

additional papers 1



Shareholders Committee Committee

Mon 3 Aug
2020
6.30 pm

Skype

REDDITCH BOROUGH COUNCIL

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Shareholders Committee

Monday, 3rd August, 2020

6.30 pm

Virtual Meeting - Skype - Virtual

Agenda

Membership:

Cllrs:	David Thain (Chair)	Bill Hartnett
	Salman Akbar (Vice-Chair)	Ann Isherwood
	John Fisher	

7. Forge Mill Museum Report (Pages 1 - 6)

8. Open Air Cinema Report (Pages 7 - 8)

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REDDITCH BOROUGH COUNCIL**RUBICON SHAREHOLDERS COMMITTEE****3rd AUGUST 2020****FORGE MILL MUSEUM**

Relevant Portfolio Holder	Councillor Mike Rouse
Portfolio Holder Consulted	-
Relevant Head of Service	Jayne Pickering- Director of Finance and Resources
Ward(s) Affected	N/A
Ward Councillor(s) Consulted	N/A

1. SUMMARY OF PROPOSALS

To request that Forge Mill Museum remains closed due to the financial and operational impact of delivering social distancing measures.

2. RECOMMENDATIONS

- 2.1 That due to the operational and financial constraints of re-opening the Museum in July the Shareholder Committee agree as a variation to the Service Specification, that from July 2020 and up until the 30th November the Museum remains closed and re-opens on the 1st February 2021 subject to Government Advice on the re-opening of Museums. The Committee further resolve that the legal changes to the operating contract are delegated to the Head of Legal, Democratic and Property Services and the Executive Director of Finance and Resources to implement.

3. KEY ISSUES

- 3.1 The report attached from Rubicon Leisure details the difficulties in reopening of the Forge Mill Museum due to the financial and operational impact of achieving social distancing measures.

4. Financial Implications

- 4.1 As can be seen from the report attached the financial implications of remaining closed would result in a saving of £25k compared to the facility opening. Therefore this would demonstrate better value for money for the company and the Council.

5. Legal Implications

- 5.1 Keeping the Forge Mill Museum closed is a shareholder decision as this sits outside of the current Business Plan. It is proposed that, should members agree, the contractual changes are delegated to the Head of Legal, Democratic and Property Services and the Executive Director of Finance and Resources.

6. Customer / Equalities and Diversity Implications

- 6.1 Officers will develop a clear plan of communication to customers of the rationale of the continued temporary closure of the museum.

7. RISK MANAGEMENT

- 7.1 Rubicon maintains risk registers in relation to both service delivery and Health and Safety compliance. This is reported to the Board of Directors at each meeting.

AUTHOR OF REPORT

Name: Jayne Pickering – Executive Director Finance and Resources
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Performance Reporting

Date: June 2020

1.0 Background

1.1 Forge Mill Museum closed in line with Government Advice on Friday 20th March and has remained closed since that date. On the 25th June the government advised that Museums can open from the 4th July with social distancing measures in place

1.2 The employees who are employed to work at the Museum are currently on furlough which has financial benefit for the company as we are receiving 80% grant for each contracted and casual employee employed by the company.

1.3 This document sets out the considerations for re-opening the Museum, which have been published by **the ICOM: International Council of Museums**.

2.0 Recommendation

2.1 That due to the operational and financial constraints of re-opening the Museum in July the Shareholder Committee agree as a variation to the Service Specification, that from July 2020 and up until the 30th November the Museum remains closed and re-opens on the 1st February 2021 subject to Government Advice on the re-opening of Museums. The Committee further resolve that the legal changes to the operating contract are delegated to the Head of Legal, Democratic and Property Services and the Executive Director of Finance and Resources to implement.

2.2 The Shareholder Committee that the

3.0 Considerations for re-opening the Museum in July

3.1 Due to strict social distancing measures required to be put in place the capacity for people to visit the Museum will reduce. There will also be a need to provide PPE, signage and additional cleaning staff.

3.2 The design of the original Needle Museum makes it extremely difficult to adhere to 2metre distancing and 1metre plus mitigation is not possible.

3.3 Additional cleaning of the Museum will be required and this will be difficult due to the fact that the Museum have limited cleaning resource.

3.4 The usage of the Museum increases in the spring and summer months due to the events programme which won't be able to be put in place due to the government's advice on prohibiting large gatherings in confined spaces.

3.5 The usage of the Museum also increases due to the popularity of the Outdoor


Performance Reporting
Date: June 2020

Play Area which is not in use due to the poor condition of the equipment. Due to the fact the Museum has been closed it was not cost effective to spend the monies on repairs. In addition the Council have ear marked Section 106 Funding to replace the Play Area in spring 2021.

3.6 The age profile of our regular hirers and visitors are largely older people who may feel reluctant to leave their houses whilst COVID 19 is still prevalent.

3.7 This is a similar case with the volunteers which if not available may have a impact on resources and the ability to run services from the Museum.

