

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**EXECUTIVE MANAGEMENT TEAM'S  
REPORT TO**

**Cabinet**  
**09 December 2020**

**Report Title:** Brampton Museum Redevelopment Project

**Submitted by:** Executive Director Commercial Development and Economic Growth

**Portfolios:** Leisure, Culture & Heritage

**Ward(s) affected:** All

**Purpose of the Report**

To approve the award of a contract for the alterations and extensions to Brampton Museum

**Recommendation**

That

1. The Executive Director for Commercial Development and Economic Growth in consultation with the Executive Director for Resources and Support Services and the Portfolio Holder for Leisure, Culture and Heritage is authorised to enter into a contract following a compliant procurement process with the successful contractor to undertake the alterations and extensions to Brampton Museum.

**Reasons**

To ensure that funding opportunities are maximised for the Borough, in achieving Council Plan objectives.

1. **Background**

- 1.1 In March The National Heritage Lottery Fund awarded the Brampton Museum £248,700 in support and as a contribution to the refurbishment and proposed changes (the award was the full amount applied for as part of the application). This funding is split £45,000 capital and £203,700 for programme funding. These funds have not yet been received by the Council, however are expected on presentation of invoices up to £248,700.
- 1.2 In April The Landfill Communities Fund awarded Brampton Museum £39,000 in support and as a contribution to the refurbishment and proposed changes. The award made was less than the amount applied for, but consists of £39,000 of capital. This funding has also not yet been received by the Council but will be paid in arrears on submission of invoices before May 2021.
- 1.3 Newcastle-under-Lyme Civic Society have already contributed £100,000 towards the new temporary exhibition gallery.
- 1.4 £30,000 has been secured from the Arts Council Creative People and Places Fund through the Appetite programme administered by the New Vic. This will fund 3 years of Heritage Weeks celebrations including the 2023 850<sup>th</sup> Newcastle-under-Lyme Charter celebrations.

The funding received from the Arts Council is entirely in relation to programme funding and is expected to be received £10,000 per year in 2021, 2022 and 2023.

- 1.5 Additional funding of £30,000 has been earmarked from Section 106 monies towards the capital costs of the activity space.
- 1.6 The Friends of Brampton Museum are funding up to £4,000 for research room and talks equipment. This funding is due to be received in May-June 2021, and is in relation to programme funding.
- 1.7 The Council's capital programme has an allocation of **£355,000** for the build over the next 3 years, between 2020/21 and 2022/23.
- 1.8 **£45,290.51** of the 2019/20 capital allocation of £45,000 has already been spent on preliminary work.
- 1.9 The funding will support the following:

- Creation of an extension for a new, dedicated temporary exhibitions space;
- Three year funding for a new member of staff and materials to deliver an activity plan to help more visitors and a wider range of visitors learn about the Borough of Newcastle's heritage and culture;
- Promotion and audience development to widen the demographic of visitors and volunteers
- Increase and diversify income to enable the museum to deliver its activities with less direct financial support from the council;
- Reconfiguring internal rooms to extend the capacity of the archive and create a dedicated research area with appropriate storage to manage the newly acquired library and council archive collections and keep them in good condition and promote wider access;
- Recruiting and training more and a wider range of volunteers to catalogue and digitise the new collections;
- Reinterpreting the ground floor galleries to use the collections to tell new stories to better engage visitors.

## 2. Issues

- 2.1 The specification for this contract has been developed by a specialist consultant with input from the Council's Facilities Management section and the Leisure & Culture team.
- 2.2 Given the indicative value of this contract estimated to be in the region of £626,000 the Council advertised this opportunity nationally via My Tenders (and Contract Finder).
- 2.3 Given the significance of this appointment the procurement procedure has followed best practice guidelines. The selection criteria for the appointment of an appropriate supplier was based upon best practice and the Most Economically Advantageous Tender (M.E.A.T.) with the evaluation criteria being based on 60% Quality and 40% price.
- 2.4 A detailed breakdown of the shortlisted companies and recommended provider can be provided to the Cabinet Member for Leisure, Culture and Heritage in October 2020 (in confidence) for approval. As part of the procurement process, the award of contract will be

subject to a voluntary ten day standstill period, and should no challenge concerning the Councils award decision be received the contract will commence in December 2020.

2.5 Three compliant submissions were received And the contractor's submissions have been evaluated by the Council's Quantity Surveyor, with price submissions summarised as follows

Sandycroft Building Construction Limited	£570,439.12
Bidder 'B'	£595,152.99
Bidder 'C'	£630,860.08

2.6 Sandycroft Building Contractors Limited provided the most competitively priced compliant tender. They also returned the highest score on the Quality Assessment and submitted a compliant construction programme of approximately 20 weeks.

