

CABINET

16 November 2005

PRINCIPAL SCRUTINY COMMITTEE

5 December 2005

CAPITAL FUNDING FOR MUSEUMS PROJECTS

REPORT OF DIRECTOR OF DEVELOPMENT

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RECENT REFERENCES:

None

EXECUTIVE SUMMARY:

Whilst the City Museum is currently enjoying high levels of visitor satisfaction, there is a need to carry out major works to the roof. New roof coverings and associated works are required to ensure that the building is weathertight, to prevent damage to the exhibits and to improve environmental conditions in the Venta Gallery. This report outlines the work required and seeks approval from Council for a supplementary estimate of £55,000 from the capital programme to fund this work in the spring/summer of 2006.

At the suggestion of the Portfolio Holder for Culture, Heritage and Sport, the curatorial team is also seeking to introduce a new display of artefacts in the large glass frontage of the Market Lane public toilets. This would be directly in keeping with the City Council's corporate objective of increasing access to cultural opportunities. Members are asked to approve the scheme, and to endorse a supplementary estimate of £15,000 from the capital programme for the purpose.

RECOMMENDATIONS:

- 1 That Cabinet approves:
  - i) the proposed work to the roof of the City Museum, and
  - ii) the proposed scheme for a display of artefacts at Market Lane public toilets as illustrated in Appendix 3.
- 2 That, subject to the matter not being called in by Principal Scrutiny Committee, Cabinet authorises a supplementary estimate from the capital programme of:
  - i) £55,000 for new roof coverings and associated works at the City Museum, including professional fees, and
  - ii) £15,000 for the new window display at Market Lane Toilets.
- 3 That the financial appraisal supporting the reroofing and associated works at City Museum as set out in Appendix 1 be approved.
- 4 That the financial appraisal supporting the display of window display at Market Lane Toilets as set out in Appendix 2 be approved.
- 5 That a direction be made under Contract Procedure Rule 3.3(a) to allow the appointment of the architectural consultant identified in Exempt Appendix 4 on the basis set out therein for the provision of professional services in connection with the contract.

CABINET16 November 2005PRINCIPAL SCRUTINY COMMITTEE5 December 2005CAPITAL FUNDING FOR MUSEUMS PROJECTSREPORT OF DIRECTOR OF DEVELOPMENTDETAIL:1 Introduction

- 1.1 City Museum has been enjoying much positive public comment recently. This arises in part from the introduction of regular free events – drawings crowds of up to 2,000 in the case of the recent Jane Austen day - and a number of family-friendly features which made it a contender for the 2004 'Kids in Museums' initiative led by *The Guardian* newspaper. However, one aspect of the museum which causes environmental and curatorial difficulties is the poor condition of the roof. This now requires some capital investment to protect the building, its important contents and its customers in the coming years.
- 1.2 At the suggestion of the Portfolio Holder for Culture, Heritage and Sport, the curatorial team has also been developing a scheme to display artefacts from the City Council's collection in the large glass frontage of the popular public toilets in Market Lane.
- 1.3 This report puts forward the case for new roof coverings and associated works, and for the a heritage display in Market Lane. It seeks approval for both projects, and asks Members to authorise a total allocation of £170,000 from the City Council's capital programme to fund them.

2 Condition of the City Museum Roof

- 2.1 Over the years there have been a number of leaks in the City Museum roof which have required patch repairs. The leaks have caused damage to the centrepiece of the Venta Gallery (on the 2<sup>nd</sup> floor) which is the Roman mosaic: algal growth and staining has needed to be cleaned by a professional conservator at some cost (close to £1,000 on the last occasion).
- 2.2 In addition to these maintenance problems, the insulation in the roof needs to be improved to meet current building regulations. At present the Venta Gallery is too hot in summer and too cold in winter which presents difficulties in preserving the exhibits and can give rise to a poor visitor experience. Proper insulation would help to control winter temperatures, whilst architects have suggested that a simple extractor fan and/or opening rooflights at a high level in the gallery should go some way to alleviating summer heat build-up.

2.3 Under the direction of the Head of Contracts and Property Services, investigative work was carried out on the City Museum roof in August 2005 by local architects Architecture PLB, structural engineers AKS Ward and a local roofing contractor. The work gave rise to the following information:

- a) a limited inspection of part on the museum's 'mansard' type roof revealed generally sound structure, masonry and leadwork. This investigation work was carried out on the southern roof slope only, however, and it cannot be assumed that similar conditions exist in all parts of the roof;
- b) some features contained within the roof such as dormer windows and the pediment to the west end could not be inspected externally;
- c) the natural slate roof covering proved to be in very poor condition and is recommended for complete stripping and replacement with natural Welsh slates;
- d) the pigeon proof netting that covers part of the roof needs replacing.

