

Collections Access Team: Museums Disposal Panel Report

Author: Alan Popper

Date: July 2012

Ref. No.: DPR 070912 0001

SECTION 1

(to be completed by Collections Access Officer)

1.1 Description of Object/Objects

LCNLL : 1975/2, Early Victorian Framed Embroidery Picture made from human hair, currently on display in the Parlour at Museum of Lincolnshire Life.



1.2 Reason For Disposal

Object is not being disposed of per se, but this is an administrative request because the picture has been incorrectly accessioned and entered in the Museum of Lincolnshire Life Accession Register (albeit with the term loan in brackets after it).

This item has been on loan from Lincoln Cathedral since 1975 and a further formalised 5 year loan was arranged in 2008, which ends in Dec 2013. The picture is currently on display and is currently insured for a value of £25K on the advice of the embroidery guild via the Cathedral.

All the loan paperwork appears to be in order, however, to allow use of other material currently not on display, the intention would be to possibly return the picture at the end of the current loan, so, in preparation for this, tidying up our accession register and formal acknowledgement that this object can be removed from the accession register is being sought.

1.3 Suggested Means of Disposal & Reason

Acknowledge that accessioning action was undertaken in error and authorisation to remove entry from accession register in red pen be given along with annotation of MODES record that the object is only on loan and can be returned to the legal owners at the end if Collection Access Officers deem appropriate at the time.

1.4 Impact Statement

Potential Risks:

- Nil

Potential Benefits:

- Correct administrative error.
- Preserve reputation and prevent any possible future issues.
- Allow appropriate Collection Access Officer action to be taken at the end of the loan period.

1.5 Other Considerations

Ensures there will be no conflict with high profile local donors at end of loan period.

Advice sought from other Collections Access Officers regarding ethical status of the object because of its entry in the accession register, it was felt to ensure transparency and adherence to best practice administrative authority/acknowledgement should be sought to enable the picture to be officially classed as administratively disposed of, i.e. no longer officially part of our collection.

1.6 Recommendation

Given the lack of risk, potential benefit and over-arching nature of the reason for disposal, it is recommended that the Panel agree to take this item forward.

SECTION 2

(to be completed by Disposal Panel)

2.1 Panel Decision

Fully agree with Disposal Report Section 1 recommendation

Agree with Disposal Report Section 1 recommendation, with additional requirements/
comment (section 2.2)

Disagree with Disposal Report recommendation for reasons given below (section 2.2)

2.2 Additional Comments

Caveats/questions regarding disposal; reasons for disagreeing with recommendation; raise points requiring further clarification, for inclusion in Exec. Cllr. Report or resolution prior to submitting this report.

Signed: Jonathan Platt

(Chair of Disposal Panel)

Date: 7/9/12

SECTION 3

(to be completed by Collections Access Officer)

3.1 Exec Report No _____

3.2 Exec Decision No _____

3.3 Action / Date Completed _____

Ensure a copy of the Authority de-accession/disposal form is attached to this sheet

3.4 Name, Contact Details & Status of Recipient

Accredited museum, private museum etc.

3.5 New Location and Number of Object

For future access, should enquiries come in.

3.6 Benefits Achieved for the Service/Object:

Short summary tying back to section 1.4