

Norfolk Joint Museums Committee

Item No.

Report title:	Review of NMS' Collections Development Strategy
Date of meeting:	26 July 2018
Responsible Officer:	Steve Miller, Assistant Director, Culture and Heritage
Strategic impact Implementing the policy will enable museums of NMS to demonstrate the public benefit in their actions relating to the management and care of its collections. It provides a basis for open and transparent decision-making and an informed dialogue between governing bodies, donors, funding bodies and other stakeholders. Approval of this document ensures that NMS continue to manage and care for its collections ensuring that the collections are key to the mission of NMS and NCC in line with sector requirements and national standards.	

Executive summary

Norfolk Museums Service is required to have a robust, ethical and standardised methodology to managing and caring for the collections in its care. The framework for this document is based on policies previously agreed by JMC and on widely used national standards, including Museums Association Code of Ethics and the Arts Council England Accreditation Standard. This strategy encompasses:

- Collections Development Policy (acquisitions and rationalisation),
- Documentation Policy and Conservation
- Care of Collections Policy

Recommendations:

Committee members are asked to consider and approve the Collections Development Strategy.

1. Proposal

- 1.1. This proposal asks that the Members' approve the Collections Development Strategy.

This policy sets out the principles that will provide the partners to the Joint Museums Agreement and staff of Norfolk Museums Service (NMS) with a framework to enable:

- Effective collections management in the scrupulous and ethical acquisition and disposal of collections using clear procedures and decision-making processes common to UK museums in the Accreditation Scheme. It is based upon the template provided by Arts Council England for museums applying to the Accreditation Scheme, last updated in 2014.
- Effective maintenance of the collections information systems that are in place

- Preservation and care collections and buildings in the care of NMS, maximise the safe use and access to collections, support of the service plan through cost-effective and sustainable use of resources of the NMS and to promote the conservation ethic and teach the principles and methods of conservation and collections care.

2. Evidence

- 2.1. Collections Development Strategy – Appendix A to this report

3. Financial Implications

- 3.1. The review and submission of this strategy is fully funded through Arts Council England's Major Partner Museums funding. There are no other revenue implications.

4. Issues, risks and innovation

- 4.1. Failure to maintain effective systems and procedures in collections management, documentation and care of collections would result in risk to the fundamental assets (collections) of NMS, and loss of Arts Council Accreditation award. This impact of this would be both reputational and financial. Health & Safety could be compromised by lack of local and legislative procedures.

5. Background

- 5.1 Version 1.0 of this Strategy was agreed by JMC July 2015 with the recommendation that it is reviewed at least every five years. NMS will be expected to complete Arts Council England Accreditation returns in the next 6 months and as such a review is timely.

Officer Contact

If you have any questions about matters contained in this paper or want to see copies of any assessments, eg equality impact assessment, please get in touch with:

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