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| <b>Committees:</b>   |   | <b>Dates:</b>                   |
| Projects Sub-Committee<br>Culture, Heritage and Libraries Committee<br>City of London Police Committee |   | 17 February 2017<br>30 May 2017 |
| <b>Subject:</b><br>Gateway 7 Outcome Report:<br>City of London Police Museum                           | <b>Gateway 7 Outcome Report<br/>Light</b>   | <b>Public</b>                   |
| <b>Report of:</b> Assistant Town Clerk and Cultural Hub Director                                       |   | <b>For Decision</b>             |
| <b>Report Author:</b><br>Sara Pink – Head of Guildhall & City Business Libraries                       |   |                                 |
| <b><u>Summary</u></b>  |   |                                 |
| Project Status Compared to<br>GW2  | Budget : Green<br>Specification: Green<br>Programme: Green  |                                 |
| Project Status Compared to<br>GW5  | Budget : Green<br>Specification: Green<br>Programme: Green  |                                 |
| Timeline   | The project is complete pending approval of this report   |                                 |
| Total Estimated Cost @<br>Gateway 5  | Funded by the Heritage Lottery Fund award of £90,300; 83% of the total cost of the project<br>Match funding –<br>City of London Police contributed £9,000<br>Guildhall Library contributed £10,000<br><b>Total project cost: £109,300</b> |                                 |
| Currently Approved Budget  | £109,300  |                                 |
| Spend / committed to date  | £109,000  |                                 |
| Overall project risk   | Green   |                                 |
| <b><u>Recommendations</u></b>  |   |                                 |
| It is recommended that the lessons learnt be noted and the project is closed                           |   |                                 |

### **Main Report**

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| <b>1. Brief description of project</b> | Design and build a reimagined and modern City of London Police Museum to bring to life the stories of the force following closure at Wood Street; made possible by a |
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|   | financial award from the Heritage Lottery Fund.   |
| <p><b>2. Assessment of project against success criteria</b></p> | <p>1. Opening of Museum<br/>The museum was open on time and on budget and successfully brings the vision to life</p> <p>2. Increased footfall<br/>Visitor numbers to the museum and associated events programme within the three months since opening (14 November 2016 - 12 January 2017) are 5,194; an average of 1,731 visitors per month. Hitherto, the space was occupied by the Clockmakers museum which saw an annual visitor footprint of 11,000; an average of 920 visitors per month.</p> <p>3. Increased revenue<br/>Merchandise sales: £496.30<br/>Ticket Sales for Events to December 2016: £1,191<br/>Merchandise and Events total (Nov - Dec 2016): £1,687.30.<br/>Hitherto, there were no merchandise sales associated with the Clockmakers museum and as such this represents a 100% increase.</p> <p>4. Positive feedback<br/>See Appendix 1</p> <p>5. School/community/outreach activities undertaken</p> <p><b>University/Colleges</b><br/>Westminster Kingsway College<br/>Italian Accountancy group<br/>UCL English as a Foreign Language<br/>Danish/English Police/Services training Group</p> <p><b>Primary Schools</b><br/>St Pauls Cathedral School<br/>Sir John Cass School<br/>Virginia Primary School<br/>Home Educator Group<br/>St George the Martyr<br/>Argyle primary school<br/>Netley primary school<br/>Torriano</p> <p><b>Secondary Schools</b><br/>East London Academy<br/>Corelli College<br/>De La Salle School, Basildon</p> <p><b>Adult/Events</b><br/>London Historians Private View and talk</p> <p><b>Professional</b><br/>Israeli Police Heritage Centre<br/>Metropolitan Police Museum<br/>Kent Police<br/>NARPO (National Association of Retired Police Officers)</p> |
| <p><b>3. Key Benefits</b></p>                                   | <p>1. The collections have been brought to life through innovative design and the use of cutting-edge technology.</p>   |

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|   | <ol style="list-style-type: none"> <li>2. The museum is now much more accessible to the public with longer opening hours.</li> <li>3. The pod design of the museum enables flexibility for new stories/collections to be added each year.</li> <li>4. The museum has attracted significant press coverage, and was referred to by The Telegraph as '<i>London's quirkiest new museum</i>'.</li> <li>5. The museum appeals to the general public but equally to school children and community groups.</li> <li>6. The museum is a successful collaboration between the City of London Corporation's Guildhall Library, the City of London Police, and Guildhall School of Music and Drama and the Heritage Lottery Fund.</li> <li>7. The cultural offer of the City of London Corporation is enhanced by the addition of a museum which explores the unique story of the City of London Police Force.</li> <li>8. The archival documents enabled a reinterpretation of the Jack the Ripper story from the perspective of the victim rather than the murderer. This had never been attempted before and sets the museum apart from others.</li> <li>9. The Tower of London (Historic Royal Palaces) has requested a collaboration with the Police Museum as we are thematically logical partners with many links existing between the City and the Tower, in particular crime and punishment. They are the lead partner in the submission of a bid to the Heritage Lottery Fund for c. £600K in February 2017 for a youth engagement programme which will benefit both partners.</li> </ol> |
| <p><b>10. Was the project specification fully delivered (as agreed at Gateway 5 or any subsequent Issue report)</b></p> | <p>Yes</p>  |
| <p><b>11. Programme</b></p>   | <p>The project was completed within the agreed programme</p>  |

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| <b>12. Budget</b>                 | The project was completed within the agreed budget                                  |
| <b>Final Account Verification</b> | Verified<br><br>All sums are below the threshold which requires formal verification |

**\*Please note that the Chamberlain's department Financial Services division will need to verify Final Accounts relating to medium and high risk projects valued between £250k and £5m and all projects valued in excess of £5m.**

#### **Review of Team Performance**

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| <b>13.Key strengths</b>         | 1. The vision to create a collection which charts the development of the City of London Police force, from its earliest days through the intrigue of the Victorian era to modern policing and current challenges like cybercrime and fraud, has been recognised. The end result has succeeded in realising this vision and has been delivered on time and on budget.  |
| <b>14.Areas for improvement</b> | 1. Signage has been challenging and it is recognised that the addition of signs within the square mile directing the public to the Museum would be beneficial and visitor feedback tells us that the museum is difficult to find. The highways department are currently including this request within their signage review.<br>2. It would be beneficial to produce a guidebook for the museum which in turn could generate additional revenue. |
| <b>15.Special recognition</b>   | It was necessary for Guildhall Library staff to juggle the project to design and build a new museum in addition to their day jobs, within a limited budget and a tight timescale for delivery.  |

#### **Lessons Learnt**

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| <b>16. Key lessons</b>                            | 1. Last minute changes to the design specification and entrance to the museum were requested by the City Surveyors Department in order to install a rapiscan for enhanced security which has not yet come to fruition. It is crucial that departments are able to proactively assist in specifying their requirements at an early stage. |
| <b>17. Implementation plan for lessons learnt</b> | 1. We will continue to seek the full involvement and co-operation of departments and other stakeholders as the museum progresses.  |

### Appendices

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| <b>Appendix 1</b> | Feedback from museum visitors |
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### Contact

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