

	<p>REPORT TO CABINET TO BE HELD ON 11 DECEMBER 2018</p>
	<p>Key Decision</p> <p>Forward Plan Ref No</p>
<p>Corporate Priority:</p> <p>Developing Prosperous and Innovative Borough</p> <p>Developing a Safe, Happy and Healthy population</p>	<p>Cabinet Portfolio Holder</p> <p>Cllr M Smith – Portfolio Holder for Leisure</p>

REPORT OF: DIRECTOR (RB) – 18/284

WARDS AFFECTED: ALL

SUBJECT: SCARBOROUGH MUSEUMS TRUST COLLECTIONS POLICY

RECOMMENDATION (S):

Cabinet is recommended to approve the revised Scarborough Museums Trust Collections Policy.

REASON FOR RECOMMENDATION (S):

To ensure the continuing prudent governance of the Borough's Collection by the Museums Trust and adherence with Arts Council England's (ACE) guidance on Collections Development (formally the Acquisition and Disposal) Policy.

HIGHLIGHTED RISKS:

Failure to comply with the Arts Council England's policies on Collections Development will risk the loss of accreditation and formal status as a museum service. It would also have a detrimental impact on the relationship with the Arts Council, impact on Scarborough Museums Trust ability to fundraise and also impact on SMT's credibility and reputation within the Museums industry.

1. INTRODUCTION

- 1.1 The care of the museum collections is a core responsibility of Scarborough Museums Trust (SMT) and the collections policy sets out in detail how SMT will ensure the safety and future preservation of the collection on behalf of Scarborough Borough Council. In accordance with the existing service level Agreement Scarborough Museums Trust must update the policy on an annual basis.
- 1.2 Scarborough Museums Trust is currently revising all of its policies and plans as part of its application for re-accreditation.
- 1.3 The Collections Policy is vital to the accreditation status of SMT and therefore the reputation and credibility of the organisations. The ACE Assessor, Museums Accreditation, has received and commented on the draft policy (commenting “The Collections Development Policy looks great”) and the minor amendments as suggested by the assessor have been made. The Collections Policy was subsequently approved by the SMT Board of Trustees on the 18 September 2018. This meeting was attended by Mark Suggitt, Trustee and qualified museum professional. SMT now require the approval of the Policy by Scarborough Borough Council to ensure the accreditation status is maintained.
- 1.4 The care of the collection is managed by a full time collections manager who is supported by a collections assistant. Their work is supported by the wider Scarborough Museums Trust team when necessary (including the CEO) and the volunteers who work predominantly on collection related tasks. The collection is located at a purpose built and environmentally controlled store at Woodend, a large object store (currently at Eastfield but soon to be relocated to Filey), the Rotunda Museum, Scarborough Art Gallery and the Town Hall.

2. CORPORATE AIMS/PRIORITIES AND THE COMMUNITY PLAN

- 2.1 This report relates to the Council’s Corporate Plan key Aims:

Developing Prosperous and Innovative Borough – Develop Sustainable Tourism.

Developing a Safe, Happy and Healthy population – Provide high levels of participation in sports, leisure and cultural activities, contributing to both mental and physical wellbeing.

3. BACKGROUND AND ISSUES

- 3.1 On 16 May 2017 Cabinet approved the revised Collections Development Policy (17/111).

- 3.2 The attached policy is a revision of the policy submitted in May 2017. Since then the Arts Council England have revised the criteria in relation to the way that reports should be laid out. The 2017 template policy document is therefore now out of date. The changes to the policy documents relate primarily to the layout rather than content and policy however there are some changes and updates which are evidenced in this report. The policy structure (i.e. table of contents) identifies areas of change.
- 3.3 The headings outlined in previous policy documents remain relatively the same:
- Themes and priorities for future collecting
 - Themes and priorities for rationalisation and disposal
 - Legal and ethical framework for acquisition and disposal of items
 - Collecting policies of other museums
 - Archival holdings
 - Acquisition
 - Spoliation
 - The Repatriation and Restitution of objects and human remains

Additional or re-titled sections in accordance with new criteria comprise:

- Relationship to other relevant policies/plans of the organization
- History of the Collections
- An Overview of current collections
- Human Remains
- Biological and geological material
- Archaeological material
- Exceptions
- Disposal Procedures

- 3.4 Additions that have been introduced include:

- A much lengthier overview of the history of the collection (page 3-4). Note however that the collection categories (e.g. The National History Collection, The Geology Collections, Local History etc.) have remained the same.
- The section Themes and Priorities for Future Collecting (page 11) is also unchanged. The section Collecting Policies of Other Museums (page 16) has been expanded with an additional paragraph which strengthens SMT's commitment to forging links with regional museums with a shared history.
- The section Acquisitions (page 17) has also been updated. There is now just one section entitled Acquisition but then this leads sequentially onto revised sections outlining SMT's policy on Human Remains, Biological and Geological Material, Archaeological Material and Exemptions.

- The Disposal Procedures (page 19) section has been updated and throughout the policy the relevant national and international standards, policies and Parliamentary legislation have been referenced, e.g. SPECTRUM Primary Procedures on Disposal, DCMS Guidance on the care of human remains in museums (2005), Museums Association Code of Ethics, the Treasure Act 1996 and the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import and Transfer of Ownership of Cultural Property etc.

4. CONSULTATION

- 4.1 Consultation with Arts Council England and Scarborough Museums Trust Board have taken place to ensure the Policy document reflects the criteria of the Arts Council to support Museum accreditation.

5. ASSESSMENT

- 5.1 The request to align the Collections Development Policy in line with the ACE accreditation is motivated by the desire to demonstrate the highest standards of collections care and management and to ensure that the museum is recognised as a quality product within the Arts environment.
- 5.2 The changes in the policy do not materially affect the Council's liability or the ongoing ability of the Council and the Trust to manage the collections in the future.

6. IMPLICATIONS

- 6.1 The adoption of the revised Collections Development Policy will update the existing policy in accordance with ACE accreditation requirements.

(a) Policy

- 6.2 There are no policy implications.

(b) Legal

- 6.3 There are no legal implications.

(c) Financial

- 6.4 There are no financial implications.

(d) Equalities and Diversity

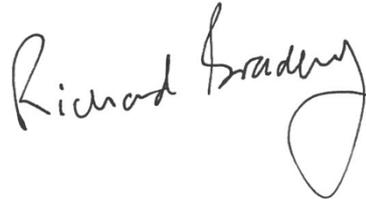
- 6.5 No equality and diversity implications arise from this report.

(e) Staffing

- 6.6 There are no staffing implications.

(f) Planning, Environmental, Health and Safety, Sustainability, Crime and Disorder

6.7 There are no planning, environmental, health and safety. Sustainability, Crime and Disorder implications.

A handwritten signature in black ink that reads "Richard Bradley". The signature is written in a cursive style with a large, looped flourish at the end.

Richard Bradley
Director

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Background Papers: Scarborough Museums Trust Policy Documents 2017 and 2018