

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

Report to:	<b>Executive Councillor for Economic Development</b>
Date:	<b>05 September 2011</b>
Subject:	<b>Ratification of Disposal Panel Recommendations</b>
Decision Reference:	<b>01930</b>
Key decision?	<b>No</b>

**Summary:**

This paper presents the recommendations of the Museums Disposal Panel, which met on 8th June 2011.

The panel considered 8 separate lots (each the subject of a detailed individual Disposal Panel Report - see Appendices A-H) and made recommendations for the disposal/non disposal of these objects. Three of the lots were carried forward from the last Panel meeting (January 2011), as additional information was requested at the time by the Panel before any recommendation could be made. All 8 lots are brought forward as being suitable for disposal.

The Panel's 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.

The notes from June's Disposal Panel meeting are also attached for reference (Appendix I).

**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 8 lots adheres to agreed policy and procedures and is supported by the Disposal Panel.

- Any additional requirements raised by the Disposal Panel have been/will be 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.
- 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 - Gramophone Records (*DPR 080611 0001*): Recorded music is not one of the categories in the Collections Development Strategy that we expressly collect. The Service is unable to provide adequate curation for these records as we do not have a specialist in recorded music, nor do we possess the means or remit to utilize the musical content. The records proposed for disposal have no Lincolnshire connections or cultural significance (the collection retains many records that meet these criteria and that have not been brought forward for possible disposal).

The full list of records will be provided to British Sound Archives if disposal is agreed.

2.2 Appendix B, Report 2 - Bed Settee (DPR 080611 0002)

The bed settee is in poor condition, with main parts missing. It is beyond the Service's ability to conserve or repair it. The bed settee has not been on display, used, or assisted in helping with public enquiries or research in the last 10 years. It is an under-used item.

If proposal ratified, then will be offered to other bodies, including local non-accredited museum (before other school/university)

2.3 Appendix C, Report 3 - Butcher's shop fittings (DPR 080611 0003)

The shop has not been on display, used, or assisted in helping with public enquiries or research in the last 10 years. They are under-used items.

If proposal is ratified then Officers would look to offer to The Village, Church Farm (volunteer group taking on Church Farm Museum) as shop fittings.

2.4 Appendix D, Report 4 - Canterbury College Booklet (DPR 080611 0004)

This item falls outside Lincolnshire County Council's Collections Development Strategy. We do not as a rule accept photocopied material into our Museum collections as we look to display original material or our own surrogate copies, where the environmental conditions warrant this. As a poor copy this booklet has no display potential. This booklet should never have been accessioned and there is no record of this booklet being used since it was accessioned in 1978.

If proposal ratified then Officers will offer to the Banks Society (Horncastle) who are trying to build up a library.

2.5 Appendix E, Report 5 - Adelaide Site Planning Report (DPR 080611 0005)

This item falls outside of Lincolnshire County Council's Collections Development Strategy. This item should not have been accessioned and there is no record of these books being used since they were accessioned in 1978.

If proposal ratified then Officers will offer back to University of Adelaide.

2.6 Appendix F, Report 6 - Australian Books (DPR 080611 0006)

All 3 books are untraced finds from the stores and were presumably reference material for exhibitions and there is no record of display. These 3 books fall outside the Collections Development Strategy in terms of material we wish to have in our collections & should never have been accessioned. Their use as reference material has been superseded by the internet, with the National Library of Australia database easily accessible on-line.

If proposal ratified then Officers will offer to the Banks Society (Horncastle) who are trying to build up a library.

2.7 Appendix G, Report 7 - Whysall Axehead (DPR 080611 0007)

In 1972, this object was placed on long-term loan to Grantham Museum by Mrs Angela Hillier, nee Whysall; subsequently, museum staff have been unable to trace her. As part of the documentation work carried out in the early 1990s this item was allocated an accession number, and listed on MODES as an untraced find. In 2010 Mrs Hillier contacted the Museum and requested the return of the items that she loaned to the Museum.

The rest of the items from Mrs Hillier's loan were dealt with by the previous Disposal Panel, but the identity of the axe head had not, at that point, been established. In common with the rest of the items from this loan (that have been disposed of), in accordance with Museum Association Disposal guidelines and LCC's Acquisition and Disposal Policy, this item should be de-accessioned and returned to their legal owner.

2.8 Appendix H, Report 8 - Bacon Furniture (DPR 080611 0008)

The items are on loan to Gainsborough Old Hall and the owners now wish for them to be sold at auction. They do not fit into any of the current displays and there are no longer any storage facilities at Gainsborough Old Hall.

## 2. Conclusion

- 3.1 The Executive Councillor is asked to approve the disposal of the 8 lots identified for disposal by the Disposals Panel that met on 08 June 2011, for the reasons outlined above.
- 3.2 All additional requirements and clarifications sought by the panel have been /will be acted upon. A summary of these requirements can be found embedded within Appendix I: *Notes of Disposal Panel Meeting 080611* (Agenda item 3).

### 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: 360 Gramophone Records (Ref No. 080611 0001)
Appendix B	Disposal Panel Report 2: 1 Bed Settee (Ref No. 080611 0002)
Appendix C	Disposal Panel Report 3: 1 Butcher's Shop Fittings (Ref No. 080611 0003)
Appendix D	Disposal Panel Report 4: Canterbury College Booklet (Ref No. 080611 0004)
Appendix E	Disposal Panel Report 5: Adelaide Site Planning Report (Ref No. 080611 0005)
Appendix F	Disposal Panel Report 6: Australian Books (Ref No. 080611 0006)
Appendix G	Disposal Panel Report 7: Whysall Axehead (Ref No. 080611 0007)
Appendix H	Disposal Panel Report 8: Bacon Furniture (Ref No. 080611 0008)
Appendix I	Notes of Disposal Panel Meeting 080611

## 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

This report was written by Mark McCree, Collections Access Manager, Economy and Culture, who can be contacted on 0791 7072718 or [mark.mccree@lincolnshire.gov.uk](mailto:mark.mccree@lincolnshire.gov.uk).