2.4 Because of the inconclusive nature of some of the information, contingency allowances have been incorporated into the budget estimate to allow for:

- i) repair of and redecoration to the dormer windows, and
- ii) repairs on the north side of the roof and the pediment on the west side.

2.5 Cost estimates for the aforementioned works are as follows: -

(i)	reroofing and associated works complete to include access scaffolding, protection to top floor gallery, external and internal decoration, contingency:	£131,000
(ii)	professional fees including architects, planning supervisor (health & safety requirement) and client side costs estimated at 17.5%:	£ 24,000
<b>Total</b>		<b>£155,000</b>

2.6 A sum of £100,000 was identified for this work in the latest capital programme (approved at Full Council on 2<sup>nd</sup> November), but this estimate was put forward before the results of the roof survey were available. The latest estimate of £155,000 better reflects the extent of the work required, and Members are therefore asked to approve a supplementary estimate of £55,000 from the capital programme.

### 3 Practical Considerations

3.1 It is considered essential to close the Venta Gallery during the work for safety reasons. It is also considered essential either to remove the portable artefacts on display or to protect them *in situ* (particularly larger items such as the mosaic) to prevent potential damage. Much of this work will be managed by museums staff and from within existing budgets

3.2 Following completion of the external re-roofing and associated works it is considered prudent to carry out internal redecoration before the exhibition is reinstated.

- 3.3 Access for the works will be required from the south (Cathedral Outer Close) side. The scaffold access will include a temporary roof structure to protect the building and its contents and also construction operatives for the duration of the works. Full consultation therefore take place with the cathedral authorities, as well as with the City Council's own conservation officers as part of the project planning process.
- 3.4 Some thought has been given to the timing of the work, as the closure of the top gallery has obvious implications for the visitor experience at the museum. The work is likely to take around ten weeks, allowing for removal or encasing of objects in the gallery beforehand and interior redecoration afterwards. In view of the need to create a temporary roof, the works will need to take place in spring 2006 (April – June) to avoid poor winter weather conditions. This is outside the main visitor season, and allows time to liaise with other established visitors (eg schools groups) to make appropriate alternative provision for them.

#### 4 Approval for the City Museum Reroof

- 4.1 There is no regular budget assigned for capital works to the City Museum. In line with financial procedures, Council is therefore asked to approve this project, and to authorise a supplementary estimate of £155,000 from the capital programme to enable the work to take place in spring 2006. Once approved, a full project plan will be drawn up in line with the City Council's new project management system.

#### 5 New Display for Market Lane Toilets

- 5.1 Officers and stakeholders have been disappointed by the recent closure of the Brooks Experience, which provided free access to artefacts from the museums collections to shoppers and casual visitors among others. Whilst negotiations are ongoing to try to resolve the situation at the Brooks, officers have for some time been seeking new opportunities for small, accessible displays of items from the collections which are not normally on public view. The display case outside the Guildhall Gallery has already proved very popular, and was originally paid for with lottery funding obtained to accommodate the loan of the Winchester Gold in 2002/03.
- 3.2 The Portfolio Holder for Culture, Heritage and Sport has identified potential for a new display in the large glass frontage of the Market Lane public toilets. These public toilets are well used and well maintained, and score highly in visitor surveys. The Serco staff working there feel they are ambassadors for the city and regularly hand out tourist information leaflets to customers. However, the window often looks unattractive because of the clutter of paper, plants and bags which accumulate over time. Discussions with the cleaning staff suggest that they – and their customers - would welcome a permanent, high quality display of artefacts to make the most of the large window area. It would also provide a directional marker for the nearby City Museum, in keeping with requests from Members for greater local promotion.
- 3.3 The scheme would consist of a museum-standard display of objects on a broad theme of water. This might include lavatory seats, medieval water pitchers, a sign believed to be from the original public convenience in the basement of the present City Museum, and a Roman mosaic showing Amyone fetching water. The mosaic would benefit from the move as it is vulnerable to antisocial behaviour in its current location under the arch at Hyde Resources Centre. It would also be sensible to rehouse it now in preparation for the longer-term vacation of Hyde.
- 3.4 The display would incorporate hanging banners bearing some appropriate quotations. Some minor work will be required to improve display lighting and reduce

excessive sunlight with ultra-violet film, but there will be little disruption to customers during the work. Two sketches – for illustration purposes only – are attached at Appendix 3.

