

Agenda

Joint Museums Committee

Friday, 27 February 2015, 12.15 pm
County Hall, Worcester

This document can be made available in other formats (large print, audio tape, computer disk and Braille) on request from Democratic Services on telephone number 01905 728713 or by emailing democraticServices@worcestershire.gov.uk

If you can not understand the contents of this document and do not have access to anyone who can translate it for you, please contact 01905 765765 for help.

বাংলা। আপনি যদি এই দলিলের বিষয়বস্তু বুঝতে না পারেন এবং আপনার জন্য অনুবাদ করার মত পরিচিত কেউ না থাকলে, অনুগ্রহ করে সাহায্যের জন্য 01905 765765 নম্বরে যোগাযোগ করুন। (Bengali)

廣東話。如果您對本文檔內容有任何不解之處並且沒有人能夠對此問題做出解釋，請撥打 01905 765765 尋求幫助。 (Cantonese)

普通话。如果您对本文件内容有任何不解之处并且没有人能够对此问题做出解释，请拨打 01905 765765 寻求帮助。 (Mandarin)

Polski jeżeli nie rozumieją Państwo treści tego dokumentu i nie znają nikogo, kto mógłby go dla Państwa przetłumaczyć, proszę zadzwonić pod numer 01905 765765 w celu uzyskania pomocy. (Polish)

Português. Se não conseguir compreender o conteúdo deste documento e não conhecer ninguém que lho possa traduzir, contacte o 01905 765765 para obter assistência. (Portuguese)

Español. Si no comprende el contenido de este documento ni conoce a nadie que pueda traducírselo, puede solicitar ayuda llamando al teléfono 01905 765765. (Spanish)

Türkçe. Bu dokümanın içeriğini anlayamazsanız veya dokümanı sizin için tercüme edebilecek birisine ulaşamıyorsanız, lütfen yardım için 01905 765765 numaralı telefonu arayınız. (Turkish)

اردو. اگر آپ اس دستاویز کی مشمولات کو سمجھنے سے قاصر ہیں اور کسی ایسے شخص تک آپ کی رسائی نہیں ہے جو آپ کے لئے اس کا ترجمہ کرسکے تو، براہ کرم مندر کے لئے 01905 765765 پر رابطہ کریں۔ (Urdu)

(Kurdish) کوردی سۆزانی. نەگەر ناتوانی تێبەگهی له ناوی زکی نەم بێگهیە و دەستت بە هیچ کەس ناکەیت کە و جیگەر بێتووە بۆت، تەکنیە تەلەفۆن بەکە بۆ ژمارە 01905 765765 و داوای ژێنوێنی بەکە.

ਪੰਜਾਬੀ। ਜੇ ਤੁਸੀਂ ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮਸ਼ਹੂਰ ਸਮਝ ਨਹੀਂ ਸਕਦੇ ਅਤੇ ਕਿਸੇ ਅਜਿਹੇ ਵਿਅਕਤੀ ਤੱਕ ਪਹੁੰਚ ਨਹੀਂ ਹੈ, ਜੋ ਇਸਦਾ ਤੁਹਾਡੇ ਲਈ ਅਨੁਵਾਦ ਕਰ ਸਕੇ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਮਦਦ ਲਈ 01905 765765 'ਤੇ ਫ਼ੋਨ ਕਰੋ। (Punjabi)



DISCLOSING INTERESTS

There are now 2 types of interests:
'Disclosable pecuniary interests' and **'other disclosable interests'**

WHAT IS A 'DISCLOSABLE PECUNIARY INTEREST' (DPI)?

- Any **employment**, office, trade or vocation carried on for profit or gain
- **Sponsorship** by a 3rd party of your member or election expenses
- Any **contract** for goods, services or works between the Council and you, a firm where you are a partner/director, or company in which you hold shares
- Interests in **land** in Worcestershire (including licence to occupy for a month or longer)
- **Shares** etc (with either a total nominal value above £25,000 or 1% of the total issued share capital) in companies with a place of business or land in Worcestershire.

