

## DUNDEE CITY COUNCIL

**REPORT TO:** Leisure, Arts and Communities Committee - 25 February 2008

**REPORT ON:** Guided Tours of the McManus Collections Unit and the Old Steeple

**REPORT BY:** Director of Leisure and Communities

**REPORT NO:** 78-2008

### 1.0 PURPOSE OF REPORT

1.1 To seek Committee approval for proposals to extend guided tours of the McManus Collections Unit and introduce guided tours of the Old Steeple in the year April 2008 to March 2009.

### 2.0 RECOMMENDATIONS

2.1 Following the success of public guided tours at the McManus Collections Unit throughout 2007 (Committee Report 95-2007 refers), the Committee is asked to approve the extension of public access for tours of the Unit.

2.2 The Committee is also asked to approve the proposal to introduce guided tours for the public at the Old Steeple during the Summer of 2008.

### 3.0 FINANCIAL IMPLICATIONS

3.1 A nominal charge of £2.50 per adult and £1 for accompanied children under 16 will be levied.

3.2 All costs associated with the recommendations contained within this report can be accommodated within the Leisure and Communities Revenue Budget for 2008-2009.

### 4.0 BACKGROUND

#### 4.1 McManus Collections Unit

4.1.1 Public access to the McManus Collections Unit during the refurbishment of the McManus Galleries was provided by a programme of Public Guided Tours every second Friday throughout 2007, and events such as Doors Open Day.

4.1.2 An evaluation form was used to record visitors' personal responses to the Guided Tours. The evaluation forms also incorporated a public consultation exercise to determine the preferred pattern of opening hours at the Collections Unit for the future.

4.1.3 In addition to the use of evaluation sheets, the Guided Tours were regularly monitored and evaluated by a Project Group who sought to continuously improve the level of service offered to the public accessing the McManus Collections Unit.

#### 4.2 Old Steeple

4.2.1 Tours of the Old Steeple have, in recent years, been confined to "Doors Open Days". These have always proved popular and it is proposed to extend this service over the summer months to gauge demand, with a view to future provision. This would also serve to heighten the profile of Arts and Heritage facilities within the City during the

continuing redevelopment of the McManus Galleries and Museum.

## 5.0 PROPOSALS

5.1 In light of the continuing closure of the McManus Galleries for redevelopment, and building upon the success of the 2007 guided tours at the Collections Unit, it is proposed that a new programme of Guided Tours be scheduled. These tours would begin in April 2008 and continue throughout May, with a summer recess in June, July and August, which would allow the Old Steeple Tours to be scheduled. The Collections Unit tours would resume following Doors Open Day in September. Specific proposals for both locations are detailed below.

### 5.2 McManus Collections Unit

The proposed programme for the Collections Unit is as follows:

#### 2008

Saturday 12 April  
Saturday 26 April  
Saturday 10 May  
Saturday 24 May  
Friday 26 September  
Saturday 27 September  
Friday 10 October  
Saturday 11 October  
Friday 24 October  
Saturday 25 October  
Friday 7 November  
Saturday 8 November  
Friday 21 November  
Saturday 22 November  
Friday, 5 December  
Saturday 6 December

#### 2009

Friday 9 January  
Saturday 10 January  
Friday 23 January  
Saturday 24 January  
Friday 13 February  
Saturday 14 February  
Friday 27 February  
Saturday 28 February  
Friday 13 March  
Saturday 14 March  
Friday 27 March  
Saturday 28 March

Tours would take place at 11.00 am and 2.00 pm on each of the dates listed. Each tour would last approximately an hour and a quarter. Places would be limited to no more than ten visitors at a time, therefore booking would be essential.

### 5.3 Old Steeple

It is proposed to open the Old Steeple for guided tours to the public each Wednesday and Saturday from 4 June until 30 August 2008, both dates inclusive. Tours would take place at 2.30 pm and 3.45 pm on each occasion.

5.4 Tours of both locations will be monitored and evaluated on a regular basis to ensure the continuous improvement of these services for our visitors.

## 6.0 POLICY IMPLICATIONS

6.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, and Risk Management. There are no major issues in these areas.

### 6.2 Equality Impact Assessment

The McManus Collections Unit is fully accessible to all. The Old Steeple is not accessible to wheelchair users or people who have mobility problems.

## **7.0 CONSULTATION**

The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Assistant Chief Executive (Community Planning) and Head of Finance have been consulted on this report and are in agreement with its contents.

## **8.0 BACKGROUND PAPERS**

None.

**STEWART MURDOCH  
DIRECTOR OF LEISURE AND COMMUNITIES  
8 FEBRUARY 2008**