

## **MLA East of England Business Plan 2008/9**

MLA East of England is the key strategic agency for museums, libraries and archives in the East of England. MLA East of England's vision sees people connected to inspiration through access to museum library and archive collections and resources – building stronger communities, supporting learning and celebrating identity to benefit social and economic life in the East of England.

We are core funded by the Museums, Libraries and Archives Council (MLA). Plans have been agreed to streamline the MLA's national and regional operations during 2008/09. By April 2009 smaller regional MLA teams will be in place replacing the existing agencies. This year's Business Plan is therefore a Transitional Plan intended to sustain key strategic partnerships and functions in the region whilst moving towards new regional arrangements for the delivery of MLA activities from April 2009.

The programmes of work are presented under three Strategic Priorities which mirror those of the MLA Business Plan, and a fourth priority which covers the work involved in achieving the transition to new arrangements.

- Learning and Skills
- Communities
- Excellence
- Transition

### **Learning and Skills**

- Promote and develop the sector's role in supporting learning and skills development - joint advocacy campaign with Hub/IWM targeted at CYP directorates, Children's Workforce re-modelling through the Core Skills Framework, the development of extended services for schools, learning links and Youth Volunteering - through delivery of the Strategic Commissioning Programme.
- Work with regional cultural agency partners to advocate to Government Office East and local authorities the role of the cultural sector in supporting children and learners and delivering the outcomes of Every Child Matters.
- Promote and assist the implementation of *Their Past Your Future* BIG Lottery funded programme.

- Encourage and support the development of bids for Pilot Projects in the region for the DCMS Cultural Offer – *Find Your Talent*.
- Support the successful delivery and legacy of the National Year of Reading in the East of England.
- Promote the Libraries Action Plan and Framework for the Future including - contribute to discussion about future of Public Library Service and engage stakeholders in the region, Youth Offer, support regional BIG libraries to develop and deliver excellent community facing projects.
- Contribute to application of National Museum Strategy through development and promotion of a regional action plan.
- Develop a strategy for lifelong and family learning

## **Communities**

- Continue to work with GO East and regional cultural agency partners to support local government improvement.
- Deliver the Living Places programme in the East of England in partnership with other regional cultural agencies.
- Advocate the contribution museums, libraries and archives make to sustainable communities working with Local Strategic Partnerships and local authorities.
- Support local authorities to implement cultural objectives within Local Area Agreements.
- Advocate to EEDA, GO East and partners the role of museums, libraries and archives within economic regeneration and development.

## **Excellence**

- Support the delivery of the Renaissance East of England Programme through membership of the Renaissance East of England Programme Board
- Manage the Renaissance East of England Museum Development Programme and provide support and training to museums to meet the Accreditation Standard in partnership with MDOs & Renaissance colleagues.
- Encourage and co-ordinate regional museums, libraries and archives to participate in local, regional and national initiatives that will form part of the Cultural Olympiad
- Work with GO East and regional cultural agency partners to develop the regional cultural programme for 2012
- Promote the role of Cultural Tourism, in partnership with East of England Tourism (EET)
- Promote and support a range of workforce development opportunities - Cultural Foundation Degree, NVQs and MAs.

## **Transition**

- Develop and implement a plan to maintain delivery and achieve a smooth transition to new MLA regional arrangements by March 2009, to include transfer of museum development functions to the Renaissance Hub, a knowledge

transfer plan, contributing to the development of the regional role of the MLA from 09/10, securing legacy arrangements for our successful programmes

- Identify and sustain key regional relationships and partnerships with the sector and stakeholders

