



Joint Committee for the North of England Open
Air Museum

Date Friday 26 April 2013
Time 10.00 am
Venue Collections Study Room, Regional Resource Centre,
Beamish Museum, Beamish

Business

Part A

1. Minutes of the Meeting held on 15 March 2013 (Pages 1 - 4)
2. Museum Update - Report of Museum Director (Pages 5 - 8)
3. Revenue Budget 2013/14 - Update - Report of the Company Financial Officer (Pages 9 - 12)
4. Management of the Beamish Collections - Report of the Head of Social History and Collections Administration (Pages 13 - 16)
5. Active Ageing - presentation on Beamish's work with older people including those living with dementia
6. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration.
7. 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)

- 8.** Capital Project Report No. 14 April 2013 - Report of the Museum Director (Pages 17 - 32)
- 9.** Governance review update (discussion at meeting)
- 10.** 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
18 April 2013

To: The Members of the Joint Committee

Councillors Bailey, J Bell, Blakey, Boyes, C Carr, Davidson, Farry, Gittins, Iveson, C Marshall, May, Morgan, Naylor, Shuttleworth, Stoker, L Thomson, Todd, Wilkinson, J Wilson and Wright (Durham County Council), Councillors B Goldsworthy, Green and Wallace (Gateshead MBC), Councillor Mortimer (North Tyneside MBC), Councillors Cunningham and Maxwell (South Tyneside MBC), Councillors Bell, Fletcher, Kelly, Richardson, J Scott, Trueman and Walker (Sunderland City Council)

Co-opted Members (Non-Voting)

Beamish Development Trust – Mr S Gray, Mrs E Hunter 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 15 March 2013 at 10.00 a.m.

PRESENT:

Members of the Joint Committee

Councillors Davidson, Gittins, Iveson, C Marshall, Morgan, Naylor, Thomson and Todd (Durham County Council), Goldsworthy and Wallace (Gateshead MBC), Mortimer (North Tyneside MBC), Cunningham and Maxwell (South Tyneside MBC) and Kelly, Richardson and Scott (Sunderland City Council)

Co-opted Members (Non-Voting)

Friends – Mr A Ashburner

Beamish Development Trust – Mrs E Hunter MBE

Apologies for absence were received from Councillors Bell, Blakey, Carr, Farry, Shuttleworth, Stoker and Wright (Durham County Council), Green (Gateshead MBC), Bell, Fletcher, Trueman and Walker (Sunderland City Council) and Mr Dix (Friends)

In the absence of both the Chairman and Vice Chairman of the Joint Committee, Councillor J Kelly (Sunderland City Council) took the Chair.

1 Minutes of the Meeting held on 11 January 2013

The minutes of the meeting held on 11 January 2013 were confirmed as a correct record and signed by the Chairman, with the inclusion of Mrs E Hunter MBE (Beamish Development Trust), in the attendance.

2 Museum Update

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

Performance – at year end 2012/13 the Museum had just missed achieving half a million visitors for the year. It was noted that the periods of inclement weather combined with fewer opening days over the 2012 Christmas period, had affected visitor numbers, nevertheless 2012/13 had been the third highest year on record for visitor numbers.

Fundraising – An overview was provided of the Museum fundraising strategy, with a particular focus on Heritage Lottery Fund applications. An HLF Stage 1 bid had been submitted in February, with a decision expected in May 2013. If successful, the funding would be put towards the “Founding Phase One” capital project as set out in the Future Plan. A further bid was submitted to the HLF Skills for the Future programme in January, again with a decision expected to be announced in May 2013.

EU Funding – Joint Committee Members were asked to spread the message within their respective authorities of the importance of promoting and supporting the Museum, especially as investment in regional tourism was now recognised as a priority in the NE LEP’s independent economic review. The Chair advised that arrangements were being made to hold a conference to be attended by ANEC, the Arts Council and all relevant regional Local Authorities, with the purpose of securing EU Funding for tourism and culture within the region.

Major Partner Museum Project – An update was provided on the Major Partner Museum Project and it was reported that an annual review meeting would be held in March, following which a further report would be brought to the Joint Committee.

In response to questions from Members, the Museum Director detailed how the income figures were calculated and also advised that the Museum had previously explored co-working with cruise ship operators to facilitate day trips for passengers to the Museum.

Resolved:-

That the report be noted.

