
Report To:	Education & Communities Committee	Date:	8 March 2022
Report By:	Corporate Director Education Communities and Organisational Development	Report No:	EDUCOM/16/22/AW
Contact Officer:	Alana Ward, Service Manager	Contact No:	01475 712330
Subject:	McLean Museum and Art Gallery Management Policies and Service Improvement Plan 2022-25		

1.0 PURPOSE

- 1.1 The purpose of this report is to seek Committee approval for updated management policies on collections care and conservation, documentation, and access, and also a Service Improvement Plan 2022-25 for the McLean Museum and Art Gallery.

2.0 SUMMARY

- 2.1 The Collections Care and Conservation, Documentation, and Access policies for the McLean Museum and Art Gallery have been updated, and a Service Improvement Plan 2022-25 has been developed. The adoption and implementation of these policies and plans by the Inverclyde Council, the governing body of the McLean Museum and Art Gallery, is a requirement of the Arts Council England (ACE) Accreditation Scheme which sets nationally agreed standards for museums in the UK.
- 2.2 Formal approval of these management policies and Service Improvement Plan by the Committee was not a requirement of the previous Accreditation Standard (2013) but it is a requirement of the revised Accreditation Standard (2018). The 2013 versions of these policies and plans were approved by the Head of Inclusive Education, Culture and Corporate Policy in 2013 rather than the Education and Communities Committee. There have been no substantial changes made to any of the policies and those revisions that have taken place are for reasons of brevity and clarity only. The draft revised Museum management policies and Service Improvement Plan 2022-25 can be viewed at: <https://www.inverclyde.gov.uk/community-life-and-leisure/heritage-services/museum/policies-and-management>

3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Committee:
- approves the McLean Museum and Art Gallery Collections Care and Conservation Policy, Documentation Policy and Access Policy, and the Service Improvement Plan 2022-25 to meet the requirements of the Arts Council England Accreditation Scheme; and
 - refers the decision of the Committee to the next meeting of the Inverclyde Council for noting as Trustees of the Watt Institution.

4.0 BACKGROUND

- 4.1 The adoption and implementation of Collections Care and Conservation, Documentation, and Access policies, as well as a Service Improvement Plan 2022-25, for the McLean Museum and Art Gallery by the Inverclyde Council, the governing Body of the McLean Museum and Art Gallery, is a requirement of Arts Council England (ACE) Accreditation Scheme for museums in the UK.
- 4.2 The McLean Museum and Art Gallery currently enjoys Accredited Status within the Scheme and seeks to retain this status as it is a benchmark standard which attracts Government funding. Museums that do not meet the standard do not receive Government grants.
- 4.3 These policies and plans supersede all previous and existing policies and plans, formal or informal, relating to the management of the museum. There have been no substantial changes made to the policies and those revisions that have taken place are for reasons of brevity and clarity only. The revised management policies and Service Improvement Plan 2022-25 can be viewed at: <https://www.inverclyde.gov.uk/community-life-and-leisure/heritage-services/museum/policies-and-management>

5.0 IMPLICATIONS

5.1 Finance

There are no known financial implications arising from this report.

Financial Implications:

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
N/A					

5.2 Legal

The Head of Legal & Democratic Services comments that, as the Watt Institution is held and administered by the Council as Trustees, any recommendation of this Committee will require to be referred to the Trustees of the Watt Institution for noting.

5.3 Human Resources

There are no known Human Resources implications arising from this report.

5.4 Equalities

Equalities

- (a) Has an Equality Impact Assessment been carried out?

X	YES
	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report’s recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report’s recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES – This report involves data processing which may result in a high risk to the rights and freedoms of individuals.
X	NO

5.5 Repopulation

The Watt Institution is a key part of Inverclyde’s tourism, culture and heritage offer, providing services to visitors and residents of Inverclyde.

6.0 CONSULTATIONS

7.1 None

8.0 BACKGROUND PAPERS

- 8.1 DRAFT McLean Museum and Art Gallery Collections Conservation and Care Policy
- DRAFT McLean Museum and Art Gallery Documentation Policy
- DRAFT McLean Museum and Art Gallery Access Policy
- DRAFT McLean Museum and Art Gallery Service Improvement Plan 2022-25