



WESTON-SUPER-MARE TOWN COUNCIL

# Studio Management Strategy

<b>Date</b>	<b>Version</b>	<b>Author</b>	<b>Origin of change e.g. change in legislation</b>	<b>Changed by</b>

This strategy applies to Weston-super-Mare Town Council.

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<b>Approved by</b>	Finance and General Purposes Committee (10.07.25)
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## 1. Old Town Quarry Space Management Objectives

### 1.1. Community Ownership Fund

The Old Town Quarry Site was refurbished in 2025 funded by the Community Ownership Fund and Weston-super-Mare Town Council. as a result of this, one of the considerations is the site has to meet the aims and objectives set within grant award. This can be summarised as follows:

This project will transform Weston's Old Town Quarry into a landmark art culture and heritage asset, to become a dynamic new hub for culture, creative and digital enterprise.

There are several spaces at the Old Town Quarry which offer individual and unique uses.

- Artist Studios – there are artist studios in the main building. They will be occupied by community artists, with the ambition to create a programme of open days to allow the public the opportunity to see new art forms. This could also take the form of a learning offer, with opportunities for students to shadow artists. As well as the existing studios, we are looking to install new outdoor studios on site. A long-term aspiration is the creation of a community arts venue towards the back of the site in the space of the former blacksmith area. We would also like to offer artists opportunities to create exhibitions of their work, with several suitable spaces across the site.
- Outdoor Artistic Programme – the creation of an outdoor artist programme in the outside space would build on the success of previous events at the site. This could include a variety of artistic forms, as well as a series of health and wellbeing events and environment and climate awareness events.
- Café – The café at the Quarry has been in operation for the past 17 years. Using asset-based community development principles we want to understand who is best placed to manage this element of the site as the income generation is key to supporting an affordable Art function within the studios.

By expanding the offer at the site, we hope to open the door to many more visitors. WSMTC is dedicated to creating services which are inclusive to the fullest possible extent, not only physically but also mentally, emotionally, academically and culturally. There is opportunity for the Quarry to work towards not just inclusivity and equality of opportunity, but also active engagement and equity.

We have created a 10-year strategy: our vision statement is “To ensure the Old Town Quarry remains a vibrant, prosperous, cultural, greener, and inclusive place for everyone to enjoy, whilst having regard for the importance of its heritage within the Town”. In this strategy we have mapped out the redevelopment of the site, from the initial capital programme of improvement works, to the aspirational construction of a community arts venue following a steady increase of use by the community. The strategy for the quarry follows the format of the wider town council strategy, focusing on our 5 pillars ([attached to business plan](#)). The shorter-term aims are mostly capital works (0-1 years) which includes (non-exclusively):

- develop a programme for the redevelopment of the Old Town Quarry
- carry out essential repairs to main building roof
- sympathetically redesign and replace studios within main building (to conform with necessary regulations)
- to redevelop the barn for use by WSMTC
- to make good where there is water damage to the small store roof and redecorate
- construction of additional artist studios (wooden cabins)
- to create a site-specific management plan to include (non-exclusive) details of wildlife considerations, plant flora and general maintenance

In the short term these are essential to creating the site we envisage. Longer term aims are more around identity and will ensure that we achieve and sustain the aforementioned benefits (0-10 years) which includes (non-exclusively):

- To develop our online presence on a range of social media platforms in order to publicise our creative work, establish dialogue with other creative communities and practitioners and inform the wider public.
- developing a programme of events regarding environment and climate change
- to put a tree management plan in place
- To identify opportunities for Health and Wellbeing Events and Activities
- To have regards for accessibility to the site, recognising the TC commitment to being “Disability Confident”
- To increase toilet provision for general public and occupants
- to identify opportunities for educational workshops
- to work with local business to find opportunities for income generation
- to carry out consultation as necessary to aid the process for the redevelopment of the Old Town Quarry
- to maximise café opportunities including events and as a venue for special events
- To strengthen social cohesion through running and supporting activities events, festivals, youth initiatives and clubs
- to carry out conservation works to the historic timber way bridge
- To create an open day programme for the studios

#### 1.2. Weston-super-Mare Town Council Strategic Aims

- The management of the Quarry will have regard for the Town Council 10 Year Strategy, and any future development of a Quarry Community charter (as example).
- The Town Council Strategic Pillar are:



# The Town Council Strategy



## WESTON VIEW

Improving the image, identity and pride in the town.



## CLEANER AND GREENER

Improving the environment and sustainability of the town.



## HEALTHIER AND HAPPIER

Promoting health, well-being and inclusivity for residents.



## A BRIGHT FUTURE

Supporting the local economy and tourism.

