

# CARLISLE LONSDALE ARTS CENTRE TRUST

FEASIBILITY RESEARCH INTO THE  
ESTABLISHMENT OF A NEW COMMUNITY ARTS  
FACILITY IN CARLISLE

FEEDBACK TO CARLISLE CITY COUNCIL

27<sup>TH</sup> MARCH 2003

OBJECTIVES OF THE RESEARCH

1. REPORT ON POTENTIAL PATTERN OF ARTS PROVISION FOR THE LONSDALE.
2. ASSESSMENT OF BUILDING AND DEVELOPMENT REQUIREMENTS.
3. ASSESSMENT OF ORGANISATIONAL AND STAFFING OPTIONS.
4. SOURCES OF FUNDING.

SCOPE OF THE RESEARCH

1. VISITS TO SITE AND MEETINGS WITH KEY PLAYERS
2. DESK RESEARCH
3. FACE-TO-FACE INTERVIEWS
4. APPLICATION OF EXPERIENCE IN THE FIELD
5. SEEK VIEWS FROM PROFESSIONALS
6. REPORT BACK TO COMMISSIONING BODY

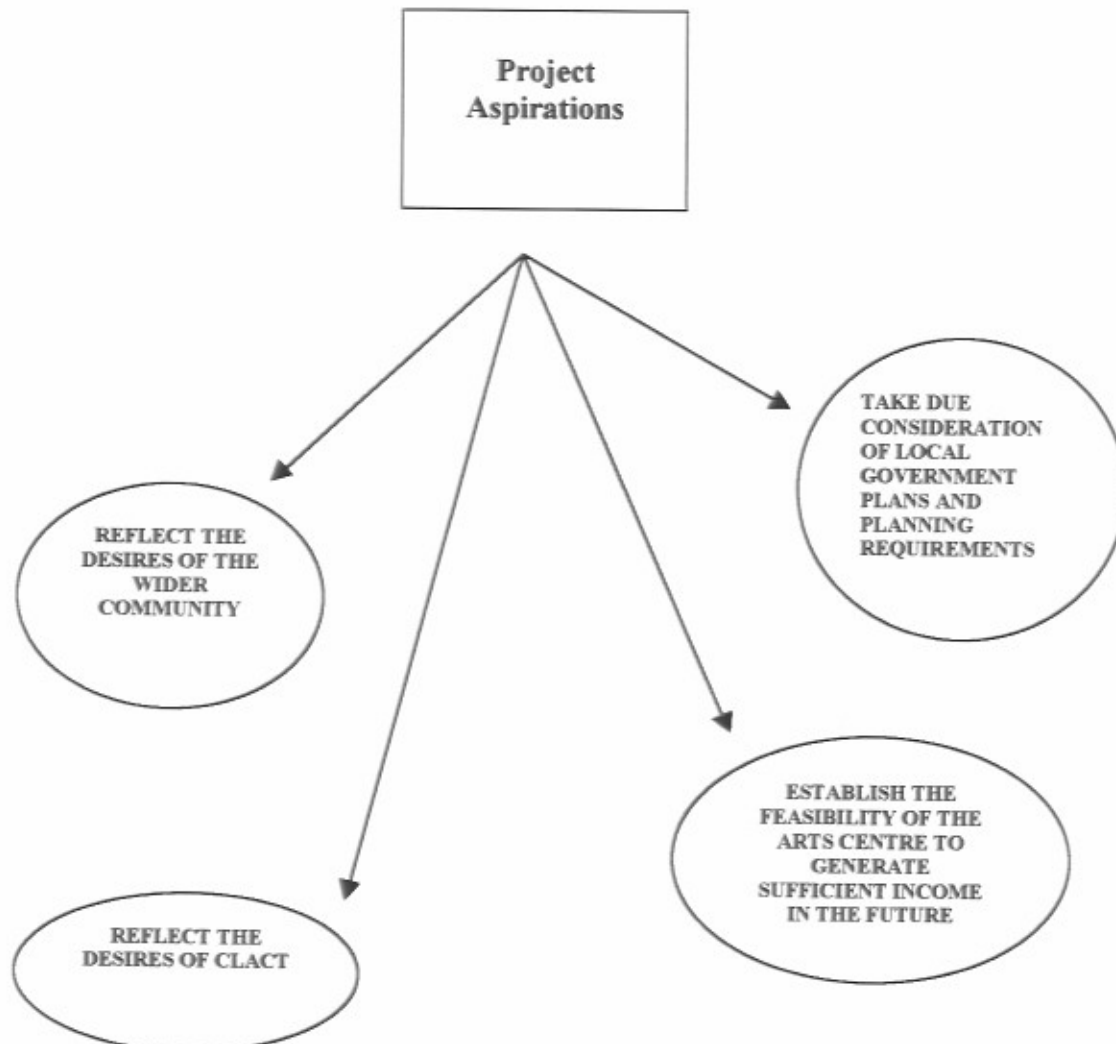
RESEARCH OUTCOMES

1. WRITTEN REPORT
2. INITIAL REVIEW OF SPACE WITHIN THE LONSDALE BUILDING.
3. OUTLINE CAPITAL COSTINGS
4. OUTLINE REVENUE IMPLICATIONS
5. RECOMMENDATION FOR FUTURE ACTION