3 Celebrating Community Heritage

The Joint Committee received a presentation from the Community Participation team, regarding the Community Heritage project.

An overview of events held during year 1 of the project was presented, as well as a preview of events planned for year 2.

Resolved:-

That the presentation be noted.

4 Revenue Budget Review 2012/2013 and Draft Revenue Budget 2013/2014

The Joint Committee received a report from the Museum Director and Treasurer which provided a review of the Revenue Budget position for 2012/2013, to reflect developments that had occurred since the

revised budget was previously approved by Members, and to approve the Draft Revenue Budget for 2013/2014 (for copy see file of Minutes).

The Treasurer presented the report and highlighted for Members attention the amendments which had been made.

The 2013/2014 budget had been drafted on the presumption that no changes in the present structure would occur but that the Committee should be mindful that the new governance proposals currently being developed, would once agreed, result in the eventual closure of the Joint Committee as planned.

Not all Local Authorities had notified of the contributions they would be committing for 2013/14, and the Treasurer advised that he would produce a final budget update report once the position had been clarified.

Resolved:-

1. That the revised Revenue Budget position for the Joint Committee for 2012/2013 as set out in Appendix A of the report, be noted;
2. That the Draft Revenue Budget for the Joint Committee for 2013/2014 as set out in Appendix A of the report, be approved.

7 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.

8 Governance & Partnership Review Update

The Joint Committee received a report from the Museum Director and Secretary which provided an update on the ongoing Governance & Partnership review (for copy see file of Minutes).

Resolved:-

That the recommendations within the report be approved.

9 Capital Project Update

The Joint Committee received a report from the Museum Director which provided an overview of completed, ongoing and planned capital projects (for copy see file of Minutes).

Resolved:-

That the report be noted.



JOINT COMMITTEE OF BEAMISH,
THE NORTH OF ENGLAND OPEN AIR MUSEUM - 26th April 2013

MUSEUM UPDATE: REPORT OF THE MUSEUM DIRECTOR

1. Performance for the period 1st February to 31st March 2013

Key performance indicators (2 month period)

	Actual YTD 2013/14	Budget Forecast 2013/14	Previous Year 2012/13
Visitor numbers	44,402	35,000	47,923
Variance (%)		27%	-7%
Admissions income	£234,285	£198,163	£220,440
Variance (%)		18%	6%
Catering income	£81,640	£68,250	£80,344
Variance (%)		20%	1%
Fish & Chip Shop income	£27,933	£21,000	£19,210
Variance (%)		33%	45%
Retail income	£39,214	£43,750	£39,807
Variance (%)		-10%	-1%
Total operating income ¹	£427,326	£369,116	£398,051
Variance (%)		15%	7%

1.1 Since the beginning of the financial year (1st February) Beamish has experienced higher visitor numbers than anticipated, which is a particularly pleasing result given the very cold and wintry weather we experienced in March. 44,402 visitors came to Beamish in February and March, slightly down on the previous year but 27% higher than the budget forecast for the period. Beamish remained open throughout the period of cold weather.

1.2 Trading performance in the two month period has also been solid, a good sign for the season ahead. The Fish and Chip Shop has had a particularly good start to the year, 33% up on budget and a spectacular 45% up on the same period last

¹ Includes Beamish Museum Ltd Charitable income for Admissions; Fairground; Gift Aid and Education combined with its wholly owned subsidiary Beamish Museum Trading Ltd income from Catering, Functions and Retail. Excludes all grants, donations and VAT.

year. Overall, earned income across the museum is 15% up on budget forecast and 7% up on the previous year. A review of retail and catering is underway to make sure that improvements continue to be made across the site during the season ahead, taking into account recent performance and feedback from our visitors.

- 1.3 Beamish has continued to experience high visitor numbers during April with the Easter holidays and in particular the Festival of Transport, a new development for 2013 that has been a tremendous success. The festival includes three weekends of transport events showcasing an incredible range of period trams, vehicles and engines, whenever possible working in context as they would originally have done. Saturday 13th April was one of the busiest days on record – with an amazing 5,255 visitors. In the period to 1st to the 14th April Beamish welcomed 39,941 visitors. The budget forecast for the whole month of April is 41,000.

