

STUDIO INFORMATION LEAFLET

STUDIO WAITING LIST

Acme Studios provides affordable non-residential studio space for fine artists who are unable to afford to rent workspace on the open market. The rent for an Acme studio is on average one third of that charged for physically comparable workspace available commercially.

How to register

Acme operates a waiting list for artists in need of affordable studio space. Any **practising fine artist** (e.g. painter, sculptor, print-maker or artist working in installation, photography, film, video, live art, time-based, digital or multi-media work) may apply to register on the list. There is a simple application procedure which involves completing an application form and providing an up to date curriculum vitae detailing professional qualifications, exhibition/commissions history and any other relevant experience. **There is an initial £10 registration fee.**

The application form contains questions which help us understand your needs e.g. what size of space you are seeking, which locations you prefer or whether you have any special access needs. We can then 'match' this information against studio spaces as they become available.

We also ask you to complete a separate monitoring form. This helps us to be inclusive in drawing our services to the attention of artists and to understand more about the needs of artists applying to us. The form is detached and filed separately from the registration form so any information you provide is not linked to you and thus remains anonymous. We also ask details of your income. This information is important to us as it helps us to monitor changes in artists' incomes to ensure that what we provide continues to be affordable, and to help make the case for more affordable studio space.

Please contact us on 020 8981 6811 if you require this information in an alternative format.

To ensure that our waiting list consists of artists who are actively in need of space all artists who register **must update their information each year**. You will automatically receive a request to update on the anniversary of your registration.

If you are removed from the list for not updating your details and wish to re-join, then the date Acme receives your update will be your new date. This is to encourage artists to remain active on the list.

Application form

Your application form must be completed and sent to us by post together **with the registration fee of £10** (please make cheques payable to 'Acme'), your C.V. and monitoring form.

Allocation policy

Studios are offered to artists as they become available either through 'turnover' (when an artist leaves a space) in our existing buildings or through the development of new studio buildings.

There are over 600 artists already registered with us and it is difficult to predict with any accuracy the rate of turnover or exactly when new buildings will come on stream. We cannot therefore give you a clear indication of how long it might take before a studio is available or guarantee that we will be able to offer you a studio that meets your needs.

Allocation of studio space is made strictly on the basis of registration date. We first match artists' needs (as provided to us through the initial application form and

subsequent updating) against a studio space which becomes available to let. We then offer the space to the artist who has been registered with us for the longest time. If they do not accept we then offer it to the next artist in terms of registration date, and so on. When an artist takes up a space which meets their requirements they no longer remain registered on the list.

Artists who take up a temporary studio option (a sub-let for 6 months or a shared or partitioned studio) remain on the waiting list until a studio which meets their requirements becomes available.

If you do not respond to letters informing you of possible spaces or do not take up spaces which match your requirements we reserve the right to remove your name from the waiting list.

Studio turnover

As a guide, our most popular buildings are Copperfield Road, Orsman Road and Robinson Road. The turnover of studio space in these buildings is low. In general, when self-contained permanent studios become available they tend to go to artists who have been registered for several years. The main turnover within existing buildings tends to be of temporary space (for periods of six months or a year), shared space and partitioned studio space (i.e. not self-contained). At Childers Street and Rowse Close, for example, there are a number of partitioned studios where there is a regular turnover. This type of space usually becomes available to artists who have registered with us more recently.

New building developments

We are committed to expanding the number of secure, accessible, high-quality and low-cost studios in our management and new projects are always being investigated and developed. When a new building comes on stream this will have the effect of helping a large number of artists on our waiting list in one go. When we know with certainty when a new studio building will be available we will consult with artists on our waiting list to help gauge interest and to ensure that particular requirements and needs are

accommodated within the overall design wherever possible.

Access and Diversity

Acme is committed to the continued improvement of access and diversity in all its areas of operation, including service delivery, communications, staffing and governance. Acme uses 'access and diversity' to embrace cultural diversity, disability, age, socio-economic factors, gender and sexual orientation.

Buildings

Acme is committed to ensuring that as many of our buildings as possible are physically accessible to users and the public. We have a commitment to making adaptations to studios, wherever practicable, to meet the specific needs of individual artists. We aim that all new-build studios not only meet but exceed the latest access regulations and recognise that the successful design of buildings is driven by the people who use them. A responsive attitude to our users is therefore considered crucial. If necessary, when allocating studio space, we reserve the right to prioritise artists for whom a choice is limited as a result of their specific access requirements.

Communications

Acme is committed to ensuring that our communications are accessible to all users. We use accessible design across our publications and our website. All our publications are available in alternative formats if required and we are committed to making our information and publicity clear and easy to understand.

Contact

We welcome feedback on all aspects of our work and are particularly keen to learn ways in which we can improve our services to help ensure that we are as accessible as possible. If you have any suggestions or questions about Acme's commitment to access and diversity please contact us.

