

Guild Commission Report

JANUARY 2020



Content

Overview of Commission	3
Building Development Plans	4
Pre-development plans	5
Architects Process and Costs	6
Architects Plans	7
How we costed plans	9
Zone A Plans	10
Zone A, Stage 1 : Overview	12
Zone A, Stage 1 : Design	13
Zone A, Stage 1 : Projected costs	14
Zone A, Stage 1 : Projected financial outcomes	15
Funding bodies applied to and breakdown of amounts	17
Challenges arising from process	18
Initial results of Funding Bids	19
Conclusion	20



Overview of Commission

The commission is a period of development and bid writing to facilitate the first stage of a building redevelopment at our premises, 12 Park Lane, Margate.

The commission outcome is to produce 3 funding bid applications to source funding for the first stage of building renovations, as well as a cohesive plan to begin work.

The research and bid writing will be undertaken by two Bon Volks Members in Autumn 2020, with all bids to be submitted by January 2021 and work to commence in Spring 2021

Building Development Plans

We want to redevelop our building to achieve the following:

Update the fabric of the building to provide a more comfortable experience.

Expand and improve our public programme.

Expand and improve our residency programme

Increase our membership, with additional studio spaces.

Better serve artists with a functional and flexible exhibition and events space.

Ultimately, bolster our resilience within the uncertainty of the current cultural climate.

Improve the energy efficiency of the building

Create enough extra revenue to employ a part-time studio manager

This would have a huge impact on Bon Volks artistically, financially and in terms of our offer to the local community.

We lease the building, and are currently halfway through a 10 year lease. The building was in a poor state of repair when we initially took it over in 2015 and we inherited the existing layout

from the previous occupant, who ran a printing company. Therefore the ground floor was open for equipment and the first floor was divided into office space.

On the first floor, the existing dividing walls were poorly constructed and layout does not maximise the space available. Due to a lack of funds at the start

of our tenancy, we could not address these problems. Now we feel we are established enough to do so.

We enjoy a good relationship with our landlord who have been good at maintaining the fabric of the building and are keen for us to make improvements to the layout.

Pre-development plans

In 2019, Bon Volks commissioned local architects to survey the building and highlight the areas that could be redeveloped to meet the aims below:

1. Generate extra revenue through creation of more studio space
2. Improve the experience of current Members, by updating the outdated fabric of the building and improving insulation.
3. Improve our public facilities, to offer a professional and attractive public offering
4. Improve our Residency Studios, making it a more comfortable space to work and visit
5. Improve the energy efficiency and environmental impact of the building.

This improves the comfort for our Members, reduces the financial impact of high heating costs and reduces our carbon footprint.

Architects Process and Costs

A schedule of works, with brief descriptions of each stage, proposed by the architect was as follows:

1. Strategic Definition (Planning research, simple cost breakdown)
2. Preparation and Brief (Survey and site photos, plans, sections, elevations)
3. Concept Design (Further design, planning permissions, materials and samples)
4. Developed Design (Detailed plans, water/drainage, power, invitation to tender)
5. Technical Design

To date, we required only Stage 1 and 2.
These were charged by the architects at **£2380**.

Architects Plans

As part of Stage 2, the architects produced a plan mapping the existing use of space in the building (See **Image 1*) and then reimagined the use of available space, with Zones for ease of costing (See **Image 2*** and **Image 3***) for Zoned Plans of Building redevelopment).**



IMAGE 4

The main changes in terms of use of space were focused on the first floor. The layout of the first floor was inherited from the business that formerly occupied the premises. Due to financial limitations at the start of our tenancy, we had to use the existing fabric of this layout.

Notable changes here are in Zone A, changing the existing Residency



IMAGE 6

Studios (**Image 6**), which stand empty most of the year, to create an extra rentable studio and more room for an office/reception area, incorporating the small communal area we have (**Image 7**). The Residency Studio is then combined with the Project Space downstairs (**Image 4**), to create a multi-use room. This will act as a Project Space for most of the year, but will be transformed into a Residency



IMAGE 7

studio, with the use of moveable walls.

Additionally, upstairs, the plan to reduce the floorplan of toilets and kitchen creates another new studio in Zone A.