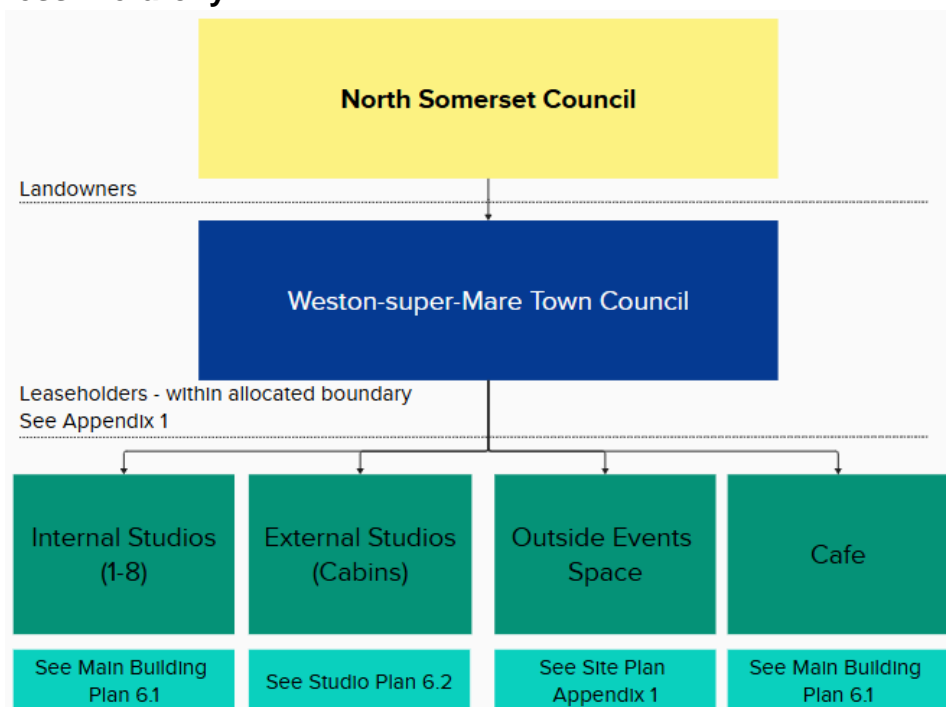


## HERITAGE ARTS AND CULTURE

Developing opportunities for arts, culture and heritage in the town.

Find out more on our website: [www.wsm-tc.gov.uk](http://www.wsm-tc.gov.uk)

## 2. Business Hierarchy



### 3. Roles and Responsibility

- Artists are responsible for their own space once allocated as per the terms of the License to Occupy
- Waiting lists will be managed by Weston-super-Mare Town Council (who reserve the right to implement a third-party organisation)

### 4. Studio Planning Process

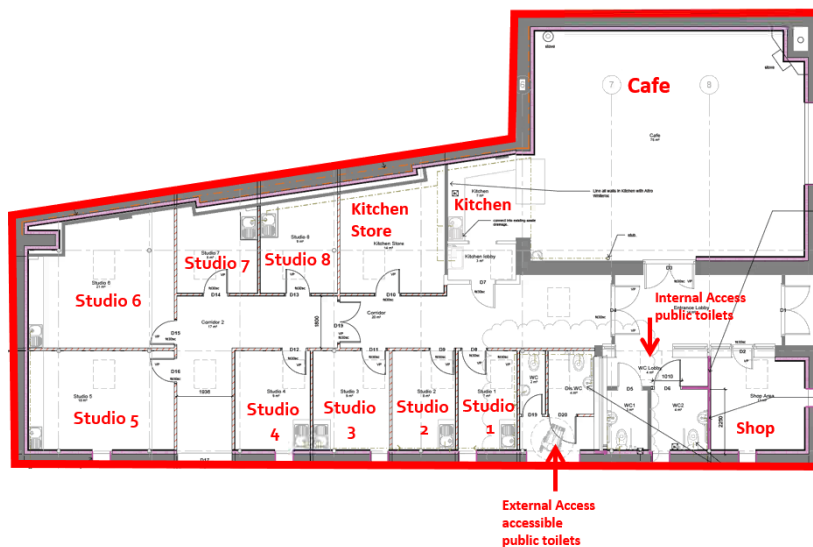
- Applications and expressions of interest for studio occupation should include details of what the studio would be used for. The site aims to cater for a diverse range of artforms.
- **Studio 2 will be utilised as an incubation studio and can only be let for a maximum of 6-months, to meet a community need for short term occupation to encourage new start up artist use.**

### 5. Collection of Space Utilisation Data

- Weston-super-Mare Town Council operates a booking system which will automatically generate invoices, which will be utilised for all available bookable spaces for the site which includes:
  - Artist Studios 1-8
  - Café
  - Artspace – Arts Cabin
  - Learning Cabin
  - Outdoor Event Space (bowl)

### 6. Current Space Usage

#### 6.1. Main Building Internal Studios



#### 6.2. External Cabin Space

[Map to be inserted following completion of cabin installation]

## **7. Continual Improvement**

- Based on information collected under 'collection of space utilisation data', we will keep the site management strategy under review (minimum annually).
- The review will aim to ensure the strategy meets obligations of the community ownership fund, and enables the site to operate with clear processes and standards in order to create a cohesive community environment.

