REDOUBT AND MILITARY MUSEUMS STRATEGY INFORMATION REPORT

ACTION PLAN

TASK	OFFICERS	TIMETABLE	OUTPUTS
Research, write and agree Standardised Partnership Agreements with Regimental Trusts. They will provide the essential framework for closer working and sharing of responsibility for the ongoing development of the Redoubt and will include commitments towards voluntary staffing support, match funding for a strategic repair and maintenance programme for the building and sharing of historical knowledge and military expertise.	C – G&M, MDO, RT and Legal Department	November 2004 – March 2005	New Standardised Agreements between Regiments and EBC.
Six volunteer posts will be agreed and recruited from the Regiments to assist Museum staff during the winter closure period and beyond. Job descriptions and briefs to be developed and distributed to Regiments for selection process.	C – G&M, MDO, RT	December 2004	Volunteer Programme established.

Redisplay and redecoration of Casemates 1-3 at the Redoubt to include new shop orientation (Casemate 1), new display relating to history of Redoubt building (Casemate 2), and new thematic display relating to the Homefront in Eastbourne and the celebration of 60th anniversary of VE Day (Casemate 3)	C – G&M MDO Volunteers Probation Team	December 2004 – March 2005	Redesign of 3 casemates that road test new entry and feel for Redoubt Museum for 2005 season.
Minor redisplay and redecoration throughout Redoubt Museum including re-labelling every object with a consistent label incorporating additional contextual information and the provision of additional interpretative material, including a film room.	C – G&M, MDO, A – G&M Volunteers	January – March 2005	Uniformity of information provision in line with DDA and Museum practice
Research and develop schools and community programmes using museum collections demonstrating the potential for future programme development. Launch new education resources for start of 2005 season	MDO / Education Consultant	January – April 2005	Education programme and increase in school visits for 2005 season
A thorough review of the existing revenue budget and operation during 2004 winter closure will examine the marketing, signage, and pricing and charging levels in terms of value for money and visitor satisfaction.	C – G&M, MDO	December 2004 – March 2005	Improved marketing and signage. Increased visitor figures and earned income through admissions and sales.

Research into disabled access to the Redoubt Fortress and economic ventilation solutions to achieve acceptable standards through study of existing surveys and limited repair and maintenance for disability and commissioning of report from services engineer for ventilation.	C – G&M Estates Dept.	February – March 2005	Programme of work to satisfy minor DDA requirements. Solution to historic damp problems at Redoubt.
A long term plan for the repair and refurbishment of the Redoubt Military Museum and a strategy for external funding to achieve this. · Liaison with Estates Department and review of existing research and surveys · Consultation with English Heritage · Commissioning of feasibility studies / additional surveys · Agreement of development brief · Research into funding opportunities · Production of plan and funding strategy	C – G&M, MDO, RT Estates Dept	May – August 2005	Repair and refurbishment plan for the long term preservation ands restoration of the Redoubt and external funding strategy.
A realistic and sustainable business plan and vision for the Redoubt Fortress and Military Museums in collaboration with key stakeholders and Regimental Trusts. · Case study visits to comparative museums · Paper based research into best practice within Military Museums · Consultation with South East Museums, Libraries and Archives Council, East Sussex Museums Council and Museums	C – G&M, MDO, RT	By October 2005 November 2004 onwards Ongoing Ongoing April 2005 June – July 2005 July – October 2005	Five year forward strategy for the Redoubt Fortress and Military Museum with clear incremental targets to achieve shared vision of a sustainable and robust operation that ensures the long-term preservation and use of the Redoubt and contributes to a thriving museum and heritage sector in Eastbourne.

KEY TO STAFF C – G&M Curator – Galleries & Museums (EBC) MDO Museum Development Officer (EBC) RT Representative Trustee (Mike Constantine) A – G&M Administrator – Galleries & Museums (EBC)			