



CABINET

17TH NOVEMBER 2016

AGENDA ITEM (9)

CORINIUM MUSEUM - STONE AGE TO CORINIUM PROJECT

Accountable Member	Councillor Alison Coggins Cabinet Member for Health and Leisure
Accountable Officer	Martin Holland Leisure Services Manager 01993 861556 martin.holland@westoxon.gov.uk

Purpose of Report	To seek authority for the submission of a 'Round Two' Heritage Lottery grant application to fund building improvement works at the Corinium Museum.
Recommendation(s)	(a) That the submission of a 'Round Two' Heritage Lottery Grant application to fund building works at the Corinium Museum be approved; (b) that a sum of £50,000 be included in the Council's 2017/18 capital programme as a contribution by the Council towards the building project.
Reason(s) for Recommendation(s)	To increase visitor numbers and opportunities for residents, schools and visitors by refurbishing the Museum galleries that were not included within the major refurbishment project twelve years ago.

Ward(s) Affected	All Wards
Key Decision	Yes
Recommendation to Council	No

Financial Implications	The draft project cost has been identified as £1,237,095. The Cabinet previously authorised an 'in principle' allocation of £50,000 from the Council Priorities Fund as a contribution towards the project.
Legal and Human Rights Implications	None
Environmental and Sustainability Implications	The design team will investigate environmentally-friendly technologies and opportunities to incorporate viable initiatives at the detailed design stage of the project.

Human Resource Implications	None
Key Risks	<p>There is a risk that the project fundraising target of £601,409 is not achieved (see project budget at Exempt Appendix 'A'). Total income secured from donations, grant funders, and 'in kind' support equates to £492,409 (including the Council's £50,000 contribution). There remains a balance of £109,000 to reach the overall target. To meet this shortfall, major trusts will be approached following notification of the Heritage Lottery Fund's (HLF) grant award decision. The trusts identified within the fund-raising strategy only permit applications from projects which the HLF has grant funded.</p> <p>There existed a potential risk with the scheme that the Council may exceed its VAT partial exemption de-minimis position. In mitigation, after consulting VAT advisors, the Council has determined that it will be able to recover input VAT on capital works undertaken at the Corinium Museum. In establishing this position, the Council considered its use of the Museum as being limited to a lease (for nil consideration) to a third party who subsequently uses it to make supplies in its own right, and therefore concluded there would be no partial exemption issues.</p> <p>There is a risk associated with construction contracts relating to potential cost over-run. In mitigation, the project budget includes a 5% construction phase, contingency sum and 2% for inflation. However, there is a risk that any cost over-run in excess of these provisions would fall upon the Council to fund.</p> <p>There is a risk that visitor numbers to the Museum will decline if the Museum offer remains static. Furthermore, parts of the Museum will remain difficult to access for some visitors.</p>
Equalities Analysis	The project will result in the Museum and its collection being more accessible to a wider audience.

Related Decisions	Minute CAB.48 - 6 th November 2014
Background Documents	None
Appendices	Exempt Appendix 'A' - Project Budget Appendix 'B' - Architect's Design (report extract)

Performance Management Follow Up	<p>(i) Implement Cabinet decisions.</p> <p>(ii) Visitor numbers, expenditure and income are monitored on regular basis via established communication channels with SLM.</p> <p>The projects specific outcomes will be monitored for reporting to the HLF and funding contributors.</p> <p>The Council is monitoring the project income and expenditure via its internal accounting systems and is providing financial updates to the Project Advisor Board. The Council has Officer representation on the Project Advisor Board.</p> <p>Performance on the project will be reported as part of the Council's performance management process.</p>
---	--

<p>Options for Joint Working</p>	<p>The Museum will continue to work in partnership with the Friends of the Museum and the Cotswold Museums Charitable Trust. Volunteers will have an enhanced role interpreting artefacts for visitors; the anticipation is the number of volunteers will increase as a result. Providing the pre-history link to the National Curriculum will strengthen the education offer for Schools and closer partnership working. Confirmed project partners include Cotswold Archaeology and the British Museum.</p>
---	---

<p>Background Information</p> <p>1. Members will recall that the Council, in partnership with its Leisure Management Contractor, SLM, developed a project at the Corinium Museum to refurbish the galleries that were not included in the last Heritage Lottery funded refurbishment project in 2002/04.</p> <p>2. The objective of the project is to increase visitor numbers and income, as well as reducing on-going running costs (staff, utility, maintenance etc.) to a minimum and optimising long-term business sustainability and resilience. The following works are anticipated in achieving this goal:-</p> <ul style="list-style-type: none"> • alterations to the main entrance, shop and Tourist Information area to improve flow through the Museum and the shop; uniting the shop and Museum reception counters; • creation of a Discovery Centre - this is to be a new, inspiring community space to be used for a variety of functions by a range of visitors; including learning, meetings and Museum collections work; • formation of new galleries within the existing building to display the prehistory, Iron Age and early Roman collections with increased capacity for future acquisitions; • alterations to the Roman Garden. <p>3. At its Meeting on 6th November 2014, the Cabinet supported the aims and objectives of the project, authorised the submission of a 'Round One' grant application to the HLF, and authorised an 'in principle' allocation of £50,000 from the Council Priorities Fund as a contribution towards the project (Minute CAB.48 refers).</p> <p>4. The 'Round One' grant application was successful, and a development grant of £96,300 was awarded to work the project up to the detailed stage for submission of the 'Round Two' construction phase and application. Previously named the "Community Discovery Project", it has been renamed the "Stone Age to Corinium Project" to better reflect the purpose of the project.</p> <p>5. Authority is now being sought for the submission of the 'Round Two' application to the HLF and the inclusion of £50,000 in the Council's capital programme as a contribution towards the scheme. If the Cabinet agrees to the recommendations, the application to the HLF will be submitted before the end of November 2016. Notification of the grant decision is expected by June 2017 and, if successful, the project will be worked up to tender stage, with construction works commencing in February 2018. A copy of the project budget is attached at Exempt Appendix 'A'.</p> <p>6. A complete copy of the project architect's design report has been placed in the Members' Room. For ease of reference, an extract from that report, summarising the improvements planned, is attached at Appendix 'B'.</p>

(END)