Members are asked to note:

- Beamish's key performance indicators for the 2013/14 year to date

2. Brief update on Museum business

- 2.1 Beamish attended an interview with the Arts Council in March 2013 regarding its bid for Creative People and Places funding in East Durham. Beamish is leading a consortium including Durham County Council/AAP, East Durham Trust and Forma Arts/Media. If successful, ACE funding will support an arts community programme directed by local people to increase levels of engagement in East Durham over the next 3 years, worth up to £2.9 million. A decision is expected in April 2013.
- 2.2 Beamish continues to work well with its partners at The Bowes Museum delivering the Arts Council's Major Partner Museum programme. An annual review will take place in May with the Arts Council and a report from this will be brought to a future meeting of the Joint Committee. Recent activity includes the development of schools activities/programmes at both the DLI Museum and Killhope.
- 2.3 The official opening of the Hetton Band Hall will take place on Saturday 11th May. An invitation will be sent to all members of the Joint Committee and we hope many members will be able to come, for what promises to be a fantastic event.
- 2.4 Beamish is updating the policy document that governs the Accreditation of the museum and details how it manages and develops its collections. A new Collections Development Plan has been drafted and is nearing completion. A report will be presented to a future meeting of the Joint Committee for approval detailing the updated policy and any changes, such as those required by the Future Plan for Beamish from 2013-2025 that includes more contemporary collecting up to 1990. The deadline for completion of a new policy is April 2014. It is a requirement of Accreditation that a revised policy is in place by this time.

2.5 Work continues with the development of the Future Plan for the period 2013 – 2025, in particular the Engagement Action Plan that sets out the priority capital projects and operational improvements. A number of priorities have been set for 2013/14 and recent progress includes:

- HLF Stage I bid submitted in February 2013 for the first phase of capital works costing an estimated £5.2 million. A decision is expected in June.
- Risk Register updated to take into account the impact of the Future Plan.
- Plan to begin constructing a Pit Pony Stable from spring 2013 developed. Work will commence after the completion of the Hetton Band Hall using the museum's own building team. A small gang of ponies has been purchased and are performing well in the Colliery Village.
- Meetings with the Treasurer and beginning to draft a Fundraising Strategy to outline how the estimated funding shortfalls in the Future Plan will be raised, including £1 million towards the first phase of capital works (£5.2 million) and £3.9 million towards the second phase of capital works (2015 – 2019).
- Developing the three projects that form the first part of the capital scheme: Home Farm, Colliery Terraces and dedicated Schools Entrance, with staff working in development teams.
- Developing a formal environmental action plan to try and affect/change behaviour, improve monitoring of energy use; reduce consumption and waste; increase renewable energy production through biomass heating from renewable museum timber sources.

Priorities for next period

- Review Engagement Action Plan in the Future Plan 2013 – 2025 and prioritise improvements for the 2013/14 year with staff.
- Issue Executive Summary of the Future Plan 2013-2025 for partners.
- Prepare Funding Strategy for capital programmes.
- Develop HLF Stage 1 Bid – Beamish Future Plan Phase Two 2014 – 2019.
- Major Partner Museum Programme Delivery for ACE 2013/14.
- Capital programme: completion of Bakery and Hetton Band Hall projects, ongoing management of Transport & Industry projects including Dunrobin.

RICHARD EVANS

Director

17th April 2013

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JOINT COMMITTEE – 26th April 2013

REVENUE BUDGET 2013/2014 - UPDATE

REPORT OF THE DIRECTOR AND TREASURER

1. Purpose of the Report

1.1 The Revenue Budget for 2013/2014 was approved at the meeting of the Joint Committee on 15th March 2013. The purpose of this report is to update the Revenue Budget position to reflect the fact Gateshead has now agreed to their contribution for the financial year.

2. Draft Revenue Budget 2013/2014

2.1 The Revenue Budget for 2013/2014 was prepared on the assumption that expenditure would remain broadly similar to that incurred in 2012/2013 and did not take into account any of the possible changes to the new governance arrangements which are being progressed and which may take effect part way through this financial year.

2.2 Line 6: Contributions from Constituent Authorities totalled £53,492 were agreed at the last meeting and the table below has been updated to reflect that the contribution from Gateshead will be £5,000 for 2013/14. The table below now shows all of the contributions to the Joint Committee for 2013/2014 which now totals £58,492:

	£	
Durham	32,669	Agreed
Sunderland	15,903	Agreed
Gateshead	5,000	Confirmed
North Tyneside	1,420	Agreed
South Tyneside	3,500	Agreed
Total	58,492	

2.3 In order to produce a break-even budget in 2013/2014 it will therefore be necessary to use £50,731 from the accumulated surplus. The remaining accumulated surplus is now projected to total £22,029 once all of the

budget revisions for 2012/2013 and the estimated use of balances for 2013/2014 are taken into account.