For further information please contact MLA East of England on 01284 732100

## LEARNING AND SKILLS

<b>Programme</b>	<b>Deliverable</b>	<b>Timetable (TBC)</b>	<b>Lead Officer</b>
National Strategic Commissioning programme	Deliver 08/09 programme	April – March	JD
National Their Past, Your Future	Promote programme and support applicants	April – March	JD
National Cultural Offer	Support bids for pilot projects	April - March	HC
	Advocacy with GO East and LAs	April - March	JD
Lifelong/Family Learning	Develop Regional Strategy	April - March	HC
National Library Action Plan	Support National Year of Reading	April – December	SH
	Support BIG Lottery Projects	April - March	SH
	Promote Youth Library Offer	April - March	SH
National Museum Strategy	Develop and Promote Regional Museum Action Plan, with Renaissance Hub	April – March (or sooner if transferred to the Hub)	NB

## COMMUNITIES

<b>Programme</b>	<b>Deliverable</b>	<b>Timetable (TBC)</b>	<b>Lead Officer</b>
Living Places	Progress Thames Gateway as priority place, and Peterborough Vision	July – March	TT
Cultural Planning toolkit	Roll-out to local delivery vehicles and local authorities	Launch Date Pending	GC
	Promote tariffs	Launch Date Pending	GC
Library and Archive tariff	Work with partners role out, develop sector engagement with CSIS	April-March	SH
Culture and Sport Improvement Strategy	Promote tool to LAs	April to March	SH
Single Improvement Tool	With partners advocate and support role of culture in LAAs	April to March	SH
Local Area Agreements and LSPs			

## EXCELLENCE

<b>Programme</b>	<b>Deliverable</b>	<b>Timetable (TBC)</b>	<b>Lead Officer</b>
2012	Promote and roll out MLA/regional 2012 programme	April - March	SH
Museum Strategy	Support to regional Renaissance Board	April - March	TH/NB
	Deliver MDF programme Provide pre-accreditation support	April – March April – March	NB SR
Cultural Tourism	Develop and advocate collections as tourism assets	April - March	GC
Cultural Foundation Degree and associated qualifications (NVQ etc)	Validate and promote to sector employers	April-September	HC

## TRANSITION

<b>Programme</b>	<b>Deliverable</b>	<b>Timetable</b>	<b>Lead Officer</b>
Streamline operations	Manage change process	April - March	TT
	Knowledge transfer programme	April – March	TT
Performance Management	Monitor delivery of Business Plan	April - March	TT
Maintain links with sector and stakeholders	Communications maintained through briefings, events, meetings.	April - March	TT
Prepare for company closure	Complete company and charity legal processes as required	By 31 March 09	TT
	Complete termination of all contracts and liabilities	By 31 March 09	TT
Renaissance	Transition plan	Agreed by Sept 08	TH
MLA Regional Future Organisation	Contribute to function and structure	April Onwards	TT

## Staff List

TT	Terry Turner	Chief Executive
TH	Tim Heathcote	Deputy Chief Executive
HC	Hazel Courtley	Regional Development Manger
JD	Jenny Duke	Regional Learning Officer
NB	Nic Boyer	Regional Development Officer
SR	Samuel Rowlands	Regional Officer – Museums and Standards
GC	Gordon Chancellor	Regional Development Manger
SH	Sue Hughes	Regional Development Manger
CH	Caroline Hack	Research and Communications Officer
AW	Audrey Webster	Finance and Performance Manager

## RISK REGISTER

RISK	LIKELIHOOD	MITIGATION	LEAD OFFICER
Insufficient/inappropriately skilled staff to deliver the Plan due to staff loss	High	Flexible work planning  Identification of potential short term freelancers /contracts to cover posts	TT
Low staff morale reduces effectiveness	High	Speedy move to new arrangements  Regular communication  Budget provision for job search support for at risk staff	TT  TT  TT
Sector and stakeholder disengagement	High	Prioritise principal stakeholders  Devise stakeholder and sector communication plan and maintain contact and profile through regular communications, briefings, events and meetings.	TT  TT
Transition process overruns March 09	Medium	Close contact with MLA on transition planning	TT
Business continuity fracture	Medium	Transition plan in place	TT
Insufficient funds to maintain delivery	Low	Realistic budget planning  Close budget monitoring	TT/AW  AW