



CABINET

14TH FEBRUARY 2019

AGENDA ITEM (14)

CORINIUM MUSEUM - COLLECTIONS RESEARCH POLICY

Accountable Member	Councillor SG Hirst Cabinet Member for Housing, Health & Leisure
Accountable Officer	Martin Holland Leisure Services Manager 01993 861556 martin.holland@publicagroup.uk

Purpose of Report	To adopt a collections research policy.
Recommendation(s)	That the Collections Research Policy be adopted.
Reason(s) for Recommendation(s)	To meet the requirements of the Arts Council's museum's designation scheme.

Ward(s) Affected	All, as users of the Museum are likely to come from all wards.
Key Decision	No
Recommendation to Council	No

Financial Implications	Designated status opens up new income streams for the Museum Service, by way of external grants for projects. There is no cost implication for the Council; however, the Policy will enable the Museum to levy a charge for officer time for research requests, if considered appropriate.
Legal and Human Rights Implications	None
Environmental and Sustainability Implications	None
Human Resource Implications	None for the Council, as the Policy will be operated by the Council's leisure management contractor.
Key Risks	If the policy is not adopted, there is a risk that the Museum will not be able to renew its designation scheme accreditation, and this would restrict the Museum's ability to apply for external funding.
Equalities Impact Assessment	None

Related Decisions	Cabinet - October 2017 - Approval of other Collections Policies for the Museum
Background Documents	None
Appendices	Appendix A - Corinium Museum Collections Research Policy

Performance Management Follow Up	Implement Cabinet decision(s)
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Options for Joint Working	The policy fosters joint working with local, sub-regional, regional or national programmes and volunteers.
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Background Information

1. Scope and Purpose of the Policy

1.1 Corinium Museum cares for, and enables access to, archaeological, paper ephemera and social history collections from the Cotswold District. These collections are of the highest heritage merit and are significant both nationally and internationally. They span four distinct groups: Archaeology, Social History, Costume, Photographs and Paper Ephemera.

1.2 The purpose of the proposed Collections Research Policy is to foster excellent research of the Museum collection and to lay out procedures to ensure it is undertaken in a sustainable way:-

- To enhance the Museum's reputation by raising awareness of archaeology and history of the Cotswolds.
- To advance and disseminate knowledge and understanding of the Museum through access to the collection.

1.3 The Policy provides a framework and guidance to manage:-

- both internal and external research;
- the enquiry and object identification service;
- requests for destructive analysis;
- research on human remains.

1.4 Research may be based on collections, archives, objects or practices. The Museum actively encourages research from, and between, a wide range of disciplines, including:-

- Archives (to include paper ephemera and photographs).
- Archaeological (paper archives, small finds, human remains and bulk archaeological collections).
- Historical (to include social history and costume).
- Museological (to include conservation, education, public engagement and audience evaluation).

2. Internal Research

2.1 Research relating to the Museum collection forms part of the day-to-day role of curatorial staff and volunteers. Research objectives include:-

- To add to knowledge about artefacts, archives, and collections from the Cotswolds.
- To develop information to deliver exhibitions, displays and interpretation.
- To develop informal and formal learning programmes.
- To develop personal skills or knowledge that will improve an individual's contribution to service delivery.
- To create publications based on the Museum collection.
- To develop talks, lectures and activities for the Museum's public programme.
- To conduct research as part of local, sub-regional, regional or national programmes driven by external organisations in partnership with Corinium Museum, such as exhibitions or surveys.

3. External Research

3.1 Making the collection available and accessible for external researchers is an essential part of the Museum's research framework to support lifelong learning, public engagement and sustainability. External users include community groups and individuals as well as staff and students from further and higher education, research institutes and schools.

3.2 Adoption of the Collections Research Policy will support the work of the Museum and accreditation to the Arts Council Museum's Designation Scheme, which identifies and celebrates outstanding collections.

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