

NORTH LINCOLNSHIRE COUNCIL

**SPORT, LEISURE AND CULTURE
CABINET MEMBER**

MUSEUM SERVICE FORWARD PLAN – PROGRESS REPORT

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To advise on progress against the targets in the Museums Service Forward Plan 2006-2011.
- 1.2 The key points of the report are as follows.
- The Museum Service Forward Plan was agreed by Cabinet in December 2006 for national accreditation purposes.
 - The accreditation process requires that progress be reviewed part way through the life of the plan, and formally reported to the Cabinet Member.
 - This work was recently completed.
 - The Forward Plan has five key aims. Good progress is evident on four of the aims. Progress in taking forward capital projects has proven difficult.

2. BACKGROUND INFORMATION

- 2.1 The Museum Service Forward Plan was agreed by Cabinet in December 2006 for national accreditation purposes.
- 2.2 The accreditation process requires a review of progress part way through the life of the plan, and formally reported to the Cabinet Member. This work was recently completed.
- 2.3 Progress on delivering the Forward Plan is measured against the following five aims.
- Aim 1 - Improve the Museum Service Infrastructure
 - Aim 2 - Collection Care
 - Aim 3 - Usage
 - Aim 4 - Embrace the *Inspiring learning for all* toolkit (ILFA)
 - Aim 5 - Make better uses of resources

2.4 In summary, the progress achieved to date is set out below. Appendix 1 contains more detail.

- Aim 2 - Collection care has improved significantly with the new store, and dynamic collection of post WW2 items with the first exhibition opening in October 2009 – “*Absolutely Prefabulous*”.
- Aim 3 - Usage has increased and the various plans and strategies needed to embed this progress are under development.
- Aim 4 - Personnel changes have caused some delays in progress. However the new Learning Manager is now making excellent progress on delivering the remaining key tasks. Some deadlines now require re-phrasing.
- Aim 5 – The new staffing structure has enabled much of the above progress to happen.

3. OPTIONS FOR CONSIDERATION

3.1 To accept the Progress Report attached as Appendix 1.

3.2 Not to accept the Progress Report.

4. ANALYSIS OF OPTIONS

4.1 Option 1 is the preferred option. The Progress Report outlines how far the service has progressed in achieving its key tasks. The Accreditation process requires that the appropriate portfolio holder consider the report.

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

5.1 There are no additional resource implications arising from the report.

6. OTHER IMPLICATIONS (STATUTORY, ENVIRONMENTAL, DIVERSITY, SECTION 17 - CRIME AND DISORDER, RISK AND OTHER)

6.1 Tackling diversity and other agendas more effectively is a key consideration underpinning a number of the Key Tasks in the Forward Plan. In particular Aim 3 which targets priority groups.

6.2 The work of the Forward Plan will also contribute to the LSP's shared ambition of Improving wellbeing by increasing participation in cultural activities, and progress towards National Indicator 10 – visits to museums.

7. OUTCOMES OF CONSULTATION

7.1 The Forward Plan was the result of wide consultation. The Progress Report was prepared in consultation with the staff responsible for the key tasks.

8. RECOMMENDATIONS

8.1 That the Forward Plan Progress Report is noted.

8.2 That a further progress report is presented for consideration in October 2010 in preparation for the development of the next Forward Plan 2012 – 2017.

SERVICE DIRECTOR ASSET MANAGEMENT AND CULTURE

Hewson House
Station Road
BRIGG
North Lincolnshire
DN20 8XJ
Author: Neil Jacques
Date: 28 September 2009.