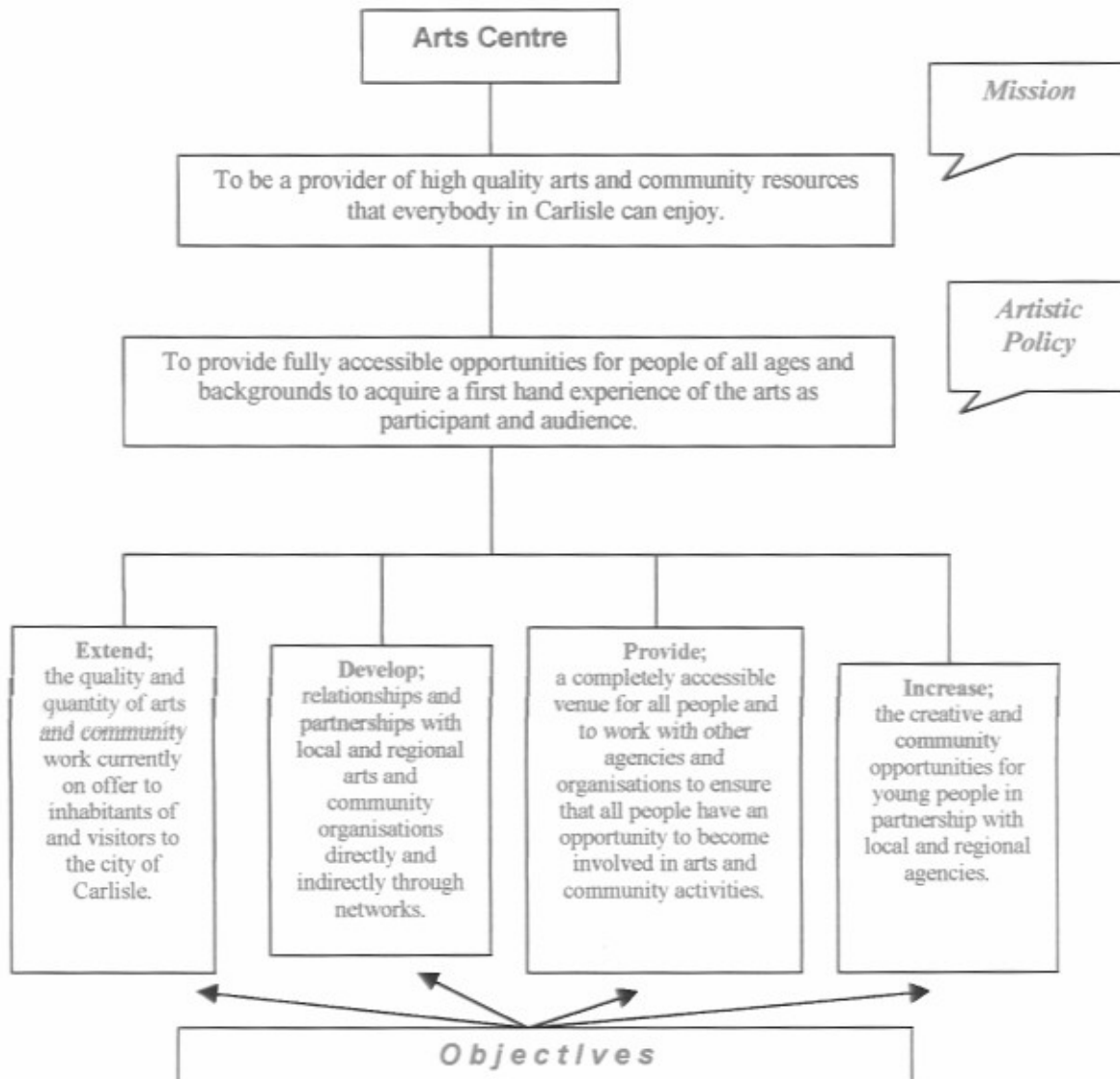
RESEARCH KEY ISSUES

- BE SENSITIVE TO EXISTING ARTS PROVISION IN THE CITY BUT BE REALISTIC AS TO WHAT IS POSSIBLE – I.E., IDENTITY.
- BE AWARE OF THE NEED TO PROVIDE A HIGH QUALITY PROGRAMME OF ACTIVITIES – THE RANGE OF SUCH ACTIVITIES TO BE INFORMED BY RESEARCH.
- APPLY LESSONS LEARNED FROM THE ARTS COUNCIL'S LOTTERY PROGRAMME AND TO FOCUS ON THE IMPORTANCE OF OPERATIONAL SUSTAINABILITY AND VIABILITY.
- ENSURE THAT EXPERIENCES FROM OTHER PARTS OF THE COUNTRY ARE FOLDED INTO THE RESEARCH.
- ENSURE THAT THE PUBLIC FACE OF THE RESEARCH DOES NOT RAISE UNREALISTIC EXPECTATIONS.