NB Your DPIs include the interests of your spouse/partner as well as you

WHAT MUST I DO WITH A DPI?

- **Register** it within 28 days and
- **Declare** it where you have a DPI in a matter at a particular meeting
 - you must **not participate** and you **must withdraw**.

NB It is a criminal offence to participate in matters in which you have a DPI

WHAT ABOUT 'OTHER DISCLOSABLE INTERESTS'?

- No need to register them but
- You must **declare** them at a particular meeting where:
You/your family/person or body with whom you are associated have
a **pecuniary interest** in or **close connection** with the matter under discussion.

WHAT ABOUT MEMBERSHIP OF ANOTHER AUTHORITY OR PUBLIC BODY?

You will not normally even need to declare this as an interest. The only exception is where the conflict of interest is so significant it is seen as likely to prejudice your judgement of the public interest.

DO I HAVE TO WITHDRAW IF I HAVE A DISCLOSABLE INTEREST WHICH ISN'T A DPI?

Not normally. You must withdraw only if it:

- affects your **pecuniary interests** **OR**
relates to a **planning or regulatory** matter
- **AND** it is seen as likely to **prejudice your judgement** of the public interest.

DON'T FORGET

- If you have a disclosable interest at a meeting you must **disclose both its existence and nature** – 'as noted/recorded' is insufficient
- **Declarations must relate to specific business** on the agenda
 - General scattergun declarations are not needed and achieve little
- Breaches of most of the **DPI provisions** are now **criminal offences** which may be referred to the police which can on conviction by a court lead to fines up to £5,000 and disqualification up to 5 years
- Formal **dispensation** in respect of interests can be sought in appropriate cases.

Joint Museums Committee

Friday, 27 February 2015, 12.15 pm, County Hall, Worcester

Membership: Mr A N Blagg, Worcestershire County Council
Mrs L C Hodgson, Worcestershire County Council (Chairman)
Mr A C Roberts, Worcester City Council
Mr D Wilkinson, Worcester City Council

Agenda

Item No	Subject	Page No
1	Named Substitutes To receive details of any member nominated to attend the meeting in place of a member of the Committee.	
2	Apologies/Declarations of Interest To invite any member to declare any interest in any items on the Agenda.	
3	Confirmation of Minutes To confirm the Minutes of the meeting held on 17 November 2014 (previously circulated – pink pages)	
4	Hartlebury Management Agreement	1 - 4

Agenda produced and published by Simon Mallinson, Head of Legal and Democratic Services, County Hall, Spetchley Road, Worcester WR5 2NP

To obtain further information or a copy of this agenda contact Simon Lewis, Committee Officer on 01905 766621, slewis@worcestershire.gov.uk

All the above reports and supporting information can be accessed via the Council's website at <http://www.worcestershire.gov.uk/cms/democratic-services/minutes-and-agenda.aspx>

Date of Issue: Wednesday, 18 February 2015

This page is intentionally left blank

4. HARTLEBURY MANAGEMENT AGREEMENT

Recommendation

- 1. The Museums General Manager recommends that:**
 - a) the principles of a management agreement with the Hartlebury Castle Preservation Trust for the future operation of the wider site at Hartlebury Castle and the County Museum be approved; and**
 - b) the Museums General Manager be authorised in consultation with the Chairman and Vice-Chairman of the Joint Committee to enter into a Management Agreement with Hartlebury Castle Preservation Trust.**

Background Information

2. The Committee received a report in July 2013 about the successful bid for a development grant of £413,700 from the Heritage Lottery Fund, to fund the work necessary to secure a successful award for the Hartlebury project. (Minute no 141 refers) The bid had been made by Hartlebury Castle Preservation Trust ("HCPT"), working in partnership with the County Council and Museums Worcestershire.
3. The project is intended to secure the future of Hartlebury Castle through the following:
 - To purchase the freehold of Hartlebury Castle and its estate
 - To improve facilities to better share the Castle, Hurd Library, collections of the County Museum and the Castle; and Gardens with existing and new visitors
 - To improve and increase interpretation of Hartlebury, the Hurd Library and Worcestershire through the creation of new displays
 - To create opportunities for learning, participation and heritage skills training
 - To provide volunteer opportunities for children and adults
 - To involve local communities and specialists in the site's future,
 - To develop a sustainable business plan to manage Hartlebury.
4. In November 2014, this Committee received a report that the HCPT had been awarded a grant of £4.97 million by the Heritage Lottery Fund (HLF) following the development phase.

