



ED LEISURE+CULTURE

Scottish Charity: SC 04 1942
Company Registration Number: 389516

MUSEUMS SERVICE
COLLECTION
DEVELOPMENT POLICY

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APPROVED BY:

TITLE: Collection Development Policy

MUSEUMS SERVICE COLLECTION DEVELOPMENT POLICY, 2012-2017

EAST DUNBARTONSHIRE LEISURE & CULTURE TRUST

Governing body: East Dunbartonshire Leisure and Culture Trust Board

Date policy approved: 15 August 2012

Date policy is due for review: 15 August 2017

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1. STATEMENT OF PURPOSE

East Dunbartonshire Museums Service encompasses the Auld Kirk Museum complex, Kirkintilloch and the Lillie Art Gallery, Milngavie. The service exists to:

- Enhance the quality of life of the people who live in, work in and visit East Dunbartonshire.
- Act as a focal point for the interpretation and understanding of the culture and heritage of East Dunbartonshire and provide the best care possible for the objects in our collections.
- Provide access to a wide range of learning opportunities for all, from pre-school and formal education, to lifelong and family learning.
- Provide high quality exhibitions and events which are accessible to all.
- Promote partnerships with internal colleagues, the wider community and external agencies.

2. AN OVERVIEW OF CURRENT COLLECTIONS, WITH THEMES AND PRIORITIES FOR FUTURE COLLECTING

FINE AND APPLIED ART

The Lillie Art Gallery is a purpose built gallery which opened in 1962. It owes its existence to the Milngavie artist and banker Robert Lillie (1867 – 1949). He left just over 1,000 of his own artworks to Milngavie Burgh Council, as well as funds to build an art gallery.

The substantial number of paintings, drawings and prints bequeathed by Robert Lillie mainly cover landscape subjects, including scenes around Milngavie. Portraits and still life are represented in smaller numbers.

East Dunbartonshire Museum service will focus on the collecting of work by Robert Lillie on the subjects of local landscapes not represented in the collections, and also portraits of local individuals, as opportunities arise. Ephemera related to Robert Lillie will also be considered for acquisition. Works may be acquired by purchase, gift or bequest.

Since 1961, Robert Lillie's founding bequest has been developed to form a collection of Scottish art dating from the late 19th century to the present day. Around 700 works are contained in the collection, excluding those by Robert Lillie, but including works by other artists in Robert Lillie's collection. The range of media covered include paintings, drawings, prints, mixed media, sculpture, ceramic, glass and textiles.

Artists represented include several of the Glasgow Boys, all four of the Scottish colourists, Mary Armour, David Young Cameron, Alan Davie, Joan Eardley, Ian Hamilton Finlay, June Redpath, Willie Rodger, Alison Watt and Adrian Wisniewski. The collection is strong in Scottish landscapes and still life, but weak in figurative



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and abstract works. The small number of local topographical views requires to be strengthened.

It is desirable to build on the strengths of the collection, both historic and contemporary, whilst also seeking out work by artists not yet represented, as well as under-represented subjects. Artists desirable for the collection include, amongst others, Steven Campbell, William Johnstone, William Gear, Alexander Moffat, William McCance, Agnes Miller Parker and Donald Urquhart.

There is a small group of modern sculpture, modern ceramics and modern glass. There is also a small group of historic ceramics, which includes Allander pottery, produced in Milngavie by Hugh Allan (1862 – 1909) from 1904 – 8. The gallery also holds a small collection of domestic pottery decorated by Bearsden born artist Jessie Marion King (1875 – 1949).

East Dunbartonshire Museum service will continue to collect fine and applied art by artists who are Scottish by birth or residence, spanning the period 1880 to the present day. Works may be acquired by purchase, gift or bequest and, in relation to contemporary works, by commission.

LOCAL COLLECTIONS

At present, local collections are based on the collections of the Auld Kirk Museum, which reflects the boundaries of the former Strathkelvin District. It is recommended that these collections form the basis of the collecting initiatives for East Dunbartonshire, and that every effort is made to collect similar material which reflects life in part of the area formerly within the boundaries of Bearsden and Milngavie District.

Paintings, prints and drawings of local scenes will continue to be collected as part of the local history collection.

Social and Industrial History

Most of the Museum Service's object-based collection falls into this category and can be sub-divided as follows:

The Home and Domestic Life

There is a good collection of late nineteenth and twentieth century household goods. Priority should be given to identifying and filling gaps in this collection. Additionally, the collection of household goods from the mid-twentieth century onwards has grown over the last five years.

Further complementary specimens are sought, and that priority is also given to ways of recording contemporary domestic life.