Background Papers used in the preparation of this report:

- Report to Cabinet on 7 December 2006 titled "Museums Service Forward Plan 2006-2011"

NORTH LINCOLNSHIRE MUSEUMS SERVICE

FORWARD PLAN 2006-2011

Progress Report 2009

Aim 1	Links to:
To improve the infrastructure and quality of the NLMS to meet the needs of its customers	<ul style="list-style-type: none"> ➤ NLMS Mission Statement - Entertain and Enjoy ➤ Leisure Mission Statement - Quality Services/Better Value

Strategic Objective 1.1: To implement the Options Appraisal on a New Museum for North Lincolnshire

Key Task	Progress to Date	Owning Officer
Feasibility and Funding Study Timescale: 2006-07	Completed 2006.	Project Manager
Seek approval for and implement findings Timescale: 2007-11	Council Capital Programme revised in light of reducing receipts from asset sales. Awaiting agreement of Town Centre Masterplan.	Project Manager

Strategic Objective 1.2: To improve customer facilities at NHCP

Key Task	Progress to date	Owning Officer
Upgrade playground facilities to meet customer needs Timescale: 2006-07	Successful capital bid for £38,000 meant that the new playground area for under fives could be installed. Work was completed in October 2008.	Museums & Heritage Manager
Prepare and submit a bid to HLF for physical and intellectual access improvements to NHCP Timescale: 2006-07	Collections Conservation Management Plan for the Hall and Social History Collections was completed in September 2006. Failure to obtain planning permission for the physical access improvements has delayed the submission of the bid to HLF.	Museums & Heritage Manager

Implement physical and intellectual access improvements to NHCP Timescale: 2007-10	This timescale has had to be revised because of the problems in obtaining planning permission. More realistically looking at submitting a bid to HLF during 2010 with the work beginning on site in 2011.	Museums & Heritage Manager
---	---	----------------------------

Aim 2	Links to:
To collect, care for and interpret items relating to North Lincolnshire	<ul style="list-style-type: none"> ➤ NLMS Mission Statement - Collect and display ➤ Leisure Mission Statement - Quality Services

Strategic Objective 2.1: To develop a new external storage facility in Scunthorpe

Key Task	Progress to date	Owning Officer
Purchase Store Timescale: 2006-07	Store purchased in 2006.	Principal Keepers
Alterations to building including insertion of mezzanine floor Timescale 2006-07	Work completed on upgrade of building in September 2006.	Principal Keepers
Move reserve social history collection, archaeology bulk storage and school loans into new store Timescale 2006-07	Move completed in October/November 2006.	Keepers
Initiate dynamic collection of Post WWII social history specimens to meet need as identified by customer consultation Timescale 2006-10	Two new Collections Assistants for Social History and Decorative Arts were appointed in August 2008. They began work on actively collecting in the areas identified. The first exhibition to show this material will be held at NLM from October 2009 to February 2010 – ‘Absolutely Prefabulous’ looking at Scunthorpe in the 1940s, 50s and 60s.	Collections Team
Develop the School Loans collection for community use including bid to HLF Timescale: 2006-09	Bid to HLF was successful and a Loans Officer was appointed on a fixed term contract, ending Sept 2009, to develop the school loans collection for community use.	Learning Manager

Aim 3	Links to:
To increase usage of the NLMS by North Lincolnshire people and in particular those from priority groups	<ul style="list-style-type: none"> ➤ NLMS Mission Statement - Entertain & Enjoy/Inspire & Inform ➤ Leisure Mission Statement - More People

Strategic Objective 3.1: To increase participation in NLMS activities by priority groups as defined in the DCMS PSA3 target

Key Task	Progress to Date	Owning Officer
Prepare Marketing and Audience Development Plans for the NLMS Timescale: 2006-08	Work on the plans was delayed due to staff changes and vacancies. The Audience Development Plan due for completion in March 2010 with work on the Marketing Plan beginning immediately after that.	Learning Manager & Visitor Services Manager
Access Audit for Exhibition and Education programmes Timescale: 2006-07	Completed December 2008.	Learning Manager
Develop the School Loans collection for community use including bid to HLF Timescale: 2006-09	Very successful project due for completion in September 2009.	Learning Manager Loans Officer
Make contact with community gatekeepers Timescale: 2006-08	This work began in 2008 following the appointment of a Community Learning Officer and is ongoing.	Community Learning Officer
Increase use of play activities by marginalized groups of children Timescale: 2007-09	Still establishing contact with target groups. Programme will come on line in 2010-11.	Learning Manager

Strategic Objective 3.2: To increase audience participation in NLMS activities by continuing Community Access projects like CAP whilst extending the concept into other subject areas.

