

## Cultural Hub – Update and External Funding

<b>Final Decision-Maker</b>	Cabinet
<b>Portfolio Holder(s)</b>	Councillor Jane March, Portfolio Holder for Culture, Leisure and Tourism
<b>Lead Director</b>	Paul Taylor, Director of Change and Communities
<b>Head of Service</b>	Nicky Carter, Head of People, Culture and Customer Service
<b>Lead Officer/Author</b>	Nicky Carter, Head of People, Culture and Customer Service
<b>Classification</b>	Non-exempt
<b>Wards affected</b>	All

**This report makes the following recommendations to the final decision-maker:**

1. That progress in delivering the Cultural Hub be noted;
2. That a grant offer of £886,250 from Arts Council England towards the project costs be accepted;
3. That a grant offer of £4,294,900 from the Heritage Lottery Fund towards the project costs be accepted;
4. That delegated authority be granted to the Director of Change and Communities, in consultation with the Portfolio Holder, to sign any necessary agreements with Arts Council England, Heritage Lottery Fund and any other external funders; and
5. That delegated authority be granted to the Director Of Change and Communities, in consultation with the Portfolio Holder, to authorise the completion of the Collaboration and Development Agreements, together with ancillary documents, with Kent County Council.

**This report relates to the following Five Year Plan Key Objectives:**

- A Confident Borough – this project delivers a new cultural building, incorporating a range of enhanced services.

<b>Timetable</b>	
<b><i>Meeting</i></b>	<b><i>Date</i></b>
Management Board	9 May 2018
Discussion with Portfolio Holder	19 April 2018
Communities Cabinet Advisory Board	30 May 2018
Cabinet	21 June 2018

Tunbridge Wells Committee Report, version: January 2018

# Cultural Hub – Update and External Funding

## 1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 Good progress has been made in delivering the proposed Cultural Hub - to be located where the present museum, library and adult education buildings are. This report updates Cabinet on that progress.
  - 1.2 It also confirms external funding secured for the project, and seeks formal acceptance of those funding offers.
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## 2. INTRODUCTION AND BACKGROUND

- 2.1 On 25 June 2015 Cabinet agreed to support and progress this project. Working with Kent County Council, the hub will bring together - in one organisation and one service - the museum, art gallery, library, adult education, tourist information and Gateway.
- 2.2 The Cultural Hub will be rich with objects, with an inspirational programme to engage and inspire visitors. It is expected to become a vibrant centre of heritage, arts and culture - recognised nationally as a beacon for best practice and new ways of working - and will be an active place where people can develop skills and exchange ideas.
- 2.3 A Project Board has been established, with both officer and Member representation of Tunbridge Wells and Kent County Councils. The Board is chaired by the Chief Executive of Tunbridge Wells Council.
- 2.4 A team of architects and other professionals has been assembled, and plans developed with extensive public consultation.
- 2.5 Planning permission was secured in January this year, and work on detailed design is currently underway.
- 2.6 Funding has also been secured from Arts Council England, with a grant offer of £886,250 confirmed at the end of last year.
- 2.7 The Heritage Lottery Fund have just confirmed an offer of £4,294,900 in funding, and are seeking formal acceptance of the offer from Cabinet. This report seeks that acceptance.
- 2.8 Tendering for a build contractor will take place this year. It is anticipated that a contractor will be on site early in 2019, with completion two years later.
- 2.9 The buildings are currently owned by Kent County Council, and they would undertake all building works within their VAT exemption envelope. On completion of the build, the entire site will be transferred to Tunbridge Wells Council. This arrangement will be secured by a Collaboration and a Development Agreement between the two Councils.

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### **3. PROJECT FUNDING**

- 3.1 Detailed design (RIBA stage 4) is now underway, and costings of the revised scheme will be brought to Cabinet in September 2018 before the tendering exercise for a build contractor is commenced.
- 3.2 The Project Board has approved consideration being given to some additional works to the specification secured in 2015 for the initial bids to external funders - on the proviso that no additional funding will be required from either the Borough or County Councils. The additional works under consideration are:
  - (a) improving fire safety throughout the building
  - (b) enhancing disabled accessibility
  - (c) growing the percentage of the museum collection that can be displayed
- 3.3 To prepare for the extra costs implicit in the additional works, further sums were sought from external funders. The grant award from Arts Council England was £136,000 higher than expected in 2015, and the Heritage Lottery Fund award is £400,000 higher than their stage 1 approval.

