

**NORTH LINCOLNSHIRE COUNCIL**

**ASSET MANAGEMENT, CULTURE AND HOUSING  
CABINET MEMBER**

**STRATEGIC BID POST – NORTH LINCOLNSHIRE MUSEUM SERVICE**

**1. OBJECT AND KEY POINTS IN THIS REPORT**

1.1 To seek approval for the establishment of two fixed term posts of Audience Development Assistant, in line with the decision of 30 April 2013.

1.2 The key points of the report are as follows:

- The Arts Council England has awarded a grant of £1,000,000 for the 'Joining Up: The Humber and the First World War' project. This funding has been awarded jointly to North Lincolnshire Museum Service, East Riding of Yorkshire Museums and Hull City Museums.
- The posts will deliver on key projects identified within the bid.
- The Arts Council England grant will pay for the post for 16 months, and equipment and other costs.

**2. BACKGROUND INFORMATION**

2.1 As reported in April the Arts Council England has awarded a grant of £1,000,000 jointly to North Lincolnshire Museum Service, Hull City Museums and East Riding of Yorkshire Museums. It was agreed in April to bring a report to establish the posts funded by the grant.

2.2 The Arts Council England grant is to be used to fund exhibitions and events to commemorate the centenary of the outbreak of the First World War in 2014.

2.3 Some of this funding is to be used to employ two fixed term Audience Development Assistants. One post will be full time, the other 18.5 hours per week. These posts will work across the three museum services to promote the 2014 exhibitions and events programme.

2.4 The Arts Council England funding will pay for all the costs of the posts. The partnership board require that the posts be advertised externally.

### **3. OPTIONS FOR CONSIDERATION**

3.1 Option 1 – To establish the posts of Audience Development Assistant

3.2 Option 2 – To not establish the posts.

### **4. ANALYSIS OF OPTIONS**

4.1 Option 1, to establish the posts, is the preferred option. The posts will provide the staff resources to enable the whole project to proceed. Without the posts we would not have the capacity to deliver the project.

4.2 The longer-term benefits include raising the profile of the museum services throughout the region and increasing the visitor numbers to our venues.

### **5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)**

5.1 There are no additional financial implications. The full cost of the posts will be met by the Arts Council England grant.

5.2 We have written a job description for the posts. The posts have been evaluated as Grade 4, using the Council's Job Evaluation process. The posts will be fixed term for 16 months.

5.3 There are no other implications.

### **6. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

6.1 The funding will increase access to the collections telling an important part of the heritage of North Lincolnshire. An increase in volunteering opportunities will benefit the individuals involved and the wider public.

6.2 The Integrated Impact Assessment did not identify any negative outcomes from this project.

### **7. OUTCOMES OF CONSULTATION AND CONFLICTS OF INTERESTS DECLARED**

7.1 There are no declared conflicts of interest.

7.2 The plans for the project were developed in light of customer comments on the 2014 First World War commemorations.

7.3 The Trade Unions have a copy of this report. Any comments will be fed back at the briefing.

7.4 The staff at the Museum and Normanby support this proposal.

## 8. **RECOMMENDATIONS**

8.1 To establish the posts of Audience Development Assistant.

8.2 To begin the recruitment process to fill the posts.

### DIRECTOR OF PLACES

Civic Centre  
Ashby Road  
SCUNTHORPE  
North Lincolnshire  
DN16 1AB  
Author: Susan Hopkinson  
Date: 5 September 2013

**Background Papers used in the preparation of this report: none**