

Title: Unlocking our Sound Heritage: A national partnership project led by the British Library's 'Save Our Sounds' initiative.	
Ward: All	Cabinet lead: Mayor Marvin Rees
Author: Laura Pye	Job title: Head of Culture

Revenue Cost: £ 500,000	Source of Revenue Funding: 100% British Library (from HLF funding)
Capital Cost: £	Source of Capital Funding: <i>e.g. grant/ prudential borrowing etc.</i>
One off <input checked="" type="checkbox"/>	Saving <input type="checkbox"/>
Ongoing <input type="checkbox"/>	Income generation <input checked="" type="checkbox"/>
<p>Finance narrative: This is part of a £9.5m HLF funded national scheme led by British library to digitise the nation's sound records. The Bristol share off the delivery supported by the pass-through grant funding is £500k. This will be delivered over 3-4 years starting from 2018.</p> <p>The £500k will be used to support incremental costs for securing the right skills and resources required to deliver the project over the period between 18/19 and 21/22.</p> <p>Meanwhile there will be nil net financial impact on the council, this project will provide Bristol with the tools to support the development of a new business model from 2022 onwards which allows us to monetise these digital assets commercially and drive further efficiencies.</p>	
Finance Officer: Tian Ze Hao- Finance Business Partner	

<p>Summary of issue / proposal: To accept external funding to digitise and make accessible sound recordings, including oral histories, from Bristol and the South West, as part of a UK wide project.</p>
<p>Summary of proposal & options appraisal:</p> <ul style="list-style-type: none"> Sound recordings help us to understand the world around us. They document the UK's creative endeavours, preserve key moments in history, capture personal memories, and give a sense of local and regional identity. According to the predictions of sound archivists the world over, we have fifteen years in which to digitise historic sound recordings before the equipment required to play some formats can no longer be used, and some formats such as wax cylinders and acetate discs start to naturally decay. From 2017-2022, the British Library will work with partner institutions across the UK to develop a national preservation network via ten regional centres, of which Bristol Archives is one. Together they will digitise, preserve and share our unique audio heritage. They will also run major outreach programmes to schools and local communities to celebrate and raise awareness of UK sounds. Thanks to HLF funding, we will be able to employ 3 new staff for 3 years to digitise and publish online 5,000 rare and unique sounds from collections in Bristol and across the South West which are most at risk, including local dialects and accents, oral histories, previously unheard musical performances and plays, and vanishing wildlife sounds. The aim is to preserve as many as possible of the nation's rare and unique sound recordings, and also to protect the future of our audio heritage, by improving the way in which we collect and store sounds digitally.
<p>Recommendation(s) / steer sought:</p> <ul style="list-style-type: none"> To authorise the Head of Culture in consultation with legal colleagues to sign the agreement for the external funding and to deliver the project in accordance with the agreement. <p>As part of the Mayor's commitment to make Arts and Culture accessible to all, the external funding will enable important city and regional sound collections to be preserved and made accessible online for the first time, at no additional cost to BCC. Working with the British Library to become one of 10 regional centres of excellence and as the hub for the South West enhances Bristol Culture's reputation as a leading UK Culture Service. On top of this the funding will provide us with the skills and resources to support the development of a new business model from 2022 onwards which will allow us to monetise these assets and drive further efficiencies. The project also builds on Bristol's reputation as an innovative and creative digital city. Hence it is recommended that this funding offer be approved.</p>

City Outcome: Securing many of the city's sound collections, currently at risk, for future generations through the development of a specialised sound preservation centre, part of a national network of 10 centres.

Health Outcome summary: Health and wellbeing are seen as a key output of our cultural provision. Understanding of place and culture through oral histories can help connect people with their histories, and shape community wellbeing.

Sustainability Outcome summary: Many of Bristol's existing recordings cannot currently be monetised as they are inaccessible, uncatalogued or in formats which prevent their use. This programme will allow us to develop the skills and equipment required to make further material available and monetised. We know that there is a strong market for these recordings eg those from the British Empire & Commonwealth Collection.

The British Library have given commitment to the HLF to work on sustaining the network of regional centres and their expertise beyond the end of the project, through the development of future funding models.

There are no liabilities post 2022, the budget contains a contingency of £60,000 for the three years which includes the redundancy payments for the staff when the project is completed.

Equalities Outcome summary: We are already using the British Commonwealth and Empire photographic collections to build links with diverse communities within Bristol as part of Bristol Culture's EAP, for example. With the oral histories easily accessible for the first time we will be able to extend opportunities for this work.

Impact / Involvement of partners: The project will have a national impact, securing sound recordings which would otherwise disintegrate

Consultation carried out: The BL's 'Directory of UK Sound Collections', which assessed the state of the nation's recorded heritage and the risks it faces.

Legal Issues: The British Library (BL) has been awarded a Grant by the Heritage Lottery Fund (HLF) to deliver a Project i.e. to digitise the nation's sound archives. A grant agreement is currently in place between BL and HLF which governs the terms and conditions for the delivery of the Project. BCC is one of a number of Delivery Partners that BL intend to engage to assist in the delivery of the Project BCC is expected to receive around £500K in grant funding for this purpose.

BCC will be expected to enter into an agreement with BL which sets out the conditions under which BCC shall deliver the Project. In addition to this agreement BCC will also be expected to observe and comply with the HLF Grant Funding terms and conditions between BL and HLF.

Legal has yet to view the final agreement however the draft agreement imposes obligations on BCC including obligations to obtain and maintain consents, licences and permissions necessary in order to digitise the recordings. BCC will need to be aware of its obligations and ensure that it can comply with these conditions and take account of any cost that might be incurred with compliance.

Project Cost will only be paid upon the delivery of Metadata and the Digitised Sound to the Library this may result in BCC incurring costs before being paid. It should also be noted that payment of the Project Costs to BCC will be subject to BL being paid the HLF Grant in an amount sufficient to enable BL to meet its costs, BCC complying with the HLG Grant Terms (Legal yet to view) BCC complying with the Deliver Partner Agreement (final yet to be viewed). It should also be noted that Project Costs will not be increased in relation to an over spend.

There is a small risk that BCC could incur costs for the delivery of the Project and not be paid. The Delivery Partner Agreement between BL and BCC should allow for re-imbursement of all Project Costs that BCC has incurred for the delivery of the Project or provision put in place to ensure that BCC do not incur costs where there is potential for payment to be refused.

BCC will need to ensure that it can also comply with other obligations under the agreement such as data protection and intellectual property rights.

The final agreements should be reviewed by legal.

Legal Officer: Sinead Willis, Solicitor, Commercial and Corporate Governance

Policy/Comms Officer: Tim Borrett, Head of Public Relations, Consultation and Engagement

DLT sign-off	SLT sign-off	Cabinet Member sign-off
Signed off by PLT on 24 th May	Signed off by SLT on 6 th June	Signed off by Cllr Tincknell on 12 th June

Appendix A – Further essential background / detail on the proposal	NO
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	NO
Appendix E – Equalities screening / impact assessment of proposal	NO
Appendix F – Eco-impact screening/ impact assessment of proposal	NO
Appendix G – Exempt Information	NO