

Derbyshire County Council

Meeting with Cabinet Member, Health and Communities

17 June 2014

Report of the Strategic Director, Health and Communities

MUSEUM DEVELOPMENT EAST MIDLANDS PEER REVIEW ASSISTANCE

1. Purpose of the report:

To inform the Cabinet Member, Health and Communities of the award of a grant from Museum Development East Midlands to support the peer review of the museum's work and to request permission to spend the grant.

2. Information and analysis:

- 2.1 Buxton Museum and Art Gallery is currently preparing two significant applications for grant funding: to the Heritage Lottery Fund (HLF): Stage 2 funding for Collections in the Landscape to improve access to the museum's collection and funding towards the review of Accreditation status for the museum.
- 2.2 Both HLF and Accreditation require presentation of a range of policy and procedural documents which underpin all the work that the museum does, including a five year forward plan, a collections management portfolio and a visitor service portfolio. These documents are regularly reviewed as part of the museum's good practice, but there are changes required from external sources relating to legislation and good practice.
- 2.3 To assist in the preparation of these documents, the museum has successfully applied to Museum Development East Midlands for a grant of £3,000 for a peer review of the museums practices, procedures and current documentation, to recommend improvements and assist in the preparation of new documents (e.g. the digital strategy).
- 2.4 This review will ensure that the documents submitted to HLF and for Accreditation have been peer reviewed, cover the range of activities that the museum delivers and meet the high standard that the museum aspires to.

3. Financial considerations:

- 3.1 The museum has been awarded a grant of £3,000 to pay for a museum professional experienced in this area of practice to peer review the documentation. The work that is being undertaken by the museum staff themselves will contribute to match fund this grant.
- 3.2 The contract will be advertised on Source Derbyshire as required by Financial Regulations and will be awarded in a fair and documented procedure.

4. Other considerations:

In preparing this report the relevance of the following factors has been considered: financial, legal, prevention of crime and disorder, equality of opportunity, human resources, environmental, health, property and transport considerations.

5. Background papers:

Leadership and Culture 8 January 2013: Heritage Lottery Fund Award of Grant

6. Key Decision:

No

7. Call-in:

Is it required that call-in be waived for any decision on this report?
No

8. Strategic Director's recommendation:

- i) that the Cabinet Member notes the report
- ii) approves expenditure of the grant from Museum Development East Midlands

David Lowe
Strategic Director
Health and Communities