Education

The Museums Service will collect specimens relating to all education services and youth organisations operating within the Council boundaries. This will complement existing collections.

Religion



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All religious denominations will be represented within the Museum collection.

Recreation and Sport

This category also includes toys and hobbies. There is already a good collection of sporting items from the former Strathkelvin area, together with toys. Efforts will be made to cover all the Council area.

Industrial History and Technology

Traditional industries such as iron founding and coalmining are well represented and form one of the great strengths of the collection. Priority will be given to extending this collection to cover other local industries and that more recent industrial development is recorded.

Trade and Commercial Life

This is not so well represented as Industrial History. Special attention will be given to this area, particularly in view of the re-developments to local town centres.

Agricultural History

Reflecting the rural nature of parts of the area, the Museum Service has a small collection of agricultural material. Size has to be a discriminating factor when collecting. Positive steps will be taken to identify and fill gaps in this collection.

Public Utilities and Municipal Services

Items relating to services such as gas, electricity, police, hospitals etc. continue to be collected.

War and Peace

The Museum Service collects specimens relating to the First and Second World Wars, particularly as they affected civilian life.

The Museum Service will not collect firearms or explosives, and that any proposed acquisition of other weapons will be brought to the Trust for approval. This type of material could include Roman arrowheads, pre-historic knives and ceremonial weapons.

Antiquities

East Dunbartonshire Museums have a small collection of excavated finds from sites along the Antonine Wall, together with some isolated Roman and Medieval specimens. The Museum will continue its policy of acquiring only local archaeological finds under the conditions laid out in section 8.

Costume and Textiles

The Museum Service has a small collection of locally produced or locally associated textiles and costume. Efforts will be made to acquire further examples of local textiles, whilst recognising that these could be difficult to identify. In particular, specimens from the weaving and printed calico industries should be sought. In addition, examples of costume typical of those worn by local residents will be collected.

Decorative Art



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The Auld Kirk Museum has a collection of Scottish pottery, particularly from the Glasgow Potteries of the nineteenth and twentieth centuries. There is also a local connection with the owner of one of the major potteries – J and M P Bell and Company. Gaps in this collection be identified and efforts made to fill them. Campsie Ware pottery has a local connection and the collection continues to expand.

Books and Newspapers

The Museum Service will only collect books for reference or illustrative purposes including trade, fashion or design catalogues. Local reference books will otherwise be referred to the appropriate Reference Libraries.

Archives of Photographs

Manuscript material, unless it relates to Museum specimens, will be deposited with the Reference Department. Relevant printed material such as posters, tickets and programmes will be collected. All original photographs collected by the Museum are made available to the Reference Department for copying purposes. Copies and negatives are filed in that department for public use.

Natural Sciences

The Museum has a small collection of local geological specimens and miscellaneous natural history specimens. The Museum should continue to accept donations in this area under the conditions of Section 8.

NON-LOCAL BRITISH COLLECTIONS

Social History

General social history items such as household goods and costume of unspecified provenance will be collected where they complement the existing collections.

Specimens not to be accepted

All non-local British items without a local connection in the following categories should not be accepted. Where appropriate, they should be referred to other museums.

INTERNATIONAL COLLECTIONS

No ethnographic material be accepted by the Museum, with the exception of specimens with a specific local connection – e.g. as part of a larger collection of memorabilia belonging to a local person.

EDUCATION

Formal and informal education for children and adults is an integral part of a present-day Museum Service. However, the close examination and handling of museum objects will lead to their destruction. Over the past few years, the Auld Kirk Museum has acquired duplicates of certain items for a separate education collection, including some replicas. This practice will continue.



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3. THEMES AND PRIORITIES FOR RATIONALISATION AND DISPOSAL

The museum service holds East Dunbartonshire's collections in trust. Any curatorially-motivated disposal takes place as part of the long-term collection policy, in order to increase public benefit from the collections.

4. LIMITATIONS ON COLLECTING

The museum recognises its responsibility, in acquiring additions to its collections, to ensure that care of collections, documentation arrangements and use of collections will meet the requirements of the Accreditation Standard. It will take into account limitations on collecting imposed by such factors as staffing, storage and care of collection arrangements.

5. COLLECTING POLICIES OF OTHER MUSEUMS

The museum will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields. It will consult with these organisations where conflicts of interest may arise or to define areas of specialism, in order to avoid unnecessary duplication and waste of resources.