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### **4. FUNDRAISING**

- 4.1 Independent and experienced fundraising advisors have been approached to advise on the likely fundraising level that could be achieved for a project of this type. They have advised that a target of £1m to £1.5m is achievable in the context of a project of this type.
- 4.2 It was also recommended by the Council's advisors that an independent fundraising trust be established, with its own terms of reference and an independent chairperson. Matthew Hockley Smith is a renowned fine art consultant who lives locally, and has agreed to Chair the trust.
- 4.3 Mr Hockley Smith has over 30 years of experience in fine arts, and has been a Patron of the Royal Academy of Arts and Deputy Chairman of the Friends of the Victoria and Albert Museum in London.
- 4.4 The fundraising target will be reviewed once RIBA stage 4 designs are agreed and accurately costed.

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### **5. LEGAL AGREEMENTS**

- 5.1 The legal team at Mid Kent Services is working on various agreements that will be necessary between Tunbridge Wells Council and Kent County Council. These include a Collaboration Agreement, which will identify the services to be provided and the means of delivering them, and a Development Agreement, which will cover arrangements for the build and transfer of the completed site.
- 5.2 The Heritage Lottery Fund expect these agreements (and an agreement related to the conditions of any grant they offer) to be signed shortly after any offer of

grant, and it is therefore proposed that delegated authority to sign such agreements be granted to the Director of Change & Communities - in consultation with the Portfolio Holder.

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## **6. RECOMMENDATION FROM CABINET ADVISORY BOARD**

- 6.1 The Communities Cabinet Advisory Board was consulted on this issue on 30 May 2018 and agreed the following recommendation:

That the recommendation set out in the report be supported.

- 6.2 At the request of the Communities Cabinet Advisory Board, a list of members of the project board is attached at Appendix A.
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## **7. NEXT STEPS**

- 7.1 Detailed design work (RIBA stage 4) will be completed by the summer, and a tendering process by Kent County Council to appoint a build contractor will commence in the autumn. A further report on accurate costings will be brought back to Cabinet prior to that tendering process being commenced.
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## **8. CROSS-CUTTING ISSUES AND IMPLICATIONS**

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Legal</b> including Human Rights Act	<p>The Council has subsidiary powers under Section 111 of the Local Government Act 1972 allowing it to do any thing, whether or not involving the expenditure, borrowing or lending of money, which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions. Accepting the grants in accordance with the recommendations comes within such subsidiary power.</p> <p>As stated indicated in the report any necessary agreements or contracts entered into must be in accordance with the Council's Contract Procedure Rules and should be in a form approved by the Legal Services Manager.</p> <p>There are no consequences arising from the recommendation that adversely affect or interfere with individuals' rights and freedoms as set out in the Human Rights Act 1998.</p>	<p>Keith Trowell, Senior Lawyer (Corporate Governance) 16/05/18</p>

<b>Finance</b> and other resources	Detailed cost assessment to be considered at Cabinet Sept 2018	Nicky Carter, Head of People, Culture and Customer Service 19/04/18
<b>Staffing establishment</b>	No implications at this stage	Nicky Carter, Head of People, Culture and Customer Service 19/04/18
<b>Risk management</b>	Project risk register being maintained by the Project Board	
<b>Data Protection</b>	No implications at this stage	
<b>Environment and sustainability</b>	Implications to be considered at end of RIBA stage 4	
<b>Community safety</b>	No implications at this stage	
<b>Health and Safety</b>	No implications at this stage	
<b>Health and wellbeing</b>	No implications at this stage	
<b>Equalities</b>	To be considered closer to scheme opening	

## 9. REPORT APPENDICES

The following documents are to be published with and form part of the report:

- Appendix A – Project Board Members

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## 10. BACKGROUND PAPERS

- Cabinet decision CAB 22/15 to progress the Cultural Hub project, 25 June 2015  
<http://democracy.tunbridgewells.gov.uk/meetings/ieListDocuments.aspx?CId=118&MId=3348&Ver=4>