

DECISION-MAKER:	CABINET		
SUBJECT:	COLLECTIONS DEVELOPMENT POLICY 2018-2023		
DATE OF DECISION:	18 DECEMBER 2018		
REPORT OF:	CABINET MEMBER FOR HOMES AND CULTURE		
<u>CONTACT DETAILS</u>			
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STATEMENT OF CONFIDENTIALITY			
Not applicable			
BRIEF SUMMARY			
An approved Collections Development Policy is an essential requirement of the Arts Council England (ACE) Accreditation Scheme for Museums. This report requests that the Collections Development Policy 2018-2023 for Cultural Services is approved by Cabinet. This policy sets out the governing framework and criteria for developing the maritime, archive, local history, archaeology and art collections and the process of acquisitions and disposal for the Service over the next five years.			
RECOMMENDATIONS:			
	(i)	To approve the Collection Development Policy 2018-2023 (see Appendix 1) for Cultural Services, as the collections development and acquisition and disposals policy for collections held in trust by Southampton City Council.	
	(ii)	To delegate authority to the Head of Service to revise the Implementation Plan associated with the Policy for Museum Accreditation if required, following consultation with the Cabinet Member for Homes and Culture.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	A Council approved Collections Development Policy is an essential requirement of the Arts Council England (ACE) Accreditation Scheme for Museums. A separate but similar Accreditation scheme governing archives is administered by the National Archives. Without Accreditation, eligibility for funding for Southampton City Council from the Arts Council, Heritage Lottery Fund and other lottery, trust and foundation grant giving sources would be significantly restricted.		
2.	The Collection Development Policy will guide the work of the Cultural Services team as it rationalises current holdings, adds new material to its collections that reflect the needs of the city, and provides enhanced public access to this important learning resource.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
3.	To retain the existing Southampton City Council Arts and Heritage Collections Policy 2014-2017. This option is rejected because the current policy expired in 2017 and an up-to-date, forward looking policy is required to secure Accreditation status and to reflect our public offer and engagement programmes. In order to progress work surrounding collections		

	relocation as part of the Medium Term Financial Strategy proposals, a robust Collection Development Policy is required in order to adhere to national standards and guidelines.
DETAIL (Including consultation carried out)	
	Background
3.	<p>Under the previous Service Lead for Arts & Heritage (now known as Cultural Services) the team submitted its Accreditation return in 2017 as is required for the quinquennial review by ACE. ACE then announced a 'light touch' review of the Accreditation Scheme review from the end of 2017 and all review submissions were put in suspense.</p> <p>Following this review, in July 2018 a new Accreditation Officer was appointed to Southampton City Council (SCC) who has been reviewing the submitted documentation to be taken to the Accreditation panel in November 2018. The remaining outstanding document is formal approval of the Collections Development Policy by the governing body, in this case Cabinet.</p>
4.	Using the Accreditation Scheme template, the policy sets out the parameters of the policy in terms of the responsibilities of the governing body, the principle of sound curatorial reasons for the acquisition and disposal of collections, the presumption against financially-motivated disposal and due diligence with regard to valid title for acquisitions whether by purchase, gift, bequest or exchange.
5.	<p>The policy describes the history and evolution of the collections held in trust by SCC and an overview of the current collections which includes two nationally important (Designated) collections. The collections cover the following areas:</p> <ul style="list-style-type: none"> • Archaeology (Designated) • Art (Designated) • Maritime & Local History • City Archive
6.	Alongside this the policy outlines future collecting priorities and the themes and priorities for rationalisation and disposal, referring to the professional and ethical framework that guides this process and authorisation process for agreeing acquisitions. This gives due consideration to other legislative and regulatory frameworks such as guidance on dealing with human remains, biological and geological material and UNESCO 1970 Convention on Illicit Import, Export and Transfer of Ownership of Cultural Property (and subsequent ratifications).
	Consultation
7.	The policy has been developed in consultation with the Council's curatorial team and the Chipperfield Advisory Committee.
8.	Wider stakeholders are identified for consultation as part of the acquisitions and disposal process and reference is made to the Collections Development Policy of other museum and heritage organisations.
	Forthcoming projects
9.	This policy will be essential in guiding the Service in taking forward its work surrounding the collections review, MTFs savings targets and potential external funding applications.

RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
10.	<p>In order to retain Accreditation, SCC must ensure it applies Arts Council's standard guidelines. These state that only in exceptional circumstances may a governing body undertake financially motivated disposal and that it commits to pursue this, unless it can be demonstrated that all exceptional circumstances are met:</p> <ul style="list-style-type: none"> • the disposal will significantly improve the long term public benefit derived from the remaining collection • the disposal will not be undertaken to generate short-term revenue (for example to meet a budget deficit) • the disposal will be undertaken as a last resort after other sources of funding have been thoroughly explored • extensive prior consultation with sector bodies has been undertaken • the item under consideration lies outside the museum's established core collection
<u>Property/Other</u>	
11.	There are no property resource implications inherent in the policy itself. It will inform a collection review and storage relocation project which will have property implications in due course.
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
12.	Pursuant to the Public Libraries and Museums Act 1964, a local authority may provide and maintain museums and art galleries within its area and may do all such things as may be necessary or expedient for or in connection with the provision of maintenance thereof.
<u>Other Legal Implications:</u>	
13.	A Collections Development Policy is a requirement of Arts Council England which is the strategic public body tasked by the Department for Culture Media and Sport (DCMS) to develop and implement national museums policy and to distribute DCMS museums funding to non-national museums. Items owned by the Council on trust must be kept, maintained and disposed of in accordance with the terms of the relevant trust's Scheme. A failure to do so may result in legal or regulatory action being initiated by interested parties.
RISK MANAGEMENT IMPLICATIONS	
14.	Failure to comply with the Accreditation Scheme's national standards and ethical framework may result in reputational issues for SCC.
POLICY FRAMEWORK IMPLICATIONS	
15.	The proposals are in line with the Policy framework.

KEY DECISION?	Yes
WARDS/COMMUNITIES AFFECTED:	None directly as a result of this report.
<u>SUPPORTING DOCUMENTATION</u>	

Appendices	
1.	Collections Development Policy 2018-2023
Documents In Members' Rooms	
1.	None
2.	
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	
2.	