

REVIEWING BEACON MUSEUM POLICIES FOR ACCREDITATION

EXECUTIVE MEMBER: Cllrs Cath Giel & Tim Knowles
LEAD OFFICER: Steve Smith, Interim Head of Regeneration
REPORT AUTHOR: Sue Palmer, Beacon & Tourism Services Manager

Summary:	To ensure that The Beacon retains its status as a Registered/Accredited Museum, it is essential that key policies are reviewed at least every five years. The Beacon's policies and plans have been reviewed and updated in accordance with guidelines produced by the Museums Libraries & Archives Council (MLA).
Recommendation:	Members are requested to either
	a) approve the Beacon Acquisition & Disposal Policy
Or	b) delegate authority to the Director of Development to approve this policy following any required amends; and
	c) to support The Beacon's application for Accreditation by 1 October 2008.

1. INTRODUCTION

- 1.1 The Museums Libraries & Archives Council operates an accredited quality standard scheme. Previously known as Registration, the scheme is now known as Accreditation.
- 1.2 The Beacon has been a Registered Museum since 1998 (RD 145).
- 1.3 The Museums Libraries & Archives Council have invited the Beacon to apply for Accredited Status by 1 October 2008 and it essential that these policies are in place and have been approved by Copeland Borough Council.
- 1.4

2. ARGUMENT

- 2.1 As well as ensuring that The Beacon operates to the required Museum standards, Accreditation is a pre-requisite to obtaining grant funds from bodies such as Heritage Lottery, Museums Libraries & Archives Council or Renaissance Northwest.
- 2.2 Loss of Accredited status would mean lack of future grants and possible “clawback” of funds previously awarded. This would include Beacon Redevelopment Funding from Heritage Lottery Fund.
- 2.3 To ensure effective operation of the Beacon it is essential that key policies are reviewed every three to five years. The following policies have been reviewed and updated in accordance with current guidelines produced by the Museums Libraries & Archives Council (MLA). Only the first policy, Acquisition & Disposal Policy (Appendix A), requires Council approval for Accreditation purposes.

- **Acquisition & Disposal Policy 2008 - 2013**
- Exhibitions & Events Policy 2008 – 2011
- Museum Forward Plan 2008 - 2009
- Documentation Plan 2008 - 2010
- Documentation Procedural Manual
- Conservation Management Plan 2008 – 2010
- Emergency Policy 2008 - 2009
- Emergency Plan

All other policies and plans are available from The Beacon should members wish to see them (spalmer@copelandbc.gov.uk).

- 2.4 The Accreditation application is completed online with policy and other documents submitted as hard copy and/or retained at The Beacon for inspection.

3. VARIATIONS TO PREVIOUS POLICIES

3.1 Acquisition & Disposal Policy

Revised in accordance with Museums Libraries & Archives Council current template and required wording.

Although part of the Collections Management Plans Policies & Procedures document, a clear separate Council minute appropriately signed and dated must be submitted for this policy as part of the Accreditation application.

4. CONCLUSIONS

- 4.1 The Beacon is a Registered Museum which meets or exceeds the requirements for Accreditation.
- 4.2 Good practice requires the regular review of these policies to ensure that they meet the Museum's and Council's objectives.
- 4.3 The Beacon's Acquisition & Disposal Policy requires approval by Copeland Borough Council to enable the Accreditation application to proceed.

5. FINANCIAL AND HUMAN RESOURCES IMPLICATIONS (INCLUDING SOURCES OF FINANCE)

- 5.1 All elements included within the attached Policies are covered by Beacon revenue budgets. The Beacon will also apply for any external funding which becomes available to support appropriate projects.

6. PROJECT AND RISK MANAGEMENT

- 6.1 Loss of Registered or Accredited status would have a serious impact on the public's perception of the museum service offered and would put future external inward investment at risk. Any funds obtained whilst being Registered/Accredited, for instance for redevelopment in 2007, would also be at risk of reclaim.

7. IMPACT ON CORPORATE PLAN

- 7.1 The services provided by The Beacon assist the Council to deliver Corporate Objectives, including supporting academic achievement and lifelong learning, increasing tourism, culture and leisure spend throughout the Borough, developing interests in arts activities, and providing a socially inclusive service.
- 7.2 The Beacon uses external funds as well as Council revenue funding to be able to achieve these tasks. These funds would not be available without Accredited Status.

List of Appendices

Appendix A The Beacon Acquisition & Disposal Policy 2008 - 2013

List of Background Documents:

List of Consultees:

Cllr Cath Giel

Cllr Tim Knowles
 Steve Smith, Interim Head of Regeneration
 The Beacon Team
 Paul Webb, Renaissance Northwest (for Museums Libraries & Archives Council)
 Pam Mallalieu, Museums Consultant

CHECKLIST FOR DEALING WITH KEY ISSUES

Please confirm against the issue if the key issues below have been addressed .
 This can be by either a short narrative or quoting the paragraph number in the report in which it has been covered.

Impact on Crime and Disorder	Exhibitions and associated events providing positive diversions and interest for all visitors.
Impact on Sustainability	Policies are required to ensure that the Beacon retains Registered/Accredited Museum status. Museum would not be sustainable long term without Accreditation.
Impact on Rural Proofing	Beacon services are available as outreach as well as on site ensuring a County-wide service to all people in all areas, enabling social inclusion and reducing rural isolation.
Health and Safety Implications	Positive contribution to well-being given impact on augmenting social and economic benefits across Copeland; Health & Safety issues are addressed in all policies.
Project and Risk Management	Risk to loss of Accredited Status should Council not approve policies within required timescales. Mitigated by delegating authority to Head of Regeneration to approve policies following any amends.
Impact on Equality and Diversity Issues	Policies enable collections, exhibitions and events to reflect Copeland's communities and promote access for all.
Children and Young Persons Implications	Safeguarding museum collections for current and future generations; exhibitions and events to engage children and young people; providing facilities and inspiration for lifelong learning.

Human Rights Act Implications	Acquisition & Disposal policy includes Display of Human Remains and Cultural Restitution issues.
Monitoring Officer comments	Supports policy. No other comments on report.
S. 151 Officer comments	Approval is essential to access future funding streams.

Please say if this report will require the making of a Key Decision No