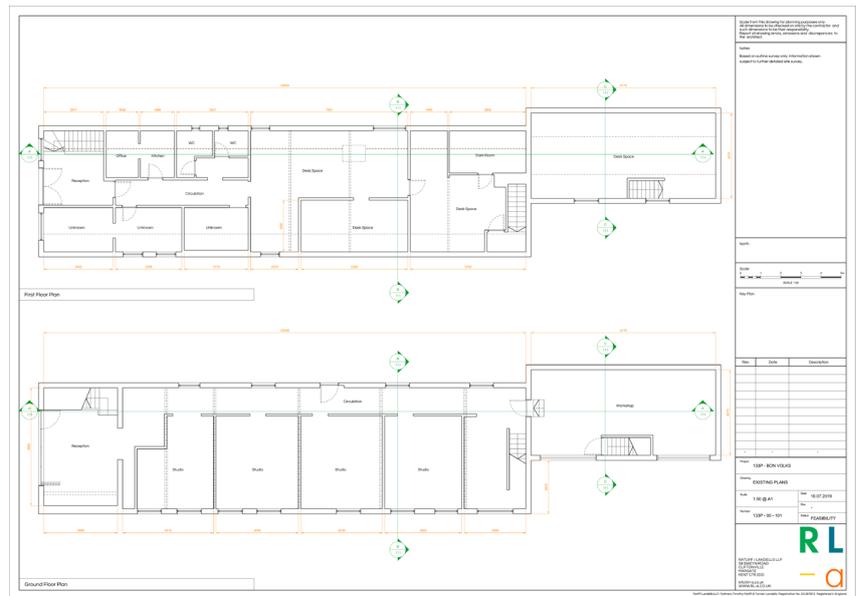
In Zone C, inherited dividing walls are taken down to create a larger shared office space, with the potential for booths or cubicles.

* See page 7

Continued from page 6

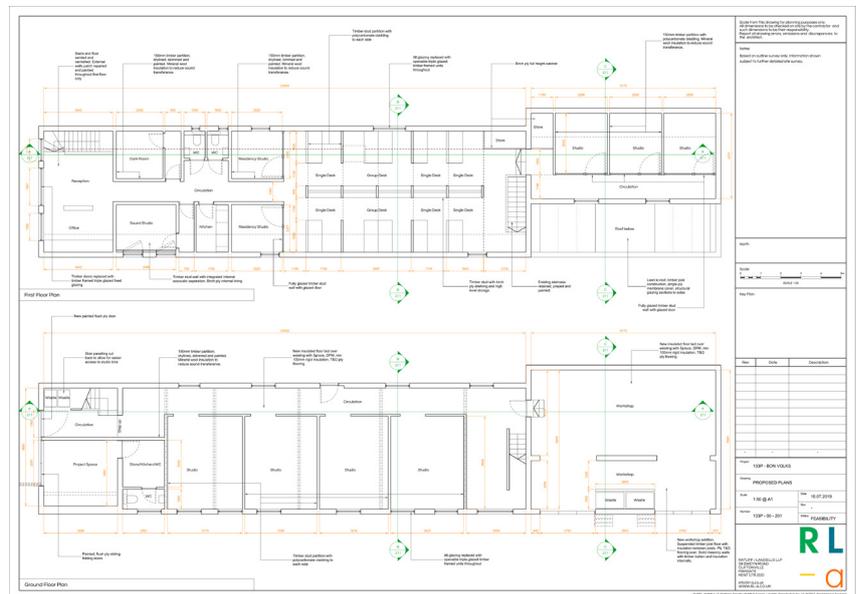
Plan mapping the existing use of space in the building.

IMAGE 1



Reimagined the use of available space.

IMAGE 2



Zoned Plans of Building redevelopment.

IMAGE 3



How we costed plans

After getting plans drawn up, we employed a Quantity Surveyor to cost each Zone. The report cost £834.00 and an overview of the summary of costs for each Zone is shown in Image 8.

