

## Appendix 1

### Chamberlain Highbury Trust Report - Trusts and Charities Committee - April 2021

#### Purpose

1.The purpose of this report is to update the Committee on our progress in the last six months, to confirm funding requirements for 2020/21 and 2021/22 and to seek a contribution towards the cost of the Development Phase of the main CHT project.

#### Recent Progress

2.CHT is pleased to report the following progress since our last report to the Committee:

- We have submitted an Expression of Interest (EOI) to the National Lottery Heritage Fund (NLHF), which was approved, and we have been invited to submit a bid for an award of c.£3 million. The date for submission of the application is 28 May. If successful at this Round 1, CHT will progress to the Development Stage, part funded by NLHF, and will require match funding to complete this stage (see paragraphs 7-10) before applying at Round 2 for the funds to complete the project.
- We have also submitted an EOI to the Birmingham and Solihull Local Enterprise Partnership (LEP), which has passed their assessment as a Priority B, which suggest a strong strategic fit with their priorities. We have now been invited to submit a Business Case, but at this stage the LEP do not have funds available to allocate to new schemes.
- The Gardens Project (total cost of £302,000), for which the Committee allocated £80,000 from Highbury Trust (HT) reserves, has progressed well, including the re-establishment of the main drive from the Lodge to the House. Historic England have awarded an additional £16,000 to complete the works to the drive
- In response to Black Lives Matter and increased concerns about colonialism, we created a Colonial History and Heritage Advisory Group, chaired by Ranjit Sondhi and comprising a wide range of academic and other experts in colonial history, migration and settlement in Birmingham, to advise on the approach to and the presentation and interpretation of Chamberlain's work in the West Indies and his role as Colonial Secretary. The group's work is now complete and they have made a number of very helpful recommendations.
- Despite Covid 19 restrictions some progress has been made on the Rhododendron and Fruit Tree Pergola projects, both of which are due to be completed during 2021/22.
- The membership of the Youth Advisory Board has been refreshed
- CHT contributed to Heritage Open Day (HOD) with a social distanced, covid secure outdoor event in September 2020

#### Funding for 2020/21 and 2021/22

3.The Committee originally approved a grant of £42000 for 2020/21 at its meeting in March 2020, but, following a review to reflect the impact of Covid 19, CHT reduced the request for funding to £34755.

4. As the following table shows the request for 2020/21 funding can be reduced further to £24600, due to the continuing impact of Covid 19.

	Revised Budget	Probable Outturn	Draft Budget 2021/22
	£	£	£
Admin Support	5260	4550	5000
Board Meetings	500		300
Audit & Prof Advice	2250	1805	2000
Insurance	870	868	900
Other costs	1000	914	1000
 Project Dev Manager	 17320	 17320	 7500
 Activity Planner	 5740	 5510	 7000
 Garden Volunteer Coordinator			 5000
 History Advisory Group		 1500	
 Acquisition Costs & Oral History project	 1000	 82	 1000
 Heritage Open Day	 2315	 2328	 2500
 HE Funding Requirement	 1500		 1500
 Exhibitions & Sustainability Festival	 5540	 540	 5000
 Charitable & Other Activity	 500		 1000
 Fruit Tree Project	 5280	 2263	 6570
 Rhododendron Project	 3000	 4240	 4240
 TOTAL	 52075	 41920	 50510
less PDM b/fwd from 2019/20	17320	17320	
NET TOTAL	34755	24600	

5. The request for HT funding for 2021/22 includes provision for the orderly return to pre covid activities (including increased Activity days) and includes provision to complete the Rhododendron and Fruit Tree Pergola Projects, the Sustainability Festival ( which was a condition of Historic England funding for the Garden's Project), the extension of the Project Development Manager's Contract to produce the Development Phase submission to NLHF and the Business Case to the LEP, and the continued engagement of the Volunteer Coordinator to manage the volunteers who have worked on the Gardens Project and who have indicated a willingness to be involved once the Gardens Project is finished.

6. It is assumed that, if the bid for Development Phase funding is successful, that work will not start before 1 April 2022. If an earlier start is possible, some of the costs included in the budget for 2021/22 (e.g. Activity Planner, Admin Support) can be included in the Development Phase Budget and would therefore reduce the funding requirement in 2021/22.

#### NLHF Development Stage Funding

7. As the first bullet point in paragraph 2 says CHT has now been invited to submit a bid for Development Stage Funding for the main scheme. This is very positive progress, and although funding for the Delivery Phase cannot, of course, be automatically assumed a fully funded, robust and well thought through Development Stage bid will be crucial to attracting further NLHF support.

8. Although further work is required to finalise the bid to NLHF the following table sets out the likely cost for the Development Phase:

ESTIMATED COSTS	£000s
Design Teams , including Architects, Landscape Design, Structural engineers, Mech & Electrical engineers	224
Other Professional Fees, including Quantity Surveyor, Fundraising Consultant, Content Developer, Procurement, Legal advice, Statutory fees	214
New staff Costs, Client Project Manager, Activity Planner, Trust Co-ordinator	70
Other Costs Including Volunteers' Expenses	6
Volunteer Time	86
TOTAL COST	600

9. If the Development Phase Bid is successful NLHF will fund approximately 60% of the total cost. Volunteer time is treated as income. CHT has already secured from, or has submitted bids and is in discussion with potential funders and the City Council has approved support, leaving a balance of £40k for which approval is now sought for an allocation from the Highbury Trust reserves.

		£000s	following table shows how the Development Costs can be
10.The funded:	NLHF (approx 60% of total cost)	350	
	Volunteer Time	86	
	Already secured by CHT	8	
	CHT Bids/ Discussions in progress	34	
	CHT Reserves	15	
	City Council*	67	
	<b>Request to this Committee</b>	<b>40</b>	
	<b>TOTAL FUNDING</b>	<b>600</b>	

\*up to £150k as part of £2m approved towards the total cost of the scheme

10. The Trusts and Charities Committee is therefore asked to approve the following allocations from Highbury Trust Reserves:

- (a) £24600 to fund CHT Costs in 2020/21
- (b) £50510 to fund CHT costs in 2021/22
- (c) £40,000 as match funding for the Development Phase

Les Sparks

Chair of Trustees CHT

Mike Williams

Trustee CHT