



Joint Committee for the North of England Open
Air Museum

Date Friday 18 November 2011
Time 10.00 am
Venue Collections Study Room, Regional Resource Centre,
Beamish Museum, Beamish

Business

Part A

1. Minutes of the Meeting held on 9 September 2011
(Pages 1 - 4)
2. Museum Update - Report of Museum Director (Pages 5 -
8)
3. Revenue Budget Review 2011/12 - Joint Report of
Museum Director and Treasurer (Pages 9 - 12)
4. Such other business as, in the opinion of the Chairman of
the meeting, is of sufficient urgency to warrant
consideration
5. Any resolution relating to the exclusion of the public
during the discussion of items containing exempt
information

Part B

Items during which it is considered the meeting is not likely to
be open to the public (consideration of exempt or confidential
information)

6. Major Museum Application to the Arts Council - Report of
the Museum Director (Pages 13 - 16)

7. 2013 - 2025 Development Plan - Report of the Museum Director (Pages 17 - 30)
8. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration

Colette Longbottom
Secretary to the Joint Committee

County Hall
Durham

10 November 2011

To: The Members of the Joint Committee

Councillors Bailey, J Bell, Blakey, Boyes, C Carr, Farry, Gittins, Iveson, C Marshall, D Marshall, May, Naylor, Shuttleworth, Stoker, L Thomson, Todd, Wilkinson, J Wilson and Wright (Durham County Council), Councillors S Craig, B Goldsworthy and Green (Gateshead MBC), Councillor Mortimer (North Tyneside MBC), Councillors Cunningham, Dixon, Kerr and Maxwell (South Tyneside MBC), Councillors Bell, Foster, Kelly, Richardson, J Scott, Speding, and Walker (Sunderland City Council)

Co-opted Members (Non-Voting)

Beamish Development Trust – Mrs E Hunter, Mr S Skipsey and Mrs S Stewart

Friends of Beamish – Mr A Ashburner and Mr M Dix

**JOINT COMMITTEE FOR THE NORTH OF ENGLAND
OPEN-AIR MUSEUM**

At a Meeting of the Joint Committee for the North of England Open-Air Museum held in the Collections Study Room, Regional Resource Centre, Beamish Museum on Friday 9 September 2011 at 10.00 a.m.

PRESENT:

Members of the Joint Committee

Councillors Bailey, Carr, Gittins, Iveson, Shuttleworth, Thomson, Todd, Wilkinson, Wilson and Wright (Durham County Council) Craig, Goldsworthy and Green (Gateshead MBC) Cunningham, Gibson and Maxwell (South Tyneside MBC) and R Bell, Foster, Kelly and Richardson (Sunderland City Council)

Co-opted Members (Non-Voting)

Friends – Mr A Ashburner
Beamish Development Trust – Mrs E Hunter

Apologies for absence were received from Councillors J Bell, D Marshall, May and Naylor (Durham County Council), Mortimer (North Tyneside MBC), Kerr (South Tyneside MBC) Walker (Sunderland City Council), Mrs Stewart (Beamish Development Trust) and Mr Dix (Friends)

1 Minutes of the Meetings held on 24 June and 8 July 2011

The minutes of the meetings held on 24 June and 8 July 2011 were confirmed as a correct record and signed by the Chairman.

2 Museum Update

The Joint Committee received a report from the Museum Director giving an update on Museum business (for copy see file of Minutes).

Performance – Visitor numbers from February to July were 12.5% up on the previous year and an additional 82,000 visitors were received in August 2011 against a budget of 78,000. Figures for early September were also encouraging with the ‘Power from the Past’ event attracting just under 13,000 over a four day period.

A report on the recent growth in employment at the Museum would be prepared and presented at a later date, to show how recent developments including the Fish and Chip Shop have led to a marked increase in the number of full time equivalent employees at Beamish.

In terms of fundraising, the Beamish Development Trust continued to raise vital funds, particularly to support the costs of the museum's work with local schools and community groups. The Friends of the Museum has decided to adopt the Hetton Silver Band Hall restoration as a fundraising project and planned to introduced a scheme to encourage people to 'Buy a Brick'.

Long term development plan progress report – feedback would be reported to the Joint Committee following working group reports from staff throughout the Museum. 12 themes of the plan were being explored including the development of existing period areas, the potential for developing new period areas in the future, accommodation and evening use. As well as talking to stakeholders and surveying the public, other Museums were being looked at that have developed similar ideas.

The future for Renaissance in the Regions – latest developments from the Arts Council – The Arts Council has announced that they are moving away from the 'core museums' and 'challenge funding' models of support for regional museums that they had inherited from the MLA. ACE was replacing this with a new scheme of 'major funding' and 'strategic funding'. Once guidance is received a report would be prepared for the Joint Committee.

Resolved:-

That progress with the delivery of the Business and Operational Improvement Plan as outlined in the report, be noted.

3 Audited Accounts

The Joint Committee considered a report of the Treasurer outlining the communications received from the External Auditors concerning the Annual Return for 2010/2011 and to provide the Audited Statement of Accounts for 2010/2011 (for copy see file of Minutes).