Development at Bon Volks Studios												
Cost Estimate											October 2019	
		Cost of Works	External Works / Utilities	Construction Costs	Preliminaries	Build Cost	Main Contractors OH&P	Total Build Cost	Contingency	Total Cost	VAT	Total Cost Incl VAT
1	Zone A	52,017.00	3,920.00	55,937.00	11,187.00	63,204.00	6,320.00	69,524.00	5,214.00	74,738.00	14,947.60	89,685.60
2	Zone B	64,962.00	6,081.03	71,043.03	14,209.00	79,171.00	7,917.00	87,088.00	6,532.00	93,620.00	18,724.00	112,344.00
3	Zone C	55,942.00	4,422.56	60,364.56	12,073.00	68,015.00	6,802.00	74,817.00	5,611.00	80,428.00	16,085.60	96,513.60
4	Zone D	31,069.00	1,960.00	33,029.00	6,606.00	37,675.00	3,768.00	41,443.00	3,108.00	44,551.00	8,910.20	53,461.20
5	Zone E	48,909.00	3,216.41	52,125.41	10,425.00	59,334.00	5,933.00	65,267.00	4,895.00	70,162.00	14,032.40	84,194.40
Construction Works		252,899.00	19,600.00	272,499.00	54,500.00	307,399.00	30,740.00	338,139.00	25,360.00	363,499.00	72,699.80	436,198.80

IMAGE 8

Notes

External Works / Utilities are prorated
 Preliminaries includes cost for scaffolding
 Main Contractors OH&P @ 10%
 Contingency @ 7.5%
 VAT @ 20%

We were advised that these costs are always far higher than what the works are likely to be, as a certain amount of tolerance is built in and also the level of work assumed by the Quantity Surveyor takes into account all eventualities and materials that we would probably not need to use.

Therefore to get a more realistic cost, one of our Directors, who has experience of building works, worked with the Architect to cost Zone A, based on a realistic schedule of works and the type of fixtures and finish required. **This costing was £39,462, which was far below the Quantity Surveyors estimate of £89,685.60.**

In hindsight, we may have forgone a Quantity Surveyor's report. Rather we could have commissioned an architect or local builder to work with us for a day on a detailed set of costings.

