

# **DUNDEE CITY COUNCIL**

**REPORT TO: Personnel and Management Services Committee - 19 May 2003**

**REPORT ON: Leisure and Arts Department - Establishment of Fixed Term Post**

**REPORT BY: Director of Leisure and Arts and Director of Personnel and Management Services**

**REPORT NO: 309-2003**

## **1.0 PURPOSE OF REPORT**

1.1 To seek approval to establish a fixed term post of Project Officer.

## **2.0 RECOMMENDATION**

2.1 It is recommended that the Committee approves the establishment of the post of Project Officer (Strategic Change Fund), graded AP4 (£19,632 - £21,732), for a fixed term period of 18 months from date of appointment.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The annual cost of the Project Officer (Strategic Change Fund) is £23,952. This post, and associated Contractors and Project Workers, will be funded by a grant of £100,000 awarded by the Scottish Executive from the Strategic Change Fund administered by the Scottish Museums Council.

## **4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 The project supports the principles that “opportunities for culture, leisure and recreation are available to all” and that “access to the skills knowledge, and information needed to enable everyone play a full part in society” should be available.

## **5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 The project enhances the position of cultural and Heritage resources for all age groups. The project provides opportunities for people of all ages regardless of ability, social background, race, sex or disadvantage.

## 6.0 BACKGROUND AND PROPOSALS

- 6.1 Following a recommendation of 'Creating our Future...Minding our Past. Scotland's National Cultural Strategy' a Strategic Change Fund was established by the Scottish Executive to which Museums were invited to apply for funding. Applications were invited up to a maximum of £100,000 towards projects which would have a strategic impact and act as examples for the rest of the Museum Community. In February 2003, Dundee City Council in partnership with Dundee Industrial Heritage Ltd lodged an application and an award has been granted for the maximum £100,000.
- 6.2 Dundee City Council's Leisure and Arts Department is responsible for the directly provided Museums in the city and for support funding for Dundee Industrial Heritage Ltd who operate Discovery Point and Verdant Works. It is recognised that all museums in the city share similar problems in addressing capacity issues and increasing access to collections. This project will enable closer working to further develop an emergent partnership between the two Dundee 'heritage providers' whilst addressing these common issues.
- 6.3 The project will employ a Project Officer who will recruit specialist contractors and project workers to research the collections and provide 'packages' of information suitable for 'front of house' interpretation in a variety of forms. These 'packages' will form the basis of staff training leading to SVQ assessment thereby improving the level of knowledge of staff in both organisations and the ability to share this with a wider public.
- 6.4 The improved levels of information available on the collections held by both organisations and their ability to share it will have strategic significance particularly to the forthcoming development of McManus Galleries as Dundee's 21<sup>st</sup> Century Museum.

## 7.0 CONSULTATION

- 7.1 The Chief Executive, the Director of Support Services, Director of Finance and the relevant Trade Unions have been consulted in the preparation of this report.

## 8.0 BACKGROUND PAPERS

- 8.1 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.

S. Grimmond  
Director of Leisure and Arts

**(DATE)**

J.C. Petrie  
Director of Personnel and Management Services

**(DATE)**