

ANGUS COUNCIL

ENVIRONMENTAL & LEISURE SERVICES COMMITTEE – 29 MAY 2003

MUSEUMS REGISTRATION PHASE THREE

REPORT BY THE DIRECTOR OF LEISURE SERVICES

ABSTRACT

This report outlines the next consultative phase of Museums Registration and recommends general approval.

1. RECOMMENDATION

It is recommended that the Committee welcomes the consultative draft and instructs the Cultural Services Manager to write to Resource expressing the Council's approval in general, and in addition to bring to their attention the suggested changes below.

2. BACKGROUND

The Museum Registration Scheme was launched in 1988 with the aim of setting a minimum standard for museums and galleries in the United Kingdom and was revised in 1995. Resource has responsibility for maintaining the standard as part of its core roles of developing capacity and promoting innovation and change.

The overall aim of the Museums Registration Scheme is to identify a minimum level of standards and to encourage continuous improvement via planning. More specifically, the scheme has three aims:

- To encourage all museums and galleries to achieve agreed minimum standards in museum management, collection care and public services for the benefit of the user.
- To foster public confidence in museum as custodians of our common heritage and managers of public resources.
- To reinforce a shared ethical basis for all bodies involved in the preservation of the heritage which meet the definition of a 'museum'.

Ultimately, the scheme benefits all the people who use museums and galleries, but more specifically, the beneficiaries of the scheme are the users, staff, management, external funders, policy-makers and opinion-formers.

Angus Museums have participated in the Museums Registration Scheme since its introduction to Scotland in 1991, when all six museums administered by the Council applied for registration status, which was granted in 1997.

In 1995 phase two of the scheme was introduced to Scotland on a phased basis, Angus being invited to apply in 1999 (Report No 1182/99). All seven Angus museums were granted this enhanced registration status in 2002 (Report No 60/02)

Since then the Council for Museums, Archives and Libraries, Resource, has substantially overhauled the Registration Guideline of 1995 and has extensively consulted with the museum community. The revised draft has now been circulated for further consultation.

The draft is excellent and Resource is to be commended in producing such a clear, readable and useful document. The changes recommended are minor in nature, and in the opinion of the Cultural Services Manager, these are mainly procedural and can be achieved by Angus Council within existing resources, both in terms of staff and finance.

The following points are considered worthwhile making to Resource, however:-

2.2.4.1 Forward Plan

Planning is an essential pre-requisite of good management. Museums **must** produce a forward plan, approved by its governing body. In the case of local authority museums, Resource must accept that museum forward plans will form part of a broader departmental plan.

2.2.5.1 Professional input to policy development and decision making

An efficient line of communication **must** exist between the museum authority's senior museum professional and the appropriate committee of the museum's governing body.

2.2.7 Emergency Planning

Museums **must** adopt an emergency/disaster plan, approved by their governing body.

3.2.1 Opening arrangements

There **should** be a minimum requirement for opening times.

3.2.3 Barriers to access

Museums **should** produce an access policy, approved by their governing body.

3.2.4.1 Services and facilities which encourage use by a broad range of users

Museums **must** make all collections accessible to the public.

3.2.6.1 Services which encourage users and support learning

Museums **must** provide opportunities to learners and an environment conducive to learning

3.2.7.1 Publicising details of services and facilities

Museums **must** market themselves and publicise information on the museum, its collections and facilities.

4.2.2.1 Orientation and signage

Museums **must** provide orientation and signage, both internally on the layout, and externally to guide visitors to the museum itself.

5.2.1 Acquisition and Disposal Policy

Museums **should** be encouraged to transfer appropriate items to other registered museums, where these items relate more closely in to other museums collecting policies, especially in terms of local museums which relate closely to their geographic area.

5.2.6. Security arrangements

Museums **must** have a security policy acceptable to the local Crime Prevention Officer which **must** be reviewed every five years.

6.2.2 Access to professional advice

Curators **must** have **both** a relevant degree **and** a diploma in museum studies or equivalent.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report. However costs will be incurred in progressing the implementation plan and budget provision will be considered, and appropriately prioritised, as part of the progress of the plan.

4. HUMAN RIGHTS IMPLICATIONS

There are no human rights implications arising from this report.

5. CONSULTATION

The Chief Executive, the Director of Law and Administration and the Director of Finance have been consulted in the preparation of this report.

JOHN R ZIMNY
DIRECTOR OF LEISURE SERVICES

BACKGROUND PAPERS

NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this report.