

SOUTH HOLLAND DISTRICT COUNCIL

Report of: Executive Director - Commercialisation (S151)

To: Policy Development Panel Wednesday, 4 November 2020

(Author: Julia Knight Manager - Ayscoughfee Hall Museum and Gardens)

Subject Ayscoughfee Hall Museum Collections Care & Conservation Policy

Purpose: To consult with Policy Development Panel regarding Ayscoughfee Hall Museum's Collections Care & Conservation Policy.

Recommendation(s):

- 1) That the Panel considers the Policy, provides feedback and comments that it may wish to make in readiness for submission to the Portfolio Holder.

1.0 BACKGROUND

- 1.1 Ayscoughfee Hall Museum is Accredited by Arts Council England. The Accreditation scheme is a national framework for museums that lays out best practice guidelines and standards to follow, to ensure professionalism and consistency.
- 1.2 Accredited status allows Ayscoughfee Hall Museum access to professional networks, training, support and funding.
- 1.3 A key requirement for Accreditation is the need for two policies: Collections Development and Care & Conservation.
- 1.4 The Care & Conservation Development Policy provides a generic framework within which all aspects of environmental management are deliverable at minimum sustainable levels and in accordance with agreed benchmark parameters, adhering to minimum standards of best practice in collections care.
- 1.5 Arts Council England review each museum's Accreditation on a regular basis, reviewing policies and ensuring that they have been discussed and approved by the relevant governing body.
- 1.6 Ayscoughfee Hall Museum's policies were last formally approved in 2012, but have been updated with minor revisions as best practice and industry guidance is received.
- 1.7 Ayscoughfee Hall Museum's Accreditation Review is due to take place in February 2021, having been paused during the Covid 19 pandemic.

2.0 OPTIONS

- 2.1 To support the policy for submission to Portfolio Holder; or
- 2.2 To support subject to comments for consideration by the Portfolio Holder; or
- 2.3 Do nothing and continue to operate with existing policy.

3.0 **REASONS FOR RECOMMENDATION(S)**

- 3.1 In order to retain Accredited Status, Ayscoughfee Hall Museum is required to have a formally approved Collections Care & Conservation Policy, in line with Arts Council England requirements.

4.0 **EXPECTED BENEFITS**

- 4.1 Ayscoughfee Hall Museum will retain Accredited status, meaning that funding can be applied for, and the Museum is recognised as a well-managed, professional museum.
- 4.2 Ayscoughfee Hall Museum's collection of historic objects and artefacts will continue to be managed in the correct way, to ensure their survival for the future.

5.0 **IMPLICATIONS**

In preparing this report, the report author has considered the likely implications of the decision - particularly in terms of Carbon Footprint / Environmental Issues; Constitutional & Legal; Contracts; Corporate Priorities; Crime & Disorder; Data Protection; Equality & Diversity/Human Rights; Financial; Health & Wellbeing; Reputation; Risk Management; Safeguarding; Staffing; Stakeholders/Consultation/Timescales; Transformation Programme; Other. Where the report author considers that there may be implications under one or more of these headings, these are identified below.

5.1 **Carbon Footprint / Environmental Issues**

- 5.1.1 This policy will support the environmentally conscious management of the collections.

5.2 **Corporate Priorities**

- 5.2.1 This policy supports the following Corporate Priority:
Your Place- Lead, enable and embed the provision of a range of improved local community, cultural and arts facilities that support the enhanced wellbeing of South Holland's communities.

5.3 **Financial**

- 5.3.1 The acceptance of this policy will enable Ayscoughfee Hall Museum to continue to be eligible for external funding that can only be awarded to Accredited organisations.

5.4 **Reputation**

- 5.4.1 If a suitable policy is not in place, and Accreditation is withdrawn, the reputation of Ayscoughfee Hall Museum and South Holland District Council, may be affected due to a perceived loss of professionalism in the management of the Museum and its collection.

5.5 Risk Management

5.5.1 If a suitable policy is not in place, Ayscoughfee Hall Museum will lose its Accredited status, meaning that funding cannot be applied for, and the Museum is not recognised as a well-managed, professional museum.

5.5.2 Ayscoughfee Hall Museum's collection of historic objects and artefacts will continue to be managed in the correct way, to ensure their survival for the future.

5.6 Staffing

5.6.1 Should the policy be agreed, all staff will be briefed and trained in any new operational details.

5.7 Stakeholders / Constitution / Timescales

5.7.1 Arts Council England Accreditation is reviewed every three years, with an expectation that policies will be updated, agreed and formally approved in line with the governing body's usual timescales.

5.7.2 Ayscoughfee Hall Museum's Accreditation will next be reviewed in February 2021.

6.0 WARDS/COMMUNITIES AFFECTED

6.1 All

Background papers:- none

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Key Decision: N

Exempt Decision: N

This report refers to a Discretionary Service

Appendices attached to this report:

Appendix A Ayscoughfee Hall Museum Collections Care & conservation Policy