□ CONTACT

Heather Deedman, Jemima Brown & Calum F Kerr

Acme Studios

44 Copperfield Road, Bow, London E3 4RR

T 020 8981 6811

F 020 8983 0567

E heather@acme.org.uk;

jemima@acme.org.uk; calum@acme.org.uk

W www.acme.org.uk

□ RENTING A STUDIO

Terms and conditions

Agreement

If you take up the offer of a studio you will be occupying the space on a tenancy which is controlled by Landlord and Tenant legislation. Your tenancy agreement will indicate how long the studio will be available to you – normally until the end of our lease on a building or, if we own the building, not usually for less than five years. The tenancy will be excluded (by a Court Order) from the security of tenure provisions contained in Part II of the Landlord and Tenant Act 1954 and so you will not have any right to a new tenancy or to compensation at the end of the term.

Notice

We want to be as flexible as possible in responding to artists' needs and changing circumstances. If you wanted to leave the studio you would only need to give us two months' notice, at any time after the first three months.

Rent and charges

The tenancy agreement will indicate the rent and electricity you will pay and when the rent will be reviewed. Rents are reviewed on 1st April in every other year. Payment of rent is on the first of each month in advance and you will be asked to pay a deposit equal to a month's rent which will be returned to you when you leave. There is an initial administration charge of £100.

The administration charge is £50 if you are taking a sub-let, or sharing or taking a short-term space.

Use

You will only be able to use the studio as a **non-commercial fine artists' studio** and not for storage or other purposes. We have a responsibility to ensure that maximum use is made of low-cost studio space by bona fide artists who are in genuine need. Notice will be given to any artist who is in breach of this condition. All our studios permit 24 hour access.

Sub-letting

Your tenancy will not allow you to sub-let your studio – **it is for your personal use only**. However we recognise that artists may be offered opportunities, such as scholarships or commissions abroad, but do not want give up their spaces. Under such exceptional circumstances we will consider requests from artists to under-let their studios for periods of 6 to 12 months to artists who are registered on our waiting list.

Sharing

Your tenancy will not allow you to share your studio. If, when you register with Acme, you wish to share with a particular artist, you will **both** need to register and when you occupy it will be on a 'joint tenancy'. If you wish to share subsequently your tenancy will be brought to an end and a joint tenancy will be issued. The artist with whom you intend to share must be registered on our waiting list.

□ ACME STUDIO BUILDINGS

□ CARLEW HOUSE

Carlew House, East Place, West Norwood, London, SE27 9JW

Description Self-contained former purpose-built workshop/office premises. 13 self-contained studios (ranging from 130 to 900 sq.ft.) on ground & 1st floors.

Established 1996. Current lease expires December 2011.

Landlord: Charles Hewlings and Jean Medcalf.

Local authority London Borough of Lambeth.

Access Steps to front door. Staircase access to 1st floor. No lift access.

Other facilities Central heating throughout. Separate male & female toilets on each floor and wash-up facilities in corridor. No entryphone.

Public transport West Norwood main line.

Parking On-street parking on first-come, first-served basis.

Current rent £9.75 per sq.ft. (£104.95 per m²) / year.

Review date April 2012.

□ CHILDERS STREET

165 Childers Street, Deptford, London, SE8 5JR

Description 1920s brick-built former ships' propeller foundry. 82 self-contained and 20 partitioned studios (ranging from 180 to 1,800 sq.ft.) on ground, 1st, 2nd & 3rd floors.

Established 1990. Current lease expires March 2015.

Landlord: Donovan Brothers Ltd.

Studios developed in 3 phases with support from London Borough of Lewisham, Greater London Arts, The Henry Moore Foundation and The Paul Hamlyn Foundation.

Local authority London Borough of Lewisham.

Access Level entrance to main door. Main staircase to 1st & 2nd floor. 3rd floor reached by low ceilinged second staircase in the middle of the building. Goods lift links 1st, 2nd & 3rd floor but no access to ground floor.

Other facilities Entryphone system. Toilets and washup facilities on ground, 2nd & 3rd floors plus additional wash-up facilities on 1st and 2nd floor corridors.

Public transport New Cross main line and underground, DLR Deptford Bridge.

Parking Unrestricted on-street parking.

Current rent £9.40 per sq.ft. (£101.18 per m²) / year and £8.60 per sq.ft. (£92.57 per m²) / year.

Review date April 2012.

□ COPPERFIELD ROAD

42/44 Copperfield Road, Bow, London E3 4RR

Description 1920s concrete and steel warehouse and factory on Regent's Canal. 48 self-contained studios (approx. 250 & 450 sq.ft.) and 3 storage units on 1st, 2nd & 3rd floors. Matt's Gallery on ground floor and Acme Studios' Office on 4th floor.