## **8. Health & Safety**

- All Hirers must supply their own Risk Assessment for the use of the space(s) (if applicable) and a copy of the Public Liability Insurance (refer to individual license for amount) (if applicable)
- Site risk assessments will be provided for all occupiers to acknowledge and sign for the general site.
- Individual risk assessments for studios will be undertaken by the occupier and copies provided to WSMTC on an annual basis, or upon new license signing.

## **9. Data Protection**

- All forms, data and occupiers information will be held securely by Weston-super-Mare Town Council Financial Department for 7 years, after which time the information will be securely destroyed.

## **10. Safeguarding**

- The Hirer must ensure that all reasonable precautions are taken for the safety of children. All children under 16 must be accompanied by, or under the supervision of, a responsible adult.
- Please note that all Museum staff have undergone an Enhanced DBS Check.

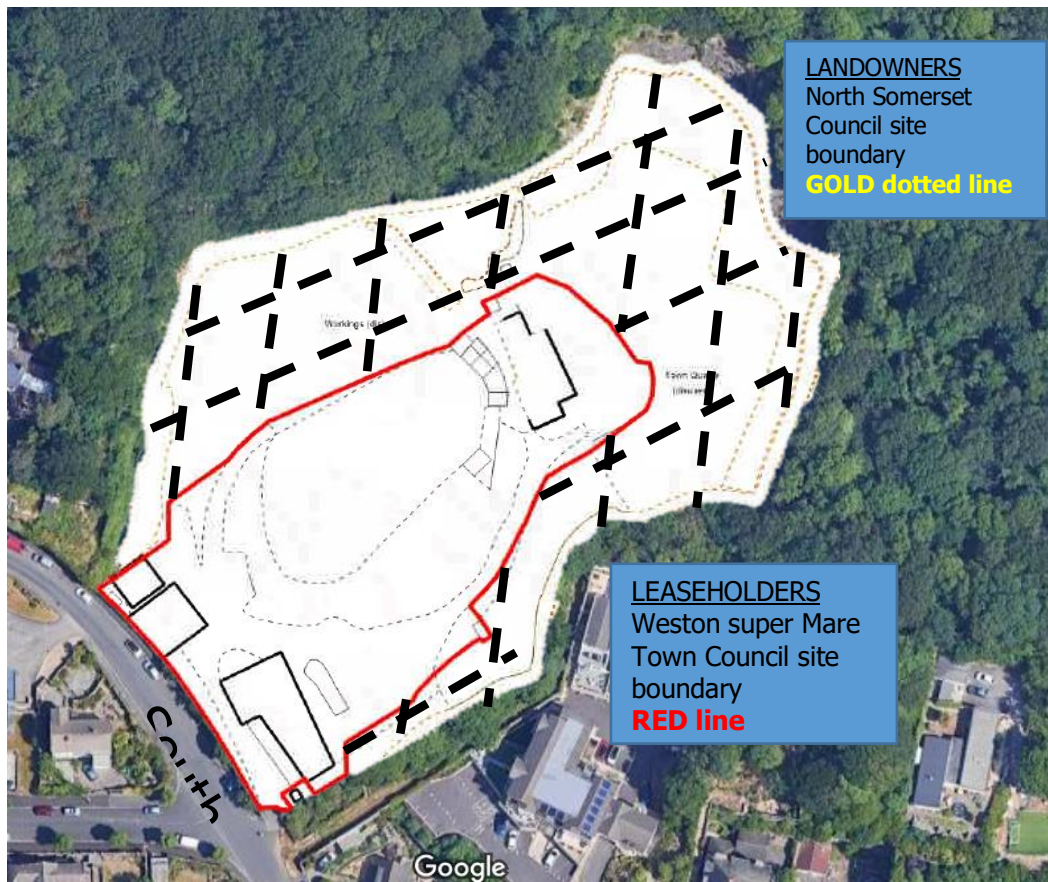
## **11. Cancellation**

- As detailed within the license to occupy for studios or exterior cabins.
- For event and all other bookings as per the terms and conditions on the booking form. (Appendix 2)

## **12. Finance**

- All billing for occupation or bookings will be generated by WSMTC in line with license to occupy agreements and approved charging schedules.

- Appendix 1 – Site Plan – Boundary Line



**13. Appendix 2 – to be kept up to date reflective of the booking system**

<b>Space</b>	<b>Occupant Name</b>	<b>Date License Commenced</b>	<b>Studio Use (artform or other)</b>
Studio 1			
Studio 2			
Studio 3			
Studio 4			
Studio 5			
Studio 6			
Studio 7			
Studio 8			
Cabin 1			Messy Arts Space
Cabin 2			Learning Hub
Café			Café Space