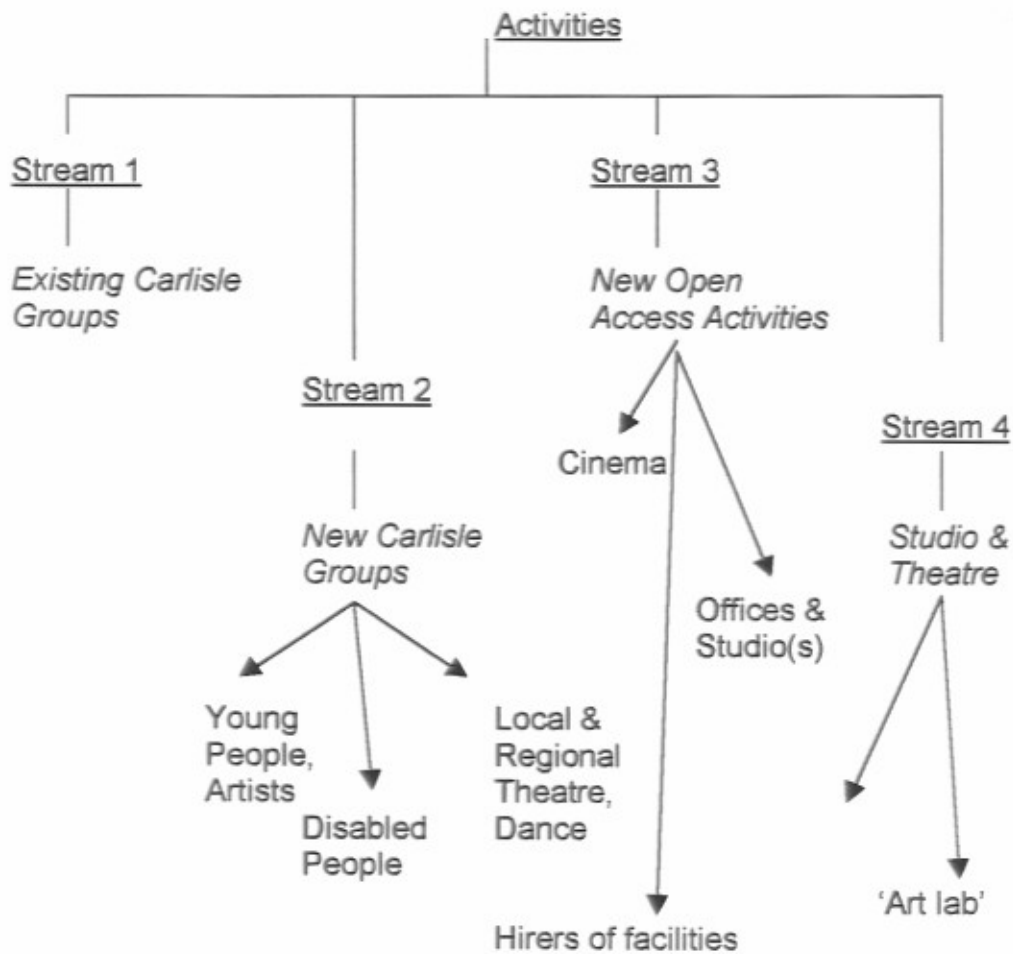
## RESEARCH PHILOSOPHY



## ORGANISATIONAL PHILOSOPHY?



SCOPE OF ACTIVITIES



## SCOPE OF ACCOMMODATION (1)

### 1. PRIMARY ACTIVITY

<b>Main Theatre</b>	To seat 400. Fixed seating with end stage proscenium format. Orchestra pit with fixed level floor. Small frontstage with access from side stage outside main curtain line. Prompt position required.
<b>Stage Area</b>	To suit small-scale theatre, dance and music performance work. Timber floor – sprung. Proscenium width minimum 6500mm x 4800mm height. Facility for hanging and trucking in flats.
<b>Side Stage</b>	Full height side stage required to both wings. Width to get-in side as large as possible.
<b>Flexible Theatre</b>	To seat 90. Flexible seating. Access from side stage outside main curtain line. Intimacy of auditorium important.
<b>Stage Area</b>	As with Main Theatre but width of Proscenium to be set at 6000mm.
<b>Side Stage</b>	As with Main Theatre.
<b>Artists Studios</b>	3 x studios each being wet and dry capable.
<b>Music Studios</b>	3 x studios.
<b>Gallery</b>	Simple rectangular gallery capable of low-to-medium specification works.
<b>Cinema</b>	To seat 250. Fixed seating with end-on format.

## SCOPE OF ACCOMMODATION (2)

### 2. SUPPORT ACTIVITY

<b>Get-ins</b>	Separate get-in for each theatre if possible with acoustic separation from the stage.
<b>Control Room</b>	Acoustically separated from the auditorium. Facility for opening window to listen to acoustic. Backstage tannoy to feed to control room. Separate dimmer room to be provided. Accessible.
<b>Workshop</b>	Props and general craft workshop with separate storage area. Ventilated paint store required.
<b>Costumes</b>	Large costume making and storage area and oversize doors. Air control – rooflights preferable – and direct access to dressing rooms via lift.
<b>Green Room</b>	Comfortably appointed, 'ad hoc' space for performers.
<b>Dressing Rooms</b>	4 to be provided all to be accessible. All to include wash basins.