3. Recommendations

3.1 Members are requested to:

- Approve the Updated Revenue Budget for the Joint Committee for 2013/2014 shown at Appendix A.

Richard Evans
Director

Malcolm Page
Treasurer

REVENUE ESTIMATES

	Projected Out-turn 2012-13 £	Approved Estimate 2013-14 £	Updated Estimate 2013-14 £
Premises Related Expenses			
1 Rents, Rates & Water	20,000	20,000	20,000
1a Energy costs	0	0	0
Supplies & Services			
2 Printing, Stationery & General Office Expenses	0	0	0
3 Services	3,000	3,000	3,000
4 Central, Departmental and Technical Services	23,223	23,223	23,223
Capital Financing Costs			
5 Debt Charges	64,000	63,000	63,000
	<u>110,223</u>	<u>109,223</u>	<u>109,223</u>
Other Grants, Reimbursements & Contributions			
6 Contributions from Constituent Authorities	(76,492)	(53,492)	(58,492)
7 Use of Surplus/Reserves	(33,731)	(55,731)	(50,731)
	<u>(110,223)</u>	<u>(109,223)</u>	<u>(109,223)</u>
8 DEFICIT / (SURPLUS) for the year	0	0	0
9 Accumulated Deficit / (Surplus) B/fwd	(106,491)	(72,760)	(72,760)
Use / (contribution) of surplus	33,731	55,731	50,731
10 DEFICIT/ (SURPLUS) C/FWD	<u>(72,760)</u>	<u>(17,029)</u>	<u>(22,029)</u>

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**JOINT COMMITTEE OF BEAMISH,
THE NORTH OF ENGLAND OPEN AIR MUSEUM – 26TH APRIL 2013**

MANAGEMENT OF THE BEAMISH COLLECTIONS

– REPORT OF THE HEAD OF SOCIAL HISTORY & COLLECTIONS ADMINISTRATION

1. Introduction

This report is to formally request the de-accessioning or transfer of items in the Museum Collections. Like any healthy museum, Beamish needs not only to continue to collect, but also to periodically review its holdings in the light of future plans and developments, and the ongoing costs of collections care and management.

Most of the items in this report are either badly decayed, duplicated by better examples in the collections or, in the case of some industrial items, contaminated with asbestos and their disposal involves the management and disposal of this hazard.

2. Disposals Policy

The Museum operates within the strict policies and guidelines provided by Accreditation. In addition to this we are very clear that we must never, under any circumstances, dispose of any material whatsoever without the absolute confidence that we know three things;

i) We know exactly what it is.

ii) We know exactly why it was collected.

iii) That for the now and future Beamish the decision that was made in the past to collect is no longer valid or sustainable.

Under the terms of our Museum Accreditation any item no longer required must be offered firstly, without charge, to other accredited museums. The presumption is that where possible material will remain publicly accessible.

Unless an item is being disposed of due to being of poor condition or hazardous in nature.

3. Industrial and Transport Collections

Simplex 40 H.P. Petrol Locomotive 1971-67 Approval is sought to de-accession this item to transfer ownership to the Imperial War Museum. The locomotive has been on loan to the Imperial War Museum since 1981. It forms an important part of their WWI display and if returned to Beamish would not have a role within the engagement. So transferring ownership to the Imperial War Museum will ensure the locomotive will remain accessible within the public domain.

4. Agricultural Collections

Mole Plough 1977-128.1 Approval is sought to de-accession this item due to poor condition. It is in such poor condition that it cannot be operated and it has no role in the future of the museum.

5. Social History Collections

As part of the preparation for the Open Store a project has begun to assess the costume collection. Due to the nature of an open air museum the costume collection at Beamish has to perform a different role to that which it would play within a traditional museum. The costume collection at Beamish needs to be a local collection, reflecting the lives of the people who lived and worked in the North East. In addition the collection needs to be a working resource for the Costume Team to help them create the period costume that the Engagement Teams wear.

