

Subject	Organisational Background
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## Introduction

National Museums Liverpool is one of the world's great museum services, with internationally important collections and a global reputation.

We came into being on 1 April 1986, when the Government decided that the outstanding quality of the Merseyside collections merited national status. Until April 2003 we were known as National Museums and Galleries on Merseyside. Since 1986 we have grown considerably and today comprise four museums: Liverpool Museum, Merseyside Maritime Museum, HM Customs & Excise National Museum, and the Museum of Liverpool Life, three art galleries: the Walker, Lady Lever Art Gallery and Sudley House, and the Conservation Centre.

The next few years will see us at the forefront of museum evolution as we focus on our local, regional, national and international roles and build ever-stronger relationships with our visitors. We are also involved in a number of major developments in the run up to 2008 when Liverpool will be crowned European Capital of Culture. These include:

- *Into the Future*, a £36+ million redevelopment and expansion of Liverpool Museum
- creating a new gallery especially for children at the Walker

## Key Challenges

We are realistic about the challenges facing our museums and the cultural sector as a whole. We recognise the need to embrace change and to be bold. Above all else, we are determined to put the needs of the public at the top of our agendas. We will achieve this by:

- presenting a bright, lively and challenging programme of **exhibitions**
- inviting in, and keeping diverse **new audiences**
- attracting **two million visits** a year by 2008
- enhancing and maintaining our already **world class collections**
- placing **learning** at the centre of everything we do, whether a school trip, an informal family visit or enhanced scholarship and use of our research facilities
- finding a **balance** between our role as a great national museum service and our duty to the people of Liverpool, Merseyside and the North West
- developing a stronger **corporate** and commercial approach, with more income from grants, donations, sponsorship and commercial activities
- presenting the region and the world with a vision of National Museums Liverpool that is **extrovert, forward-looking and creative.**

## Further Information

We currently employ around 550 staff, although this figure alters seasonally. We strive to provide quality services, pleasant working conditions, appropriate training and excellent opportunities for personal development. We are committed to equal opportunities in all that we do and are

determined that we will provide parity of opportunity, regardless of race, sex, disability, marital status, sexual orientation, ethnic origin, age or political affiliation.

Training and development opportunities are open to all staff, both established and non-established, a commitment seen as fundamental to the achievement of our objectives. Together with improvements in work systems and new technologies, training helps us achieve effectiveness and efficiency within our limited operating budget. We are proud to have achieved the Investor in People award, a national standard presented to organisations that support the training and development of their staff.

We are aware of the financial and social role we play on Merseyside, and aim to enhance this contribution. The local economy is making a strong recovery and we will continue to be in the forefront of efforts to regenerate and improve quality of life in Liverpool and the surrounding region.

## The museums and their collections

Our collections are some of the richest and most diverse in all the national museums, and reflect the historic importance of the city of Liverpool:

**Liverpool Museum** is one of Britain's finest multi-disciplinary museums, and a popular lifelong learning resource. Its collections are among the best in Europe, unique in their scope, with more than one million objects covering archaeology, ethnology and the natural and physical sciences.

The *Into the Future* project, through which we are doubling the size of the museum with help from lottery funding, is now entering the final fit-out phase. We plan to open the extended museum with its new attractions in 2005. These will include:

- *Bug House* a special new gallery aimed at children to help them find out about the insects often found in a domestic setting
- *World Cultures* gallery which will introduce visitors to over 1500 artefacts from Asia, Africa, the Americas and Oceania that tell the story of Liverpool's links with cultures from across the world
- a new *Aquarium* with live displays of fish from round the world
- *Clore Natural History Centre* the pioneering hands-on science centre
- *Weston Discovery Centre* an innovative hands-on centre dedicated to artefacts made or shaped by people
- *Treasure House Theatre* an 80-seat performance and lecture space where we will run a programme of interactive events and behind-the-scenes tours to give visitors a chance to see more of our extensive study collections
- *Learning Base* a dedicated reception and orientation area for school and group visits, with cloakroom and lunchroom facilities.

Visitors will find a central six-floor atrium with flat access and lifts to all floors housing spectacular iconic exhibits including the museum's famous totem pole and a giant pterosaur skeleton. There will also be two new shops, a café and a coffee shop.

The new displays will complement the familiar existing displays which include a *Planetarium*, *Space and Time*, *Natural World*, *Dinosaurs* and *Ancient World* galleries.

Liverpool Museum continues to offer visitors a changing programme of high quality special exhibitions that link to the collections. In 2002 the exhibitions programme included *Teddy Bear Story* marking the centenary of teddy bears, and *Grossology* an interactive display about the impolite science of the human body.

**The Walker** – the national gallery of the North, holds internationally important works from the Renaissance to the twenty-first century. These include paintings by Hockney, Gainsborough, Stubbs, Reynolds, Rembrandt, Gilbert and George, Rubens, Poussin, Degas, Cézanne, Seurat and Millais. Purchasing prize-winning works from 45 years of the John Moores competition and exhibition has also allowed the gallery to amass a wonderful collection of contemporary British art.

The Walker puts on a series of special exhibitions every year in state-of-the-art rooms refurbished in 2002 with funding from the Heritage Lottery Fund. During 2003 these included *Henry VIII Revealed*, *A Maverick Eye: the photography of John Deakin* and *Rossetti*.

The gallery also houses a unique collection of Victorian sculpture, Liverpool porcelain and delftware, together with other decorative art and costume. We will open our first dedicated *Craft & Design* gallery in summer 2004, and plan to open a children's gallery in 2005.

**Merseyside Maritime Museum**, Albert Dock, has outstanding collections of maritime history archives, ship models, paintings and sailors' artefacts, as well as several full-size ships, two of which are in sea-worthy condition. The museum's collections reflect Liverpool's importance as a gateway to the world, including the city's involvement in the transatlantic slave trade and emigration.