The Treasurer informed Members that the external auditor had provided an unqualified audit opinion of the Annual Return for the year ended 31st March 2011 and also that the Statement of Accounts 2010/2011 had required no amendment from those previously presented to the Committee in June. No major issues had been identified by the External Auditors although two small matters, that

were not considered material, were highlighted in their audit report for the attention of the Committee, which needed to be addressed. The Treasurer reported that these minor issues were in fact in hand and would be addressed as required.

Resolved:

- (i) That the unqualified audited Annual Return from External Auditors, BDO LLP (Chartered Accountants), be noted.
- (ii) That the Audited Statement of Accounts for the financial year ended 31 March 2011, be approved.

4 Exclusion of the Public

Resolved:-

That under Section 100 A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the said Act.

5 Prioritisation of Capital Projects

The Joint Committee received a report from the Museum Director that considered further investments, a revised cost plan and funding profile for projects within the Business and Operational Improvement Plan (for copy see file of Minutes).

Resolved:-

That the recommendations contained within the report, be approved.

6 Business and Operational Improvement Plan – Capital Programme Project Report No. 7

The Joint Committee received a report from the Museum Director that provided an update on the variations and funding for Capital Projects (for copy see file of Minutes).

Resolved:-

That the report be noted.

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JOINT COMMITTEE OF BEAMISH
THE NORTH OF ENGLAND OPEN AIR MUSEUM – 18TH NOVEMBER 2011

UPDATE ON MUSEUM’S BUSINESS
REPORT OF THE MUSEUM DIRECTOR: RICHARD EVANS

1. Performance for the period 1st February to 31st October 2011 (9 months)

	Actual YTD 2011/12	Revised Budget YTD 2011/12	Previous YTD 2010/11
Visitor numbers	422,003	409,842	384,804
Variance (%)		3%	10%
Beamish Museum Ltd & Beamish Museum Trading Ltd income (excluding grants and donations)	£5,158,936	£5,114,804	£5,016,644
Variance (%)		0%	3%

- 1.1 Beamish has continued to experience higher than expected visitor numbers in the period 1st February to 31st October 2011. The museum welcomed 47,413 visitors in September and a further 47,161 in October, with successful autumn Transport, Agricultural and Halloween events helping to maintain an overall increase in visitor numbers of 10% on the previous year.
- 1.2 The Board of Beamish Museum Ltd revised the revenue budget forecast for the year at their meeting in August. The museum now expects to welcome at least 454,270 visitors in 2011/12, rather than the 366,000 originally forecast.
- 1.3 The Museum continues to see a marked increase in local and repeat visitors, due to the popularity of the Beamish Unlimited ticket offer. New attractions such as the fish and chip shop, major events and other seasonal activities continue to be important drivers in this respect. A detailed programme of market research has been underway over the 2011 season and will conclude later in the autumn, to help inform future planning. This will provide us with a new method of segmenting visitors to Beamish, and examine in some detail different motivations for visiting.
- 1.4 As a result of the increase in the proportion of repeat visitors, admissions income for the period to 31st October is 1% down on last year. However, overall income

has increased by 3% on last year due to an increase in income from the Fish and Chip Shop, Fairground and Gift Aid (up 13% on 2010/11). Performance in September and October 2011 has also remained ahead of the revised forecast agreed by the Board of Beamish Museum Ltd in August.

Approval sought

- Note the progress report above including an update on the museum's key performance indicators.

2. Museum update

2.1 Beamish won the Gold Large Visitor Attraction of the Year Award at the 2011 North East Tourism Awards and will now go on to represent the North East region at the national awards in London.

2.2 The Board of Beamish Museum Ltd reviewed progress achieved with the delivery of the Museum's Business and Operational Improvement Plan at their meeting in October. The business plan was extended to cover the period to 31st January 2013, and a new action plan outlining the next year's priorities was agreed. In terms of capital projects underway at the Museum, the following points are highlighted for approval by the Joint Committee:

- The Edwardian Fairground project has been completed and income is ahead of budget forecast.
- The main contract works for the entrance building refurbishment have been completed. Works to finish the landscape scheme are underway and there are snagging items still to complete. The café is being refurbished from BML's revenue budget for repairs and maintenance. It is intended to refurbish the toilets in February 2012.
- The Town Tea Rooms refurbishment has been completed, subject to snagging. The Cookson Room has been refurbished incorporating seating from Rossi's Ice Cream Parlour, Consett.
- Works in connection with the Rowley Station development are ongoing. The contract for the boiler repairs to the locomotive *Dunrobin* is being tendered following a pre-qualification questionnaire. The Beamish Development Trust has received a donation of £270,000 towards the cost of creating new workshops to support the museum's growing transport operations and a training centre for heritage engineering skills. Engine sheds and services to support the Rowley operations are being designed and tendered.
- The rebuilding of the Hetton Band Hall is on hold, awaiting further funding. An application is being considered by the Clore Duffield Trust and the Museum may be able to commit funds to the project itself from the 2011/12 operating surplus, once the outturn for 2011/12 has been confirmed early next year.