Therefore the costume has been assessed on two specific categories, the condition of the garment and the provenance. The condition impacts upon the Museum's ability to use the costume within the open air museum environment and as a working resource, and so garments in poor condition are not suitable for this. For this reason it is proposed that garments assessed to be in poor condition are disposed of. The collection needs to reflect the culture of the North East so the garments need to have a known history of use within the region. Items that do not have a known or local history do not add to the Museum's understanding and ability to interpret what life was like within the North East. So it is proposed that such items are disposed of and offered to a more geographically appropriate museum.

Within the costume collection there are a number of items that came from the Bowes Museum collection when was established. In light of the developments at the museums and their different approaches to the use of costume it is proposed to transfer a number of items back to the Bowes where they can be used within the more traditional museum environment.

Accession No	Name	Condition	Provenance	Reason for Disposal
GS 22/05/ 2002.26	Wedding Dress	excellent	poor	no local provenance
1974-99	Wedding Dress	excellent	medium	Better examples in collection
1997-57.1	Wedding Dress	excellent	strong	Better examples in collection
1983-161.1	wedding dress	fair	poor	not good example
1976-125	wedding dress	good	poor	Better examples in collection
1964-760	wedding dress	good	poor	no local provenance
1969-333	wedding dress	good	poor	no local provenance
1972-658.21	wedding dress	poor	poor	no provenance and poor condition
1972-74	wedding dress	poor	poor	no provenance and poor condition
1996-135	wedding dress	poor	medium	no local provenance
1972-531	wedding dress	fair	poor	no local provenance
1975-190	wedding dress	fair	poor	no local provenance
1979-821	wedding dress	excellent	poor	no local provenance
1971-433	wedding dress	excellent	nothing	no information
1986-194	wedding dress	good	poor	no information
1998-145.1	wedding dress	excellent	poor	no information
1972-223	wedding dress	excellent	poor	no local provenance
1968-147.3	dress	good	nothing	offer to Bowes Museum as originally from their collection
1968-80	dress	good	nothing	offer to Bowes Museum as originally from their collection
1993-221.2 and 1	dress	good	nothing	no local provenance
2001-50.1	mourning dress	good	medium	no local provenance
1970-94.1	dress	good	nothing	no information
1975-101	dress	good	poor	no local provenance
1983-218	dress	good	poor	no information
1979-83.8	dress	good	poor	no information
1965-223	dress	good	poor	offer to Bowes Museum as originally from their collection
1996-170.4	dress	good	poor	no information
1996-.2	dress	fair	poor	no information
1996-170.1	dress	good	poor	no information
1965-150	dress	good	poor	offer to Bowes Museum as originally from their collection
2001-41.3	dress	good	poor	no information
1967-329	dress	fair	poor	offer to Bowes Museum as originally from their collection
1999-110	dress	good	poor	no information
1967-332	dress	good	poor	no information
1992-195.12	dress	good	poor	no information
GS 03/12/2001	dress	poor	poor	no information
1986-187	dress	good	poor	no information
1993-145.1	dress	good	poor	no information
1969-157	dress	good	poor	no information

6. Kelly's Work

While working on removing the collections in Kelly's a number of items have been identified as suitable for de-accessioning and disposal due to the deterioration in their condition or being contaminated.

Object No.	Description	Reason
1978-375.1	OXO enamel sign	condition
1977-162	Key for Half tester bed (tag found on ground)	condition
1978-853	Veterinary X-ray machine	ACMs
1979-360	Exit Signs Albert Cinema	condition
1979-360	Box of carbons from albert cinema	condition
GS 22/01/1985	cinema projector lense	condition
GS 14/12/1984	Box of cinema equipment from Langley Moor	condition
GS 14/12/1984	Cinema Light Switch	condition
1980-404 M	Trough Pin for rope works	condition
1979-601d	table	condition
GS 02/03/1988	Counter	condition
1972-152	Counter front	condition
1985-94.5	Shell petrol pump signs	condition
1979-388.16	Enamel Sign	condition
1982-124 B	Bench	condition

7. Recommendations

The Committee's agreement is sought to the de-accessioning and transfer or disposal of the listed items.

8. Approvals Sought

The approval of the Joint Committee is sought for the de-accessioning and transfer or disposal of the listed items.

KATE REEDER

Head of Social History and Collections Administration

17th April 2013

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Agenda Item 8

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