4.0 Financial impact of re-opening

Budget Group Heading	Re-opening £	Remain Closed £	Difference £
Staffing	38,492	38,492	0
R and M	2,885	2,885	0
Utilities	5,046	1,328	3,718
Other operating costs	8,173	3,081	5,092
Income- based on 25/45% projections	-5,489	0	-5,489
Grant funding furlough	0	-21,442	21,442
Total running costs	49,107	24,344	24,763
Users	1,707	0	

4.1 If the Museum re-opens the Company would not receive grant funding from the furlough scheme- **see table above which projects a grant of £21442 for the period July 1st to October 31st 2020**

5.0 Risks of Remaining Closed and not re-opening

5.1 We may lose some of our presence within the locality. The mitigation here would be to ensure we continue to provide coverage of the Museum's activity on social media in line with what Rubicon has provided during the lockdown period.

5.2 The Duty of Care for the collection and the buildings may create issues although the mitigation would be bring staff in for one day a week to carry out legal and compliance checks to include regular inspections on the condition of these items.

**Performance Reporting****Date: June 2020**

5.3 There is a potential loss of presence and profile with the textile community. However staff working part time a few hours a week could still write articles for the societies and in industry magazines.

5.4 We may lose some contact with staff and volunteers. The mitigation is a detailed and robust Communications Plan to regularly update staff and volunteers in line with what we've done during lockdown and beyond.

5.5 We may lose some of our regular room bookings, as they may go elsewhere if we don't re-open. The mitigation could be to temporarily relocate them to other Rubicon venues that are open.

6.0 Communications

6.1 There will be a need to formulate a detailed plan to explain why the Museum will remain closed during the remainder of 2021. The focus will be on COVID 19 and the restrictions around providing the Events, Exhibitions and Play facility. The plan will need to reach out to staff, volunteers, local historians and history and heritage groups who all have an interest in the Museum and its future.

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REDDITCH BOROUGH COUNCIL**RUBICON SHAREHOLDERS COMMITTEE****3rd AUGUST 2020****OPEN AIR CINEMA**

Relevant Portfolio Holder	Councillor Mike Rouse
Portfolio Holder Consulted	-
Relevant Head of Service	Jayne Pickering- Director of Finance and Resources
Ward(s) Affected	N/A
Ward Councillor(s) Consulted	N/A

1. SUMMARY OF PROPOSALS

To request that Committee agree that Rubicon Leisure facilitate the hiring of a section of the car park at the Abbey Stadium to be used as a multi-purpose outdoor leisure and entertainment space suitable for pre-booked/member fitness classes as well as walk in/drive in cinema, comedy, murder mystery, theatre and live music.

2. RECOMMENDATIONS

- 2.1 That the Shareholder Committee agree to Rubicon Leisure facilitating the hire of a section of the car park for an open air cinema and other active and well being events for the community. Furthermore the Committee delegate the contractual amendments required to the Head of Legal, Democratic and Property Services and the Executive Director of Finance and Resources

3. KEY ISSUES

- 3.1 It is proposed that a multi-purpose outdoor leisure and entertainment space suitable for pre-booked/member fitness classes as well as walk in/drive in cinema, comedy, murder mystery, theatre, live music and more would be established on the car park at the Abbey Stadium via a formal hire to an external experienced company.
- 3.2 Based on the side car park at the Abbey Stadium and secured by heras fencing an external company would supply, install and operate an outdoor covered stage with LED video wall backdrop, stage lighting and sound equipment. The setup and area produced would be ideal for all kind of leisure and entertainment and could facilitate either 50 cars (max 5 people per car) / 36 cars with 30 people seated or 0 cars with 75-100 people standing/seated. Fitness classes would be provided and organised by the Rubicon staff where as the cinema, comedy, live performances. would be provided by an the hirer external company. Tickets/memberships for the fitness would be handled by the Abbey Stadium and the entertainment side would be dealt with by the external company to include food and beverages that would be delivered to vehicles/people to meet social distancing guidelines. A number of standard and disabled portable toilets, hand wash points hand sanitation stations would also be provided in the area to keep it self contained provided by the hiring organisation.
- 3.2 With Covid 19 changing the future for leisure and entertainment in both the short and long term there is a want and need for leisure and entertainment within the town for all age groups that is both safe, optimised for social distancing and entertaining.

4. Financial Implications

- 4.1 Rubicon Leisure will be receiving a hire fee and in addition and more importantly the space will be used to undertake outside classes for members to enable more capacity than is currently allowed inside due to social distancing measures.

5 Legal Implications

- 5.1 It is proposed that , should members agree, the contractual changes are delegated to the Head of Legal, Democratic and Property Services and the Executive Director of Finance and Resources.

6. Customer / Equalities and Diversity Implications

- 6.1 The hire of the car park will provide additional leisure and fitness events to our community.

7. RISK MANAGEMENT

- 7.1 Rubicon maintains risk registers in relation to both service delivery and Health and Safety compliance for all services provided within the facility including hiring organisations. This is reported to the Board of Directors at each meeting.

AUTHOR OF REPORT

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