



## **A New Museum for the Isles of Scilly**

### **FEASIBILITY STUDY BRIEF**

#### **1. INTRODUCTION**

Located 28 miles off the coast of Cornwall and out into the Atlantic Ocean the archipelago of islands that are the Isles of Scilly make for a truly distinctive destination, quite unlike anywhere else in England. The islands present a spectacular land and seascape that are as unique in their beauty as they are fascinating in their culture and island life within.

Scilly faces real challenges. Isolated from the marketplace and limited in their options to diversify, the islands are sustained almost entirely by an economy based on tourism. The recent challenges presented by the COVID-19 pandemic have clearly affected this and continue to impact on Scilly's fragile economy. At the same time, Scilly's remote and small island population means that even the most basic of infrastructure and services that are ordinarily taken for granted elsewhere (such as delivering affordable and reliable electricity, drinking water, sewage treatment and waste disposal) present considerable economic and practical challenges.

The Submission Draft of the Isles of Scilly Local Plan 2015-2030 contains a detailed Spatial Portrait of the Isles of Scilly, including information on location and physical context, overview of existing constraints, population and demography, and economy and employment:

<https://www.scilly.gov.uk/planning-development/local-plan-review>

The development of a new museum is an important part of maximising potential for cultural tourism on Scilly. The Destination Management Plan sets out a clear case for the role of heritage, arts and culture, and Scilly was selected as one of 30 national destinations to be part of Arts Council England's Cultural Destinations scheme;

<http://www.islandpartnership.co.uk/wp-content/uploads/2018/03/Scilly-DMP-12Mar18-plan.compressed.pdf>

Our aim is for this brief is to take us to the completion of Stage 0 of the RIBA Plan of Work, enabling us to confidently plan and progress the implementation of a new museum and cultural centre.

## **2. WHO WE ARE**

The work is being commissioned by the Islands' Partnership (IP), the Destination Management Organisation for the Isles of Scilly. IP is working on behalf of a steering group of project partners who are the Client Team, each of whom has an interest in the development of a new museum:

- Council of the Isles of Scilly
- Duchy of Cornwall
- Isles of Scilly Museum
- The Islands' Partnership

A wider group of stakeholders has provided advice and support and retains an active interest in the project. This group includes Cornwall Museums Partnership, Cornwall and the Isles of Scilly Local Enterprise Partnership, and Arts Council England.

## **3. PROJECT BACKGROUND**

For fifty years the Isles of Scilly Museum, purpose built in 1967, provided the most significant cultural attraction on St Mary's. Housing an important collection of uniquely Scillonian artefacts, the museum was popular with both visitors and residents and regular local accessions gave a strong sense of ownership.

The museum is a registered charity run by a Board of Trustees, with 1 full time Curator, 2 part-time staff and a number of volunteers.

In 2019 the building was deemed structurally unsafe and closed prior to demolition. Work is underway to store and rehouse the contents and there are plans for some temporary and pop-up exhibitions to keep the museum alive. However, these are short-term solutions and this situation has accelerated longer term ambitions for a new museum for the islands.

The Destination Management Plan highlights an important role for arts and culture, and in 2017 Scilly was selected as one of Arts Council England's Cultural Destinations projects. A two year grant enabled the establishment of Creative Islands, an initiative which piloted a range of cultural activities and events. The delivery of Creative Islands demonstrated support for a cultural programme from both residents and visitors, but aspirations to take this forward are currently limited by the lack of cultural infrastructure and assets, particularly around performing arts. In addition Scilly is visited by many research teams and student groups, but is not able to provide suitable facilities. We therefore wish to consider the inclusion of a small-scale flexible auditorium and facilities for workshops and research alongside the space required by the museum.

Although no decision on sites has been made yet, one proposed location is the former primary school at Carn Thomas, owned by the Duchy of Cornwall. The whole site is in the region of 750m<sup>2</sup>, there is the option to retain or reclaim some of the original granite features of the landmark school building and bell tower. The site is a prime location on the outskirts of Hugh Town and within easy walking distance of the main town and quay. Other options are a small number of Council-owned sites including the Town Hall, the Wesleyan Chapel and the former Museum site.

