

## **Disposal of Museum Reserve Collections**

### **SUMMARY**

- 1.1 On 22 November 2011 Cabinet agreed that Derby Museums adopt a new procedure to actively manage its reserve collections. Part of this involves reporting a list of all items proposed for disposal by sale to the Cabinet.
- 1.2 This report contains a list of items recommended for disposal by sale. These are all items which have been assessed by museum staff as no longer falling within the museum's Collections Development Strategy, and in most cases not being of sufficient museum quality.
- 1.3 Any money raised through this procedure can only be used for the benefit of the museum collections, and will be directed to the museum's conservation and specimens budgets. There was no money raised from the disposal of the items on the first list approved in April 2012.

### **RECOMMENDATION**

- 2.1 To note the proposed list of items recommended to Cabinet for disposal by sale in Appendix 2, in accordance with the Council's support for active management of reserve collections within the Museums in Derby.

### **REASONS FOR RECOMMENDATION**

- 3.1 To allow active management through sale of objects not of sufficient museum quality to be retained, and where offer by transfer or sale to museums or institutions within the public domain, or return to original donor, has not been successful.

## SUPPORTING INFORMATION

- 4.1 Central to the active management procedure already agreed by Cabinet is a report to Cabinet approximately every three months seeking approval for the disposal by sale of selected items from the Museums' reserve collections. This is in line with the recommendations of the Museums Association, of which Derby Museums is an institutional member.
- 4.2 This report contains, at Appendix 2, a list of items recommended to Cabinet for disposal by sale. The list explains why each item is being recommended for disposal and outlines attempts that have already been made to offer them to other museums and, where appropriate, to trace the original donor.
- 4.3 As well as recommending further items for disposal the next report to Cabinet will record any income generated by the sale of the items listed at Appendix 2.

## OTHER OPTIONS CONSIDERED

- 5.1 All the items listed have been offered, without success, to other museums. Where possible we have also attempted, unsuccessfully, to trace the original donor with a view to offering to return the item.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	Stuart Leslie, Director of Legal and Democratic Services Amanda Fletcher, Head of Finance Neighbourhoods Jayne Stutt, HR Business Partner Claire Davenport, Director of Leisure and Culture Not Applicable
<b>For more information contact:</b> <b>Background papers:</b> <b>List of appendices:</b>	Stuart Gillis 01332 641907 <a href="mailto:stuart.gillis@derby.gov.uk">stuart.gillis@derby.gov.uk</a> Council Cabinet Minutes 22 November 2011 Appendix 1 – Implications Appendix 2 – Accessioned Objects Offered for Disposal (2) List

<b>IMPLICATIONS</b>
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**Financial and Value for Money**

- 1.1 Any costs associated with disposals can be achieved within existing Museum Trust budgets.
- 1.2 In accordance with the ethics code of the Museums Association, Cabinet agreed on 22 November 2011 that any income generated by the sale of the items disposed of through this process will be retained by the Museum Service “solely and directly for the benefit of the museum’s collections”. It is anticipated that the income generated by the sale of the items listed will be minimal.
- 1.3 Any write off of assets will be authorised by the Council in accordance with Financial Procedure Rule E8.32, which states that Chief Officers can approve the write off of redundant stock and equipment up to £10,000 if the assets are recorded as an asset within the Council’s accounts. It is not anticipated that write offs above £10,000 will occur which need the approval of Council Cabinet.

**Legal**

- 2.1 Ownership of the collections is legally vested in Derby City Council. The Council must be able to show beyond reasonable doubt that it has legal title to objects which are candidates for dispersal or sale.

**Personnel**

- 3.1 None arising from this report.

**Equalities Impact**

- 4.1 None arising from this report.

**Health and Safety**

- 5.1 None arising from this report.

**Environmental Sustainability**

- 6.1 None arising from this report.

## **Asset Management**

- 7.1 On 1 October 2012 the management and operation of the Museums service transferred to Derby Museums Trust, however under these arrangements the collections are still owned by the Council, which is why approval of the recommendation by Cabinet is still required.

## **Risk Management**

- 8.1 None arising from this report.

## **Corporate objectives and priorities for change**

- 9.1 These proposals will help Derby Museums Trust promote an active cultural life, and provide good quality services that meet local needs.