The newly created exhibitions space has attracted thousands of extra visitors in 2003 with *Spirit of the Blitz* an exhibition about Liverpool in the Second World War.

**Museum of Liverpool Life**, Pier Head, holds collections that celebrate the people of Liverpool, their culture, achievements and contribution to national life. Its galleries give a unique insight into a remarkable city and its inhabitants over the last 200 years, covering the story of the King's Regiment, housing, transport, employment, trade unionism, recreation and the city's rich cultural diversity.

A changing programme of exhibitions relating to the city and its people, often arranged in consultation with community groups in the city, are popular with visitors.

**HM Customs & Excise National Museum** is located on the ground floor of the Merseyside Maritime Museum building and tells the story of customs and dutymen from the 1700s to the present day. Exhibits relate to contemporary issues of smuggling, trafficking of endangered species and collecting duty.

**Lady Lever Art Gallery** in Port Sunlight features superb eighteenth-century furniture, Wedgwood and oriental art, alongside spectacular Victorian artworks and Lord Lever's collection of famous soap paintings.

**Sudley House** is a superb example of a Victorian ship owner's home, and the only one in Britain with furniture and artworks still in situ. It was acquired by the Holt family, founders of the Blue Funnel Line, and features their outstanding collection, including works by Turner, Gainsborough, Reynolds, Romney, Millais and Frederick Lord Leighton.

The **Conservation Centre** employs specialist staff to handle, conserve, store and restore both our own collections and those of other institutions. As well as a fascinating gallery showcasing the work of the centre, visitors can take part in behind the scenes tour of the studios.

## Our visitors

We attracted 1.24 million visits in 2002/03 and are committed to providing an experience that is high in quality, enjoyment and information for every one of these people. By 2010 we expect to receive over 2 million visitors a year. Learning is the cornerstone of each visit, with special services for schools and community outreach groups, events and activities for families and independent visitors, and work experience opportunities for schools, colleges, universities and internees.

The Walker and Merseyside Maritime Museum are popular venues for conferences, meetings and events. Our trading company Enterprises (NMGM Enterprises Ltd), operates these commercial services, together with our retail outlets, front-of-house reception, cloakrooms and car parks.

National Museums Liverpool is lucky enough to have the support of a diverse volunteer workforce and a committed Friends organisation.

## The organisation

Most of our funding comes from the Department for Culture, Media and Sport (DCMS), in return for which we agree a set of outcomes, e.g. a certain number of visitors to our venues. The Chairman of the Board of Trustees and the Minister for the Arts agree these performance outputs each year.

The Secretary of State appoints the Board of Trustees that governs National Museums Liverpool. The Board is responsible for preserving, caring for and adding to our collections, and presents an annual report to Parliament. There are between 14 and 20 Trustees who meet every two months, with supplementary committee meetings in the interim.

Additional funding is sought from public and private sector sources including the lottery, Europe, our business club members and generous individuals.

The Executive Team is made up of senior staff from across National Museums Liverpool, ensuring a balanced representation of our work. The team supports the director, helping prioritise our aims, and developing strategies to make the best use of available resources.

Please see annex 1 for an outline of our organisational structure.

## Staff benefits

### **Relocation policy**

We will make a contribution to relocation expenses, provided that the appointment necessitates the new recruit moving home. The distance of relocation must exceed 51 miles. This benefit is available to established staff only.

### **Performance related pay**

Progression through the salary range is dependent upon performance and the annual negotiated pay award. \*

### **Occupational pension scheme**

We operate an occupational pension scheme to all eligible employees. Further details are provided upon commencing work.

### **Occupational Sickness Scheme**

Occupational Sick Pay (OSP) is an allowance in addition to Statutory Sick Pay (SSP) to ensure staff receive six months full pay and six months half pay in any period of four years. \*

### **Occupational maternity scheme**

An employee who is eligible for Occupational Maternity Pay (OMP) will receive Statutory Maternity Pay (SMP) plus an allowance, which will equate to 18 weeks full pay. \*

### **Occupational paternity leave**

An employee who is eligible for Occupational Paternity Pay (OPP) will receive Statutory Paternity Pay (SPP) plus an allowance, which will equate to five days full pay. \*

### **Occupational adoptive leave**

Primary carer - an employee who is eligible for Occupational Adoptive Leave (OAL) will receive Statutory Adoptive Pay (SAP) plus an allowance, which will equate to 12 weeks full pay. \*

Secondary carer - an employee who is eligible for Occupational Paternity Pay (adoptive) (OPP) will receive Statutory Paternity Pay (SPP) plus an allowance which will equate to five days full pay. \*

## **Benefit Details**

### **Flexible working hours**

We provide a flexible attendance system for staff not required to work fixed hours, e.g. attendants, cleaners and demonstrators. This allows staff to vary their arrival and departure times from work, the length and time of their lunch break, and to take time off if they work extra hours.

### **Annual performance and development review**

We operate an effective, formal review process, assessing individuals' development and objectives, and allowing two-way communication between staff and management.

### **Training and development policy**

The development and training of staff is fundamental to our efficiency and effectiveness. We provide training and career development opportunities, allowing staff to improve their performance and develop their potential.

### **Further education policy**

We support staff undertaking academic or professional qualifications, providing funding and time if the course is strictly relevant to the post holder's job.

### **Car parking facilities**

A limited number of free car parking spaces are available to staff.

### **Season ticket loan**

We will make advances of salary for the purchase of season tickets or bicycles for travel between home and office. These advances will be for a specified period and will be deducted from salary each month until the loan is cleared. \*

*\* These benefits are subject to the relevant criteria and qualifying periods being met.*

