

MAKE SPACE INITIATIVE

Guidance

The Creative Community Hubs Network are delighted to be launching the new MAKE SPACE initiative in partnership with the City of Edinburgh Council, that will provide community members, artists, and practitioners the opportunity to hire space in venues across the Creative Community Hubs network at no financial cost – thereby breaking down barriers to accessing affordable creative space in the city of Edinburgh.

ABOUT THE CREATIVE COMMUNITY HUBS NETWORK

The Creative Community Hubs Network is a partnership project working to increase connections and solidarity between a number of community-based creative hubs across Edinburgh. You can read more about the Network [here](#).

MAKE SPACE INITIATIVE

The Make Space Initiative provides access to a range of community-based spaces across the city, with no financial barrier.

Artists, practitioners, and community members will be able to hire spaces across the Creative Community Hubs Network, free of charge, between September 2024 and March 2025. This is a great opportunity for the Network to support artist development and community activities both locally and across the city of Edinburgh.

We have a total of 300 hours across the network for you to book, 30% of which will be reserved for artists and organisations who work with/are local to the Hubs.

WHO CAN APPLY?

- Artists, practitioners, community members and interest groups, based in Edinburgh.
- 30% of the space will be reserved for those local to the Hubs and within their communities.
- Those looking to support artist development or community activities, importantly **not for commercial purposes (i.e. you cannot financially benefit from the hire of the space(s))**.

HOW TO APPLY:

1. Please download and complete the [booking enquiry form and booking agreement](#).
2. Send the enquiry form and booking agreement directly to the Hub you would like to book space in with reference to the MAKE SPACE Initiative via email. Details of how to book spaces for each Hub can be found below. Please note that completion of this form does not guarantee space, you will hear directly from the Hub if your request is successful.

AVAILABLE SPACE

1. Craigmillar Now

Address: 58 Newcraighall Road, Edinburgh, EH15 3HS

Description of Space:

- Main ground floor space (large church hall) - suitable for visual art, performances, meetings, music. There is a large stage at the far end of the hall which can be used for performances, events (please note there are 3 steps up to access the stage). Large mounted Bluetooth speakers, projector, cinema screen, TV screen, and microphones available. x4 collapsible tables available and x40 collapsible chairs. The Main Hall is accessible but step access required to stage. There is access via a ramp at the back of the venue, entered through the car park, there is also an accessible ground floor toilet. Max 40.

Artform: Visual art, dance, group work, meetings, theatre, readings, performances, live music, cinema.

Availability: 9-5pm. Tuesday, Wednesday, and Thursdays, Friday, Saturday, and Sundays. Availability varies. Additional cost for out of hours.

Booking Process: Please complete our booking form (via the link below) - send all enquiries to info@craigmillarnow.com. Visit [Craigmillar Now Venue Hire](#).

Additional Info: Contact Craigmillar Now on info@craigmillarnow.com, 074478123 (please leave a voicemail or text if we don't answer). If you would like to visit our space beforehand, please include this in your booking. Our working hours are Monday, Wednesday, and Thursday 10-5 pm.

2. Duncan Place Community Hub

Address: 4 Duncan Place, Edinburgh, EH6 8PW

Description of Space:

- **Big Duncan:** Large, light space - suitable for meetings or other activities. Tables and chairs can be set out in different layouts or cleared for an empty space. Wall-mounted whiteboards, projector screen, Busbar electrical sockets, Heating / Air conditioning, Disabled access, Subdued lighting option for yoga/relaxation etc. and WiFi. Max 50.
- **Wee Duncan:** Medium, light space - suitable for meetings or other activities. Tables and chairs can be set out in different layouts or cleared for an empty space. Wall-mounted whiteboards, projector screen, Busbar electrical sockets, Heating / Air conditioning, Disabled access, and WiFi. Max 18-20.

Artform: Any.

Availability: 9am - 9pm Monday to Thursday, 9am - 6pm Fridays. Availability varies. Weekends may be possible by arrangement.

Booking Process: Contact Duncan Place by email at info@duncanplace.org with your booking request form and we'll get back to you with availability. Please title your email "MAKE SPACE INITIATIVE" when you contact us.

Additional Info: See [Duncan Place Meeting Rooms Space for Hire](#) for info and images of available spaces and possible layouts.

3. granton:hub

Address: Granton Park Ave, Edinburgh EH5 1HS, UK

Description of Space:

- Sphinx room: Large bright and airy space suitable for artist workshops, classes, and meetings. Max seated around 35 including (foldable) tables. The room has a data projector and screen. An annex room and small kitchen are also available, making it easier to use the main space, and the rest for catering or logistical support.

Artform: Art exhibition, workshop, music class, group activity, small group film screening, Creative writing class. Large foldable tables are available as well as chairs.

Availability: 9am to 9pm. Please note there is no staff available. Space is run by volunteers and a visit is recommended before the room can be booked.

Booking Process: Contact events@grantonhub.org. Please title your e-mail "Edinburgh Council – "MAKE SPACE INITIATIVE" when you contact us and mention in the e-mail this council-funded scheme. Thanks.

Additional Info: Check our website [Granton Hub](#).

4. North Edinburgh Arts

Address: 12C Macmillan Square, EH4 4AB

Description of Space:

- Studios (large to medium) multi-use and various sizes. PowerPoints available and some studios have smart screens.

Artform: Visual arts, performing arts, and group work.