## Appendix 2

Disposal no.	Accession. no.	Object	Reason for disposal	Advert in Museums Journal	Response to advert in Museums Journal/offers	Original acquisition/ donor details
310	1979-453	Two plastic light shades	Poor condition and quality	Yes	None	Un-numbered part of estate clearance of deceased. No donor details in register
313	DL 123 - 129	Fairy lights (possibly repro)	Duplicates. Some chipped	Yes	None	Possibly part of a deposit from the Cobden Arms (1976-585), although they have a dis-associated 'found in store' number. There were so many we have selected a boxful of the best. Pub demolished?  Gift of the Borough Estates Dept 1976
314	DL 103 -119 DL 121 + 122	Fairy Lights (possibly original)	Duplicates Some chipped and damaged	Yes	None	Possibly part of a deposit from the Cobden Arms (1976-585), although they have a dis-associated 'found in store' number. There were so many we have selected a boxful of the best. Pub demolished?  Gift of the Borough Estates Dept 1976
316	DL 353	Two small glass stoppers	No bottles	Yes	None	'Domestic Life' found in store number
317	DL 352, 356, 357	3 odd pieces of cruet in an un-numbered holder	Odd and incomplete	Yes	None	'Domestic Life' found in store number
318	DL 321	Tin in the shape of a tree	Poor condition	Yes	None	'Domestic Life' found in store number
319	1979-453	Spice tin	Un-numbered part of large	Yes	None	Un-numbered part of estate clearance of

			donation. Broken, incomplete			deceased. No donor details in register
321	1978-262	Part gas bracket	incomplete	Yes	None	Donor name no longer in phone book or on electoral roll
322	1964-654/9	Spout lamp	Found in store. We have three others.	Yes	None	No donor details. Given this number when found in store in 1964
324	DL 16	Aladdin style oil lamp 1970s ish	Poor condition,	Yes	None	'Domestic Life' found in store number
326	1984-195 (group number)	Food cover	Un-numbered part of large group. Poor condition	Yes	None	Donor name no longer in phone book or on electoral roll
327	DL 59	Light fitting	Incomplete, poor condition	Yes	None	'Domestic Life' found in store number
328	DL 175	Spanish souvenir matches	Irrelevant	Yes	None	'Domestic Life' found in store number
329	DL 61	Gas bracket	Incomplete, poor condition	Yes	None	'Domestic Life' found in store number
330	DL 147	Lamp frame	Incomplete, poor condition	Yes	None	'Domestic Life' found in store number
331	DL 58	Gas mantle box	Incomplete, poor condition	Yes	None	'Domestic Life' found in store number
333	1987-847/19	Cruet	Incomplete and damaged	Yes	None	Mis-numbered on object. This number does not exist in the register, therefore donor details not available
334	1984-284/24	Glass pepper shaker	Mis-identified in records, broken	Yes	None	Donor name no longer in phone book or on electoral roll
335	DL 357	Vinegar bottle	Incomplete, poor condition	Yes	None	'Domestic Life' found in store number
336	DL 355	Salt	Incomplete, poor condition	Yes	None	'Domestic Life' found in store number
339	1973-819/4f	Part gas fitting	Incomplete	Yes	None	Purchase Donor name no longer in phone book or on electoral roll
340	?-293	Firesteel from tinder box	Incomplete. There are several complete	Yes	None	

			tinder boxes			
341	DL 42	White glass oil lamp shade	Shade only	Yes	None	'Domestic Life' found in store number
342	DL 60	Gas tap		Yes	None	'Domestic Life' found in store number
345	1972-678	Filing drawer from Cope and Taylor	Breaking up filthy and tatty. The files have been removed	Yes	None	Purchase from solicitors after closing of shop. Originally contained files which have been removed.
348	1984-55/1	Carson's Mascot sweet tin	Rusty, no lid	Yes	None	Apparently part of a group of tins of no significance to Derby  Donor still on electoral roll but outside time limit for contact
360	1973-882/9 (prob) or 1984-186	Butter churn barrel in pieces.	We have another up and over churn. Although this one probably has local provenance it is literally in pieces, and always has been, so is undisplayable.	Yes	None	Donor not on electoral roll  Or in phone book
364	1984-308/2	4 small tea boxes	Estate clearance from a Derby house, but no real Derby link. Stronger link to Nottingham	Yes	None	If unwanted by Nottingham, no real local provenance.  Donor not on electoral roll  Or in phone book
365	1976-585	4 optics from the Cobden Arms	We have accessioned two of each type already	Yes	None	Transferred from Borough Estates Dept.
368	1989-100/4 + /5	Carving knife and steel	Very poor condition. Undisplayable	Yes	None	Donor not on electoral roll  Or in phone book