Key Task	Progress to Date	Owning Officer
Form links to Community Groups (CGs) Timescale: 2006-08	This work began in 2008 following the appointment of a Community Learning Officer and is ongoing.	Community Learning Officer
Consult with stakeholders Timescale: 2006-08	This work began in 2008 following the appointment of a Community Learning Officer and is ongoing.	Community Learning Officer
Continue the Portable Antiquities Scheme & CAP Timescale: 2006-08	Funding secured to continue Portable Antiquities Scheme until 2012. CAP scheme came to an end in 2007. To date no further funding has been secured.	Collections Manager & Learning Manager
Take part in the South Humber Bank Wildlife & People Project Timescale: 2006-10	We continue to make an important contribution towards this project. Field-walking and subsequent find processing continues as part of this project. Information added on to SMR.	Collections Manager
Social History & Natural Sciences to develop access to collections Timescale: 2007–09	Collections Assistant appointed specifically for the Social History collection. Increased number of volunteers working with collection and researchers can now have access to collection. Volunteer work on Natural Sciences collection has improved packaging of collection so it can now leave the store. Exhibits repaired and are now suitable for display. New 'Go Wild' area in the Museum has improved access to the Natural Sciences collection.	Collections Manager Collections Assistants
Bid to HLF for SMR Access Project & successor to CAP Timescale: 2009-11	Funding secured for on-line access to SMR. To date no funder identified for a successor to CAP.	Collections Manager

<p style="text-align: center;">Aim 4</p> <p>To fully embrace ILFA standards</p>	<p>Links to:</p> <ul style="list-style-type: none"> ➤ NLMS Mission Statement - Inspire & Inform ➤ Leisure Services Mission Statement - Quality Services
---	---

Strategic Objective 4.1: To prepare and implement a new Lifelong Learning Policy including service-wide generic learning objectives (GLOs)

Key Task	Progress to Date	Owning Officer
Develop a Basic Skills Manual for NLM for Basic Skills Tutors to use Timescale: 2006-07	This project was not carried out because the Library Service implemented a similar project and there was no point duplicating this work.	Learning Manager
Prepare GLOs for Exhibition and Education programmes Timescale:2006-07	Completed and ongoing for future exhibitions.	Learning Manager
Prepare new Lifelong Learning Policy Timescale: 2007-08	Work was begun on this in 2007 by the previous postholder. This policy will follow from the detailed research work being undertaken for the Audience Development Plan.	Learning Manager
Extend GLOs to remainder of service Timescale: 2007-10	All workshops at Normanby have GLOs. Work still to be carried out on displays in Farming Museum and Hall.	Learning Manager
Develop a range of play/holiday activities for children Timescale: 2007-10	Range of play and holiday activities already developed for NLM. To come on line at Normanby in 2010.	Learning Manager

Aim 5	Links to:
To make better use of existing resources to fulfil the mission statement	<ul style="list-style-type: none"> ➤ NLMS Mission Statement - Collect & Display/Entertain & Enjoy/Inspire & Inform ➤ Leisure Services Mission Statement - Better Value

Strategic Objective 5.1: To restructure the NLMS to deliver the mission statement and vision

Key Task	Progress to Date	Owning Officer
Review NLMS staff structure requirements Timescale: 2006-07	Full Service Review undertaken during 2006/07.	Head of Cultural Services
Review NLMS budget Timescale: 2006-07	Base budget exercise undertaken for NLMS 2007/08.	Head of Cultural Services
Implement structural changes Timescale 2006-08	New staffing structure implemented with effect from 1 January 2008.	Head of Cultural Services