Availability: 9am - 5pm Mon, Tues, Wed and Sat. 9am - 8pm Thurs and Fri. (pending building reopening).

Booking Process: Contact spacehire@northedinburgharts.co.uk with your booking requests, with reference to 'MAKE SPACE Initiative'.

Additional Info: Please note our building is currently undergoing redevelopment work at the moment. We are planning on reopening in Autumn 2023, please contact us for more information.

5. Out of the Blue

Address: 32 - 36 Dalmeny Street, Leith, Edinburgh, EH6 8RG

Description of Space:

- **G40 / Rehearsal Studio:** 80 sq m – maximum capacity 80 - A large space with a sprung wooden floor, mirrors, and underfloor heating – ideal for large meetings and workshops, dance classes, aerial training, performances, and drama. The room can be blacked out for performances and special events.
- **G36 / The Cutting Room:** 38 sq m – maximum capacity 25 - The Cutting Room is a smart and modern space perfect for meetings, auditions, workshops, and classes.
- **G8 / The Music Room:** 32 sq m – maximum capacity 20. The G8 Music Room is sound insulated, well ventilated, and equipped with broadband internet and a Yamaha Clavinova 511 Electric Piano with weighted keys. Perfect for small meetings, workshops, music rehearsals, and group music lessons. Please note, we do not provide a drum kit and the room is generally not suitable for drumming or loud band rehearsals.

Artform: Dance, drama, visual arts, small drama rehearsals, music.

Availability: View availability and access a space booking form at [Out of the Blue Space Hire](#).

Booking Process: Visit [Out of the Blue Space Hire](#), email enquiry form to bookings@outoftheblue.org.uk with reference to MAKE SPACE Initiative.

Additional Info: Catering/Cafe open to the public, Mondays - Saturdays 10 am - 5 pm. Audio-visual equipment/screening and PA also available to hire. Further details here: [Out of the Blue Space Hire](#).

6. Southside Community Centre

Address: 117 Nicolson Street, Edinburgh, EH8 9ER

Description of Space:

- **Hall:** A large [sprung] wooden floored hall, with raked seating for around one hundred people. Floorspace of 240sqm. Additional chairs and tables can be provided.
- **Room 1:** A large carpeted general-purpose room with wall-mounted projector screen & ceiling mounted projector. Optional tables and chairs available. Holds around forty people depending on layout. Approx 60sqm.

- **Room 2:** Small carpeted general-purpose room with a wall-mounted large TV. Optional tables and chairs available. Holds around 20 people depending on layout. Approx 28sq m.
- **Café:** Wooden floored space set out café style, can hold around 50 people.

Artform: Dance, group work, celebrations, community gatherings, music, drama, and spoken word. Group work, small community gatherings, film showings, meetings, children's drama & dance, workshops, and spoken word. Small community gatherings, spoken word, and visual art. Serving of food.

Availability: Monday to Friday from 9am until 8:30pm. Saturdays & Sundays from 9:30am until 4:30pm. Availability outside these times is subject to staffing availability.

Booking Process: View availability at [Southside Community Centre](#) and then submit booking paperwork. Email us via hello@southsidecommunitycentre.co.uk with the MAKE SPACE Booking Enquiry Form and agreement, and any queries.

Additional Info: See [Southside Community Centre Bookings](#) for information on spaces available and availability.

7. WHALE Arts

Address: 30 Westburn Grove, Edinburgh, EH14 2SA

Description of Space:

- Large art studio space - suitable for visual art or table can be moved to create a large open space. Not suitable for music (acoustics).
- Black Box performance space and breakout/social area.
- Mid-size cozy, quiet room.
- Creative tech space with multiple power points, desk, and meeting tables, projector.

Artform: Visual art, dance, group work, music, meetings, smaller visual art, theatre readings, animation, meetings, clean visual art, group work.

Availability: 9am - 5 pm. Availability varies. Additional cost for out of hours.

Booking Process: Contact WHALE Arts on 0131 458 3267, email: roombookings@whalearts.co.uk with your details and ideal times/dates and we'll get back to you with availability. Please mention "MAKE SPACE INITIATIVE" when you contact us. Thanks!

Additional Info: See [WHALE Arts Bookable Rooms](#) for info and images of available spaces.

8. The Crannie Community Hub

Address: 9 Cranston Street, Edinburgh EH8 8BE

Description of Space:

- **Village Hall:** Larger space, accommodates up to 30 people in boardroom, cabaret, or theatre format.
- **Glass Room:** Meeting room, accommodates up to 12 people.
- **Craft Room:** Meeting/workshop space, accommodates up to 10 people.

The venue has ramps for access to all spaces, and accessible toilets are available on both levels. All rooms are accessible from street level.

Artform: Suitable for meetings, workshops, training, rehearsals, group work, and talks.

Availability: 9 am to 5 pm, Monday to Friday. Additional costs apply for occasional out-of-hours bookings.

Booking Process: Complete the [booking form](#) and send the MAKE SPACE Enquiry form and other enquiries to thecrannie@eotdt.org, or call 0131 557 2244 for more information.

Additional Info: For further information or to discuss your booking, please contact thecrannie@eotdt.org or call 0131 557 2244.

The Creative Community Hubs Network is funded by the City of Edinburgh Council, with WHALE Arts as lead partner. The project and network activities are facilitated by Eva McKenzie (WHALE Arts) and Morvern Cunningham (freelance creative).

