

Best Value Review of Leisure & Cultural Services – Museum Service

Progress report to Scrutiny 1 – 17 September 2003

**Action Plan considered by the Museum Society (24 October 2002) and Museum Joint Working Party (31 October 2002).
An addendum to the Best Value Review of Leisure & Cultural Services Improvement Plan.**

MMJC = Museum Management Joint Committee
C&L Committee = Community & Leisure Committee

Areas where Museum needs support	Outcomes requested of Museum Society to achieve this	Achievements	Comments
<p>Generating Project and Capital Finances Aid projects and capital developments e.g. provision of new Resource Centre to replace off-site store, extension to Museum building, or gallery redisplay, by building a fund to be used for projects as advised by the Curator and agreed by the Joint Working Party.</p>	<p>Contributing to Project and Capital costs</p> <ol style="list-style-type: none"> 1. As a charitable organisation, maximise fund-raising potential and contribute to a Museum capital development fund from monies generated by fund-raising activities. 2. Continue using Acquisition & Display Fund for purchases and one-off projects on collections (e.g. assisting with documentation of backlog) 3. Identify and approach organisations which give grants to charities, applying for grants towards specific projects where appropriate. <p>Contributing to Revenue costs</p> <ol style="list-style-type: none"> 4. Consider with Council making an annual contribution from funds raised towards maintenance and repair of the Museum buildings. 	<ul style="list-style-type: none"> ➤ Progress being made ➤ Achieved ➤ Progress being made <p>Subsequently agreed Museum Society could not undertake this</p>	<ul style="list-style-type: none"> ➤ Preparatory work re-organising Society being undertaken, Museum working on potential capital projects ➤ Purchases made 2003 (tokens, ring and pendant) and documentation of botanical collections ➤ Needs potential projects to be confirmed (Ceramics Gallery, Resource Centre, extension to Museum)

Marketing Raising the profile of the Society (and hence the profile of the Museum Service and income from visitors)		➤ In progress	➤ Volunteer Marketing Officer is redesigning forms, newsletter, logo for Society and advising Committee
Agreement Between Parties To confirm responsibilities and roles		➤ In progress	New MMJC Terms of Reference approved by Museum Society at AGM June 2003. Now awaiting revised joint Management Agreement from UDC

NB it is noted that the Museum Society may be required to make changes to its constitution to facilitate some of the above actions and that the AGM of the Society is to be held in June 2003.