<b>Foyer / Entrance</b>	Open and welcoming with easy access to the Box Office, coats, theatres, cinema and bar/coffee bar.
<b>Box Office</b>	Room for 3 people. Deep counter to house computer arranged for customers to see screen. Discreet high security cabinet safe and storage for brochures /flyers. Ad hoc exhibition space in this area.
<b>Bar/Coffee Bar</b>	Separate ice cream/coffee/chocolate bar and drinks bar to be provided adjacent to the foyer area. Drinks bar to have small food preparation area (no cooking). Ad hoc exhibition space in this area.
<b>Coats</b>	If possible, adjacent to the Box Office counter.

## SCOPE OF ACCOMMODATION (3)

### 3. ADMINISTRATION AND ANCILLARY

<b>Building Office</b>	Should have a general view of site access if possible. Suitable for 2/3 people and have a floor safe installed.
<b>Rented Offices</b>	3 stand alone offices suitable for short, medium and long-term rental. Each office suitable for 2/3 people and c/w standard office equipment and accommodation.
<b>Toilets</b>	1 multiple gents. 1 multiple ladies. 2 accessible single urinals with handbasins. 2 accessible showers and handbasins.
<b>Storage</b>	1 storage area serving the Building Office. 1 storage area serving each of the Rented Offices. 1 storage area serving each of the auditoria.
<b>Community Area</b>	To be defined. Possibly consisting of general information point – suitable for presentations and exhibitions from Agencies, City Council, CIA, etc – informal meeting point with the public.
<b>Young People</b>	To be discussed – an area suitable for crèche, ad hoc childcare, limited drop-off zone for under 12's, etc. To be staffed and managed by a franchise organisation – outreach team from existing Nursery?
<b>Hot Desks / Cyber café</b>	To be researched and discussed. Area containing 3 / 4 stand alone administration desks suitable for very short term hiring (1 day plus) c/w internet capability. For community and general use.