## 4. EXPECTED DELIVERABLES

As the Client Team we are looking for expertise to help us complete Stage 0 of the RIBA Plan of Work. We expect input in the form of consultation and discussion with project partners and stakeholders in order to test and develop client requirements and establish the best means of achieving these. We expect the final report to include the following information:

### Client requirements

- Aligning our vision and the needs of the museum with those of visitors and of residents
- Specific technical requirements for a new museum
- Consideration of other facilities for cultural, participatory and research activity
- Ancillaries such as café/bar, shop
- Spatial requirements
- Quality aspirations
- Sustainability aspirations

### Site appraisals

- Site options
- Recommendation on preferred site
- Constraints and designations
- Legal/statutory approvals
- Environmental Impact Assessment

### Business Case

A Treasury Green book five case model including:

- Operational and maintenance costs - potential budget requirement
- Revenue income, from customers/users or grants
- Feasibility of activities within the overall project
- Assessment of potential audience/user demand

### Organisational development and governance

- Short term management of project and development
- Sustainable future operating model

### Project Budget

- Outline design costs
- Capital funds for purchase and building works
- Overall costs, incl. legal fees, removals, start ups
- Potential funders

### Project Risks

- Funding
- Site issues
- Economic sustainability

## 5. OUTLINE TIMETABLE OF WORK

Deadline for tender submissions – 5pm Friday 15<sup>th</sup> January 2021

Appointment of consultant – w/c 1<sup>st</sup> February 2021

Interim report – w/c 12<sup>th</sup> April 2021

Final report – w/c 14<sup>th</sup> June 2021

## FEASIBILITY STUDY SELECTION PROCESS AND CRITERIA

We welcome submissions from individual consultants, organisations and multi-disciplinary consortia. The following selection information will be required from suppliers.

### 1. ORGANISATION AND CONTACT DETAILS

Full name and address of organisation, consortium or consultant

Name/job title of project lead for contract purposes

E-mail address

Telephone number

Organisational status of supplier (with Company Registration number, Registered Charity number, VAT number as appropriate)

### 2. INSURANCE

Public liability – please confirm your level of cover

Professional indemnity – please confirm your level of cover

### 3. RELEVANT EXPERIENCE

Please provide details of up to **three** commissions undertaken by you or your company in the past three years that you consider demonstrate a track record of relevant experience, highlighting key similarities to this contract, and the role that your named individual played. Please include the contact details of clients for reference purposes, date of contract, and a description of the work carried out.

### 4. EVALUATION CRITERIA

The overall award criteria that will be used in evaluating submissions will be 70% on quality, and 30% on cost. The preferred consultant/supplier will be that which achieves the highest overall score against our award criteria.

#### Quality Assessment

1. Please set out your proposal for meeting all of the requirements set out in the Brief, outlining your methodology, timetable, and any key milestones or risks. *Maximum of two sides of A4*  
**Weighting 30%**
2. Please provide a tailored CV for the named project lead, demonstrating their relevant knowledge, experience, ability and suitability to deliver this commission. *Maximum of two sides A4*  
**Weighting 40%**

## Cost Assessment

Referring to the scope of services in the Brief, please provide cost information in the format below, filling in a rate for all items, including travel and disbursements **exc. VAT**. This information will be used to compare quotes. The price score will be calculated as follows: (Lowest Price / Tenderers Price) x Weighting

Key Action	Day Rate	Days Allocated	Fee £
<b>Total</b>			

Please note we are working to an indicative budget of £20,000. All pricing is to remain fixed for the duration of the contract unless otherwise agreed.

## 5. SUBMISSIONS

All consultants are to return quotes and supporting information by email by **5pm on Friday 15<sup>th</sup> January 2021** to: [nickbond@islandspartnership.co.uk](mailto:nickbond@islandspartnership.co.uk) and cc'd to [jeremybrown@islandspartnership.co.uk](mailto:jeremybrown@islandspartnership.co.uk)

All submissions should be clearly marked 'Museum Feasibility'

Shortlisted consultants will be invited to an online interview to take place in w/c 1<sup>st</sup> February 2021.

**To arrange an informal discussion please contact Jeremy Brown:**  
[jeremybrown@islandspartnership.co.uk](mailto:jeremybrown@islandspartnership.co.uk)