Zone A Plans

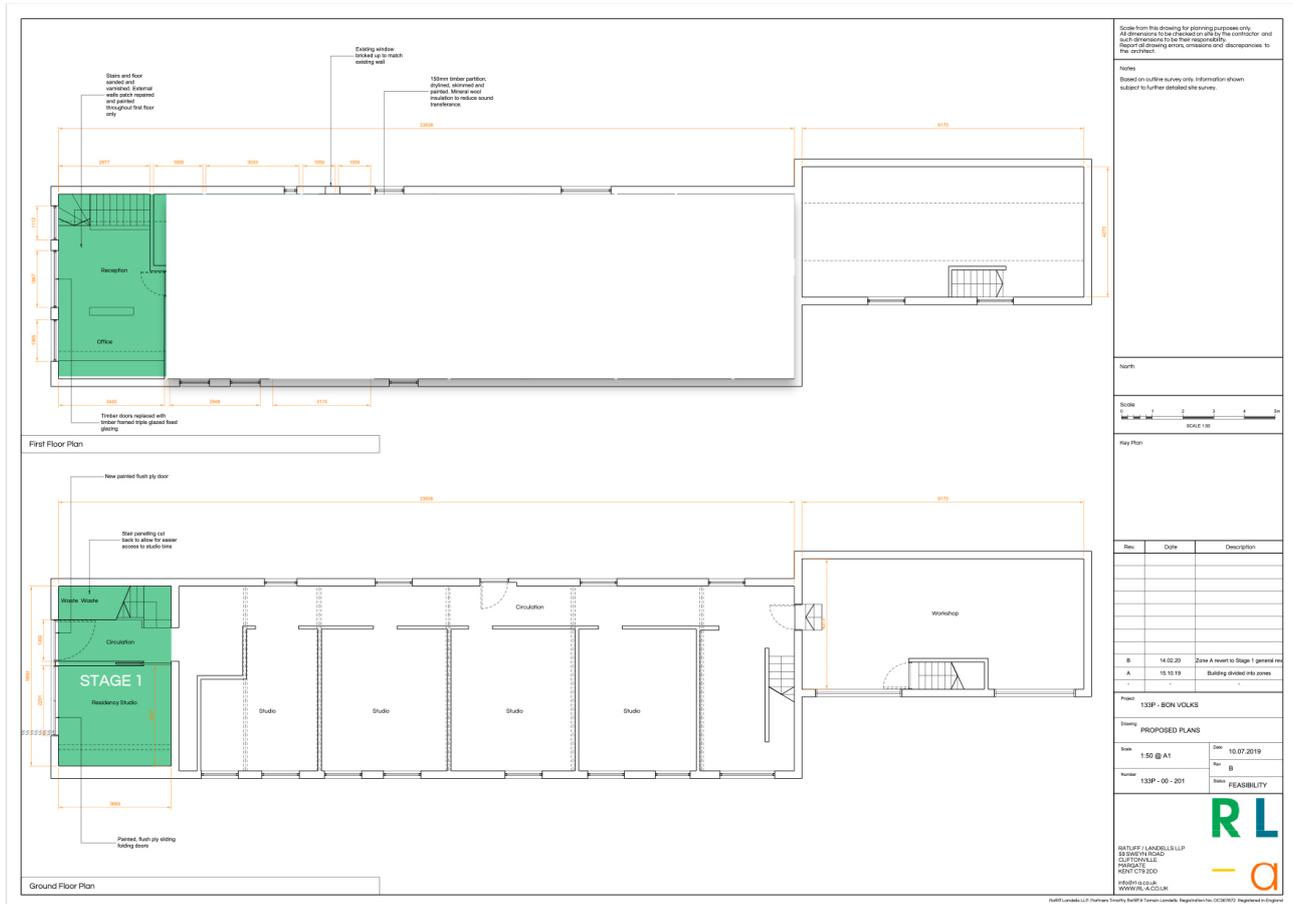


IMAGE 9

Despite our costings being significantly lower than the QS report, the cost of Zone A turned out to be prohibitive to the amount of funding we were likely to receive. Having had pre-funding discussions with ACE about the possibility of applying for a Capital Grant for this amount, we were told that due to not having a long track-record with them, it would be sensible to apply for less to start with and prove we could accomplish this type of project.

Therefore we divided Zone A into Stage 1 and Stage 2 (See [image 9](#) for Zone A - Stage 1 - Green)

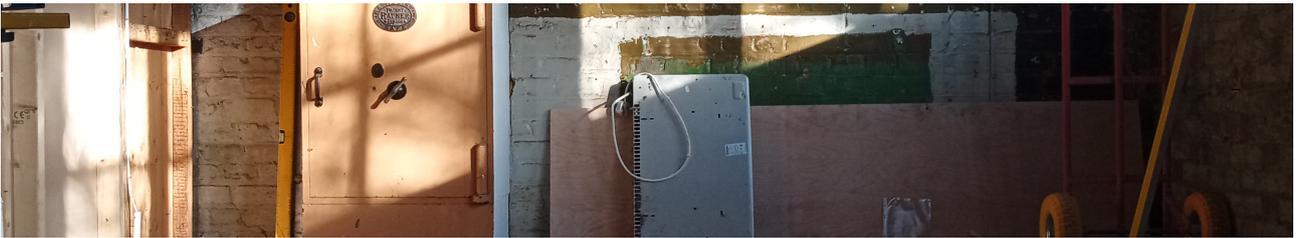
First development January:

2021 ZONE A - STAGE 1



Zone A, Stage 1

Overview



The redevelopment of this area will reinvent how we use our building, transforming spaces that are currently not fit for purpose and capitalising on the success of our residency programme and public facing work.

This project will:

Create a flexible studio, exhibition and project space to house both public facing events and residencies, thus being efficient with space and dynamic in its offering. At present, the area we use as a project space is also the main entrance into the building - a constant thoroughfare - whilst our residencies take place in temporary studios.

On the first floor, disused space will be opened up to create an open plan office and communal / meeting area. It will professionalise our offer, creating a hub at the point where Bon Volks and the wider community converge. It will provide a clear arrival point for our audiences, alongside a space for activity, including the presentation of information about our work and a potential sales point for our artists.

Create two additional artists' studios.

This project prepares for the future, whilst addressing the current climate. It looks to potential audiences, but also supports social distancing measures: individual workspaces and a project space where numbers can be closely controlled (no longer a thoroughfare).

The remodelling of the building will be done in a sustainable manner, to reflect our commitment to becoming a zero waste building.

Zone A, Stage 1

Design

In May 2020, we received Covid Emergency Funding from ACE. A portion of this funding was used for Organisational Development, for which we would employ our Members.