CAPITAL COSTINGS

<b>Art Spaces</b>	£ 1,601,000
<b>Support Spaces</b>	£ 179,000
<b>Admin Spaces</b>	£ 92,700
<b>Auditoria Technical</b>	£ 242,200
<b>Ancillary Fit-Outs</b>	£ 194,500
<b>Admin Fit-Outs</b>	£ 47,500
<b>Construction</b>	£ 1,529,840

- ❑ SUBJECT TO DETAILED SURVEY
- ❑ INCLUDES AN ESCALATION FACTOR TO MARCH 2004
- ❑ EXCLUDES PURCHASE / RENTAL OF PROPERTY

REVENUE IMPLICATIONS

Income	Description	Amount £
Hot Desks	3 @ 100 days @ £ 25	7,500
Office Rentals	3 @ £ 5,000 p.a.	15,000
Hire of Art Studios	300 weeks @ £ 50 / week	15,000
Music Studios	300 weeks @ £ 50 / week	15,000
Earned Income	GMT&F for special projects	10,000
	Studio: 60 Perfs. @ 50% house x £ 5	15,000
Commercial Income	Theatre: 40 Perfs. @ 50% house x £ 5	40,000
	12 hires for Conference use @ £ 250	3,000
	Films 400 screenings x 30 people @ £ 4.00	48,000
	<b>Total Income</b>	<b>168,500</b>
Expenditure	Description	Amount £
		50,000
		12,600
		10,000
		10,000
		15,000
		6,000
		6,500
		20,000
		12,500
		15,000
		14,000
		20,000
		10,000
		12,000
		<b>213,600</b>
	<b>Nominal Deficit</b>	<b>45,100</b>

## CHARACTERISTICS OF ARTS CENTRES

- Income
  - 16% Arts Funding System
  - 22% Box Office
  - 22% Other Income
  - 7% Hires
  - 29% Local Authority
- Expenditure
  - 58% Overhead Costs
  - 35% Programme Costs
  - 7% Marketing Costs
- Operation
  - 75% Independent + 25% Local Authority-run
- Ownership
  - 58% Leased or Owned by Local Authority
- Activities
  - 44% have resident companies + 39% have artists
- Education
  - 83% programme education and participatory works
- Outreach
  - 62% programme integrated outreach work
- Facilities
  - 95% have cafes and bars and 32% have restaurants
- Resources
  - 95% have theatres, 80% have dance and exhibition spaces, 60% have visual art spaces and 52% have a cinema.

REVENUE IMPLICATIONS

Income	Description	Amount £
Hot Desks	3 @ 100 days @ £ 25	7,500
Office Rentals	3 @ £ 5,000 p.a.	15,000
Hire of Art Studios	300 weeks @ £ 50 / week	15,000
Music Studios	300 weeks @ £ 50 / week	15,000
Earned Income	GMT&F for special projects	10,000
	Studio: 60 Perfs. @ 50% house x £ 5	15,000
Commercial Income	Theatre: 40 Perfs. @ 50% house x £ 5	40,000
	12 hires for Conference use @ £ 250	3,000
	Films 400 screenings x 30 people @ £ 4.00	48,000
	<b>Total Income</b>	<b>168,500</b>
Expenditure	Description	Amount £
Salaries	3 ½ FTE posts	50,000
	NIC/IRS on costs @ 30%	12,600
Casual Staff		10,000
Administration		10,000
Premises		15,000
Insurances	Statutory, Directors, etc	6,000
Fees		6,500
Hire of Films		20,000
Marketing	Per ACE advice	12,500
Performance fees	Studio - 30 shows @ £ 500	15,000
	Theatre - 10 shows @ £ 700	14,000
	- 10 shows @ £ 2,000	20,000
Project support	Expenditure associated with the 2 SLA projects visiting artists, administration, etc.	10,000
Contingency		12,000
	<b>Total Expenditure</b>	<b>213,600</b>