- The structural repairs to the Bakery building in the town are progressing well. There will be a need to commit additional budget to this project in order to complete the internal refurbishments, and a report on this will be brought forward early in 2012 for further consideration.
- The reconstruction of Eston Church in the Georgian area of the site is progressing well and the building is taking shape. The works are expected to stop over the winter, as the lime mortar requires relatively warm temperatures. Works will recommence in the spring. It will be necessary to commit additional budget to the project to complete the internal works and the external landscaping scheme/graveyard.

2.3 A separate capital budget review has been prepared for the Joint Committee at this meeting. A full capital project progress report will be presented to the Committee in January, once the outturn for BML in 2011/12 is known and a decision can be taken on releasing further funds to support the ongoing capital programme.

Approval sought

- For the progress report above including an update on the capital projects underway at the Museum in 2011/12

RICHARD EVANS
Director
8th November, 2011

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JOINT COMMITTEE – 18th November 2011

REVENUE BUDGET REVIEW 2011/2012

REPORT OF THE DIRECTOR AND TREASURER

1. Purpose of the Report

1.1 The Revenue Budget for 2011/2012 was approved at the meeting of the Joint Committee on 11th March 2011 and a revised budget was approved on 24th June 2011. The purpose of this report is to review the Revenue Budget for 2011/2012 to reflect developments that have occurred since the revised budget was approved.

2. Revenue Budget 2011/2012

2.1 The main variations are set out below for information and show in overall terms a net reduction in the use of the accumulated surplus of £18,300. This means that the general reserve for the Joint Committee is projected to increase to £93,090. Appendix A summarises the projected revenue outturn position for 2011/2012.

2.2 Line 2: Printing, Stationery & General Office Expenses (£3,800 decrease). Budget provision has been included for the cost of statutory Public Notices in local newspapers advertising the audit of the Statement of Accounts for 2011/2012. However, under the limited assurance audit regime there is no requirement to publish statutory Public Notices in local newspapers and therefore the budget provision can be removed.

2.3 Line 3: Services (£14,500 decrease). The Revenue Budget for 2011/2012 was approved on 11th March 2011. As the Accounts and Audit Regulations 2011 did not come into force until 31st March 2011, the budget included a provision relating to external audit and inspection fees of £15,500, in line with previous years' fees. Members were subsequently advised at the meeting held on 6th May 2011 that the Joint Committee would be classified as a smaller body due to a revised threshold under the Accounts and Audit Regulations 2011, and that Joint Committee's accounts would be audited under the limited assurance audit regime. Members agreed to reduce the provision to £5,000 at the meeting held on

24th June 2011 to reflect the lower audit fees, although the Treasurer was still awaiting confirmation of the proposed fees from the external auditor.

The actual fees relating to the external audit and inspection for the Statement of Accounts 2010/2011 were £3,000. As the provision for fees was overstated by £2,000 for 2010/2011, it is proposed to net the credit amount of £2,000 against the estimated audit fees of £3,000 for the Statement of Accounts 2011/2012. Members are therefore advised to reduce the Services budget by £14,500 from £15,500 to £1,000.

2.4 In order to produce a break-even budget it will be necessary to use £21,608 from the accumulated surplus. The accumulated surplus is projected to be £93,090 after taking into account all of the budget revisions highlighted above.

3. Recommendations

3.1 Members are requested to:

- approve the revised Revenue Budget for the Joint Committee for 2011/2012 shown at Appendix A.

Richard Evans
Director

Malcolm Page
Treasurer

REVENUE ESTIMATES

	Original Estimate 2011-12 £	Revised Estimate June 2011-12 £	Variations November 2011-12 £	Projected Outturn 2011-12 £
Premises Related Expenses				
1 Rents, Rates & Water	20,000	20,000	0	20,000
Supplies & Services				
2 Printing, Stationery & General Office Expenses	3,800	3,800	(3,800)	0
3 Services	15,500	15,500	(14,500)	1,000
4 Central, Departmental and Technical Services	16,797	16,797	0	16,797
Capital Financing Costs				
5 Debt Charges	65,000	65,000	0	65,000
	121,097	121,097	(18,300)	102,797
Other Grants, Reimbursements & Contributions				
6 Contributions from Constituent Authorities	(81,189)	(81,189)	0	(81,189)
6a Miscellaneous Income	0	0	0	0
7 Use of Surplus/Reserves	(39,908)	(39,908)	18,300	(21,608)
	(121,097)	(121,097)	18,300	(102,797)
8 DEFICIT / (SURPLUS) for the year	0	0	0	0
9 Accumulated Deficit / (Surplus) B/fwd	(113,097)	(114,698)	0	(114,698)
Use / (contribution) of Surplus	39,908	39,908	(18,300)	21,608
10 DEFICIT/ (SURPLUS) C/FWD	(73,189)	(74,790)	(18,300)	(93,090)

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