(Minute no 203 refers)

5. The grant will enable HCPT to acquire the freehold of Hartlebury Castle with its surrounding 43 acres of parkland and embark on programmes for conservation and activities. The principle behind the scheme is that HCPT and Museums Worcestershire will make the Castle, Hurd Library, collections of the Museum and Castle, as well as Gardens, into an integrated visitor destination that will benefit the local area and serve as a major attraction for visitors from around the UK and beyond.

6. The realisation of these goals requires a new business model for the site as a whole in order to satisfy the requirements of HLF. The principles of such an arrangement are as follows:

- a) HCPT will become the freehold owner of the whole estate (and therefore the new landlord of the County Council) including that portion of land and buildings leased to the County Council for occupation by Museums Worcestershire;
- b) The location and care of all collections including both the County's and HCPT's is governed by collections and loan agreements setting out appropriate standards and operational responsibilities;
- c) Museums Worcestershire will continue to employ the current team to contribute to the operation of Hartlebury and in due course will be joined by new appointments to the HCPT team, funded by HLF, and a significant uplift in volunteering. HCPT will employ a Manager in due course to help coordinate the project and work with Museums Worcestershire to ensure the visitor experience is a seamless one;
- d) Advice and support at a managerial level will be provided by Museums Worcestershire across functions such as collections management, marketing and learning;
- e) A new trading company wholly owned by HCPT has been established to develop, collect and then allocate all income streams to the site, including revenue from admissions. The loss of income to Museums Worcestershire will be offset by savings on property and running costs made possible by changes in management and leasing. HCPT will work to establish new events and venue hire arrangements to support their new responsibilities in relation to the property; and
- f) A separate funding agreement between the County Council and HCPT will be developed to provide clarity of funding support in the early years of the project

	<p>7. In order to facilitate all of the above, a management agreement is required to set out the respective responsibilities of the County Council and HCPT and define the parameters of the joint working arrangement. Authority to enter into such an agreement in principle is required to give confidence to the County Council, HCPT and HLF that the project can deliver the benefits set out in the grant application to the HLF.</p> <p>8. This new arrangement has evolved to meet the needs of the project, its stakeholders and funders, helping to deliver major investment, higher levels of participation and improvements to the site at a time of reductions in public subsidy. It will in turn have an impact on the scope and scale of decision making by the Joint Museums Committee, as decisions about the management and future direction of Hartlebury will now be governed by the terms of the management agreement.</p> <p>9. It is proposed that this impact of the new management arrangements be included in the review of the shared service which will be the subject of a report to the Joint Museums Committee in March 2015.</p> <p>10. Members of the Joint Museums Committee are asked to approve the principles of the management agreement for Hartlebury as set out above and authorise the Museums General Manager to agree the terms of the Management Agreement and enter into it following further consultation with the Chairman and Vice-Chairman of the Joint Committee.</p>
Supporting Information	None.
Contact Points	<p>Specific Contact Point for this report:</p> <p>Iain Rutherford, Museums General Manager (01905) 361827/361821 Email: IRutherford@worcestershire.gov.uk</p>
Background Papers	<p>In the opinion of the Museums General Manager the following are the background papers relating to the subject matter of this report:</p> <p>Hartlebury Heritage Lottery Fund application. The agenda papers and minutes of the meetings of the Joint Museums Committee held on 9 July 2013 and 17 November 2014.</p>