Established 1992. Freehold purchased 1997. Studios purchased and developed with support from London Arts Board, The National Lottery through the Arts Council of England, Esmée Fairbairn Charitable Trust and Landis & Gyr Foundation.

Local authority London Borough of Tower Hamlets.

Access Building converted to accessibility standards recommended by the Centre for Accessible Environments. Ramped entrance to front door. Main staircase and level access lift serving all floors.

Other facilities Central heating throughout the building. Wheelchair accessible toilets and wash-up facilities on each floor. Entryphone in the corridor on each floor.

Public transport Mile End underground, DLR Limehouse.

Parking On-street Pay & Display and Business Permit by application from Tower Hamlets Council.

Current rent £9.40 per sq.ft. (£101.18 per m²) / year.

Review date April 2012.

□ THE GALLERIA

**Pennack Road, Peckham,
London SE15 5PW**

Description New-build Studio block designed and built in partnership with Barratt Homes consisting of 50 self-contained studios (ranging from 260 to 500 sq. ft.) over lower-ground, ground, first, second and third floors. The studios form part of a mixed-use development which includes private and affordable residential apartments.

Established 2006. The Galleria was established as a 'planning gain' development in partnership with Barratt and is part-funded by Arts Council England's Grants for the arts-capital programme.

Local authority London Borough of Southwark.

Other facilities Entryphone and swipe key access to main entrance and corridors, with a key for each studio.

Public transport Elephant and Castle underground. Direct rail links take five minutes to London Bridge, from nearby South Bermondsey Station and Peckham Rye Station. Bus stop on Sumner road

Parking On-street parking available, but not directly outside the building. No off-street parking.

Current rent £10.05 per sq.ft. (£108.18 per m²) / year.

Review date April 2012.

□ HARROW ROAD

**733 Harrow Road, Kensal Green
London NW10 5BQ**

Description

New-build studio block designed and built in partnership with Kensington Housing Trust part of Catalyst Housing Group, consisting of 12 self-contained studios (ranging from 2400 to 340 sq ft). The studios occupy a ground floor of one of the buildings facing onto Harrow Road, whilst affordable residential apartments are available on a part-buy, part-rent scheme and will be managed by Kensington Housing Trust.

Established

2010. Harrow Road Studios were developed in partnership with Catalyst Housing Group, and were part funded by Arts Council England's Grants for the Arts capital programme.

Local Authority London Borough of Brent.

Access All studios are level access on the ground floor. There is an entryphone and fob swipe key to main entrance, with a key for each studio.

Other facilities Bike store, two wheelchair accessible toilets and communal wash-up facilities.

Public Transport Kensal Green underground and national rail.

Parking Loading bay and space for disabled parking. Pay and display bay on Harrow Road.

Current Rent £12.00 per sq.ft. (£129.17 per m²) / year

Review Date April 2012.

□ GILLENDER STREET

**The Fire Station, 30 Gillender
Street, Poplar, London E14 6RH**

Description Former LCC Fire Station built 1911. six self-contained studios (ranging from 130 to 700 sq.ft.) on the ground floor. 12 work/live units on 1st, 2nd, 3rd & 4th floors.

Established 1997. Building purchased and studios and work/live units developed with support from The Foundation for Sport and the Arts, The National Lottery through the Arts Council of England, Esmée Fairbairn Charitable Trust and Landis & Gyr Foundation.

Local authority London Borough of Tower Hamlets.

Access Building converted to accessibility standards recommended by the Centre for Accessible Environments. Ramped access to front door. Main staircase and level access lift serving all floors.

Other facilities Entryphone and sinks in every studio. Wheelchair accessible toilets.

Public transport Bromley-by-Bow underground, DLR Devon's Road.

Parking Off-street parking in yard via remotecontrol shutter. There is no on-street parking.

Current rent £9.40 per sq.ft. (£101.18 per m²) / year.

Review date April 2012.

□ LEVEN ROAD

**Ground Floor, 40 – 60 Leven Road
Poplar, London E14 0GZ**

Description New-build studio block designed and built in partnership with Swan Housing Association, consisting of 21 self-contained studios (ranging from 200 to 375 sq ft). The studios occupy the ground floor, whilst affordable residential apartments are let through Swan Housing Association over the 7 floors above.

Established 2009. Leven Road Studios were developed in partnership with Swan, and were part funded by Arts Council England's Grants for the Arts capital programme.

Local Authority London Borough of Tower Hamlets

Access All studios are level access on the ground floor. There is an entryphone and fob swipe key to main entrance, with a key for each studio.

Public Transport Bromley-by-Bow underground. Langdon Park DLR. Bus stops in Leven Road and Lochnagar Street.

Parking On street parking is restricted to permit holders in Leven Road itself but there is limited unrestricted parking in Bromley Hall Road which leads into Leven Road. No off-street parking.

