

**Open Report on behalf of Richard Wills, Executive Director for Communities**

Report to:	<b>Councillor E J Poll</b>
Date:	<b>21 April 2011</b>
Subject:	<b>Ratification of Disposal Panel Recommendations</b>
Decision Reference:	<b>01864</b>
Key decision?	<b>No</b>

**Summary:**

This paper presents the recommendations of the Museums Disposal Panel, which met on 11 January 2011.

The panel considered 9 separate lots (each the subject of a detailed individual Disposal Panel Report) and made recommendations for the disposal/non disposal of these objects. Two of the lots were deferred to the next panel meeting (June 2011), as additional information was requested by the Panel before any recommendation could be made. The Disposal Panel Reports for each of the remaining 7 lots are attached (see Appendices A-G); all 7 are brought forward as being suitable for disposal.

These recommendations are made within the context of the local policy (Acquisition and Disposal Policy: Museums, Archives and Local Studies, 2010 - Executive Decision No. 1664: 29/1/09) and national professional standards/guidance. The proposed disposals are all in due accordance with this framework, and the Executive Councillor is asked to approve the Disposal Panel's recommendations.

**Recommendation(s):**

To approve the Disposal Panel's recommendations.

**Alternatives Considered:**

1. Do not approve the Disposal Panel's recommendations.

**Reasons for Recommendation:**

The Disposal Panel is made up of individuals from a variety of backgrounds and experience and is governed by clear terms of reference.

The recommended disposal of all 7 lots adheres to agreed policy and

procedures and is supported by the Disposal Panel.

Any additional requirements raised by the Disposal Panel have been met. The recommended disposal of these items would benefit the community and the service and there are no significant risks involved in disposing of these items.

## **1. Background**

- 1.1 The *Acquisition and Disposal Policy* (approved by Executive Decision Number 1664, 29 January 2010) enables staff to manage the acquisition and disposal of collections across museums, archives and local studies in an effective and professional manner. A core element to the Acquisition and Disposal Policy was the advent of a Disposal Panel to consider this issue (Section 6.1.6).
- 1.2 There are a number of legal and strategic/guidance documents that have a direct influence on the work of the Panel, these include: Museums, Libraries and Archives Council (MLA): *Museum Accreditation Standard* (2004) SPECTRUM: *The UK Museum Documentation Standard* (2007) Museums Association: *Code of Ethics* (2008) Museums Association: *Disposal Toolkit* (2008). These documents, and a number of others, heavily influenced the scope and content of the *Acquisition and Disposal Policy*.
- 1.3 First and foremost the Panel are there to help the County Council consider what is in its cultural collections and specifically what local Collections Officers believe may no longer be 'suitable' to keep for a variety of reasons. By having people on the Panel with a range of backgrounds, knowledge and experience, it is hoped that the Panel will act as a valuable channel for discussing and influencing Council practice and decision-making in this area.
- 1.4 As per the *Acquisition and Disposal Policy*, the Panel will meet twice a year as part of a sequence of activity aimed at delivering an efficient and effective means of handling disposal of cultural heritage collections. The Panel met for the second time on 11 January 2011.
- 1.5 The Museums Disposal Panel, through this report, will put forward recommendations to the governing body. Under the County Council's Constitution, this means the Executive Councillor with responsibility for Culture which includes Museums.

## **2. Detail – Summary of Reasons for Disposal**

- 2.1 Appendix A, Report 1, Agricultural and Industrial items - Some of the items duplicate accessioned material. The items have not been on display or assisted in enquiries or research in the last 10 years. The items are in very poor condition and external, experienced stakeholders have 'signed off' the attached list.
- 2.2 Appendix B, Report 2, Whysall Chemist Shop items - These items were loaned to the Service and subsequently contact was lost with the lender.

The lender has been in contact and now wishes to have the items back. The items do not legally belong to LCC and in accordance with LCC policy the items should be de-accessioned and returned to their owner.

- 2.3 Appendix C, Report 3, Cake Decoration - The Service is unable to preserve foodstuffs and the item has deteriorated beyond repair. There are also health and safety concerns around mould which has formed on the item.
- 2.4 Appendix D, Report 4, Domestic Furniture - The bulk of these items have no known connection to the county and duplicate accessioned material already in the collection. Also, the items have not been on display, used or assisted in helping with enquiries or research in the last 10 years and is unlikely to be used in the future. None of the items are accessioned.
- 2.5 Appendix E, Report 5, 1930s Bed Settee - The item is in poor condition with main parts missing. An in-depth search for the remainder parts has not been successful and the item has not (and will not) be used for display or for any other purpose.
- 2.6 Appendix F, Report 6, Drawleaf Table – There are several examples of similar tables in the collection, which are in better condition and provenance. This example is badly damaged and has not been displayed, used, or assisted in helping with public enquiries or research for the last 10 years.
- 2.7 Appendix G, Report 7, 1930s Wooden Sideboard – Again, there are several examples of similar sideboards in the collection, which are in better condition – this example is badly water stained. This sideboard has not been displayed, used, or assisted in helping with public enquiries or research for the last 10 years.

## **2. Conclusion**

- 3.1 The Executive Councillor is asked to approve the disposal of the 7 lots identified for disposal by the Disposals Panel which met on 11 January 2011.
- 3.2 All additional requirements and clarifications sought by the panel have been acted upon and a summary can be found in the appendices.

### **3. Legal Comments:**

The recommendations are lawful, consistent with the Policy Framework and within the remit of the Executive Councillor.

### **4. Resource Comments:**

The recommendations of the Disposal Panel are unlikely to have any direct financial impact on the service.

## 5. Consultation

### a) Has Local Member Been Consulted?

n/a

### b) Has Executive Councillor Been Consulted?

n/a

### c) Scrutiny Comments

n/a

### d) Policy Proofing Actions Required

n/a

## 6. Appendices

These are listed below and attached at the back of the report	
Appendix A	Disposal Panel Report 1 Agricultural and Industrial items (Ref No. 110110 0001)
Appendix B	Disposal Panel Report 2 Whysall Chemist Shop items (Ref No. 110110 0003)
Appendix C	Disposal Panel Report 3 Cake Decoration (Ref No 110110 0004)
Appendix D	Disposal Panel Report 4 Domestic Furniture (Ref No. 110110 0005)
Appendix E	Disposal Panel Report 5 1930s Bed Settee (Ref No. 110110 0006)
Appendix F	Disposal Panel Report 6 Drawleaf Table (Ref No. 110110 0007)
Appendix G	Disposal Panel Report 7 1930s Wooden Sideboard (Ref No. 110110 0008)

## 7. Background Papers

The following background papers as defined in the Local Government Act 1972 were relied upon in the writing of this report.

Document title	Where the document can be viewed
Acquisition and Disposal Policy: Museums, Archives and Local Studies (2010)	Online, Museum/Archives sites

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