AGENDA ITEM 13(b)

**COTSWOLDS DISCOVERY CENTRE PARTNERSHIP BOARD**

**Summary:** To provide an update on the Cotswolds Discovery Centre Partnership Board.

**Recommendation: That the latest progress report be noted.**

**Office Ref:** Martin Lane, Director (01451 862000)

**General Update**

1. The Partnership Board met on 12th September. A meeting scheduled for 27th November was postponed by the Friends due to a lack of availability of trustees and a new date is to be agreed.
2. In late September, the Friends confirmed that they would not be providing a temporary café facility whilst the planned improvements and refurbishments to the buildings were undertaken. As a result, the Board has had to lay off all casual staff and make the Café Manager redundant, with associated costs. The café and discovery centre closed at the end of business on Sunday 28th October.
3. Contractors commenced work in early November; however, the overall work plans have suffered some disruption since the Friends / contractors still needed to accurately measure the glass for the glazing in the two galleries and to supply details to Cotswold District Council as part of the planning permission requirements. The lead contractor suffered a fall, which also disrupted plans. The completion date for the overall programme has consequently slipped from early February to mid-March.
4. The Leyhill Prison carpentry team were on site from 29th October and have repaired a section of the wagon sheds and relocated the shepherds huts.
5. The Friends are to draft a revised Agency Agreement for the Conservation Board’s consideration in terms of the future operation of the café and discovery centre. As per earlier reports the Conservation Board’s suggestions for modifications to the agreement are focused on:
* Friends to be responsible for the day to day maintenance and repair of Agency Agreement area.
* Friends to meet the costs of any insurance linked to the operation of the Agency Agreement area.
* Friends to pay business rates for the Agency Agreement area.
* Friends to be responsible for the care, conservation and interpretation of the Collection, currently on a 20 year loan from Cotswold District Council.

**Supporting papers:**

None