



## **JOINT MUSEUMS COMMITTEE**

### **SUPPLEMENTARY AGENDA**

**Date: Monday, 21st September, 2020**

**Time: 10.00 am**

**Venue: Remote Meeting**

## JOINT MUSEUMS COMMITTEE

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If you have any queries about this Agenda or require any details of background papers, further documents or information please refer to the Officer Contact shown. Enquiries of a general nature can be addressed to Margaret Johnson, Democratic Services Administrator, Democratic and Civic Services, Guildhall, Worcester WR1 2EY Telephone: 01905 722085 E-Mail Address: [committeeadministration@worcester.gov.uk](mailto:committeeadministration@worcester.gov.uk).

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**Joint Museums Committee  
Monday, 21 September 2020**

**Members of the Committee:-**

Chairman: Councillor Mrs. Lucy Hodgson (C)

Vice-Chairman: Councillor Mike Johnson (C)

Councillor Adrian Gregson (L)

Councillor Andy Roberts

C = Conservative

G = Green

L = Labour

LCo = Labour and Co-operative

**SUPPLEMENTARY AGENDA**

**Part 1**

**(ITEMS FOR DISCUSSION AND DECISION IN PUBLIC)**

4. **Minutes**

Page(s): 1 - 4

Of the meeting held on 17th July 2020 to be approved and signed.

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**JOINT MUSEUMS COMMITTEE****17th July 2020**

**Present:** Councillor Mrs. Lucy Hodgson in the Chair  
Councillors Gregson, Johnson (Vice-Chairman) and Roberts

**Officers:** Andrew Round, Corporate Director – Place Hannah Needham, Assistant Director of Children, Families and Communities (Worcestershire County Council)  
Philippa Tinsley, Museums Manager  
Helen Large, Museums Audience Manager  
Mel Wood, Finance (Worcester City Council)

**1 Appointment of Substitutes**

None.

**2 Declarations of Interest**

None.

**3 Public Participation**

None.

**4 Minutes**

**RESOLVED:** That the minutes of the meeting held on 13<sup>th</sup> March 2020 be approved as a correct record and signed remotely by the Chairman.

**5 Election of Chairman**

**RESOLVED:** That Councillor Mrs L. Hodgson be elected as Chairman for the ensuing year.

**6 Appointment of Vice-Chairman**

**RESOLVED:** That Councillor Johnson be elected as Vice Chairman for the ensuing year.

**7 Quarter 4 Finance Report 2019-20**

The Joint Committee considered the financial monitoring details, including budget variances for the 4<sup>th</sup> Quarter ended 31<sup>st</sup> March 2020.

The Finance Service representative presented the report and responded to questions from the Joint Committee Members.

**RESOLVED:** That the financial monitoring details including budget variances for the 4<sup>th</sup> quarter end 31<sup>st</sup> March 2020 be noted.

## **8 Museums Worcestershire Annual Review and Performance 2019-20**

The Joint Committee considered the Museums Worcestershire Annual Review and Performance for 2019-20.

The Museums Manager in presenting the report highlighted the Museums Worcestershire Service Plan at appendix 3 which was self-explanatory.

The proposed Annual Review for 2018-19, required by the Joint Museums Service Agreement, was attached as appendix 1. This is to be circulated to key partners and stakeholders, as well as publishing on the museum's services website. The report also to be circulated to all City and County Councillors and a summary version included within an Annual Review for the City's Place Directorate.

The Museums Audience Manager highlighted the key points in the Annual Review and responded to questions from Joint Committee Members.

The Joint Committee's attention to paragraph 3.2 of the report which related to the PI's adopted by the Joint Museums Committee in 2018-19, which included new ways of objectively monitoring the satisfaction of museum visitors' experience, attached as appendix 2 to the report. The key points of performance for 2019-20 were outlined at paragraph 3.3.

The Museums Manager, after highlighting some key points, responded to questions from Joint Committee Members on the performance appendix.

The impact of Covid-19 was also covered in paragraph 3.4, which identified how the service had responded to the lockdown, for which the Museums Manager praised the museums team. A more detailed analysis of the work will be reported at September Joint Museums Committee meeting.

The Museums Manager stated that work is ongoing with the two local authorities to anticipate the financial impact in 2020-21. Both authorities support the service and are not asking for service reductions in order to balance the budget.

The Museums Manager informed the Joint Committee that information had been received on a change in the VAT rate on Commandry admissions. This information had been received after the agenda had been published. A verbal update was provided to Joint Committee Members as follows:

On 8 July 2020, the government announced that it would introduce a temporary 5% reduced rate of VAT for certain supplies of hospitality, hotel and holiday accommodation, and admissions to certain attractions. This cut in the VAT rate from the standard rate of 20% will have effect from 15 July 2020 to 12 January 2021.

The government brought in this change 'as an urgent response to the coronavirus (COVID-19) pandemic to support businesses severely affected by forced closures and social distancing measures'. This has been strongly welcomed by the tourist attraction sector for the support it offers as venues reopen.

For Worcester City and Worcestershire County Council, this impacts general admission to The Commandery and the admission portion of The Commandery's membership scheme.

Fees and charges are agreed by each council annually inclusive of VAT and so there is no requirement to make a temporary adjustment to admission charges following this VAT change.

**RESOLVED: That the Joint Committee**

- 1. approves the Museums Worcestershire Annual Review for 2019-20; and**
- 2. note the information provided regarding performance against targets in 2019-20.**

**9 Art Gallery and Museum Future Development**

The Joint Committee considered a report on the Art Gallery and Museum Future Development.

The Museums Manager presented the report and provided the Joint Committee with some background to the item. The Joint Committee were informed that there were two upcoming deadlines meaning this is an important time to review future planning for the Art Gallery and Museum, these were highlighted at paragraph 3.1 of the report.

The Joint Committee's attention was drawn to paragraph 3.2 of the report referring to the Museums Worcestershire's strategic plan which identified a review of opportunities to investigate the practical, operational and business implications of some options. It is recommending that updating of previous investigations should be prioritised, rather than starting from scratch, but it is proposed that £15,000 of Museums Worcestershire Reserves is allocated towards any external expertise that may be required. Paragraph 4.1 of the report refers.

In advance of the work, it was proposed that one or more members' workshops can review and discuss the opportunities as outlined in paragraph 3.3 of the report.

The Museums Manager responded to questions from the Joint Committee Members with regard to the review.

**RESOLVED: That the Joint Committee:**

- 1. note the information regarding the agreements and opportunities at Worcester City Art Gallery & Museum;**
- 2. agree that the strategic priorities for Museums Worcestershire regarding the Art Gallery and Museum be discussed in a subsequent members' workshop to identify where investigation is required to enable future decision making; and**

**3. approve the use of up to £15,000 of museum reserves to bring in external expertise to support those investigations if required.**

**10 Joint Museums Committee Work Programme**

The Joint Committee considered its future work programme and agreed that the COVID recovery and projects item scheduled for the September meeting, be added to the work programme for the other dates of the Joint Committee.

**RESOLVED: That the Joint Committee note the work programme with the additional item for future meetings.**

**11 Any Other Business**

None.

**Duration of the meeting:** 2.00p.m. to 3.20p.m.

Chairman at the meeting on  
21st September 2020