- 3.4 There was extensive media coverage of declining standards of public toilets in the United Kingdom during the World Toilet Summit in Belfast in September. This scheme would do much to reinforce Winchester City Council's track record of investment in public toilets – particularly with the development of the new facility at Jewry Street as part of the cultural centre project. The Market Lane toilets won a RIBA (Royal Institute of British Architects) award when they were opened, partly on account of the stylish façade: this creative development of the window space would finally make use of the frontage in a way which would complement the work of the original architects. It would also provide an unusual and eye-catching feature for a city which is increasingly establishing itself as a centre of creative thinking.
- 3.5 Members are therefore asked to approve the scheme and to authorise a supplementary estimate of £15,000 from the capital programme to fund the project.

#### OTHER CONSIDERATIONS:

#### 4 CORPORATE STRATEGY (RELEVANCE TO):

- 4.1 The City Museum as a whole is an important cultural asset, the activities of which support the corporate objective of increasing access to cultural and sporting opportunities. The new display at Market Lane would also provide unusual and free access to artefacts from the museums collection, most of which are not normally on display.

#### 5 RESOURCE IMPLICATIONS:

##### 5.1 Financial resources:

- |  |          |
|--|----------|
| a. Reroofing and associated works at City Museum including professional fees | £155,000 |
| b. New display at Market Lane  | £ 15,000 |

##### 5.2 Staff resources:

###### a. Reroofing at City Museum

Subject to contracts, the roofing project will coincide with the River Park Leisure Centre refurbishment. (It is almost inevitable that building works of this nature will coincide due to the need to schedule them during the spring/summer.) This will place additional demands on the Property Services team, and it is therefore necessary to appoint consultants to provide professional services support in respect of the works. The proposed appointments and the terms of those appointments are dealt with in Exempt Appendix 4. Property Services staff will manage the building project overall and provide a Clerk of Works for site inspection purposes as the works proceed. Museum Service staff will oversee the care of the exhibits in the Venta Gallery, and to manage visitors (through marketing and public relations activity) in such a way as to minimise disappointment at the closure of the gallery.

b. Market Lane display

The Market Lane display will be contracted out to a freelance display specialist, under the supervision of the Principal Curator, and will diminish the potential for excess pressure on workloads.

BACKGROUND DOCUMENTS:

None

APPENDICES:

- Appendix 1: Capital Project Appraisal Bid: Winchester Museum – Reroofing and Associated Works.
- Appendix 2: Capital Project Appraisal Bid: Market Lane Toilets – Window Display.
- Appendix 3: Consultant’s sketches for Market Lane Display.
- Exempt Appendix 4: Appointment of Consultants.

**Appendix 1****Capital Project Appraisal Bid: Winchester Museum – Reroofing & Associated Works**

<b>Project Title :</b> Re-roofing & Associated Works to City Museum	Project Code : TBC
<b>Approval in Principal:</b>	Priority Code TBC
<b>File Re :</b> Held in the offices of the Director of Communities	Date

<b>A</b>	<b>General Information</b>	
<b>1.</b>	<b>Project Description</b>	The reroofing and associated works to City Museum, Winchester.
<b>2.</b>	<b>Link with Corporate Strategy</b>	The City Museum as a whole is an important cultural asset, the activities of which support the corporate objective of increasing access to cultural and sporting opportunities. By maintaining this asset and improving environmental conditions inside the building, we are upholding this commitment.
<b>3.</b>	<b>Link with Business/Service Plan</b>	The reproofing project is a key objective in the 2005/06 departmental business plan.
<b>4.</b>	<b>Feasibility Study Ref.</b>	Not required.
<b>5.</b>	<b>Design Completion Date</b>	Design needs ascertained. Will be completed by December 2005.
<b>6.</b>	<b>Works Commencement Date</b>	Provisionally April 2006.
<b>7.</b>	<b>Target Completion Date</b>	Provisionally June 2006.
<b>8.</b>	<b>Responsible officers</b>	Clive Broomfield – Head of Contracts & Property Services Eloise Appleby – Head of Cultural Services
<b>9.</b>	<b>Estimated Life of Asset</b>	70 years
<b>10.</b>	<b>Other Agencies Involved</b>	None
<b>11.</b>	<b>Planning Permission</b>	Consultation with Planning & Building Control will be concluded during Nov/Dec 05.



