

Annex 4

York Guildhall Serviced Office and Business Club venue			
Typical operating year (year 4)			
Income	CYC projection £,000	Operator A £,000	Operator B £,000
Serviced office / Business Club and Events	785	770	940
Cafe	25	inc	inc
Total income	810	770	940
Operating costs	CYC projection £,000	Operator A £,000	Operator B £,000
staff / management	155	285	270
utilities / rates / FM	391	235	380
Total costs	546	520	650
Net annual Income	264	250	290

York Guildhall Serviced Office and Business Club venue

year 4 operating projection

Ref	Area	m2	rental ft2	Desk nos.	Serviced Office £35/ft2	Desk rental £249/mnth
Basement						
I.V.05	Co-working benches	42	452	8		
Ground Floor						
G.A.02	Business Lounge	55	592	10		
G.A.03	Office	35	377	5	£13,193	
G.V.04	Co-working benches	22	237	4		
GH 04 - Com Rm1	Mtg	45	485	0		
G.V.06	Office	35	377	5	£13,193	
G.V.07	Office	35	377	5	£13,193	
G.V.08	Office	34	366	5	£12,816	
G.V.09	Office	50	539	7	£18,848	
G.V.10	Office	31	334	4	£11,685	
G.V.12	Desk rental	89	959	13		£38,844
First Floor						
I.A.02	Business Lounge	58	625	10		
I.V.03	Meeting Room	11	118	0		
I.A.04	Meeting Room	36	388	0		
I.V.06	Meeting Room	33	355	0		
I.V.07	CYC	20	215	3		
I.V.08	Desk rental	109	1174	16		£47,808
I.N.08	Co-Working desks	129	1389	22		
Second Floor						
2.V.03	Office	83	894	12	£31,287	
2.V.06	Office	104	1120	15	£39,203	
2.N.08	Co-Working desks	160	1723	27		
2.N.09	Desk rental	121	1303	17		£50,796
TOTALS		1337	14399	188	£153,419	£137,448

Assumptions

100 members @ £99/month
 100 members @ £199/month
 serviced office rental @ £35/ft2
 desk rental @ £249/month
 additional office services
 GH hire 50% @£600/ day
 Mtg Rm hire 1hr / room / day
 CC hire @ 4x£250 / mnth

Cafe lease as valuation

88% occupancy

club membership basic	£118,800
club membership plus	£238,800
Office rental 88% occ	£135,008
Desk rental 88% occ	£120,954
office services	£25,000
GH hire	£108,000
mtg room hire	£26,000
council chamber	£12,000

£25,000

Total Income	£809,563
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less Costs	£546,000
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net Income	£263,563
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Operating Cost projections**Core Costs**

Staffing	£155,000
Business Rates	£87,000
utilities - Gas / Elec / Water	£90,000
Telecoms / fibre rental	£27,000
Buildings Insurance	£12,000
Security	£15,000
Refuse & Waste collection	£5,000
Consumables (inc Light Bulbs)	£3,000

Maintenance Costs

Communal Cleaning	£75,000
Door Entry / Intercom / CCTV Maintenance	£3,000
Fire Alarm & Emergency Lighting	£3,000
Repairs / Maint	£13,000
Window Cleaning	£6,000
Grounds Maintenance	£2,000

Reserves

Sinking Fund	£50,000
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Total costs	£546,000
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