The museum will take into account the collecting areas of other museums in authorities in west central Scotland:

Glasgow (Glasgow Life Museums, Hunterian Museum)
Renfrewshire (Paisley Museum)
West Dunbartonshire (Clydebank Museum)
Inverclyde (McLean Museum)
North Lanarkshire (Summerlee Museum)
South Lanarkshire (Low Parks Museum)

6. POLICY REVIEW PROCEDURE

The collections development policy will be published and reviewed from time to time, at least once every five years. The date when the policy is next due for review is noted above.

Museums Galleries Scotland will be notified of any changes to the collections development policy, and the implications of any such changes for the future of existing collections.

7. ACQUISITIONS NOT COVERED BY THE POLICY

Acquisitions outside the current stated policy will only be made in very exceptional circumstances, and then only after proper consideration by the governing body of

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the museum itself, having regard to the interests of other museums.

8. ACQUISITION PROCEDURES

- a. The museum will exercise due diligence and make every effort not to acquire, whether by purchase, gift, bequest or exchange, any object or specimen unless the governing body or responsible officer is satisfied that the museum can acquire a valid title to the item in question.
- b. In particular, the museum will not acquire any object or specimen unless it is satisfied that the object or specimen has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws. (For the purposes of this paragraph 'country of origin' includes the United Kingdom).
- c. In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the UK ratified with effect from November 1 2002, the museum will reject any items that have been illicitly traded. The governing body will be guided by the national guidance on the responsible acquisition of cultural property issued by the Department for Culture, Media and Sport in 2005.
- d. So far as biological and geological material is concerned, the museum will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.
- e. In Scotland, under the laws of *bona vacantia* including Treasure Trove, the Crown has title to all ownerless objects including antiquities. Scottish archaeological material cannot therefore be legally acquired by means other than by allocation to the Auld Kirk Museum by the Crown. Where the Crown chooses to forego its title to a portable antiquity, a Curator or other responsible person acting on behalf of the Trust Board, can establish that valid title to the item in question has been acquired by ensuring that a certificate of 'No Claim' has been issued on behalf of the Crown.
- f. Any exceptions to clauses 8 a, b, c or e will only be because the museum is:
 - acting as an externally approved repository of last resort for material of local (UK) origin
 - acquiring an item of minor importance that lacks secure ownership history but in the best judgement of experts in the field concerned has not been illicitly traded
 - acting with the permission of authorities with the requisite jurisdiction in the country of origin
 - in possession of reliable documentary evidence that the item was exported from its country of origin before 1970.

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In these cases the museum will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority.

- g. The museum does not hold or intend to acquire any human remains.

9. SPOILIATION

The museum will use the statement of principles 'Spoliation of Works of Art during the Nazi, Holocaust and World War II period', issued for non-national museums in 1999 by the Museums and Galleries Commission.

10. DISPOSAL PROCEDURES

Disposal Preliminaries

- a. The governing body will ensure that the disposal process is carried out openly and with transparency.
- b. By definition, the museum has a long-term purpose and holds collections in trust for society in relation to its stated objectives. The governing body therefore accepts the principle that sound curatorial reasons for disposal must be established before consideration is given to the disposal of any items in the museum's collection.
- c. The museum will confirm that it is legally free to dispose of an item and agreements on disposal made with donors will be taken into account.
- d. When disposal of a museum object is being considered, the museum will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

Motivation for disposal and method of disposal

- e. When disposal is motivated by curatorial reasons the procedures outlined in paragraphs 13g-13o will be followed and the method of disposal may be by gift, sale or exchange.
- f. The museum will not undertake disposal motivated principally by financial reasons.

The disposal decision-making process

- g. Whether the disposal is motivated either by curatorial or financial reasons, the decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors

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including the public benefit, the implications for the museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. External expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities and others served by the museum will also be sought.

Responsibility for disposal decision-making

- h. A decision to dispose of a specimen or object, whether by gift, exchange, sale or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the governing body of the museum acting on the advice of professional curatorial staff, if any, and not of the curator of the collection acting alone.

Use of proceeds of sale

- i. Any monies received by the museum governing body from the disposal of items will be applied for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from the Museums Galleries Scotland.
- j. The proceeds of a sale will be ring-fenced so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard.

Disposal by gift of sale

- k. Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain, unless it is to be destroyed. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.
- l. If the material is not acquired by any Accredited Museums to which it was offered directly as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material, normally through an announcement in the Museums Association's Museums Journal, and in other specialist journals where appropriate.
- m. The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on which the material will be transferred to another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.



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Disposal by exchange

n. The museum will not dispose of items by exchange.

Documenting disposal

o. Full records will be kept of all decisions on disposals and the items involved and proper arrangements made for the preservation and/or transfer, as appropriate, of the documentation relating to the items concerned, including photographic records where practicable in accordance with SPECTRUM procedure on deaccession and disposal.