

**ECONOMY & CULTURE SCRUTINY COMMITTEE – SCOPING v0.4**

<b>PROPOSED TOPIC:</b>	<b>MUSEUM OF CARDIFF</b>
<b>PROPOSED TYPE OF SCRUTINY:</b>	<b>INQUIRY</b>
<b>Proposed Terms of Reference</b>	<ol style="list-style-type: none"> <li>1. To gather stakeholders' views and learn from their knowledge and experience of council-run and/ or charitable trust museums regarding: <ol style="list-style-type: none"> <li>a. Funding models</li> <li>b. Income generation</li> <li>c. Governance models</li> <li>d. Community engagement</li> <li>e. Volunteering</li> <li>f. Inclusivity and representativeness</li> <li>g. Partnership working</li> <li>h. Staffing structures.</li> </ol> </li> <li>2. To explore with stakeholders the main requirements to ensure a sustainable location and future for the Museum of Cardiff, including identifying likely issues associated with relocation and re-provision.</li> <li>3. To understand the Council's spend on the Museum of Cardiff, the income of the Museum of Cardiff and whether there are any conditions attached to previous funding provision.</li> <li>4. To consider to what extent does being the museum of the capital of Wales change its status, if at all, and explore this with relevant local politicians.</li> <li>5. To use the information gathered during the Inquiry to make evidence-based recommendations to Cabinet regarding how best to achieve a sustainable future for the Museum of Cardiff.</li> </ol>
<b>Task &amp; Finish Group Recommended?</b>	<b>YES</b>
<b>Meeting 1</b>	<p><b>Planning Meeting</b></p> <p>To deliberate and agree lines of enquiry to explore with witnesses</p>
<b>Meetings 2, 3 &amp; 4</b>	<p><b>Obtaining views from External Stakeholders –</b></p> <p>Invite written and/ or verbal contributions from the following:</p> <ul style="list-style-type: none"> <li>• Museum Trustees</li> <li>• Welsh Federation of Museums</li> <li>• Museums Association</li> <li>• Association of Independent Museums –‘Open Up Guidebook’</li> <li>• Amgueddfa Cymru - Museum Wales</li> <li>• Professor Jane Henderson</li> <li>• Heritage &amp; Cultural Exchange</li> <li>• Caer Heritage</li> <li>• Cardiff People First</li> <li>• User Views e.g., schools that have used the museum, visitor surveys</li> <li>• Civic Society</li> <li>• RWCMD</li> <li>• Welsh Government (Culture Division)</li> </ul>

	<ul style="list-style-type: none"> <li>• Heritage Lottery Fund</li> <li>• Glamorgan Archives</li> <li>• Relevant Local Politicians</li> </ul>
<b>Meeting 5</b>	<p><b>Consider evidence from other Council-run and Charitable Trust- run Museums and other successful Welsh museums:</b></p> <p>To seek advice from Welsh Government Culture Division re examples of a range of models of successful delivery for consideration by the Inquiry</p>
<b>Meeting 6</b>	<p><b>Obtain views from Internal Witnesses</b></p> <p>To invite Cllr Buke, Neil Hanratty, Kathryn Richards and Allison Tallontire to give their views on:</p> <ul style="list-style-type: none"> <li>• Key factors shaping the future of the Museum of Cardiff</li> <li>• Opportunity to respond to points made by external witnesses - accuracy check, provide clarification where needed, and give their views and opinions on points raised.</li> </ul>
<b>Meeting 7</b>	<b>Sum Up Meeting</b> – consideration of all information received during the Inquiry, identify Key Findings and agree way forward for draft report/recommendations
<b>Meeting 8</b>	<b>Consideration of draft report/recommendations</b>

<p><b><u>Proposed Reporting Arrangements</u></b></p> <ul style="list-style-type: none"> <li>• Investigation to be undertaken between May 2023 and July 2023</li> <li>• Report to be considered by the Scrutiny Committee – July 2023</li> <li>• Report from Scrutiny to Cabinet - July 2023</li> </ul>
<p><b><u>Potential Outputs/Outcomes from this investigation</u></b></p> <ul style="list-style-type: none"> <li>• Key Stakeholders are given the opportunity to contribute the Inquiry and inform recommendations</li> <li>• Evidence and recommendations to inform Museum of Cardiff working party</li> <li>• Exploration and evidence of how to achieve best value for Council's investment in Museum of Cardiff, in terms of provision, maximising funding, opportunities for engagement and volunteering, and inclusivity and representativeness.</li> </ul>