

# EXECUTIVE BOARD

## 31<sup>ST</sup> JULY, 2017

### CARMARTHENSHIRE MUSEUMS STRATEGIC PLAN 2017-2022

#### Recommendations / key decisions required:

- Approval of Carmarthenshire Museums Strategic Plan 2017-2022
- Lead officers to meet relevant members to review developments at: Parc Howard; County Museum, Abergwili; Kidwelly Industrial Museums and the Museum of Speed, Pendine.

#### Reasons:

Evidence of strategic planning is an essential requirement of Museum Accreditation, which is a National Indicator for Wales – a requirement for section 10(1) of the Well-being of Future Generations (Wales) Act 2015.

|   |   |
|---|---|
| Relevant scrutiny committee to be consulted : | YES – Community Scrutiny Committee –<br>5 <sup>th</sup> October, 2017 |
| Exec Board Decision Required                  | YES   |
| Council Decision Required                     | NO  |

#### EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Peter Hughes-Griffiths (Culture, Sport & Tourism Portfolio Holder)

|                                    |  |  |
|------------------------------------|--|--|
| Directorate:<br>Communities        | Designations:<br>Head of Leisure<br>Museums Development<br>Manager | 01267 228309:<br><a href="mailto:IJones@sirgar.gov.uk">IJones@sirgar.gov.uk</a><br><br>01267 228696<br>MIMason@sirgar.gov.uk |
| Name of Head of Service: Ian Jones |  |  |
| Report Author: Morrigan Mason      |  |  |

# EXECUTIVE SUMMARY

## EXECUTIVE BOARD

31<sup>ST</sup> JULY, 2017

### CARMARTHENSHIRE MUSEUMS STRATEGIC PLAN 2017-2022

#### 1. BRIEF SUMMARY OF PURPOSE OF REPORT

This strategic plan supersedes the previous plan (Carmarthenshire Museums Service Forward Plan 2013-2018) approved by EBM 15/03/2013. This plan supports the areas for improvement identified during the 2013 Museum Accreditation assessment and sets out a vision for an ambitious museums improvement programme. The strategy identifies significant challenges Carmarthenshire Museums need to address in order to deliver against the Council's corporate strategic aims. Approval of the Carmarthenshire Museums Strategic Plan 2017-2022 is sought in order to support the application for Museum Accreditation and to provide a framework for museums service development.

Carmarthenshire Museums Strategic Plan 2017-2022 identifies five key objectives to deliver the vision for an excellent service by 2022. To successfully achieve these objectives, a number of challenges have been identified that need addressing in order to develop the museum service's capacity to operate effectively. The first two, and most pressing challenges are infrastructural improvements and risk management, which are interconnected issues.

Carmarthenshire Museums need a robust Strategic Plan in order to focus on overcoming the challenges ahead and to address the risks associated with not acting upon the concerns raised.

#### 2. OTHER OPTIONS AVAILABLE AND THEIR PROS AND CONS

Evidence of strategic planning is an essential requirement of Museum Accreditation. Carmarthenshire Museums are in the process of reapplying for Accredited status, which is a National Indicator for Wales – a requirement for section 10(1) of the Well-being of Future Generations (Wales) Act 2015.

The current plan (Carmarthenshire Museums Service Forward Plan 2013-2018) does not meet requirement 1.4, 'Effective forward planning' of Museum Accreditation. This new plan addresses those shortcomings and reviews the previous forward plan in order to demonstrate service progression and areas for improvement. The option to continue with the existing plan (2013-2018) is not recommended because it does not support the Council's corporate strategy nor the Well-being of Future Generations (Wales) Act 2015.

More significantly, the new plan recognises an appetite to deliver significant improvements across the museum service in terms of preserving collections, facilities and the customer facing activities. The plan provides a measurable framework for how this will be achieved.

Carmarthenshire Museums Strategic Plan 2017-2022, presented here in draft until approved, is informed through consultation and the option for comment is welcomed.

|                           |     |
|---------------------------|-----|
| DETAILED REPORT ATTACHED? | YES |
|---------------------------|-----|

# IMPLICATIONS

**I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :**

**Signed:** *Ian Jones*

**Head of Leisure**

|   |             |            |             |                        |                       |                 |
|---|-------------|------------|-------------|------------------------|-----------------------|-----------------|
| Policy, Crime & Disorder and Equalities | Legal       | Finance    | ICT         | Risk Management Issues | Staffing Implications | Physical Assets |
| <b>YES</b>                              | <b>NONE</b> | <b>YES</b> | <b>NONE</b> | <b>YES</b>             | <b>YES</b>            | <b>YES</b>      |

### 1. Policy, Crime & Disorder and Equalities

The Carmarthenshire Museums Strategic Plan 2017-2022 is informed by Carmarthenshire County Council Corporate Strategy 2015-2020; Well-being of Future Generations (Wales) Act 2015; Carmarthenshire County Council Strategic Equality Plan 2015-2020; and the requirements of Museum Accreditation.

### 3. Finance

The Carmarthenshire Museums Strategic Plan 2017-2022 refers to a number of service developments. The financial implications of these will be addressed separately as part of the Council's approved project management process. However, many of the proposed developments in this plan are linked to external funding. While Museum Accreditation is not always an essential requirement for external funding, some of the main funders in this sector (Welsh Government and its associates) will not consider applications from large local authority museums that fail to meet the Accreditation standard. This Strategic Plan is linked to Carmarthenshire Museums' application for Museum Accreditation.

### 5. Risk Management Issues

Carmarthenshire Museums need a robust Strategic Plan in order to focus on overcoming the challenges ahead and to address the risks associated with not acting upon the concerns raised.

### 6. Physical Assets

The Carmarthenshire Museums Strategic Plan 2017-2022 focuses on protecting the County's heritage assets, including listed buildings and artefacts of local and national significance. Failure to undertake actions identified in the Strategic Plan may impact on the valuations of assets (museum collections). Inaction associated with maintenance of historic buildings converted to museum use will lead to increasingly costly maintenance and restoration costs.

### 7. Staffing Implications

Museums service long-term staffing needs are being identified through consultation on staff restructure to support the delivery of the Strategic Plan. The currently vacant post of Conservation Officer has been identified as an essential requirement in order to address the immediate and ongoing collections management issues identified. An additional temporary post of Documentation Assistant is required to address part of the collections management digitisation backlog, associated with information control and risk management; a grant has been awarded by Risk Management to support 50% of the costs of this post.

# CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: *Ian Jones*

Head of Leisure

## 1. Scrutiny Committee

Community Scrutiny Committee will be consulted on the 5<sup>th</sup> October, 2017.

## 2. Local Member(s)

N/A

## 3. Community / Town Council

N/A

## 4. Relevant Partners

Sarah Paul ACR, Museums Archives Libraries Division, Welsh Government was consulted regarding risk assessment approaches to museum collections in storage.

## 5. Staff Side Representatives and other Organisations

N/A

## Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

**AS OUTLINED BELOW**

| Title of Document  | File Ref No. | Locations that the papers are available for public inspection                 |
|--|--------------|---|
| Carmarthenshire Museums Service Forward Plan 2013-2018) approved by EBM 15/03/2013 |              | Head of Service Office, 3 Spilman Street, Carmarthen / Online via EBM reports |
| 2013 Museum Accreditation assessment   |              | Head of Service Office, 3 Spilman Street, Carmarthen                          |