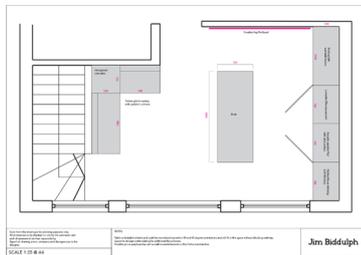


IMAGE 10

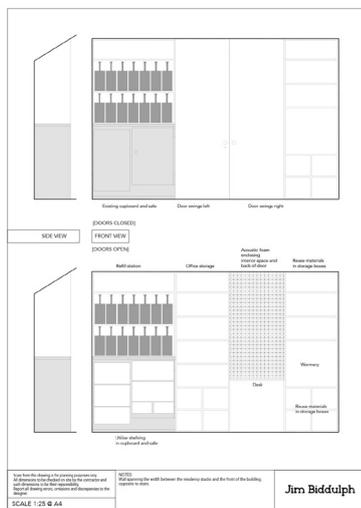


IMAGE 11



IMAGE 12

Part of the Organisational Development was to plan and design portions of the Zone A redevelopment, particularly the Office/Lounge Space. We employed one of our Members to do so.

The brief for this design was:

Design our new Lounge/Office. This is a semi public space, and will be the first space someone sees when they visit the studios. It must be reflective of the following core values:

Community and openness

Dialogue

Innovative environmental sustainability

It must include:

The refill station

A space for a studio manager to work

Office storage

Seating for meetings and breaks

Recycle and reuse station

Botanicals and space for growing

Compost or wormery

A design that reflects the aims above

The outcome of this brief can be seen in [images 10, 11, 12](#).

Zone A, Stage 1

Projected cost



Based on these, we projected the total cost* for ZoneA , Stage 1 to be:

£24476.00

*Including 10% contingency

We received three quotes for building works:

Builder 1: £22,882

Builder 2: £22,794

Builder 3: £20,970

As well as the following quotes for electrical work and plumbing:

Electrician: £1610.00

Plumber: £1850.00

Zone A, Stage 1

Projected financial outcomes of redevelopment



We calculated that revenue from creating new studio spaces and a hireable public space, will add **£6630** to our annual turnover.

New rentable Studio Spaces:

£5460 annually

Revenue from hire of community space:

£1170 annually

This extra revenue will be used to achieve one of the initial aims - to employ a studio manager on a part-time basis, totalling **£7200.00/ year**



Conclusion

Funding bodies applied to and breakdown of amounts



Total costs being **£24476.00**. Bon Volks will contribute **£5000.00** from our sinking fund, leaving **£19,476.00** to be found in bids.

Arts Council England	Project Grant	£14,976
SEECADS (South East Creatives)	Top-up Grant	£2000
South East Business Boos		£1000
LoCase		£2000

Challenges arising from process

We found that the Covid crisis has restricted the ability of funders to provide support during the process.



Two of our potential funders, Locase and SEBB, suspended their awarding process during the time that we were applying. LoCase is due to come back online in early 2021, so we will apply again. As it is a fund which reimburses money for the use of eco-friendly materials during a refit process, we are confident we can apply during the renovation process. South East Business Boost gave no indication of whether we could apply in the future.

Initial results of Funding Bids

We were happy to receive £14,976 from ACE and £1347.50 from SEECADS.

The SEECADS fund is contingent on us spending a portion of money first of all and will be used to reimburse that outlay. We will continue to purchase materials and when LoCase fund comes back online, we can apply for reimbursement of costs spent on materials which improve the energy efficiency of the building.



Conclusion

The shortfall in losing two funders will force us to adapt our plans, slightly, but the majority fund from ACE will allow us to carry out the majority of the work.



Having begun initial works in December 2020, (Images 13, 14) we found that there were issues with the roof, so had to employ Structural Engineers to come up with a plan to work around it. The cost of the delay and the structural engineer's fees will also force us to adapt which parts of Zone A: Stage 1 we can complete.

The plan proposed by the structural engineers will also change the sequence in which we undertake the work. The proposed treatment of the roof means we are forced to work beyond Stage 1, into Stage 2. This will take budget away from finishing the ground floor refit of the Project Space/Residency Studio

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