### 3. **Proposal**

3.1 That the Executive Director for Commercial Development and Economic Growth in consultation with the Executive Director for Resources and Support Services and the Portfolio Holder for Leisure, Culture and Heritage is authorised to enter into a contract following a compliant procurement process with Sandycroft Building Construction Ltd to undertake the alterations and extensions to Brampton Museum.

### 4. **Reasons for Proposed Solution**

4.1 To ensure that funding opportunities are maximised by the Museum on behalf of the Borough, contributing to achieving the Council's planned objectives.

### 5. **Options Considered**

5.1 There are no alternate options to be considered.

### 6. **Legal and Statutory Implications**

6.1 On receiving a grant from NLHF the Borough Council will be subject to terms and conditions as specified in their 'Standard Terms of Grant'. This ensures that the museum will remain open to the public for a period of 10 years and will be managed and maintained appropriately. The NLHF terms and conditions typically provide the ability for NLHF to clawback grant funding if the Council does not meet its obligations under the scheme. Officers will be required to submit regular progress reports to NLHF.

6.2 Landfill Communities Trust require that before placing an order, starting work or making any payments in respect of the project works before Derbyshire Environmental Trust have registered the project with ENTRUST, the Third Party Contribution has been paid and a Funding Agreement completed. Failure to adhere to this may well invalidate the grant offer. Officers will ensure compliance.

6.3 Should the project not go ahead for any reason all funders would expect the return of their funding commitment the awards by these organisations totalling £417,000.

6.4 All procurement, building control and planning has been undertaken in consultation with appropriate officers and following the Borough Council's policy guidance.

### 7. **Equality Impact Assessment**

7.1 An Equality Impact Assessment – has been completed and assessed as part of the application process and is available on request.

## 8. **Financial and Resource Implications**

8.1 Total construction costs are £570,400 (this includes contingency)

8.2 Professional fees and associated costs of moving will be an estimated £30,000

8.3 The total construction costs of the project are **£600,400**.

8.4 Of the external funding obtained (detailed in section 1 of this report), £184,000 is specifically for the construction costs. This consists of £45,000 from the National Lottery Heritage Fund, £39,000 from the Landfill Communities Fund, £100,000 from Newcastle-under-Lyme Civic Society.

8.5 The Council's capital programme has £355,000 committed over a 3 year period.

8.6 There is £40,000 of ear marked funding available in the Museum Purchases Fund for capital.

8.7 There is £30,000 earmarked from Section 106 monies for capital.

8.8 There is sufficient funds to cover the construction costs as the total funds are **£609,000**

8.9 Following the work the rateable value of the museum will rise by £7475.

## 9. **Major Risks**

- 9.1 Technical - Missed Completion Date;
- 9.2 Organisational - Programme Risks;
- 9.3 Economic - Controlling Costs;
- 9.4 Financial - Reduced level of funding available;
- 9.5 Social - project fails to meet community needs/ aspirations;
- 9.6 Management - Lack of capacity to deliver the project;
- 9.7 Delay in recruiting staff;
- 9.8 Coronavirus;
- 9.9 Unforeseen construction risk

A copy of the risk assessment is available on request.

## 10. **Sustainability and Climate Change Implications**

10.1 All requirements met in order to secure planning permission including Arboriculture Survey and Report, Conservation Area Consultation Report & Heritage statement.

10.2 There is no impact on:

- a) Protected and priority species;
- b) Designated sites, important habitats or other biodiversity features;
- c) Features of geological conservation importance.

10.3 An Ecological Appraisal has been carried out and recommendations will be met.

10.4 The new extensions will include air source heat pumps for heating, LED lighting, natural vent (automatic windows) over cooling, photocell (external Lights) PV array. Use of high natural light levels; and low water use taps and toilets.

11. **Key Decision Information**

11.1 This is a key decision and appears on the Council Plan.

12. **Earlier Cabinet/Committee Resolutions**

12.1 Heritage Cabinet Working Group 12/09/19 Information received;

12.2 Planning Development permission granted 11/11/2019;

12.3 Heritage Cabinet Working Group 12/03/2020 Information received;

12.4 Capital Working Group;

12.5 Cabinet Report 22/04/2020.

13. **List of Appendices**

13.1 There are no appendices

14. **Background Papers**

14.1 There are no background papers.