<b>B</b>	<b>Financial Information</b>			
<b>12.</b>	<b><u>CAPITAL COSTS</u></b>	Original Estimate	2006/07	Later years
		£.	£.	£.
	Works & Contingencies		131,000	Nil
	Consultancy Fees		24,000	
	Total Capital Cost £	100,000	155,000	0
<b>13.</b>	<b><u>CAPITAL FUNDING</u></b>	Original Estimate	2006/07	Later years
		£.	£.	£.
	Grants			
	Capital Programme	100,000	155,000	Nil
	Other Sources			
	Total Capital Funding £	100,000	155,000	0

<b>14.</b>	<b><u>CASH FLOW PROFILE</u></b>	Q1	Q2	Q3	Q4
		£	£	£	£
	2005/06 (Fees Only)				18,000
	2006/07 (Fees & Works)	100,000	37,000	Nil	Nil
	2007/08				
<b>15.</b>	<b><u>REVENUE COSTS</u></b>	Current Year	2006/07	2007/08	2008/09
		£.	£.	£.	£.
		Staff time only	Staff time only		
	Total Revenue Costs £	0			
<b>16.</b>	<b><u>PRUDENTIAL CODE</u></b>	Current Year	2006/07	2007/08	Full project cost
	<b>Statement on Council Tax Effect</b>				
	<b><u>LOSS OF INTEREST ON CAPITAL @ 4.5%</u></b>	0	£3,500	£7,000	£7,000
	<b><u>REVENUE COST (AS ABOVE)</u></b>	0	0	0	0
	<b><u>TOTAL</u></b>	0	£3,500	£7,000	£7,000
	<b><u>EFFECT ON COUNCIL TAX (£)</u></b>	£0	£0.08	£0.15	£0.15

**Appendix 2****Capital Project Appraisal Bid: Market Lane Toilets – Window Display**

<b>Project Title:</b> Display of historic artefacts in Market Lane toilet window	Project Code :
<b>Approval in Principal:</b>	Priority Code
<b>File Re :</b>	Date

<b>A</b>	<b>General Information</b>	
<b>17.</b>	<b>Project Description</b>	Fitting out of public window space of Market Lane toilets with museums artefacts and interpretation panels to make positive use of currently cluttered and visually unattractive area.
<b>18.</b>	<b>Link with Corporate Strategy</b>	Increasing access to cultural opportunities (the sixth objective). The new display at Market Lane would provide unusual and free access to artefacts from the museums collection, most of which are not normally on display.
<b>19.</b>	<b>Link with Business/Service Plan</b>	Fits a portfolio holder target in the 2005/06 performance plan to 'develop new ways to provide better public access to heritage services'.
<b>20.</b>	<b>Feasibility Study Ref.</b>	Not required
<b>21.</b>	<b>Design Completion Date</b>	Design concept already delivered: full design to be submitted and agreed by end November 2005.
<b>22.</b>	<b>Works Commencement Date</b>	Provisionally Jan/Feb 2006.
<b>23.</b>	<b>Target Completion Date</b>	End March 2006 in line with performance plan.
<b>24.</b>	<b>Responsible officers</b>	Eloise Appleby, Head of Cultural Services Geoff Denford, Principal Curator
<b>25.</b>	<b>Estimated Life of Asset</b>	Museums artefacts are conserved to prevent deterioration, but interpretation panels and other 'fixtures' which form part of the display would have a life of at least 10 years
<b>26.</b>	<b>Other Agencies Involved</b>	None
<b>27.</b>	<b>Planning Permission</b>	Not required (consulted planning 24/10/05)

<b>B</b>	<b>Financial Information</b>			
<b>28.</b>	<b><u>CAPITAL COSTS</u></b>	Original Estimate	2006/07	Later years
	Works	£. 13,950	£. None	£. None
	Contingency	1,050		
	Other (give details)			
	Total Capital Cost £	15,000	0	0
<b>29.</b>	<b><u>CAPITAL FUNDING</u></b>	Original Estimate	2006/07	Later years
	Grants	£.	£.	£.
	Capital Programme	15,000		
	Other Sources			
	Total Capital Funding £	15,000	0	0

<b>30.</b>	<b><u>CASH FLOW PROFILE</u></b>	Q1	Q2	Q3	Q4
	2005/06	£	£	£	£ 15,000
	2006/07				
	2007/08				
<b>31.</b>	<b><u>REVENUE COSTS</u></b>	Current Year	2006/07	2007/08	2008/09
		£. Staff time only	£.	£.	£.
	Total Revenue Costs £	0			
<b>32.</b>	<b><u>PRUDENTIAL CODE</u></b>	Current Year	2006/07	2007/08	Full project cost
	<b>Statement on Council Tax Effect</b>				
	<b><u>LOSS OF INTEREST ON CAPITAL @4.5%</u></b>	0	675	675	675
	<b><u>REVENUE COST (AS ABOVE)</u></b>	0	0	0	0
	<b><u>TOTAL</u></b>	0	675	675	675
	<b><u>EFFECT ON COUNCIL TAX (£)</u></b>	nil	£0.01	£0.01	£0.01

**Appendix 3****Consultant's Sketches (x 2) for Market Lane Display**

(for illustrative purposes only)