50</i>	£280 / <i>£210</i>	£80 / ND
Studio 1 - includes full production kit	£650 / <i>£487.50</i>	£450 / <i>£337.50</i>	£125 / <i>£112.50</i>	£160 / ND	£850 / ND	£650 / ND	£160 / ND
Studio 2 – Voice Over Booth	£250 / <i>£187.50</i>	£150 / <i>£112.50</i>	£50 / <i>£37.50</i>	£95 / ND	£450 / ND	£350 / ND	£100 / ND
McKellan – Boardroom (10 People)	£85 / <i>£63.75</i>	£60 / <i>£45</i>	£20 / <i>£15</i>	N/A	N/A	N/A	N/A
Tatchell (two people)	£85 / <i>£63.50</i>	£60 / <i>£45</i>	N/A	N/A	N/A	N/A	N/A
Hot Desk	£20 / <i>£15</i>	N/A	N/A	N/A	N/A	N/A	N/A
Stonewall	£65 / <i>£48.75</i>	£40 / <i>£30</i>	N/A	£30	N/A	N/A	N/A
Community Kitchen	£65 / <i>£48.75</i>	£40 / <i>£30</i>	£15 / <i>£11.25</i>	N/A	N/A	N/A	N/A

OPENING HOURS

Full Day Rates: Monday to Friday 8am to 5pm

Half Day Rates: Monday to Friday 8am to 12.00pm / 1pm to 5pm

Hourly Rates (min of two-hours) times must be within the half day rate times i.e. either a morning or afternoon session

EVENING AND WEEKEND RATES

Evening rates Monday to Friday 5pm to 10pm | **Full Day Rates:** Saturday and Sunday 9am to 5pm.

Half Day Rates: Saturday and Sunday 9am to 12pm / 1pm to 5pm

- Tea and Coffee £3.75 per head, unlimited cups
- POD Cast production on request
- Photography Colorama £20 per session

- Function rooms include tables, chairs, monitor, flip charts, speakers, mics and stage
- All prices exclude VAT



Room & Studio Hire Cancellation Policy

Booking Confirmation

All bookings are confirmed once email confirmation, payment or the required deposit has been received.

Cancellation by the Hirer

- More than **14 days** before the booking: Full refund, minus any non-refundable booking or administration fee (if applicable).
- Less than **14 days** before the booking: full charge or No refund will be issued for the room hire plus any additional cost associated with the hire i.e. kit hire

Rescheduling

Bookings may be rescheduled once, subject to availability, if requested at least **14 days** before the booking date. Requests made with less than 14 days' notice will be considered at the venue's discretion.

No-Shows

If the hirer does not attend their booking without prior notice, the full hire fee will be charged or retained and no refund or rescheduling will be offered.

Cancellation by the Venue

If we are required to cancel your booking due to unforeseen circumstances, you will be offered either:

- A full refund, or
- The opportunity to reschedule your booking to another available date.

Exceptional Circumstances

Requests for refunds or rescheduling outside of this policy may be considered in exceptional circumstances at the venue's sole discretion.

By confirming your booking, you acknowledge that you have read and agree to this cancellation policy.