Current Rent £10.05 per sq.ft. (£108.18 per m²) / year.

Review date April 2012.

□ OAKS PARK

**The Old Stable Block,
Oaks Park, Croydon Lane,
Woodmansterne, Surrey, SM7 3BA**

Description Georgian brick-built stable block situated in Oaks Park. 12 self-contained studios (ranging from 70 to 400 sq.ft) on ground floor.

Established 1992. Current lease expires February 2010.

Landlord: London Borough of Sutton. Studios developed with support from London Arts Board and London Borough of Sutton.

Local authority London Borough of Sutton.

Access Tenants hold a key to the park gates which are locked at night. Most studios have level access direct from the surrounding yard.

Other facilities Accessible toilets shared with park users operated by radar key.

Public transport Belmont and Woodmansterne main line.

Parking Car parking beside the building.

Current rent £8.78 per sq.ft. (£94.51 per m²) / year.

Review date April 2011.

□ ORSMAN ROAD

**15 & 33 Orsman Road, Hackney,
London N1 5RA**

Description 1930s brick & concrete factory, originally Players Cigarettes and then Research Engineers. 42 self-contained studios (ranging from 160 to 2,160 sq.ft.) at 15 Orsman Road on ground, 1st & 2nd floors and 8 partitioned studios (150 sq.ft. to 300 sq.ft.) at 33 Orsman Road on ground floors only.

Established 1983. Studios originally developed with support from Arts Council of Great Britain. Freehold purchased 2000.

Local authority London Borough of Hackney.

Access 2 steps to front door. 2 goods lifts serving all floors with manually operated gates.

Other facilities Background heating throughout the main building (15 Orsman). Shared male & female toilets on each floor and wash-up facilities in corridors and toilets. Entryphone system.

Public transport Old Street underground.

Parking On-street Pay & Display and Business Permit by application from Hackney Council.

Current rents £9.40 per sq.ft. (£101.18 per m²) / year (15 Orsman Road), £8.20 per sq.ft. (£88.26 per m²) / year (33 Orsman Road).

Review date April 2012.

□ PORTHLEVEN

Breageside Net Loft, Quayside, Porthleven, Cornwall, TR13 9JS

Description 19th century 3 storey stone-built former fishermen's net loft. 6 partitioned studios (540 sq.ft. each) on ground, 1st & 2nd floors.

Established 1986. On short-term lease pending redevelopment.

Landlord: Porthleven Harbour & Dock Company. Studios developed with support from COSIRA.

Local authority Kerrier District Council.

Access Level entrance to ground floor studios. Staircase to 1st & 2nd floors. No lift access.

Other facilities Sinks & toilets on 1st floor. No entryphone.

Public transport Local bus routes.

Parking On harbourside.

Current rent £95 per calendar month.

□ ROBINSON ROAD

15 Robinson Road, Bethnal Green, London E2 9LX

Description Mid-19th century brick-built former brush factory. 46 mainly self-contained studios (ranging from 200 to 800 sq.ft.) on basement, ground, 1st & 2nd floors. Site also includes the Acme Project Space at 44 Bonner Road and units at 42 and 46.

Established 1981. Current lease expires April 2030.

Landlord: The Crown Estates Commissioners.

Studios originally developed with support from the Arts Council of Great Britain. The site and studios are part of a five-year refurbishment and up-grading programme which commenced in 2001.

Local authority London Borough of Tower Hamlets.

Access Site comprises of several buildings around a yard. Entrance through new accessible gates into the yard but ground surface currently uneven.

Other facilities Wheelchair accessible toilet block and wash-up facilities in yard. Some sinks in studio corridors. Entryphone system.

Public transport Bethnal Green underground.

Parking On-street Pay & Display and Business Permit by application from Tower Hamlets Council.

Current £9.40 per sq.ft. (£101.18 per m²) and £8.20 per sq.ft. (£88.26 per m²) / year.

Review date April 2012.

□ ROWSE CLOSE

1 & 3a Rowse Close, Stratford, London E15 2HX

Description 1970s brick built light industrial units. 35 self-contained and partitioned studios (ranging from 100 to 600 sq.ft.) on ground, 1st & 2nd floors.

Established 2001. Current lease expires 2011 with six month 'break clause'.

Landlord: London Borough of Newham.

Local authority London Borough of Newham.

Access Building 1 has a hand-operated roller shutter on the front door and a step into the building. Staircase access to 1st & 2nd floors. No lift access. Building 3a has a step up to the front door. Staircase access to 1st & 2nd floors. No lift access.

Other facilities Toilets and wash-up facilities on most floors.

Public transport Stratford main line and underground, DLR and North London Line.

Parking Some off-street parking in yard & unrestricted parking on the street.

Current rent £8.10/sq.ft. (£87.19 per m²) / year.

Review date April 2012.